

Public Relations Suggestions for Your Student Organization

- You can request an email message be sent out to all student organizations. Email Kim.Harrison@mail.wvu.edu to request that.
- Email info to be posted on the Student Orgs website to Kim.Harrison@mail.wvu.edu.
- Remember to like the WVU Student Organizations facebook page and follow @WVUStudentOrgs on Twitter. Your events will be posted on both pages.
- You can create flyers and post them in the buildings on campus. Be sure to only post them in designated areas.
- You can send your information to mix@mail.wvu.edu to have it posted on MIX
- Contact University Relations – News. The media contact for student organizations is Tony Dobies. Email him at Anthony.Dobies@mail.wvu.edu. This office is a great resource and can help publicize events.
- You might want to consider contacting PRSSA (the Public Relations Student Society of America) chapter.
- Contact the DA and have them write a story about your efforts
- Contact U92 (the campus radio station) and ask the news staff to do an interview. Email Darlene.Johnson@mail.wvu.edu or call 293-3329.
- Contact the Dominion Post and ask about having them do a story
- If you do not have a webpage for your organization you should consider requesting one through our office. That's a great way to spread the word. Log on here to submit the form: http://simpleforms.scripts.wvu.edu/sf/SOS_webrequest/
- Log onto <http://cal.wvu.edu/oePublicForm.aspx> and submit your event or meeting information there. The screens located to the right and left in the food court display that information submitted to the calendar.
- You can talk to Patty Daniel in our office about reserving banner space in the Food Court or the bridge to Stansbury Hall - you can hang a banner from both places.
- Send the event to E-News at enews@mail.wvu.edu. This goes to all faculty and staff.
- Set up an information booth in the Lair. The Mountainlair reservations staff can assist you with scheduling.
- Schedule a time in the brick area which is located across from the Mountainlair. Patty Daniel can assist you with that.
- Email Kim.Harrison@mail.wvu.edu to have digital signage posted on the info stations in the Lair food court. Here is more info on the requirements: http://web.ur.wvu.edu/information_stations/student_orgs

- There are approximately 110 mailboxes in the Student Organizations office. Appropriate flyers/brochures can be placed in these boxes free of charge. This includes all fraternities and sororities.