

Auxiliary Services Communication Project Request Form

Name

Department/Office

Email Address

Phone Number

Project Name

Deadline

Project Type

Print (brochure, postcard, packet)

Email (including campus wide, Coog News or user-provided contact list)

Web (website, banner, image hosting)

Social Media (Facebook, Twitter contest)

Advertising (MSS Media, newspaper, magazines)

Photography

Video

Request for Coverage (news release, post-event follow-up, features)

Project Description

Project Audience

Project Purpose and Benefit