PAVIL JONKI

MATERIAL GUIDELINES

TECHNICAL INFORMATION OF OUR PREMISES:

• The image settings for all of our meeting rooms and auditoriums are as follows:

  Aspect ratio: 16:9
  Resolution: 1920 x 1080

POWERPOINT:

• All our presentation computers have Office365 programs and basic fonts.
• We recommend embedding fonts directly in the PowerPoint file.
  Instructions for embedding fonts can be found here.

OTHER FILE FORMATS AND PROGRAMS:

• Our presentation computers have a program for showing pdf-files.
• Our presentation computers do **not** have the Keynote program for macOS systems.
• If you need specific programs for your presentation, please contact us beforehand.

VIDEOS:

• For displaying videos, there is a VLC media player that supports many different formats. However, we recommend that you convert video files to mp4 format (with H.264 compression)

OWN COMPUTERS:

• VGA and HDMI connection points for your own computers can be found in all our rooms. However, we recommend using the presentation computer in the room, because its settings are pre-set for presentation use.
• Please bring your own adapter to your computer, if required.

You can send your presentation to us in advance to aineistot@paviljonki.fi.
If necessary, we can test the presentation in advance (e.g. videos, etc.).

Contact us: paviljonki@paviljonki.fi / +358 14 339 8100