

Juniper Template Guide

Theme Fonts



Headings

{Arial Bold}

Body

{Arial}

Template Font Style Tips

1. Quickly switch between built-in template font styles within content placeholders by clicking the “Increase” and “Decrease List Level” buttons. *(Figure A)*
2. Click the “Clear All Formatting” button  to reset a selection of text to the template text styles. *(Figure B)* 
3. To ensure readability of text in the classroom, avoid using font sizes below 20pt.

Level 1 (24pt)

- Level 2 (20 pt)
Level 3 (16 pt)
 - Level 4 (14 pt)
Level 5 (12 pt)

Figure A

The Quick Brown Fox
Jumps Over the Lazy Dog

The Quick Brown Fox
Jumps Over the Lazy Dog

Figure B

Juniper Template Guide II

Theme Colors: Banff



Additional Tips:

- When pasting content from another PowerPoint file, always select “Use Destination Theme”
- Hide a slide from view during the slide show by right-clicking and selecting “Hide Slide”
- Keep contrast in mind when selecting colors for display on classroom projectors.



DESIGN TIPS + CONTACT INFO

For additional help email: visualdesign@Stanford.edu

Placeholders for lines, circles, and arrows may have a dotted line perimeter > ignore this. The lines will show normally in presentation view.

Text won't fit in the box: highlight the entire text box and change all the overall size:

Remove dotted red lines: to remove the guides go to the View tab > deselect "guides"

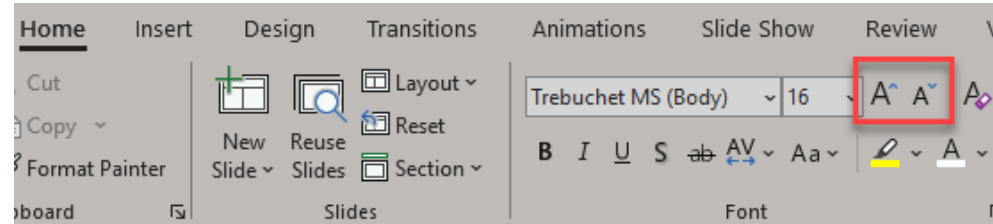


Image placeholders (large) have a grey fill for easier identification. If you want to remove the fill: Click on the shape > shape format tab > shape fill drop list > select "no fill"

Replacing photos in the presentation: click on the photo > hit delete > click on the image icon in center of placeholder to browse to new image on your computer

Title of Class Topic Here

Faculty Name

Title

Course Name

Course ### | Quarter + Year

Location (Seminars, i.e. Harvard)

Course Number | Quarter here

Class 1: Title of the session is added here

Faculty name

Faculty title

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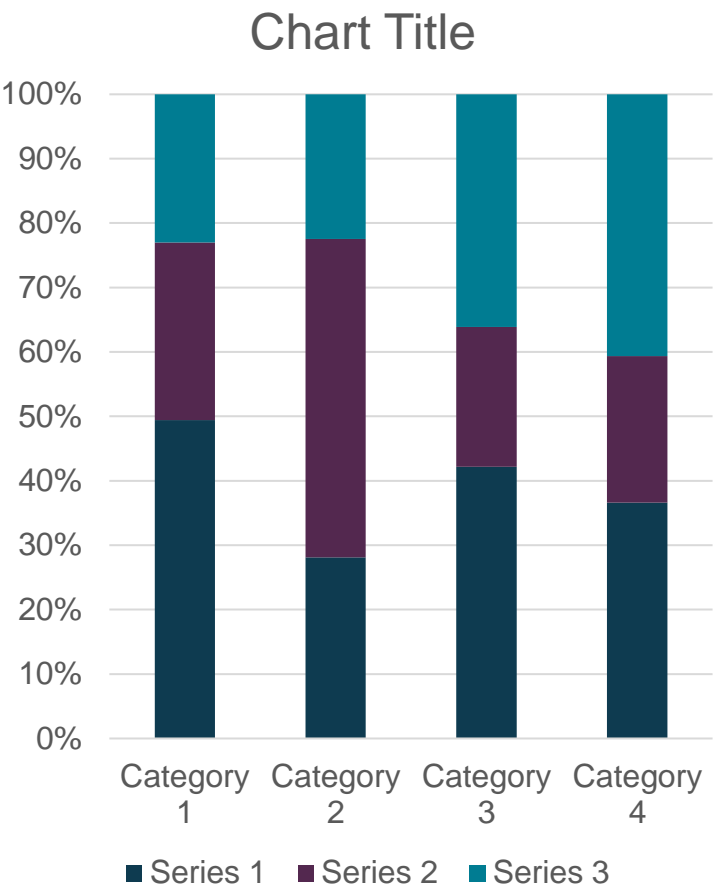
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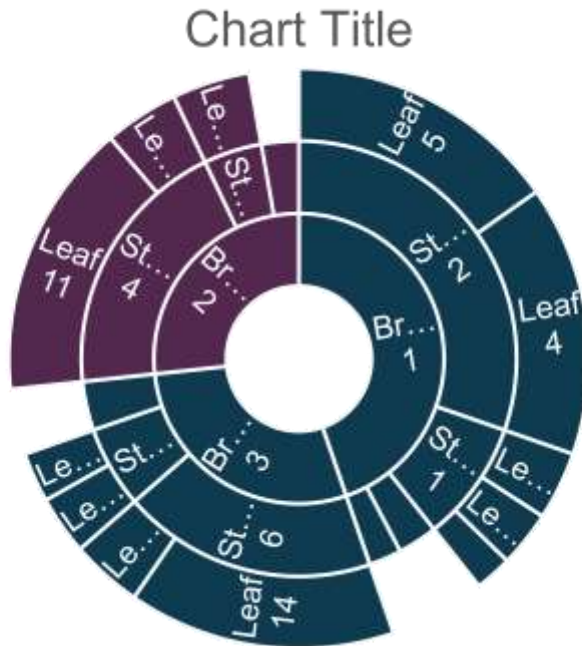
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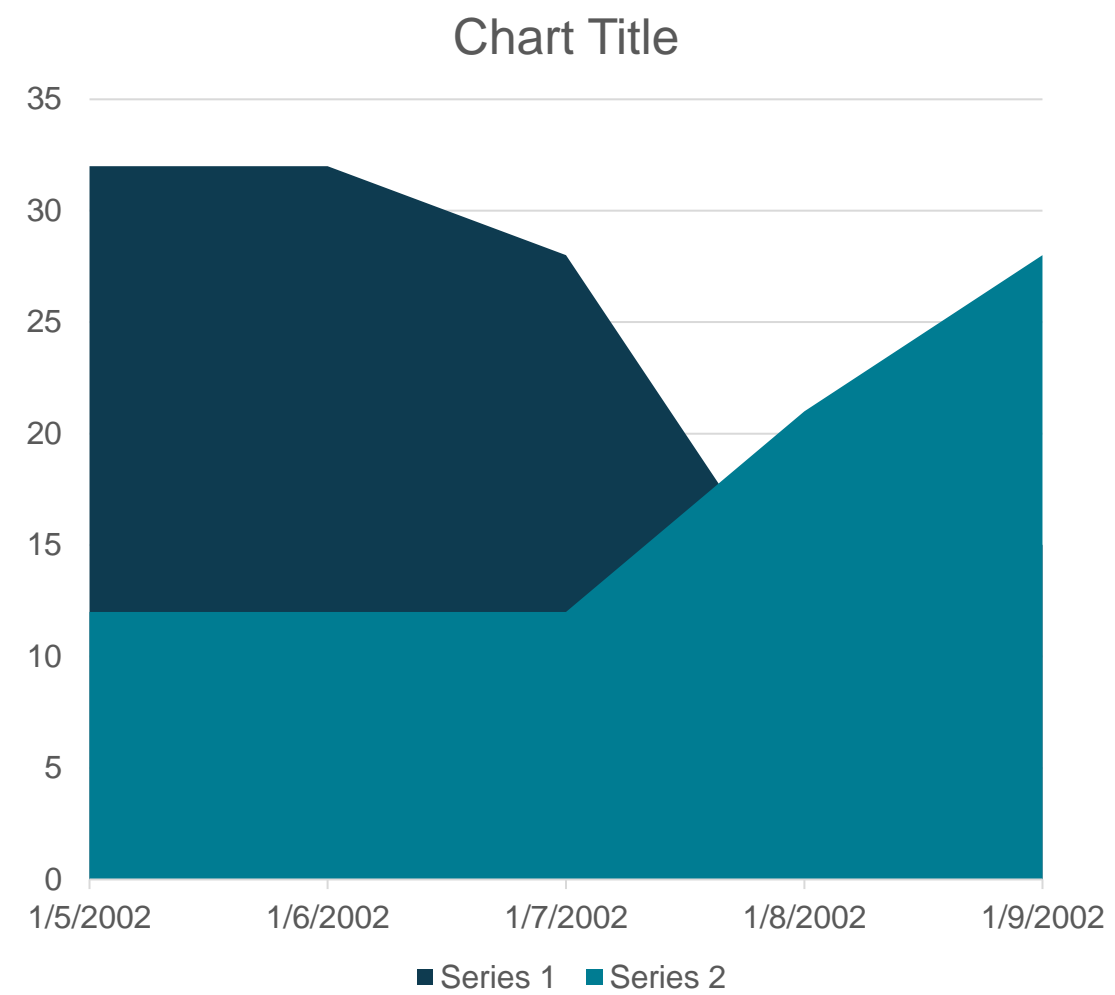
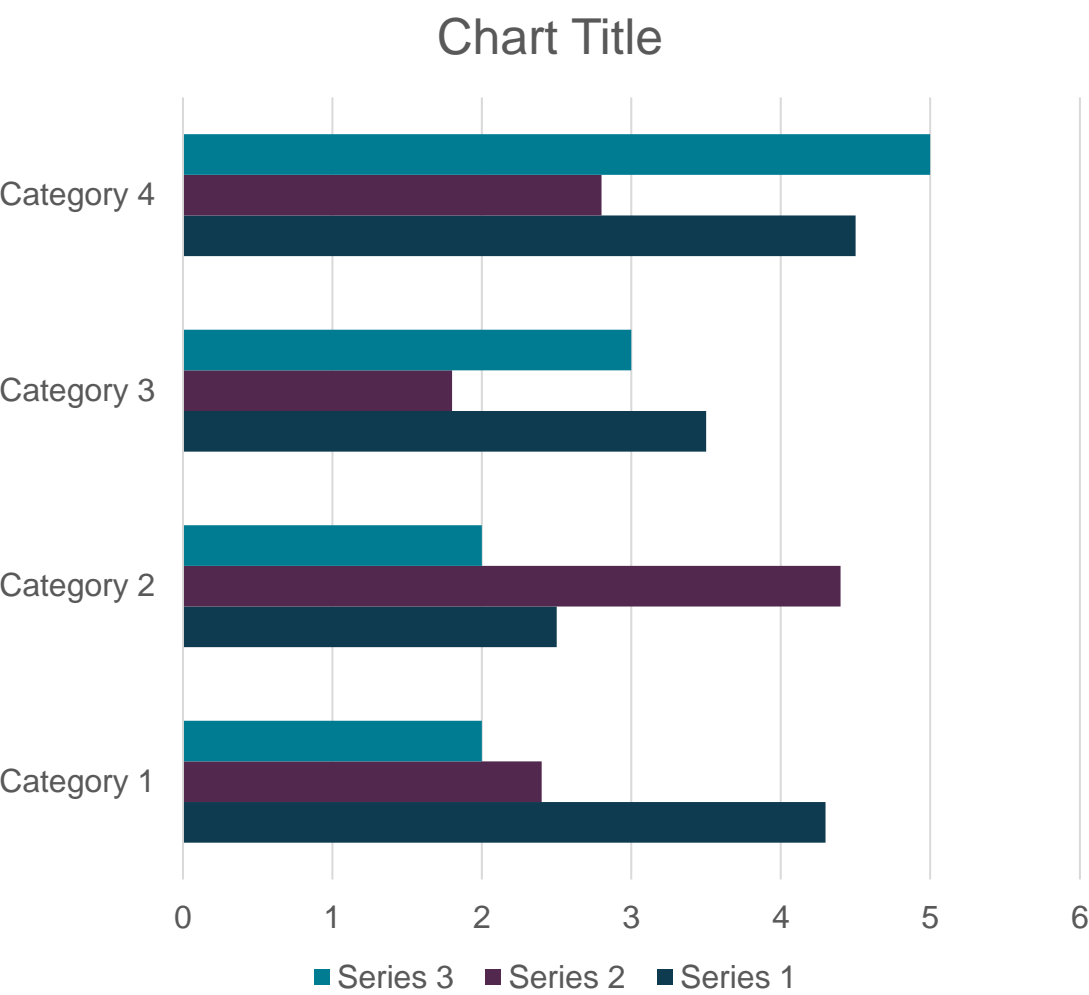
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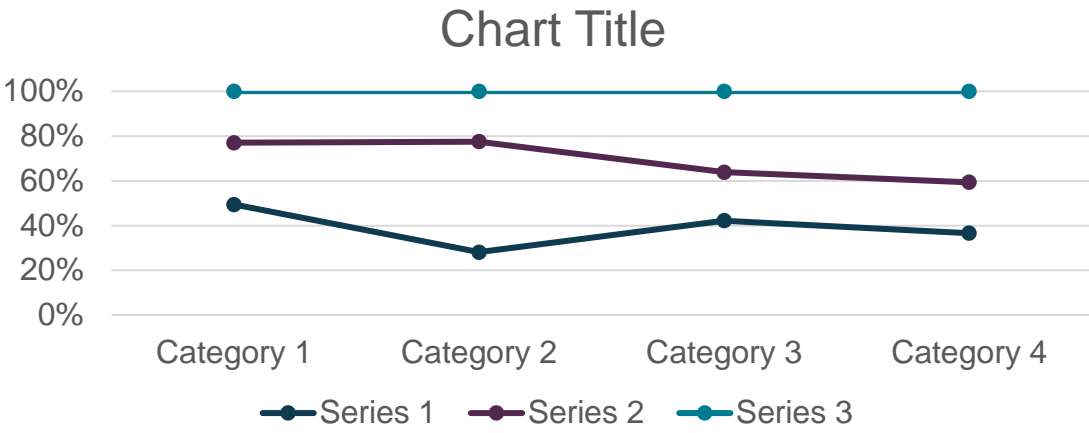
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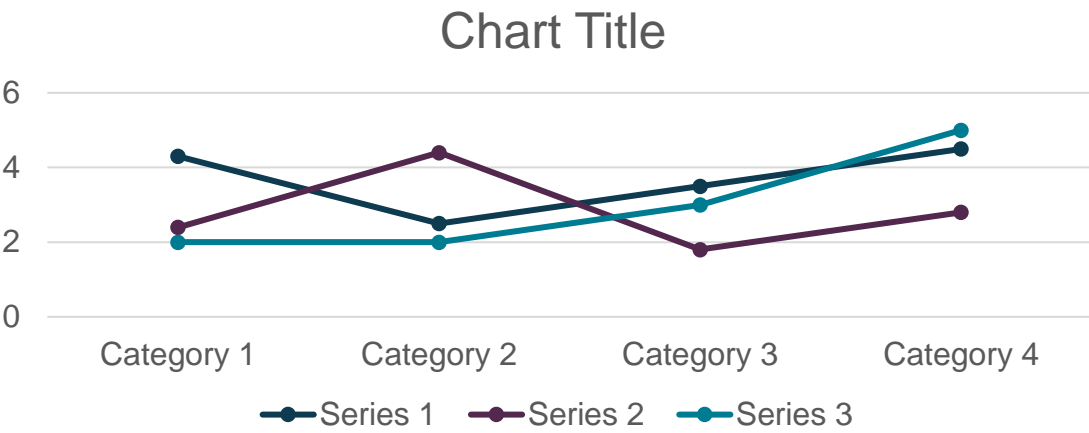
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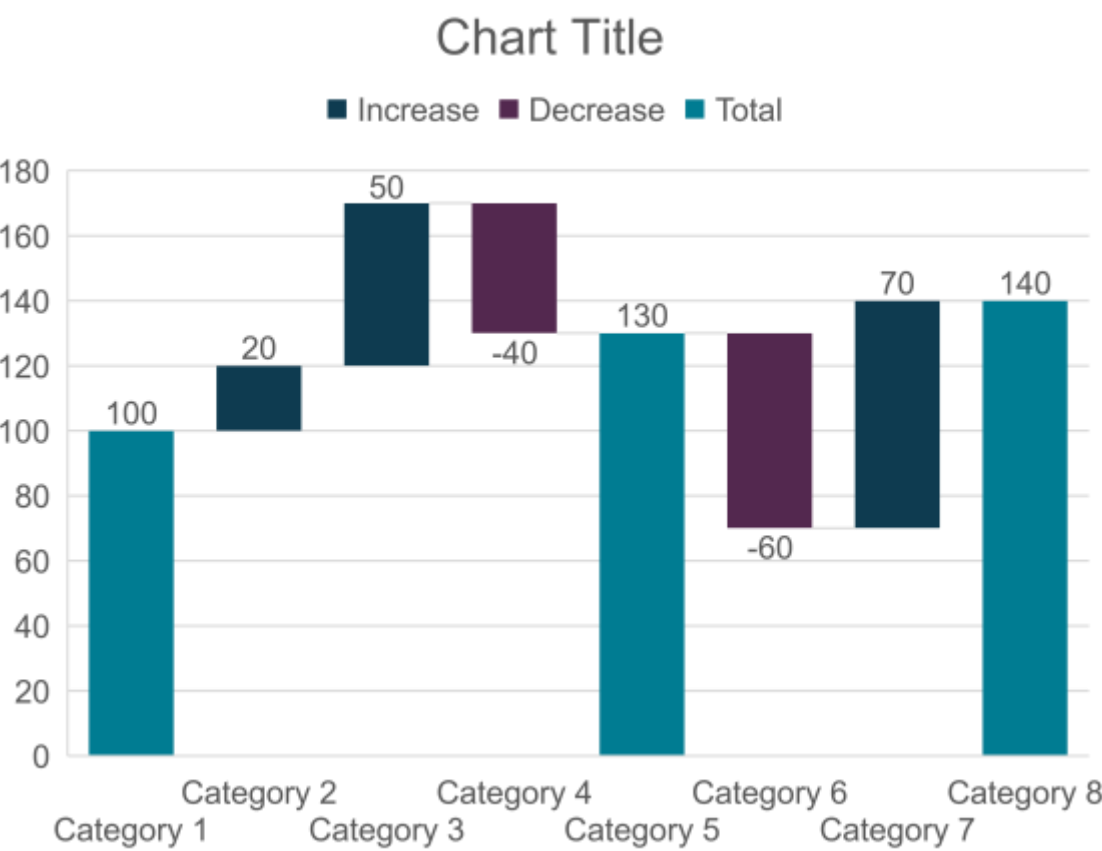
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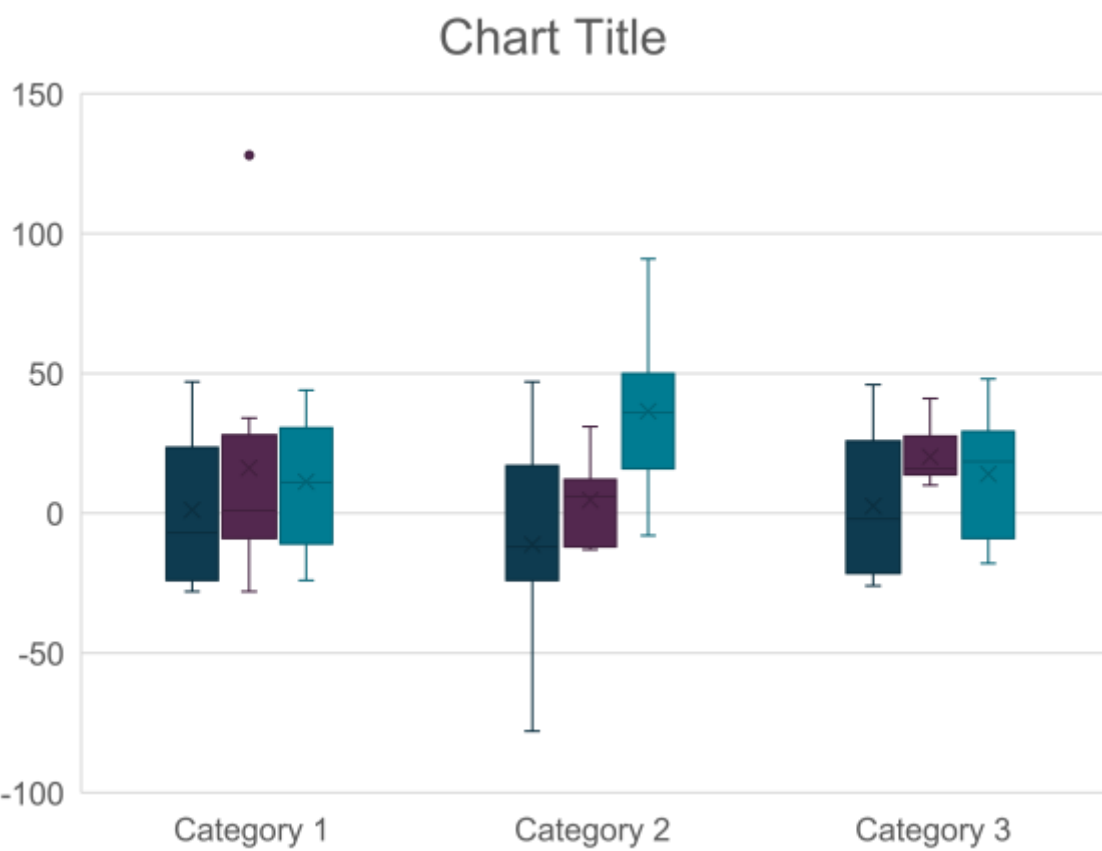


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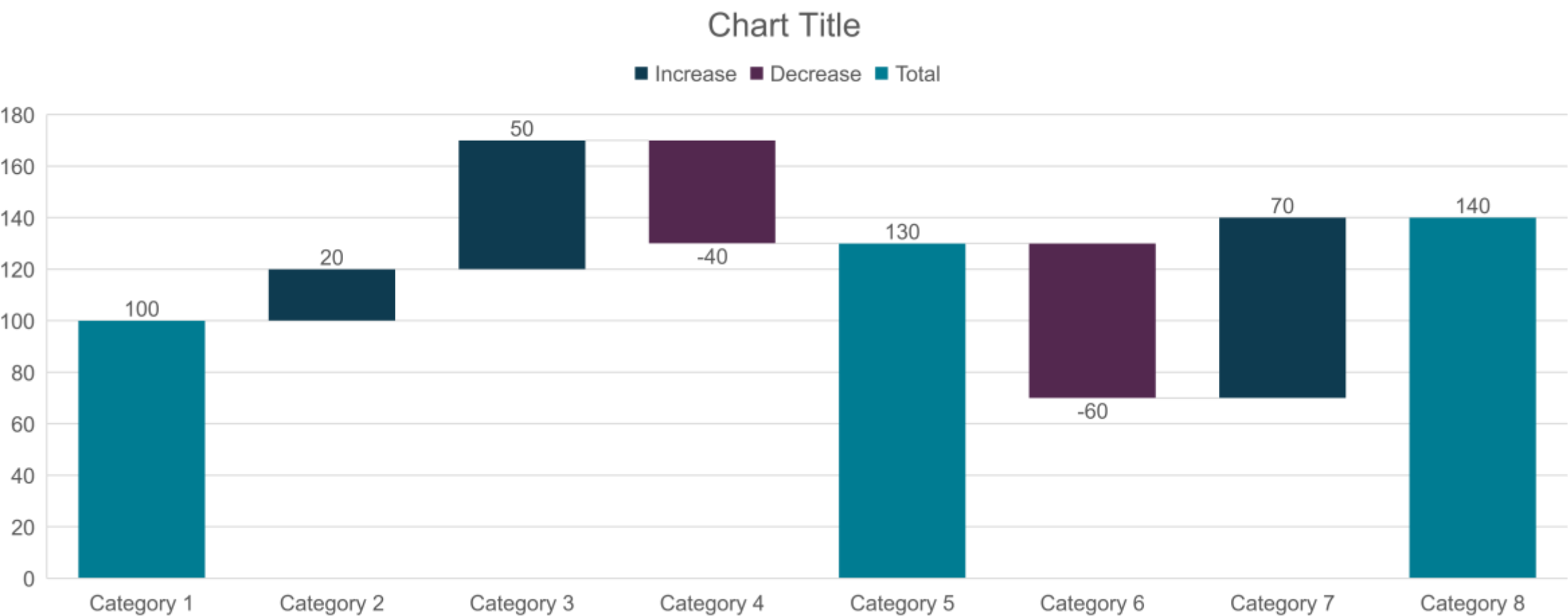


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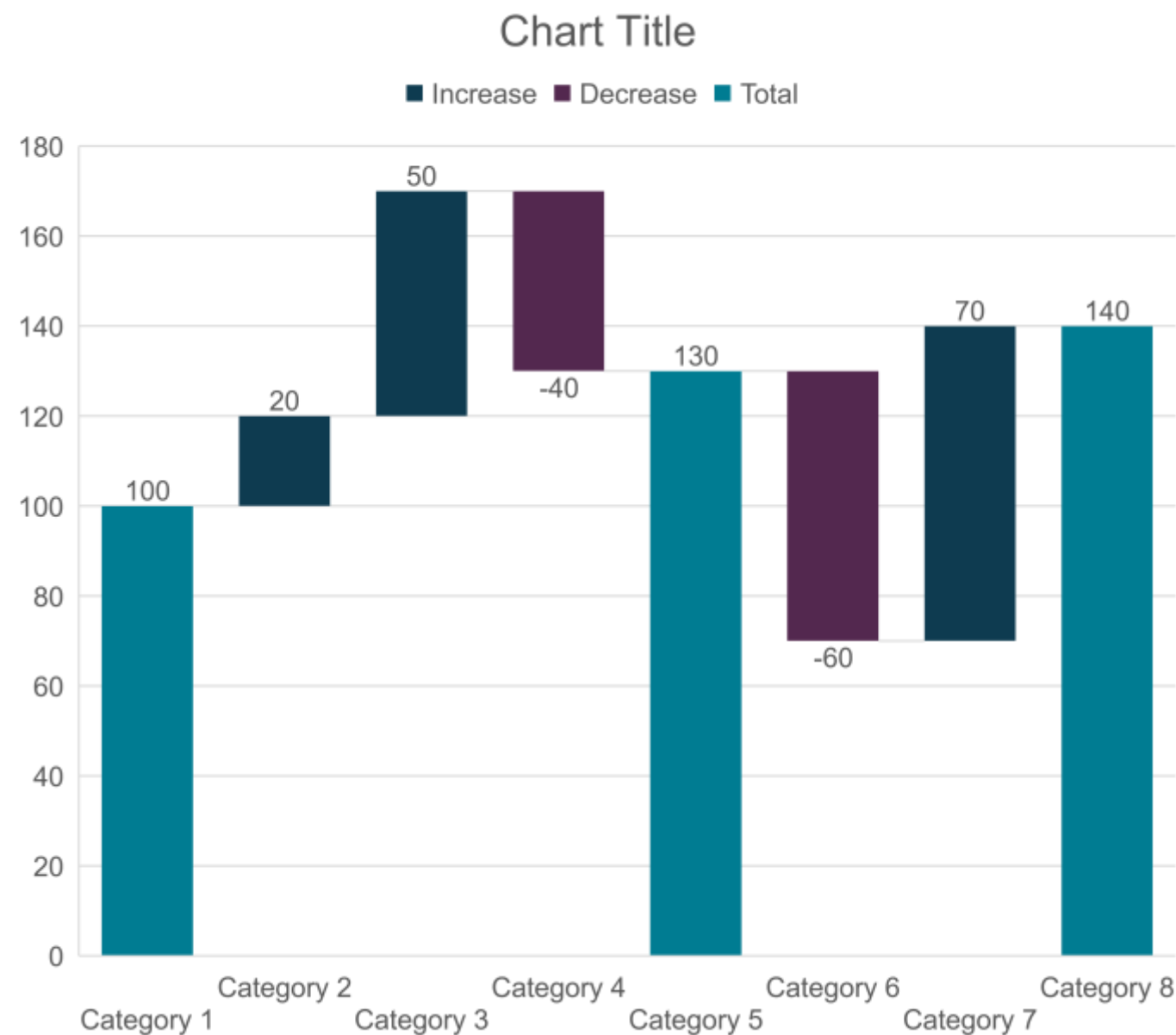
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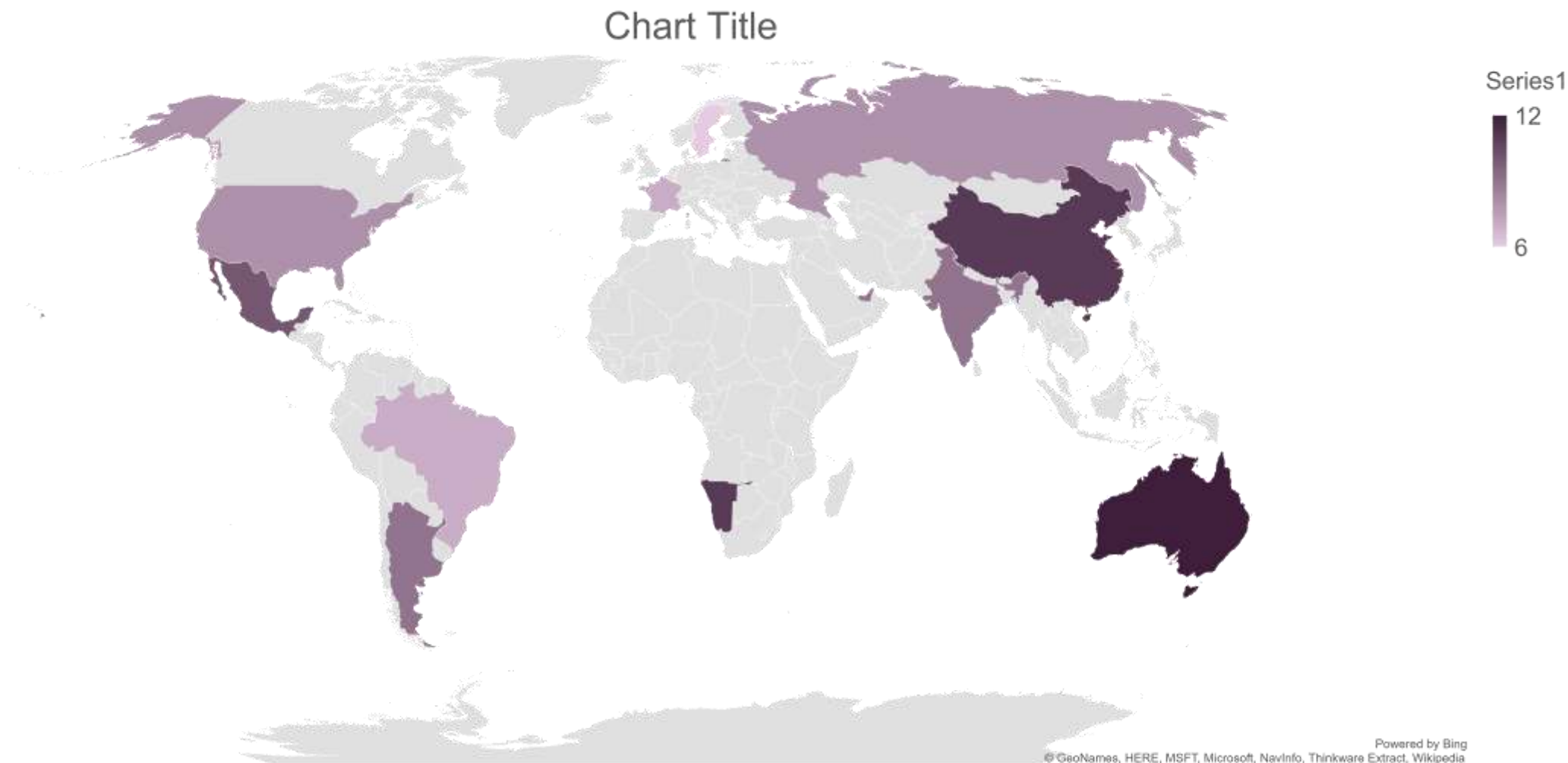


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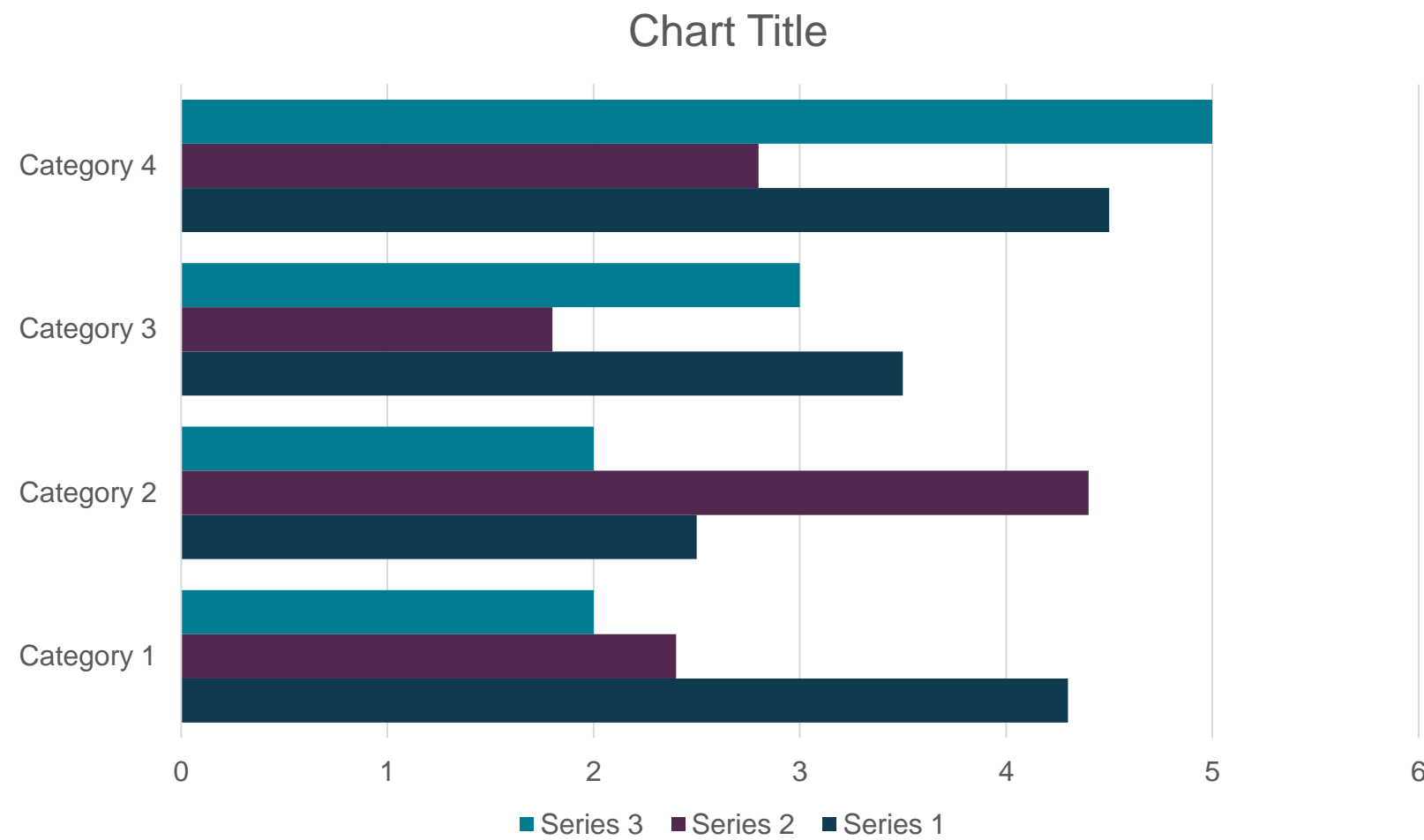
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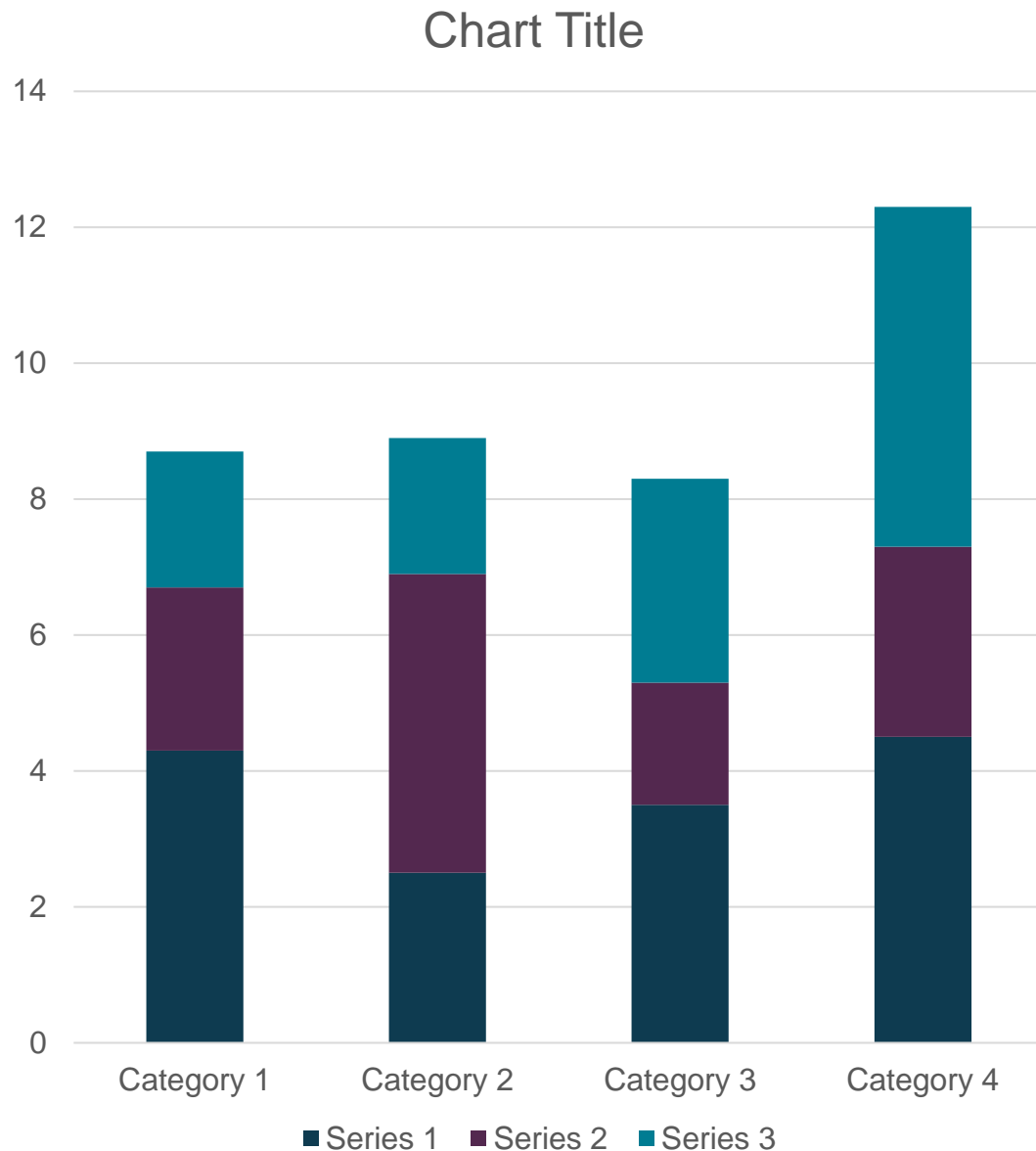


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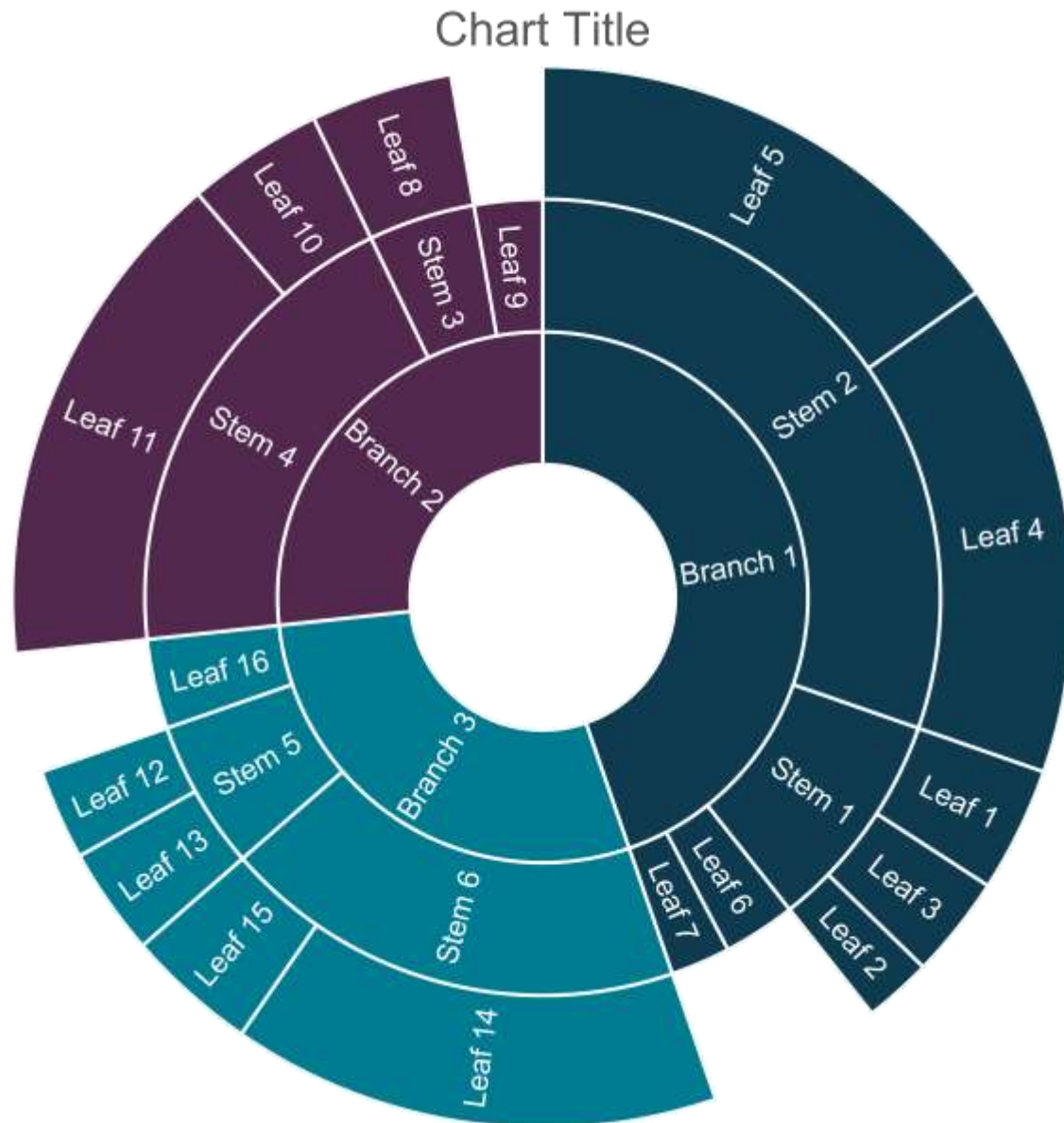
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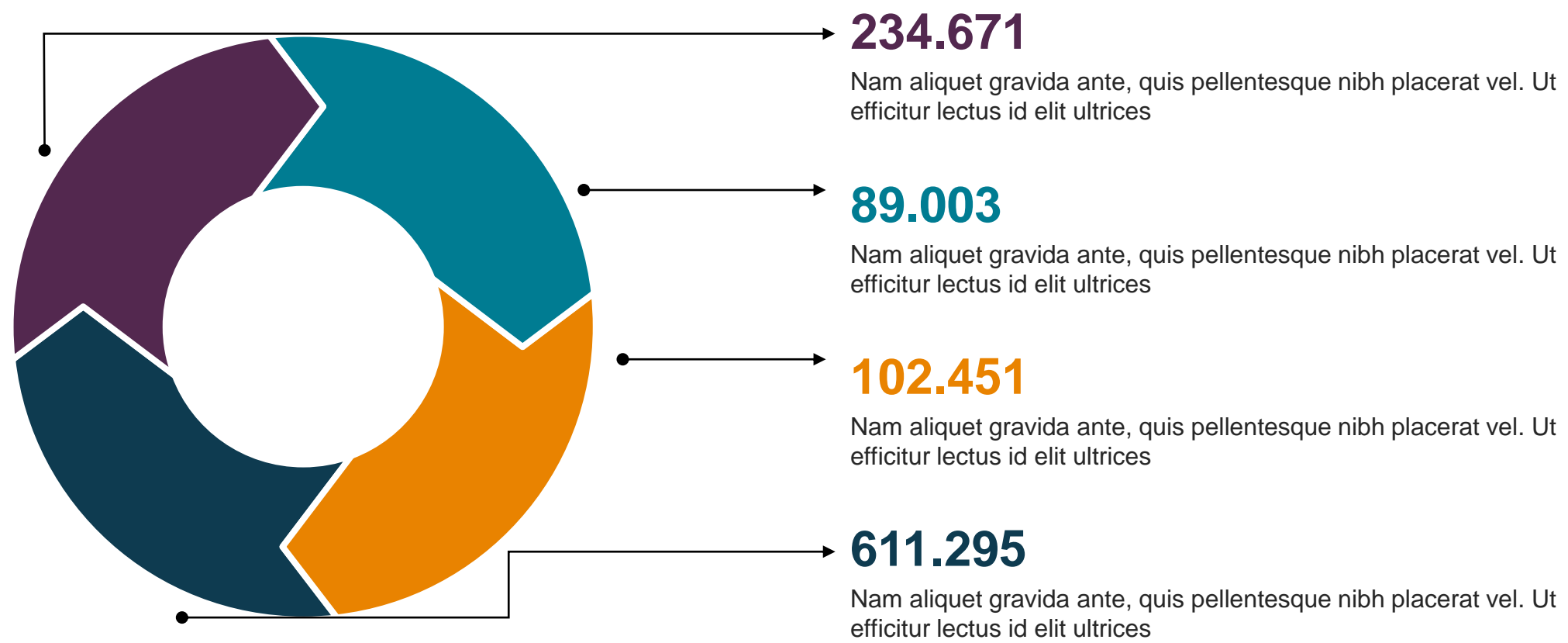


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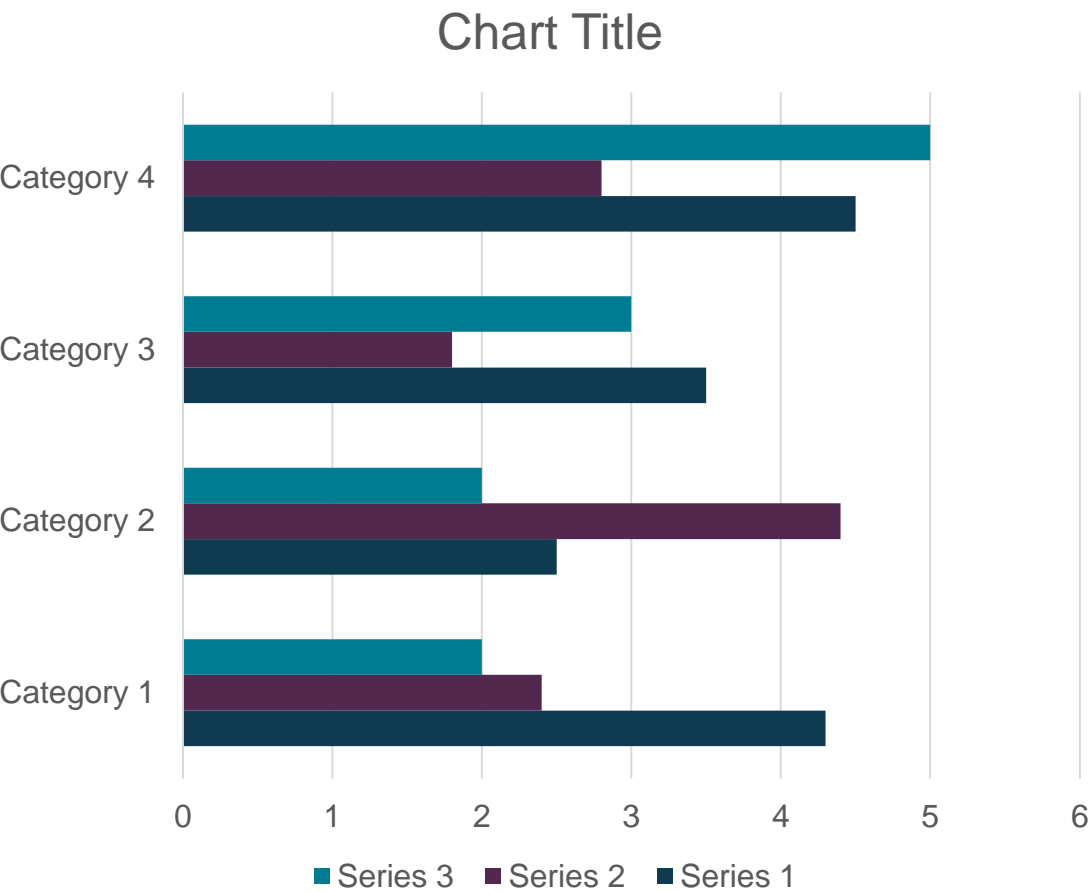
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Category 1	4.3	2.4	2
Category 2	2.5	4.4	2
Category 3	3.5	1.8	3
Category 4	4.5	2.8	5

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	Series 1	Series 2	Series 3	Series 4
Category One	2.48	3.44	9.59	0.45
Category Two	4.44	5.38	5.11	2.34
Category Three	1.34	9.33	8.49	3.05
Category Four	4.99	6.75	7.99	4.78
Category Five	1.00	4.34	0.98	4.33
Category Six	2.48	3.44	9.59	0.45
Category Seven	4.44	5.38	5.11	2.34
Category Eight	1.34	9.33	8.49	3.05

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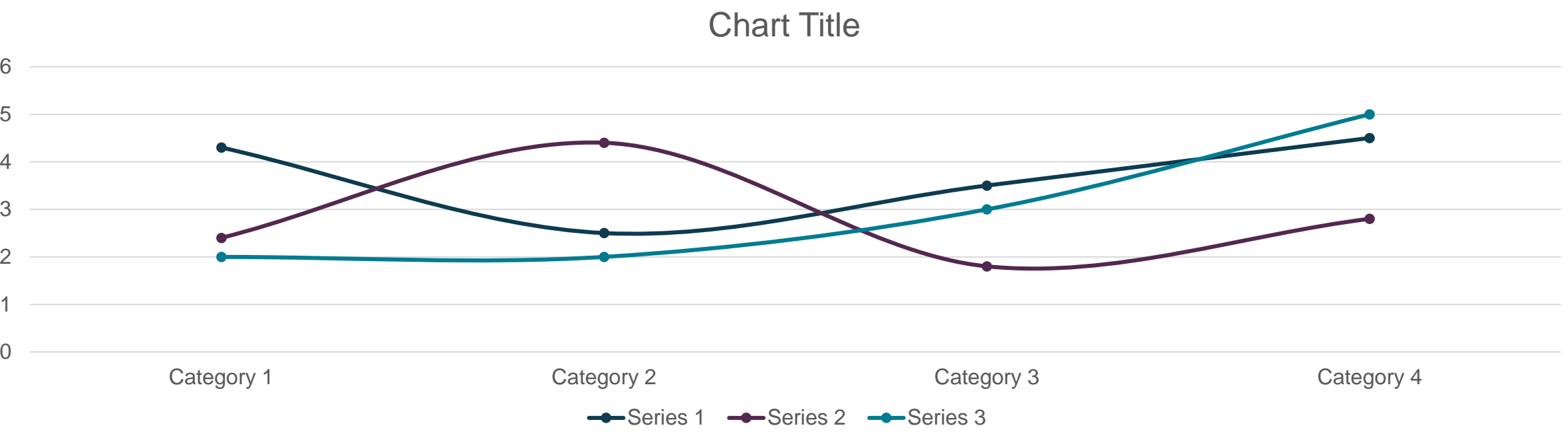
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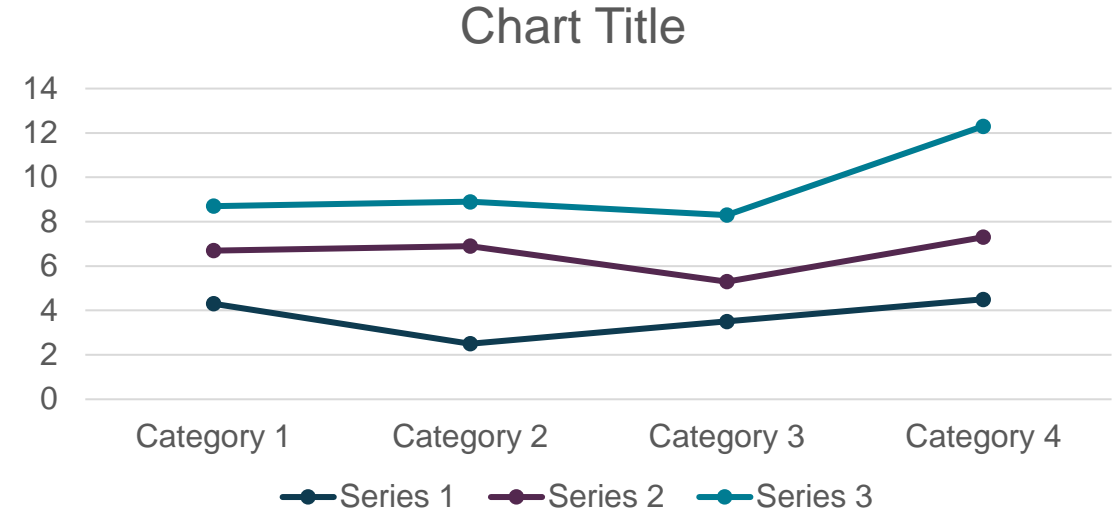
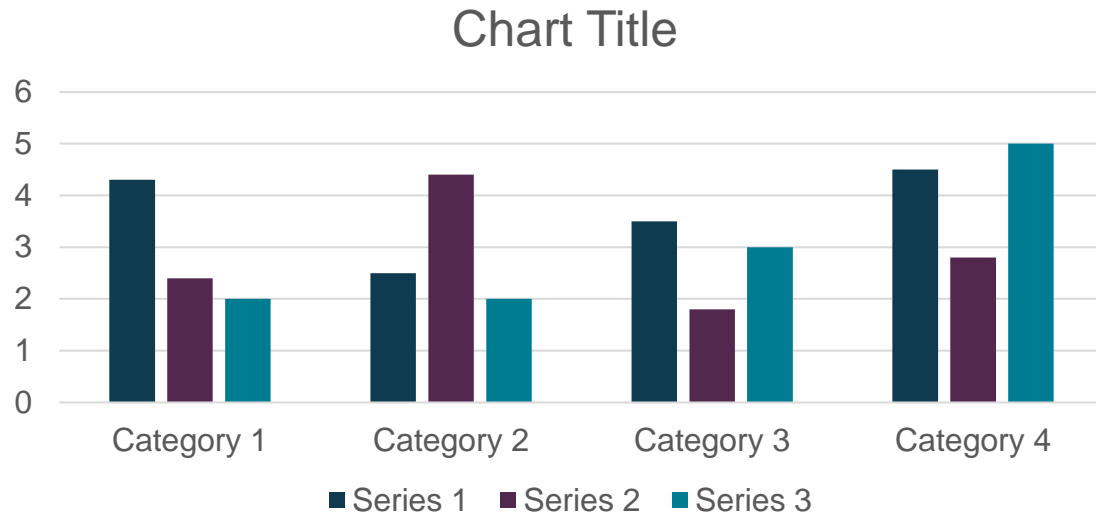
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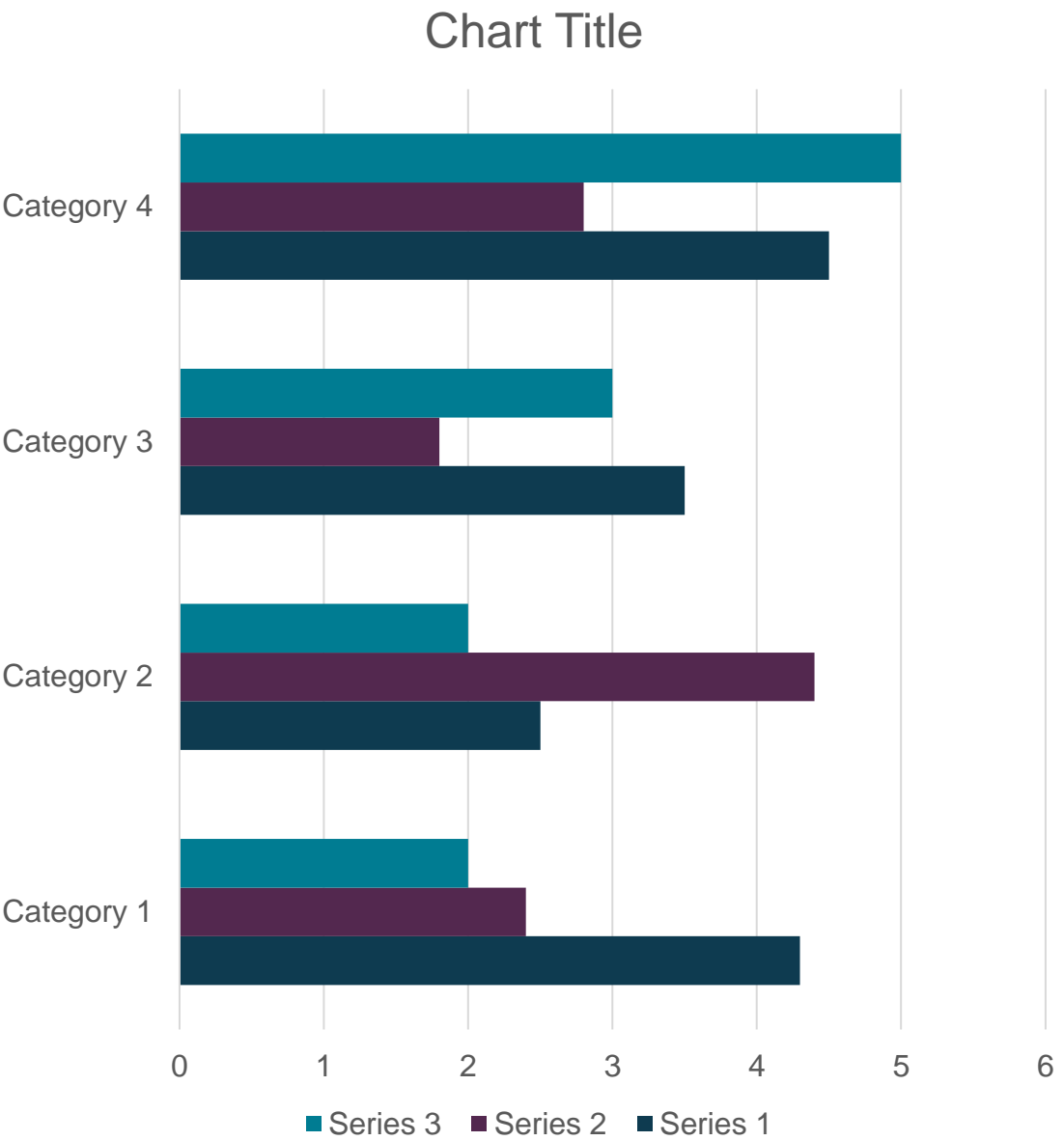
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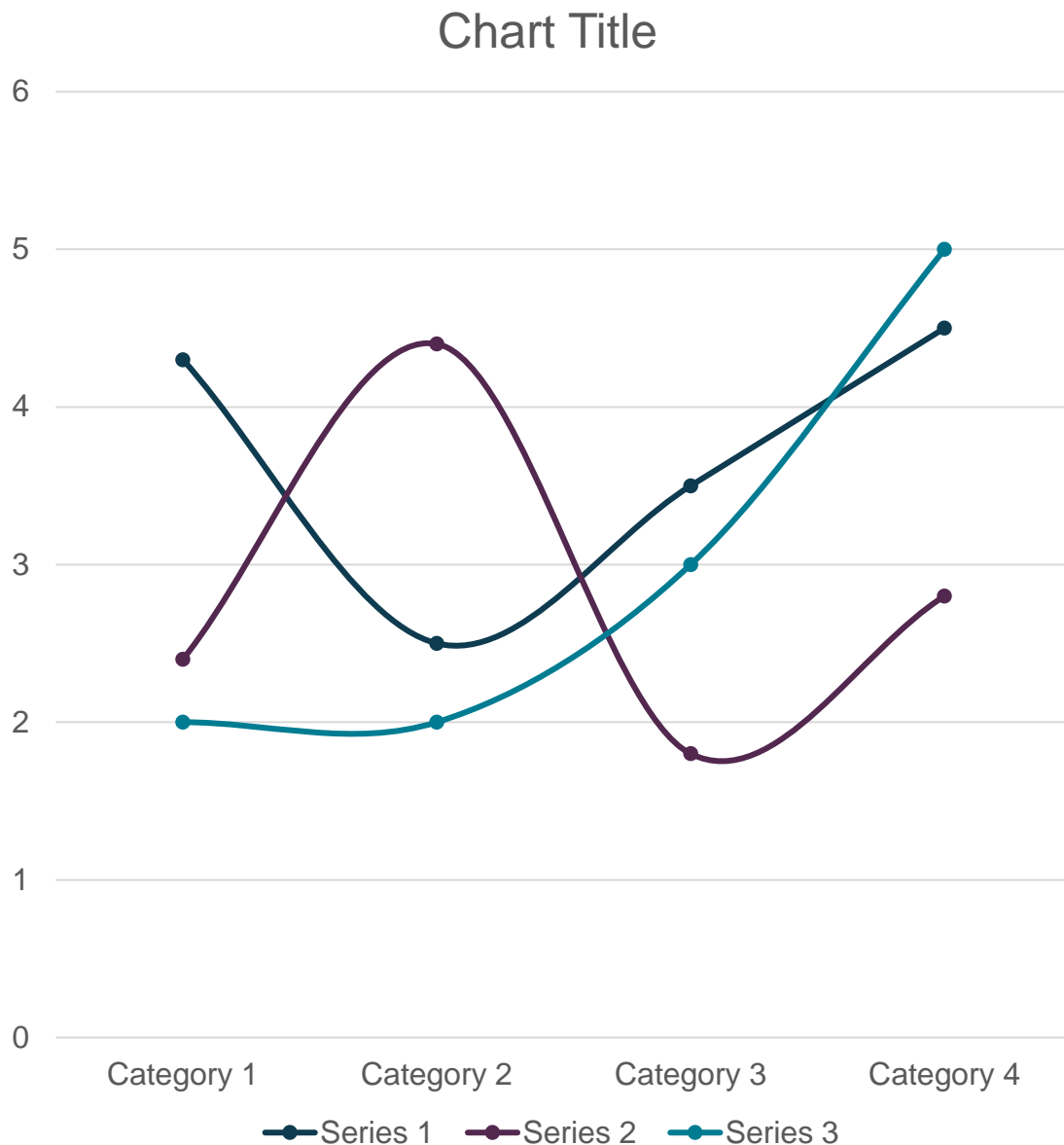
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Section

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Section / Break / Thank You

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Faculty First Last

*Office: Knight, E215
ashley.martin@stanford.edu*

**Bio here: Lorem ipsum
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TA First Last

TAemail@Stanford.edu

TA First Last

TAemail@Stanford.edu

Course Overview – Basic Table

Session	Date	Topic
1	4/5	Course Introduction, Framework, and Implicit Taxes
2	4/10	Explicit Taxes and Savings Vehicles
3	4/12	Deferred Compensation
4	4/17	Equity Compensation
5	4/19	Equity Compensation Continued
6	4/24	Debt and Marriage
7	4/26	Saving and Investing
8	5/1	Estate Planning
9	5/3	Group Project Presentations

Course Overview – Heavy Table

Class	Date	Topics and Activities	Read after class
1	8/27	Introduction, Distributive Bargaining Exercise #1: BioPharm – Seltek	Neale & Lys (2015): Getting (more of) what you want. Chapters 1,2,7. Galinsky (2004). Should you make the first offer? Hall, Malhotra, & Bennett (2010): Name Your Price (parts A,B,C)
2	8/29	Integrative Negotiation Exercise #2: New Recruit	Neale & Lys (2015): Getting (more of) what you want. Chapters 3,4. Medvec & Galinsky (2005): Putting more on the table: How making multiple offers can increase the final value of the deal.
3	8/31	Agents in Negotiation Exercise #3: Bullard Houses	Malhotra (2005): Smart alternatives to lying in negotiation.
4	9/4	Dispute Resolution Exercise #4: Summer Interns Program	Neale & Lys (2015): Getting (more of) what you want. Chapters 9,10,11. Uri, Brett, & Goldberg (1993): Getting disputes resolved. Chapter 1. Liljenquist & Galinsky (2007): Turn your adversary into your advocate.
5	9/6	Team Negotiation Exercise #5: EI-Tek	Neale & Lys (2015): Getting (more of) what you want. Chapters 5,8. Bazerman & Gillespie (1999): Betting on the future: The virtues of contingent contracts. Brett, Friedman, & Behfar (2009): How to manage your negotiating team.

Agenda – List (Light Content)

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Agenda

≈ TIME	TOPIC
3:00 to 3:25	Introduction & Why Family Business Is Important
3:25 to 3:45	Who are we? My Background
3:45 to 3:55	Objectives, Expectations & Logistics
3:55 to 4:20	Frameworks & Thoughts on Strategy
4:20 to 4:35	Break (15 minutes)
4:35 to 4:50	Frameworks & Thoughts on Governance
4:50 to 5:35	Scholtes Waterservices
5:35 to 5:50	List of G1/G2 Issues

Coming Up – Objectives (Heavy Content)

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01

Objective 1

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Objective 2

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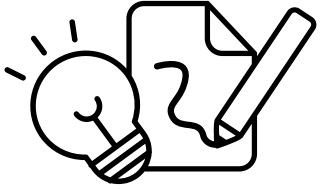
Objective 3

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Agenda - Table (Med Content)

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≈ TIME	TOPIC
3:00 to 3:25	Introduction & Why Family Business Is Important
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4:35 to 4:50	Frameworks & Thoughts on Governance
4:50 to 5:35	Scholtes Waterservices
5:35 to 5:50	List of G1/G2 Issues



Assignment Name

Due Date

Here are your instructions

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Here's the punchline / commentary



Assignment Name

Group size / time limit

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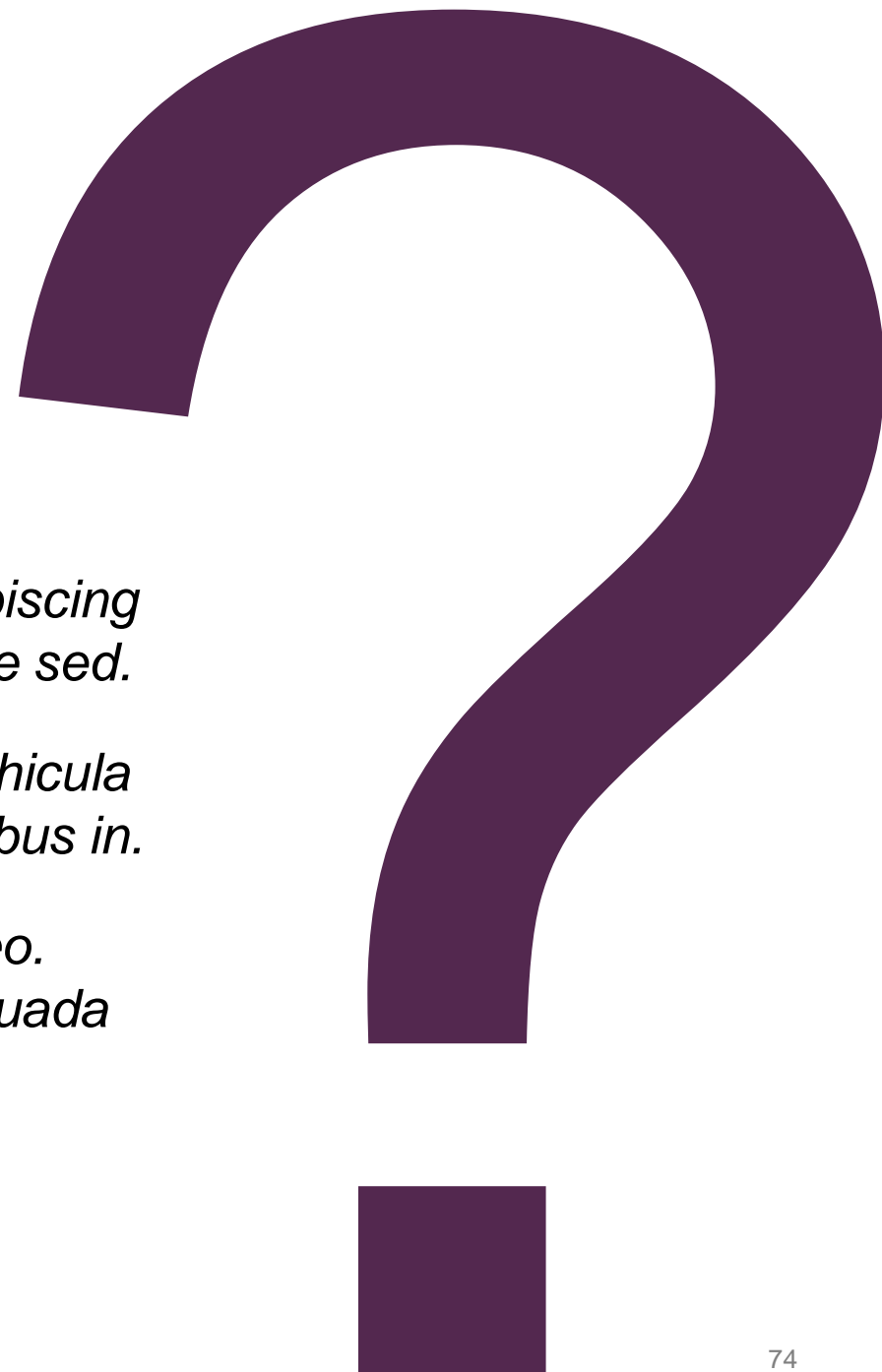


Question slide used as discussion questions

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Who they were



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Who said it
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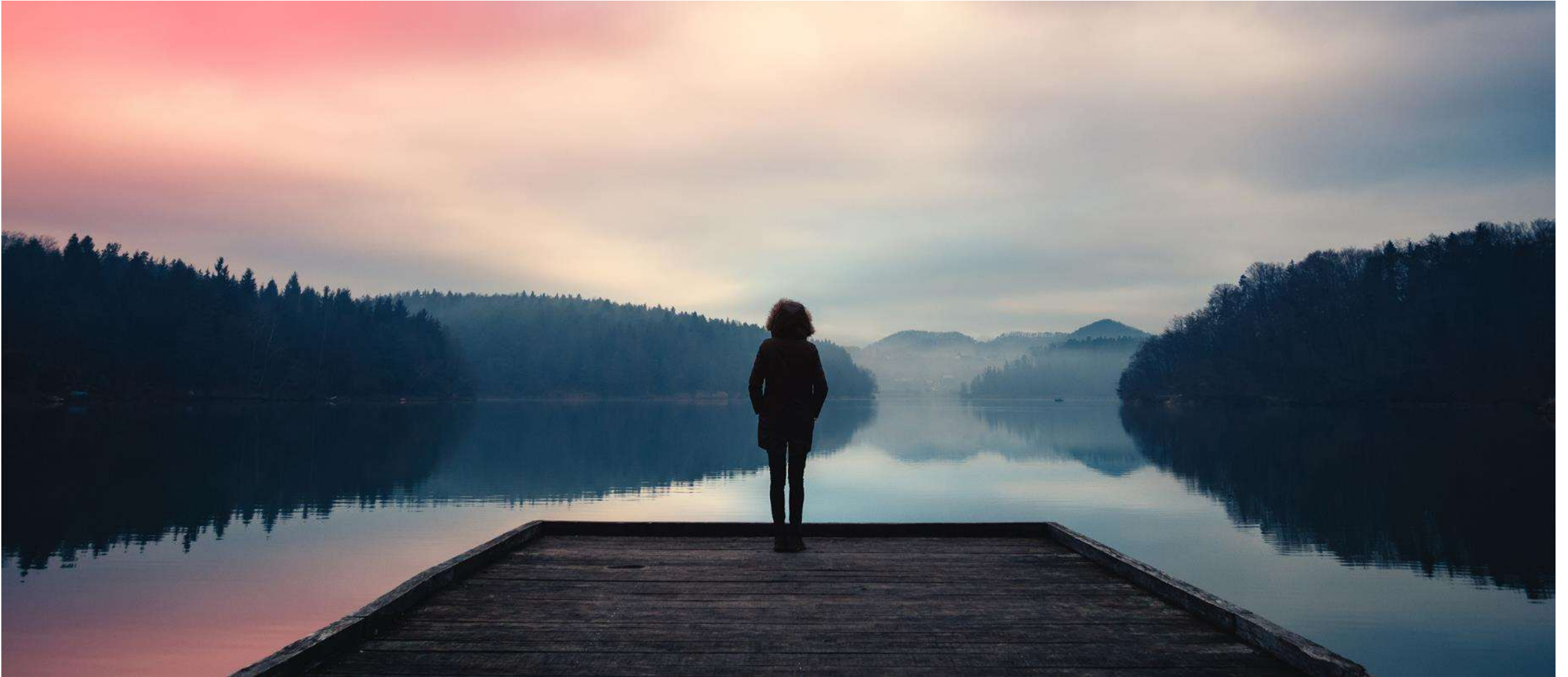


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Case Study - GSB

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Case Study - HBS

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Case Study - Wharton

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Case Study - Wharton

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Case Study - INSEAD

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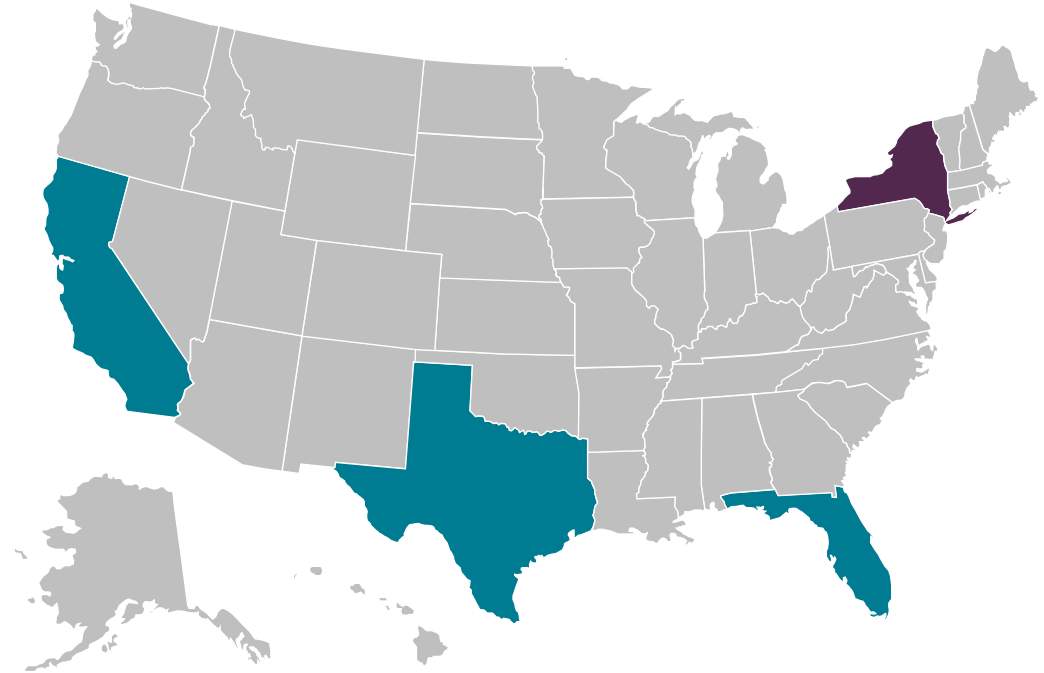
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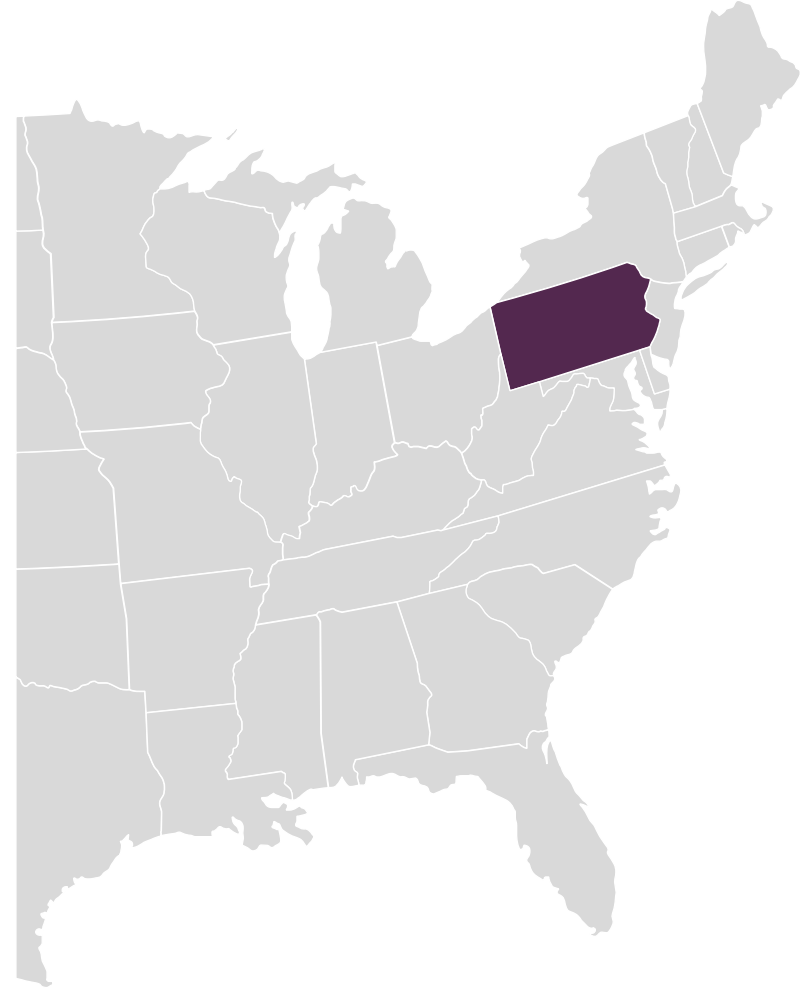
United States

Frequently, your initial font choice is taken out of your hands; companies often specify a typeface, or even a set of fonts, as part of their brand guidelines. Occasionally you'll find a job has specific requirements, such as limited room that might require a condensed face, or a lot of legal text that might require a face that's highly legible at small sizes.



USA – East Coast

Frequently, your initial font choice is taken out of your hands; companies often specify a typeface, or even a set of fonts, as part of their brand guidelines. Occasionally you'll find a job has specific requirements, such as limited room that might require a condensed face, or a lot of legal text that might require a face that's highly legible at small sizes.



Worldwide

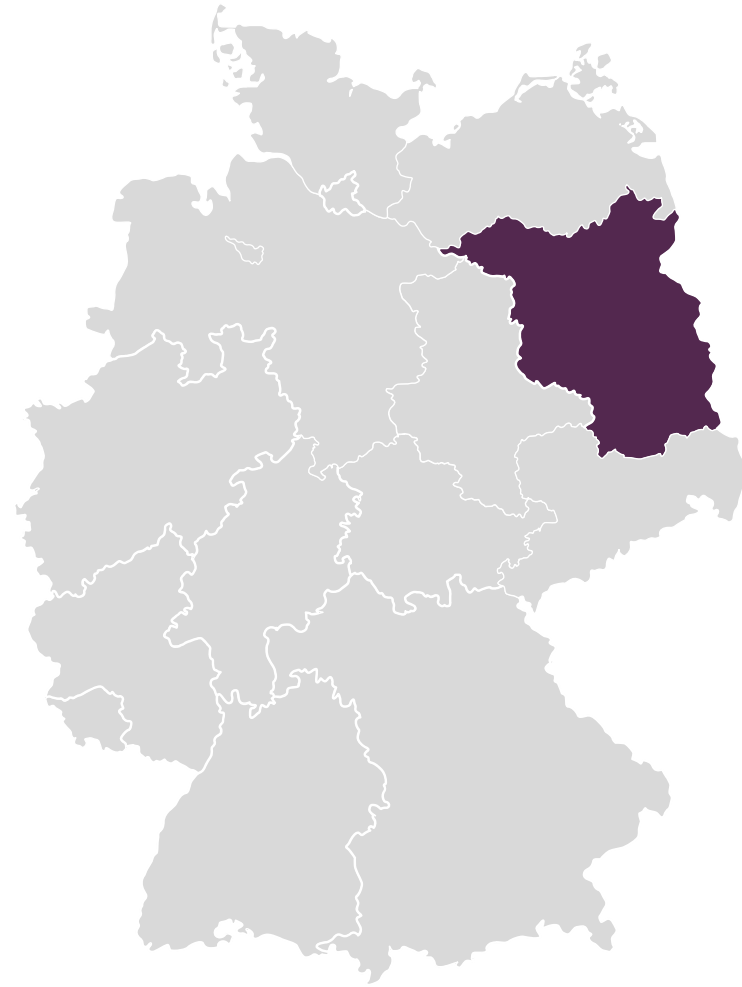
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Germany

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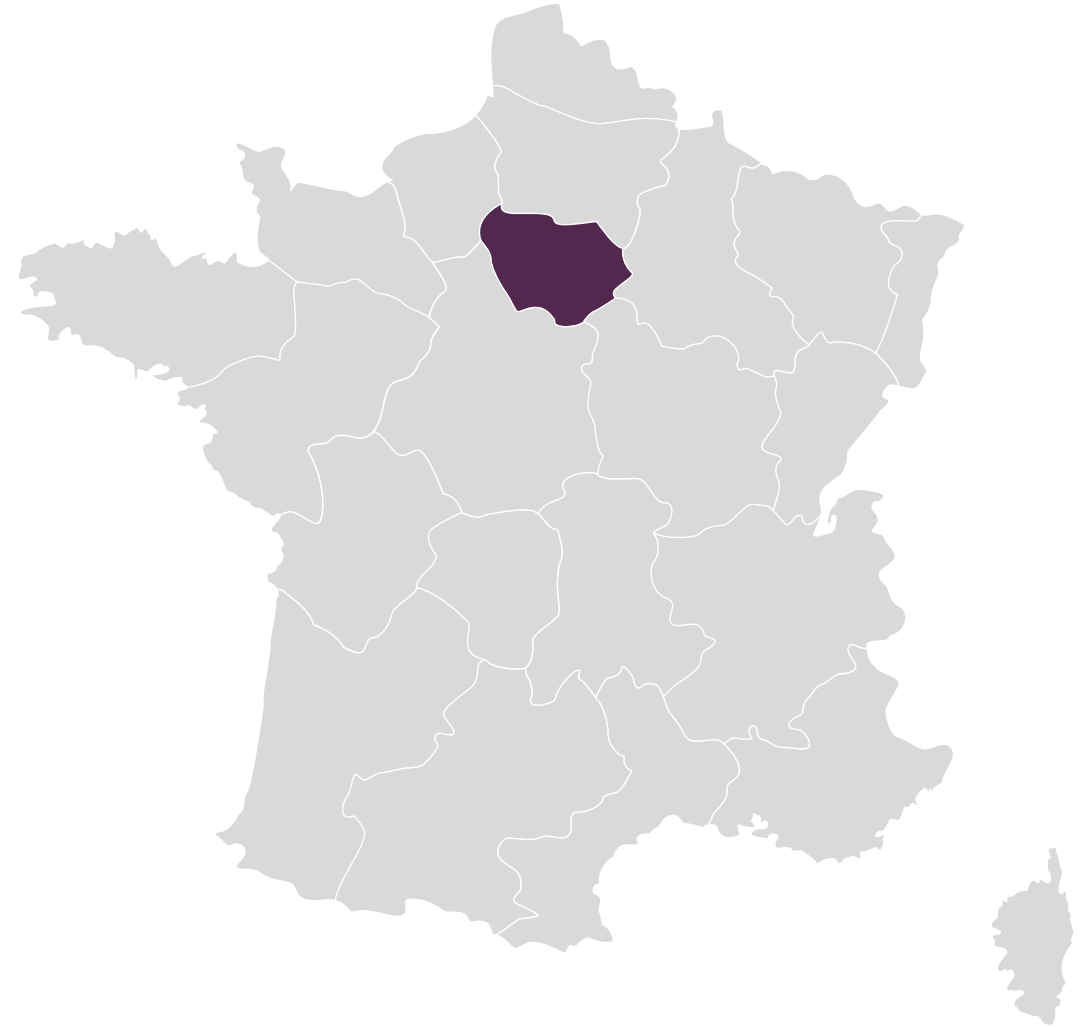
Canada

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France

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Australia

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Mexico

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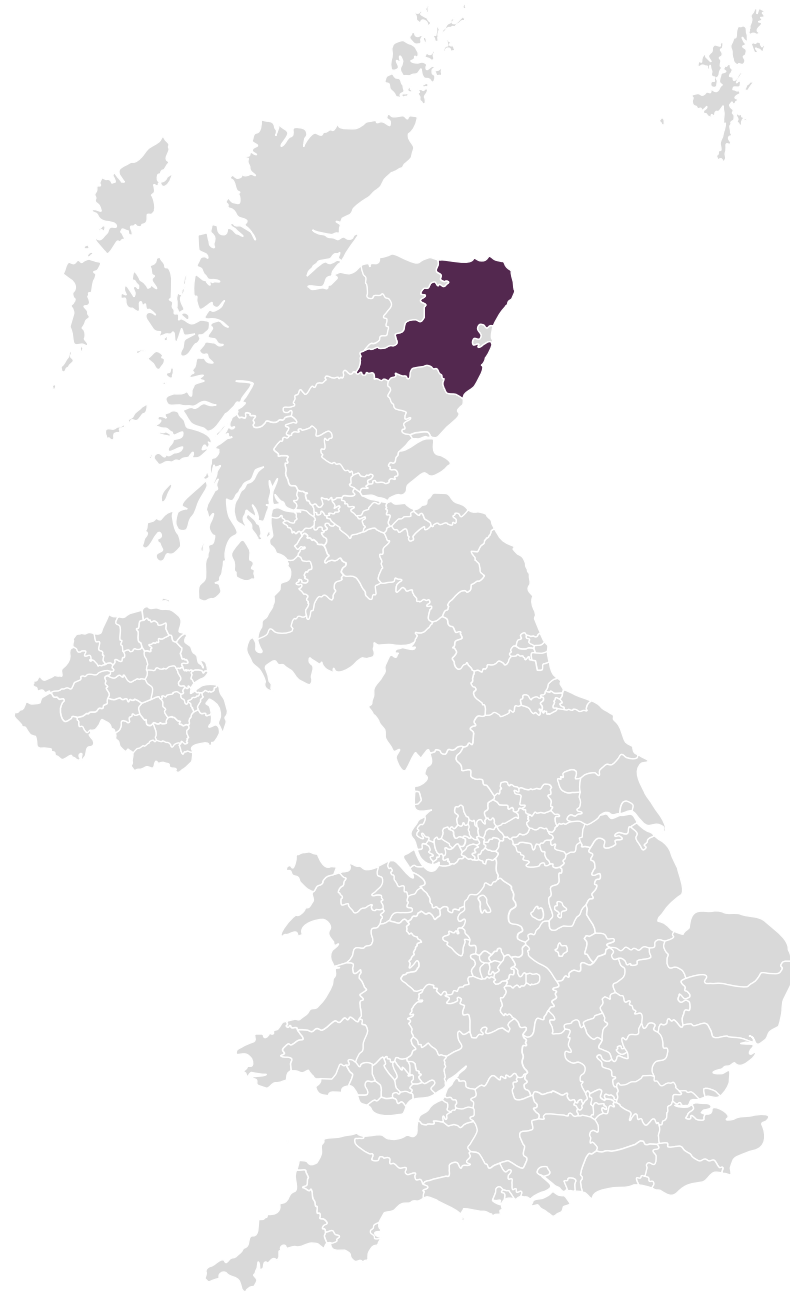
Venezuela

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United Kingdom

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India

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Brazil

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Spain

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China

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Italy

Frequently, your initial font choice is taken out of your hands; companies often specify a typeface, or even a set of fonts, as part of their brand guidelines. Occasionally you'll find a job has specific requirements, such as limited room that might require a condensed face, or a lot of legal text that might require a face that's highly legible at small sizes.



Malaysia

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Thailand

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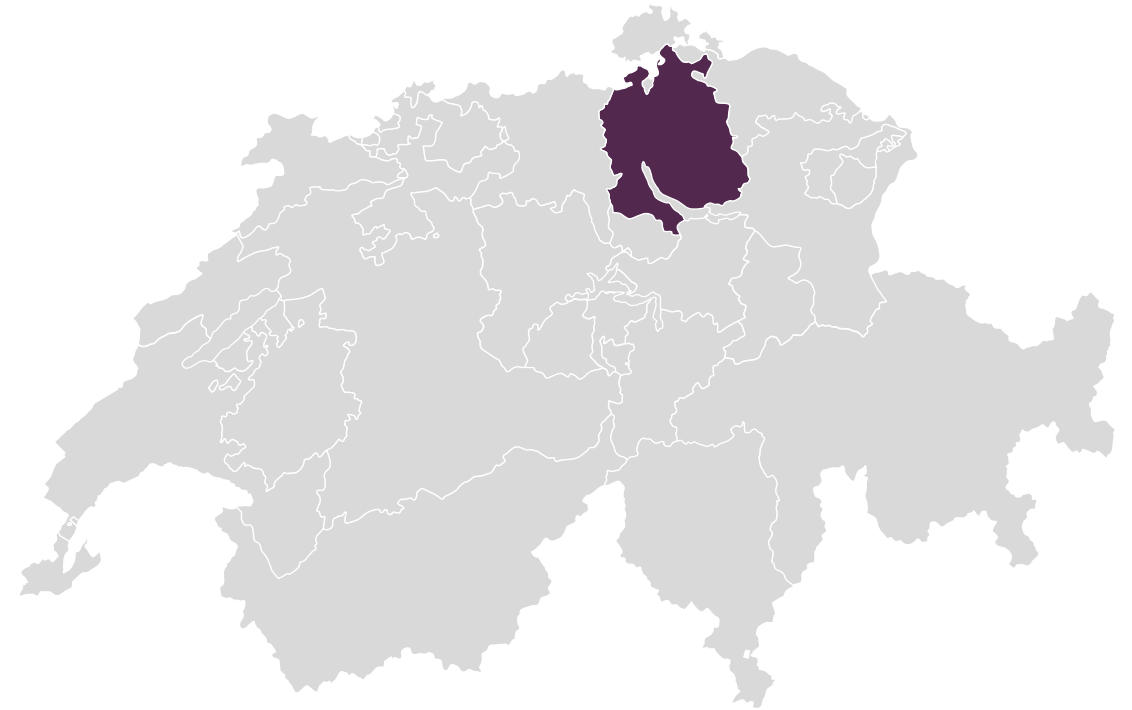
South East Asia SEA

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Switzerland

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Cuba

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Europe

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