

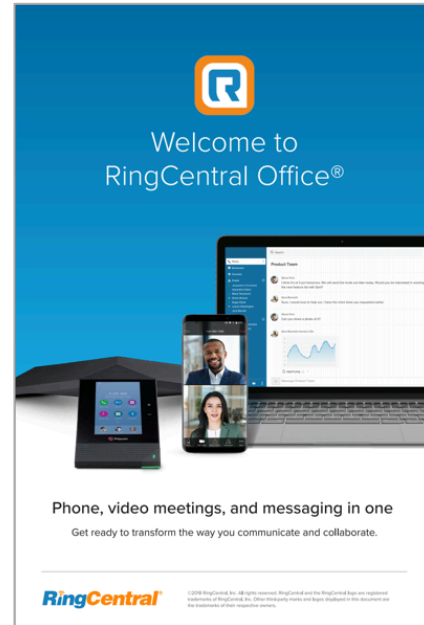
Customer Posters and Digital Signage

Poster instructions

Printing the posters

The poster size is 24x36 inches. They are high resolution pdfs. You can have them printed at Kinkos or any other printing company.

When placing your print order, please specify that these are bleed posters so the printer knows to trim the edges. Otherwise there will be a small white border around the edges of your posters.



Customize training posters with training date

For Training Day posters, you can use Adobe Acrobat to update the date section of the poster. (Even Acrobat Reader works.)

Change the month, date, and time; save the pdf; then send out for printing.



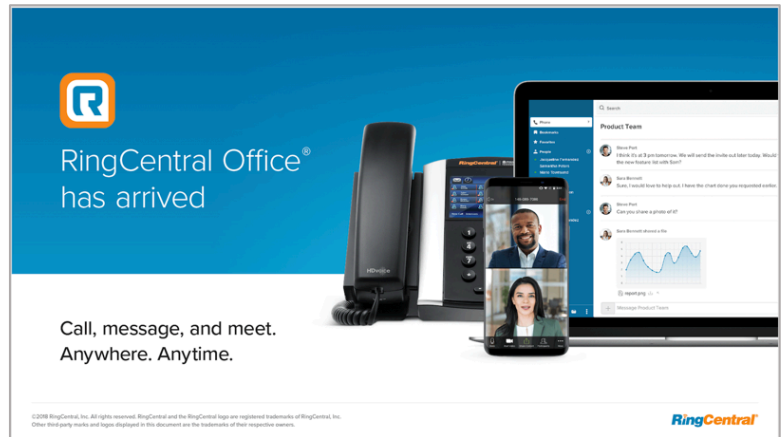
Customer Posters and Digital Signage

Digital signage instructions

Screensavers/digital monitor signage

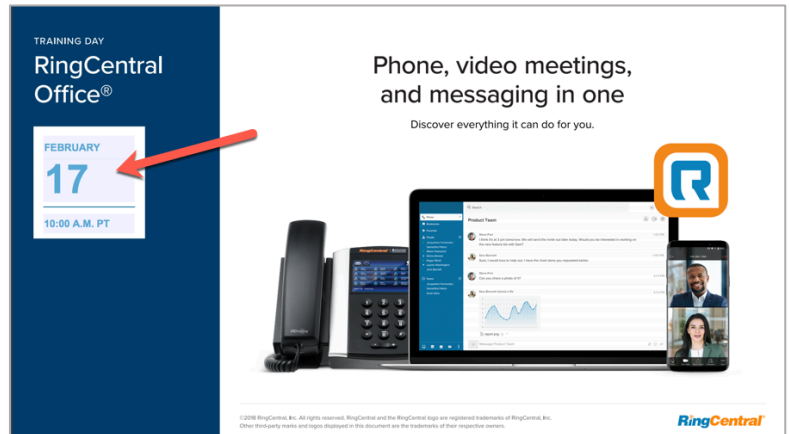
The screensavers are provided at 1080x1920 resolution in PNG format.

You can use these as digital signage or screensavers on monitors throughout your company.



Customize training screensaver signage

Training Day screensavers are provided as PDFs so you can first customize the date, then convert the PDF to an image. Use Adobe® Acrobat or Acrobat Reader to update the month, date, and time of the training, then save the PDF. Here are two options for exporting the PDF as an image:



Option 1: Adobe Acrobat

In Adobe Acrobat*, select **Export PDF** under **Tools**. Select **Image**, then select **PNG**** as your image format.

Option 2: File conversion

Use a file conversion service such as smallpdf.com/pdf-to-jpg

*Image export is not an available option in Adobe Reader, so you need to use Adobe Acrobat or Acrobat Pro.

**PNG is the preferred image format but JPG is also acceptable.

