vExpo **Kiosk** Content Submission Template

This template was designed to gather content related to the your event kiosk, as described in the [vExpo Content and Design Guidelines](https://wiki.gccollab.ca/CSPS_Digital_Academy/Virtual_Expo/Content_%26_Design_Guidelines).

# Instructions

1. Fill out the fields below with the final links and text to be used in the kiosk.
2. You may need or want the kiosk to reflect your departmental branding and/or the program’s look and feel. If so, make sure to send us the required image source files in vector format (.ai, .eps, .svg, etc.), and branding guidelines along with this template (optional).
3. Provide the content and material as soon as available, and no later than the agreed-upon deadline. Content sent passed the deadline may results in our inability to include the kiosk in the events (where applicable).
4. Once completed, submit this template and file attachments to [guy.boulet@canada.ca](mailto:guy.boulet@canada.ca).

# Kiosk Information

|  |  |
| --- | --- |
| **English Title:** |  |
| **French Title:** |  |

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| **Required** | | | | **Recommended** | | | **Optional** | | | |
| **Content Name - Kiosk Hotspot/Objects** | **URL - Link to Content** | | **Is this content accessible (Y/N)** | **Suggested Hotspot descriptive text (appears on card)  (character limit: 100)** | | **Hotspot Image**  **(insert image or file name)** | ***Facultative* decorative text to appear next to the hotspot link**  **(character limit: 100)** | | **Hotspot icon (appears on card**  **(insert image or file name)** | **Additional Comments** |
| **English** | **French** | **English** | **French** | **English** | **French** |
| *ex: Busrides* | *ex:* [*https://busrides-trajetsenbus.ca/*](https://busrides-trajetsenbus.ca/) | *ex:* [*https://busrides-trajetsenbus.ca/fr/*](https://busrides-trajetsenbus.ca/fr/) | *ex: Yes* | *ex: Learn about Busrides and how you could be a guest writer.* | *ex: Découvrez Trajets en bus et comment vous pourriez être un collaborateur invité.* | *ex: Place on the left kiosk panel.* | *ex: Bite-sized learning about digital technology and government.* | *ex: Micro Apprentissage sur la technologie et le gouvernement numérique.* | *ex:*    *OR*  *busrides logo only.png* |  |
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# Reference

