

SABER VIRTUAL DAY

June 25, 2026

Virtual Presenter Guide

We are absolutely thrilled that you will be presenting at the upcoming SABER Virtual Conference. Your work represents the kind of thoughtful, forward-leaning, and field-shaping scholarship and practice that makes our DBER community so powerful.

We feel strongly that your presentation is more than a time slot — it is an opportunity for us to build connection with each other and soothe the feelings of isolation that so many of us are grappling with during this season of upheaval in higher education. To that end, we encourage you to attend other sessions when possible, participate in virtual chats and messaging, and connect intentionally through the different networking options that will be offered. The more visible you are during the conference, the more others will benefit from your presence and expertise.

Please share these guidelines with your co-presenter(s) if you have any. And as always, if you have any questions or concerns, reach out to us at conference@saberbio.org.

GENERAL GUIDELINES FOR ALL PRESENTATIONS

All SABER policies apply to the Virtual Day. Please review the following links before attending the conference.

- [Code of Conduct](#)
- [Intellectual Property and Social Media Policy](#)
 - This policy allows presenters to indicate to conference attendees whether they opt-out of having their work shared via photo, recording, and/or social media.

Your session will be facilitated through Zoom. As you prepare for your presentation, please be mindful of the following:

- Our experience has taught us that it is an excellent idea to download the latest Zoom updates before your presentation begins. You can access Zoom downloads at: <https://zoom.us/support/download>.
- If your presentation includes handouts, please have a Google Doc link ready and accessible to all attendees. You will have the opportunity to share the link at the beginning of your presentation.

VIRTUAL SESSION TYPES AND TIMING

Long talk: 50 minutes + 10 minutes Q&A
Short talks: 15 minutes + 5 minutes Q&A
Posters: Presented 30-minute A/B sessions

PREPARING YOUR PRESENTATION (All presentation types)

We encourage all presenters to make their presentations compatible with ADA guidelines. General guidelines are shared below. This [site](#) from the ADA National Network is a good resource for more details.

Presentations:

- Use large, readable sans-serif fonts like Arial, Calibri, or Helvetica.
- Body text should be at least 18-24 points, while titles must be 36+ points.
- Include no more than six lines of text on each slide.
- Avoid excessive italics, underlining, or all-caps, as this reduces readability
- Ensure strong color contrast.
- Avoid reliance on color for meaning; provide various cues (hatched, symbols, etc).

For posters:

- Main titles should be 72-150 pt, headings 42 pt, and body text at least 24–36 pt.
- Use sans serif fonts such as Helvetica, Arial or Verdana
- Make sure font colors contrast with the background, such as black text on a white background or white text on a dark background.
- Never rely *only* on color to convey data (e.g., in bar graphs or charts). Use textures, patterns, or distinct data labels in addition to color.
- Use between 1.2 and 2.0 line spacing.

Disabilities may not always be visible or obvious. It is wise to assume there will be some members of your audience who will have trouble seeing visual aids (such as slides, overheads, video clips, etc.) and/or some who will have difficulty hearing what is said.

- Presenters are encouraged to use inclusive and welcoming language during their presentation.
- Subtitles will be provided through Zoom. Please **do not** use subtitles in PowerPoint.
- Describe the content of graphic slides orally during your presentation.
- If possible, keep your hands away from your mouth for those who use speech reading.

JOINING YOUR SESSION

Refer to the conference program for your conference breakout room number (if applicable). **All presenters are asked to arrive 10 minutes before the start of their presentation.** This will allow time to check your audio/visual capabilities, familiarize you with the Zoom room configuration, meet your moderator (talks), and answer any remaining questions you may have.

PREPARING FOR YOUR POSTER PRESENTATION

Posters need to be submitted by **June 21, 2026** in PDF format. The poster should be 48" W and 36" H.

In addition, poster presenters are encouraged to make a 5 min "poster presentation".

Please submit posters using this form: <https://forms.gle/gRfEmB8Hj3h9fdaG9>.

Virtual Day Subcommittee members Adriel Cruz (acruz17@sierracollege.edu) and Faith Frings (faithfrings@gmail.com) have sent instructions to poster presenters.

Naming conventions for posters and recordings:

- For Poster PDF file: CMT Number_Last Name_Poster
- For Poster Presentation Video: CMT Number_Last Name_Video

Poster presentations will take place in breakout rooms on Zoom. You will find your breakout room number in the conference program. Posters will be displayed in Padlet. The Padlet link will be provided in the conference program.

SPECIFICS FOR YOUR SHORT TALK/LONG TALK PRESENTATION

A moderator will be assigned to your presentation. The moderator will be responsible for keeping you on time, generating questions and conversation, moderating audience interaction if needed, and maintaining a welcoming and engaged virtual environment.

Your moderator can provide technical assistance and address technical issues should they arise during your presentation.

The long talk will only be recorded by the Conference Committee. No other presentations will be recorded.

Presenters should indicate that they do not want their talks photographed or shared using the icons provided in [SABER's Intellectual Property and Social Media Policy](#). Any questions regarding these policies can be submitted to conference@saberbio.org.