

# Your Student Organization's Advertising Guide

Type of Advertising	Where it Happens	Audience	How to...	Other Info	Contact Person
Flyers around campus	UNH Manchester	Students, faculty, staff, community and visitors	You may hang up any flyers you would like on the boards labeled Are You Tuned In?, Count Me In!, or Free Events.	If you choose not to follow the posting policy, your flyers may be removed and reported to appropriate officials, your posting privileges will be revoked.	None For building posting rules see the bottom right corner of the bulletin board.
Student Org Listserve ***Free***	Electronically	Members and Officers of Recognized Student Organizations	Email a blurb or flyer (PDF preferred) that explains your event to Jamie Saucier (Jamie.Saucier@unh.edu) and request that it be forwarded it over the listserv to organization officials.	Your request must be received at least 72 hours prior to your event!	Jamie Saucier, Student Activities Coordinator Jamie.Saucier@unh.edu 641-4395 Room 108



The Office of Student Activities  
 Jamie Saucier, Student Activities Coordinator  
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<p>Facebook.com® ***Free***</p>	<p>Electronically Environmentally Sound</p>	<p>UNH students who are connected to the Facebook ® community</p>	<p>Visit Facebook.com®. There are various ways you can use Facebook to advertise your events – some are free, others are not. The free methods include: Messaging all of your friends on Facebook® and asking them to support your cause and message their friends Create an event on Facebook® and send it to all of your friends as an invitation Post information about your even on friends' walls</p>	<p>Remember – way more people than you know can actually see what you post on Facebook® – again be aware of what you are putting out there.</p>	<p>Facebook.com®</p>
<p>Evite.com® ***Free***</p>	<p>Electronically Environmentally Sound</p>	<p>To whomever you choose to send it</p>	<p>Register for free. You then have the option to create electronic invites that you can send to people's emails. Evite® will even manage your event for you (RSVPs, directions, etc..)</p>	<p>You need to obtain email addresses legally</p>	<p>Evite.com®</p>



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UNH Manchester Activities Calendar	Electronically Environmentally Sound	UNHM.UNH.EDU visitors	Submit an email to Brian Tobin (Brian.Tobin@unh.edu) to be included on the on-line calendar and weekly events posters if space available.	Every effort will be made to put on website in timely manner (plan ahead!!)	Brian.Tobin@unh.edu 641-4167
Toilet Paper	On Campus Restroom Facilities	Students, faculty, staff and community members who use the campus restrooms.	Email a blurb and a logo or picture to Jamie Saucier Jamie.Saucier@unh.edu	This space is very competitive and is limited. Please do not count this as your only advertising (consider it an added bonus)	Jamie Saucier Office of Student Activities Room 108 641-4395 Jamie.Saucier@unh.edu
Chalking	Across Campus	Students, faculty, staff, community members who walk through campus.	Use sidewalk chalk to write event information across campus. Remember to write legibly.	Chalking may not be done on any University buildings or in any places where rain will not wash it away.	You must provide your own chalk.



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Info Sessions	On Campus	Varies	A couple of times throughout the semester, info sessions will be available to organizations wishing to gain new membership. Do not approach passer-bys, but allow them to come to you. Make everything catchy and tasteful.	Do not just set up a table without permission.	Come to the Office of Student Activities for more information regarding signups, availability and times
Classroom Board Chalking	Student Classrooms	Students, Faculty and Staff	Keep it simple and tasteful. It is up to the professors whether they want to keep the advertising. Do not disturb the classroom or put anything permanent.	Write "please save" and put it in the corner of the board.	Keep it clean. Do not expect the message to stay even if you ask please save.
Kiosks on 1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup> Floors of the University Center	On Campus	Students, faculty, staff, community and visitors	A high quality graphic should be used. Make sure you have permission to use this graphic. Make the advertisement grab attention.		Jamie Saucier Office of Student Activities Room 108 641-4395 Jamie.Saucier@unh.edu



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