



DFI PowerPoint Presentation Guidelines

- **Logos:** company logos ONLY on title page and closing slide – not throughout slideshow.
- **Font size :** suggest minimum font size of 18 pt. (*this slide used 40 pt title & 24 pt bulleted text*)
- **File Size (imported graphic size):** Our experience has been that most presentation problems occur with large PP files and large imported graphics. To avoid loading and running problems, DFI recommends limiting your file to less than 40 MB and utilizing small graphic files (.JPG or .GIF format recommended)
- **Contrast:** use light font colors on dark backgrounds and dark font colors on light backgrounds.
- **Number of Bullets:** suggest maximum of six. (*Less is more!*)