



GUIDELINES FOR CAMPUS SCREENS

Designing Your Slide

- **Required dimensions: 3840 x 2160 (landscape, 72 DPI, RGB)**
- Content should be easy to read in 8 - 10 seconds.
- Set animated or video slides (MP4) to 10 seconds.
- Only list one event/date at a time to keep content relevant.
- Replace long URL links with QR codes.
- Evergreen slides (not advertising a specific event or date) must be refreshed every 60 days or they will be automatically removed.
- For assistance with designing a slide, please email pr@uiwtx.edu.

Submitting Your Slide

- Email anlara@uiwtx.edu for review. **(file type: PNG)**
- If you created artwork in Canva, please send editable link.
- Include requested duration for run time (max 60 days).