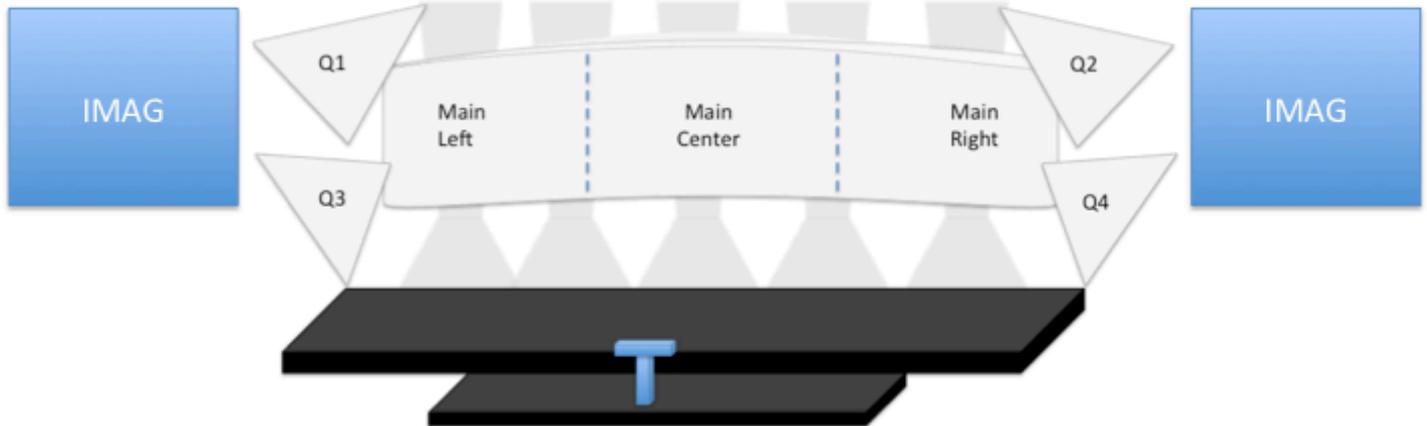# 2015 Annual Conference
Video and Digital Graphics Design Guide

ALL DIGITAL DISPLAYS ARE
DUE April 27, 2015

At the Wilmington Convention Center we are taking the opportunity to share more about who you are and what you do as part of the NCCUMC through digital displays.

Here is a picture of the stage we will set up. Over the stage are 3 main screens (Main Left, Main Center and Main Right). On the sides are triangular screens (Q1, Q2, Q3, Q4). On the right and left are image magnification screens (IMAG) that will enable people sitting further away to see what's happening on stage. We hope to have six IMAGE screens.

If you'd like your ministries/organizations information presented on a screen or some of the screens during the annual conference please follow the sizing and format requirements below.

Video Clips and Motion Graphics:

Main Split	Main 3 Wide	IMAG	Quarter Sails
1920x1080 @ 30p	3840x800 @ 30p	1920x1080 @ 30p	Stills Only

Images:

Main Split	Main 3 Wide	IMAG	Quarter Sails
1280 x 800px	3840x800px	1280x960px	1024x768px

Quarter Sails:
All images used in the quarter sails need to come in **sets of 4**. This means that if you provide images to use for the sails, you need to send 4 separate images all the same size that all are connected to the particular event occurring onstage to have them displayed at the same time.

Video Clips
Videos should not exceed more than 2 minutes in length. Please encode your videos in the .mp4 formats. ALL VIDEOS NEED TO BE SENT WITHOUT SOUND FOR USE DURING THE CONFERENCE. **This allows us to play multiple videos at the same time during breaks.**

IMPORTANT TIPS
1. Consider adding text to your video to say who you are and your website.
2. Create a meme—If you are sending images please include on the image the name of the organization and your website. This will help folks know who you are when they see your image displayed. And, don't be afraid to be creative.

    Here's an example of a meme promoting an organization.

3. Please consider using Twitter to share more about your organization during AC. You can tweet both text and images, which can promote your ministry/organization even more. We'll send out the AC hashtag soon as well as a "How To Tweet" sheet.
4. Please email mandreolli@nccumc.org if you'd like to send digital display media. **We are in the process of creating space on a google drive for your content.**

The Communications Office reserves the right to determine if and when digital displays will be projected during Annual Conference. We'll do our best to project as many as possible!