

## Rules for TSMC Building 1<sup>st</sup> Floor Digital Display Board Use

1. Display content: Only for use in promoting of academic, administrative, arts/culture, student/alumni activities, etc.; content violating good customs or related to elections, political parties, religion, commercial profits, etc. will be politely refused.
2. Units that may apply: On-campus teaching, administrative, research units and legal National Tsing Hua University student organizations.
3. Promotion period: Apply at least one week before the event; promotions may be displayed for no more than one month.
4. Display location: TSMC Building 1<sup>st</sup> Floor Digital Display Board(s).
5. Digital poster file format: Must conform to the following formats.  
File type must be JPG or JPEG file.  
Images should preferably be in portrait orientation.  
File size must be 1MB or less.  
File name: Last day of promotion (years using ROC calendar) + event name.  
(For example: 1080418 Sun Yun-suan Lecture on science and technology)
6. Send basic information (name, unit, phone number) and picture file to [chen.yc@mx.nthu.edu.tw](mailto:chen.yc@mx.nthu.edu.tw).
7. Email subject must be “Application for TSMC Building 1<sup>st</sup> Floor Digital Display Board display”.
8. The College of Technology Management reserves the right to approve or decline use; any other changes will be announced on the College's website.