

Colorado State University

Campus Communication Tools

Updated: 11/1/16

The following document outlines campus resources for communicating and promoting University events and announcements. These resources are for registered student organizations, CSU departments and offices, or other official CSU affiliated organizations.

All artwork for posters, table cards, etc. must be approved by the Division of External Relations for compliance with University graphic standards before the item is submitted.

Table Cards

Campus Dining Halls

- Size: 4 ¼" X 5 ½"
- Paper: must be printed on recyclable quarter sheet card stock paper. Do not print on Astrobright or neon paper as it cannot be recycled.
- Can be double-sided
- Quantity: 623 total (numbers subject to change)
 - Allison Hall - 60 cards; 491-0714
 - Braiden Hall - 90 cards; 491-7998
 - Corbett Hall - 122 cards; 491-5972
 - Durrell Center - 120 cards; 491-7270
 - Parmelee Hall - 66 cards; 491-5972
 - Ram's Horn - 120 cards; 491-3215
 - Sports Grill - 45 cards; 491-3215
- Guidelines: each group will be limited to two table cards per week. Be sure to include the sponsoring organization's name somewhere on the card. All advertising should avoid the use of obscene language and may not promote illegal behavior including the underage use of alcohol or illegal drug use.
- Approval: obtain a permit at the Residence Life Office in 111 Palmer Center. Bring your proof with you for approval.
- Run time: table cards run for one week and will be removed for recycling every Sunday after dinner.
- Submission: take your permit to the Dining Services Manager at each dining center. You must put cards into the caddies yourself. Distribution early in the week is recommended. Please do not distribute cards between 11:30 a.m. and noon.
- Contact: Marianne Wieghaus, (970) 491-3760, Marianne.Wieghaus@colostate.edu

Lory Student Center Food Court

- Size: 4.25"x5.5"
- Paper: Card stock
- Single-sided only, 130 cards maximum
- Run time: one week (\$10) or consecutive two weeks (\$15.00)

- Deliver COLAB approved, printed Table tent ads to the Colab office in the LSC (LSC Marketing room 276B in the Lory Student Center.) BY 4 P.M. the Wednesday prior to your reservation start date
- Link to our new website
- Table tents are usually reserved a month in advance, so please plan accordingly. For more information about LSC Ad Policy, Ad Specifications, and to view the reservation calendar visit: <http://lsc.colostate.edu/services/colab/advertise-lsc/print-media/table-tents/>

CSU Extension Offices

Extension sends a weekly mailing to 54 Extension County offices every Friday. This weekly mail is open to other University departments or units, pending approval from Extension. Below are the standards for post cards that can be inserted in plastic table tents that each county has for any University or County promotion.

- Size: 4"x6"
- Paper: standard weight paper
- Double-sided
- Quantity: 54*
- Approval: submit artwork for graphic standards approval to the Division of External Relations. Submit artwork for Extension Friday Mail approval to Joanne.Littlefield@colostate.edu. Joanne will approve via email and copy the University Resource Center.
- Run time: varies
- Submission and Contact: submit table tents to the University Resource Center, 4061 Campus Delivery, 491-6198, by 4 p.m. Wednesday afternoon for Friday mailing to Extension county offices.

**Quantity and availability subject to change. Any other items that a department wishes to include, that is not a table tent, must still be approved by Joanne Littlefield, prior to submitting to the University Resource Center.*

Online

SOURCE Submissions

[SOURCE](#) welcomes news items and story ideas from and about Colorado State University students, faculty and staff. Only items submitted by registered student organizations, university departments or offices, or other CSU-affiliated organizations will be considered for posting to SOURCE. Approved items will be placed into the appropriate category by the editor.

Categories are listed below with examples of content.

- Latest Headlines (news and stories about teaching and learning, research, outreach, and breaking university news)
- Campus Announcements (announcements including HR and benefits information, parking, and construction)
- Ram Family (news and stories about students, faculty, staff, and alumni)
- Events (events pulled from the University Events Calendar)

[Submit](#) an event, news story, or announcement at least 72 hours in advance. Events must be submitted to the [University Event Calendar](#) prior to submitting them to SOURCE.

Editing policy: Submissions may be edited for length or content. Not all submissions will be selected for inclusion on SOURCE.

SOURCE Sidebar and Footer Advertising

- Departments and registered student organizations may purchase space on SOURCE. Depending on placement, ads receive between 6,000 and 21,000 views per week.
- Ad creative: 300x220 pixels, jpg or png file. Art may be produced by Creative Services or the client. All art must link to a web address.
- Run time: SOURCE ads are purchased and posted on a weekly schedule. Ads run Monday morning through Sunday evening.
- Reservations: Reserve space at least a week in advance; ad space fills quickly.
- Rates: \$75, \$100, or \$250 per week, depending on placement. More expensive ads receive higher views.
- Contact Lindsay Connors, Creative Services, Lindsay.Connors@colostate.edu, or visit CSUAdvertising.colostate.edu

Social Media

- Departments and units are encouraged to create their own social media accounts on Facebook, Twitter, YouTube, Flickr, LinkedIn, etc. to promote events and announcements to the campus community
- CSU's social media policy and best practices can be found online at www.socialmedia.colostate.edu

Posters

Campus Poster Run

The Poster Run is available for CSU departments, offices, and registered student organizations, and events they sponsor as well as off-campus organizations. Space is limited, so advance reservations are highly encouraged. To reserve a space, apply for a spot using our online form at <http://www.sc.colostate.edu/poster-run-reservation.aspx>, contact the Campus Information Managers at lsc_campusinfomanager@mail.colostate.edu, or stop by and see us at the LSC Information Desk.

- Size: 11" x 17" or larger (additional cost)
- Quantity: 25
- Approval: submit to Campus Information desk in the LSC for approval
- Run time: There are no restrictions on the number of times an organization may reserve a Poster Run spot during a semester; however, an organization may reserve only two spots per run (per week). Also, organizations can only reserve a maximum of two consecutive weeks per poster because of the high demand for spot reservations. You or your department may not reserve a Poster Run if there are any outstanding invoices.
- Cost: a service fee of \$25 for posters 11" x 17" or smaller. If the poster is larger than 11" x 17", the sponsor must pay for two spaces for a total of \$50. Posters larger than 17"x22" will not be accepted. A \$50 payment is required for posters to remain for more than four weeks. Payment must be made at the time of reservation.
- **Checks must be payable to 'Campus Information' and IOs must be payable to 'Campus Activities.'** Once you have submitted your payment you must fill out the Campus Information Payment Form that will be sent to you by the Campus Information Manager upon

reservation and deliver the form along with your posters and payment to the Campus information desk. Posters without a Campus Information payment form will not be accepted.

- The name of the CSU organization or department **MUST** be **PRINTED** on each poster. We will not accept handwritten additions of a sponsoring organization's or department's name. Posters should include the date, time, location, and price of the event, if and where applicable.
- Reservation: reserve online at <http://lsc.colostate.edu/services/colab/advertise-lsc/print-media/posters/>
- If you choose not to go forward with your poster run reservation, you must cancel **48 hours** prior to the due date (Thursdays at noon). If you do not make the cancelation this far in advance, you will still be required to pay the reservation fee.
- Submission: posters must be delivered to the Campus Information desk by Thursday 12 p.m. for the following week's poster run
- Contact: CoLab, LSC, 491-5402

Lory Student Center Display Cases

Locked display cases are available throughout the Lory Student Center and reach over 20,000 visitors per day. Only registered student organizations and University departments may reserve display cases.

- Cost: No cost
- Number of cases: 7
- Reservations run Monday-Monday (1 week)
- Display case policy information, specifications, and reservation calendar are available online at: <http://lsc.colostate.edu/services/colab/advertise-lsc/print-media/display-cases/>

Residence Hall Billboards

- Guidelines: secure a Posting/Publicity Permit by submitting a copy of what will be posted (this copy will be kept on file) to the Office of Residence Life, 111 Palmer Center. Posted material must adhere to the Residence hall guidelines for posting:
 - Avoid the use of obscene language or illustrations
 - Be sensitive to social concerns such as sexism and racism
 - Don't include promotion of alcoholic beverages and/or drugs
 - Corporate sponsorship and/or logos are permitted on posters **ONLY** when clearly designated as financial sponsor
- Bring your own push pins/staplers to post materials
- Approval/Submission: because space is limited and varies from hall to hall, contact each hall front desk to have your advertisements initialed and for instructions as to where advertisements may be posted
- Contact: Housing and Dining Services, Office of Residence Life, Room 111, Palmer Center, 491-4721

Posting in Academic or Administrative Buildings

- Guidelines: to post in academic or administrative buildings or outside you must comply with the guidelines below:
 - Be sponsored by an official University agency or registered student organization

- o Clearly display the name of the sponsoring group
- o Display an expiration date (usually the event date)
- o All items posted inside academic buildings must be posted on bulletin boards
- o Do not tape flyers to windows
- o Use masking tape as other kinds of tape are difficult to remove
- The only outdoor areas approved for posting are poster frames and bulletin boards on the Clark Building's exterior walls and columns
- Banners may be hung from the balcony on the west side of the Clark Building A-wing on a first-come, first-serve basis
- Run time: posters must be removed within three days after the expiration date by sponsoring department
- Submission and Contact: Facilities Management, 491-0108

Athletics – Moby Arena and Hughes Stadium

- Media rights inside and outside all athletic venues are held in partnership by the Athletics department and Rams Sports Properties, including all corporate signage.
- For information on purchasing signage, contact Dani Belinski with Rams Sport Properties at 970- 491-4027
- Posters and banners are not permitted inside or outside any athletic venue without the expressed permission of the athletics department in advance
- Contact: send all inquiries regarding posters or banners to the attention of Sara Ray (Sara.Ray@colostate.edu) and Kerry Wright (Kerry.Wright@colostate.edu).

Ads @ The Rec Program

Digital and Poster Advertising in the Student Recreation Center

The following spaces within the Student Recreation Center can be reserved by **university departments** to promote their programs and events:

- (5) 11x17" posters in designated acrylic holders within the workout spaces at the Rec Center.
- \$20 one week
 - \$35 two weeks
 - Vertical (portrait) orientation
 - Max of 2 weeks (per ad)
 - Reservations are required to run an ad and must be made at least one full week in advance. Payment and material drop-off is due the Thursday prior to the scheduled run (ads run Monday – Monday) at the Student Recreation Center Service Center desk. Spaces fill up fast, so early reservations are recommended. Reservations open one month prior to the start of classes (i.e. fall semester reservations open in July). No ads are offered over the summer.
 -
 - Email campusrec_marketing@mail.colostate.edu or Brittany Heiring (Brittany.Heiring@colostate.edu) for full program information, and to reserve your space.
- (1) 16:9 (1920x1080px) ad on the digital screen wall located on the east wall of the main lobby.
- \$25 one week
 - \$45 two weeks
 - Vertical (portrait) orientation

- Max of 2 weeks (per ad)

Digital & Poster Combo (5 posters + digital screen ad)

- \$40 one week
- \$75 two weeks
- Vertical (portrait) orientation
- Max of 2 weeks (per ad)

TILT Bulletin Board

- The TILT building has a bulletin board for University events related to learning and teaching
- Contact: Peter Connor, 491-5277

Community Posters – *Poster It*

- "Poster It" serves Fort Collins, Loveland, Greeley, Cheyenne, Estes Park, and Denver. The company puts up posters, manages them, removes and recycles them.
- Size: 11 x 17" (or smaller)
- Guidelines: posters must be designed and printed by the client
- Submission: printed posters must be delivered to 130 S. Whitcomb St., Fort Collins, by Thursday at 8:00 p.m. the week before distribution. Posters are placed on a space available basis, locations vary and distribution may take two weekly rounds to entirely place. Advance notice is appreciated.

- Cost:

Fort Collins	\$1.20 per poster (maximum 100 posters)	
Loveland	50 posters	\$75
Greeley	50 posters	\$75
Longmont (includes Berthoud)	50 posters	\$75
Estes Park	50 posters	\$80
Cheyenne	50 posters	\$75
Laramie	50 posters	\$75
Rural (LaPorte, Wellington, Windsor, Berthoud)	70 posters	\$160
Individual towns	20 posters	\$40
Johnstown, Milliken	20 posters	\$40
Hwy 85 (Nunn, Pierce, Ault, Eaton, Severance, Timnath)	50 posters	\$75
Denver	\$2.00 ea. (maximum 200 posters)	
Boulder	50 posters	\$75
Boulder: CU and "The Hill"	55 posters	\$75
Louisville/ Lafayette	25 posters	\$50
Nederland	20 posters	\$50
Multi-Month posters:	\$0.50 x # of posters x # of extra months	
Larger posters:	\$0.50 added per poster and \$1 added per poster larger than 17x22	
* 5% off for using recycled paper, paper that can be recycled, and includes the recycle symbol on the poster		

Contact: Nancy York

970 482-4852

130 S. Whitcomb
Fort Collins, CO 80521
PosterIt@frii.com

Calendars

University Event Calendar

- All items must be submitted by a registered student organization, CSU department or office, or other official CSU affiliated organization.
- Guidelines for submitting events are located at <http://calendar.colostate.edu/help.aspx#guidelines>
- Approval: University Event Calendar administrators review requests to promote events each weekday. Approved events are posted to the calendar within 72 hours of submission. You should send your submission well ahead of the date of your event - at a minimum, within 72 hours - in order to insure that it is posted in time for people to plan to attend.
- Submission: suggest University events online at <https://wsnet.colostate.edu/cwis37/calendar/login.aspx>
- Choose the appropriate calendar tab to suggest an event – All University Events, Academic Calendar, Alumni Events, or More Calendars. You must first open the calendar you want to send a submission to (e.g., Alumni Association Events and Programs), then use the “suggest event” button in the top, right side of the page to submit to that particular calendar. If you wish to include an event on more than one calendar, you must submit to each calendar individually.
- Some common missteps in submitting events are: submitting regular meetings; submitting events which are not open to the public or which target highly selective audiences; submitting program information and announcements; and submitting non-CSU affiliated events.
- Contact: web_calendar@mail.colostate.edu

City of Fort Collins Community Calendar (www.visit.ftcollins.com/events/)

- All events submitted to the FCCVB will not be displayed until the staff can review the submitted event
- Submit your event one week prior to start date to insure that your event will be displayed on time
- To submit event and view submission guidelines, visit: <http://visit.ftcollins.com/events/submitEvent.php>

Coloradoan Online Community Calendar (www.coloradoan.com)

- All submitted events will be reviewed and, if accepted, posted within 5-10 business days
- The *Coloradoan* reserves the right to edit submissions for content and space considerations
- Events must be submitted at least two weeks prior to the start date
- Submit events online at: <http://www.coloradoan.com/section/eventform>

Rocky Mountain Collegian Event Calendar (www.collegian.com)

- For campus and community events
- Submit events online at: <http://www.collegian.com/index.php/calendar/submit>

Fort Collins Now Community Calendar (www.fortcollinsnow.com)

- Submit events online at: <http://www.fortcollinsnow.com/section/calendar>

KUNC Community Calendar

- As Community Radio for Northern Colorado, KUNC encourages the listing of all community arts and entertainment events
- Guidelines: enter the event at least two weeks prior to event date
- Approval: all submissions will be reviewed and approved by an editor at the local public radio station before appearing on the site
- Submit events online at:
<http://events.publicbroadcasting.net/kunc/events.eventsmain?action=submitEvent#>

Digital Signage

Campus Digital Signs

- The Colorado State University campus has eight large informational signs that display events and deadlines to students. Sign locations include: Moby Arena, the Durrell Center, the LSC Plaza, LSC Transit Center, the Clark Building, Academic Village, and the University MAX station.
- All artwork is 224x240 pixels, bitmap files only. Art may be produced by Creative Services or the client.
- Run time: Digital sign ads are purchased and posted on a weekly schedule. Ads run Monday morning through Sunday evening. Signs are lit between 6 a.m. and 10 p.m. Daily.
- Reservations: Reserve space at least one week in advance; ad space fills quickly.
- Pricing varies for student organizations, campus departments, and external businesses.
- Contact Lindsay.Connors@colostate.edu or visit <http://csuadvertising.colostate.edu> for more information.

College of Veterinary Medicine

- Contact: Rachel Timmons (Rachel.Timmons@colostate.edu)

Housing & Dining Services

With 15 residence halls, 6 dining centers, 7,000 student residents, and 35,000 guests annually, the residence halls and dining centers at CSU are ideal locations to advertise your event or program. Ads are placed in high-traffic areas, such as residence hall lobbies, entrances to dining centers, and outside meeting rooms.

The following spaces can be reserved by bid registered student organizations and university departments to promote their programs and events:

- Digital Sign Locations
 - Each residence hall
 - Braiden Dining Center, Durrell Dining Center & Front Desk, Pavilion Front Desk, Ram's Horn Dining Center at Academic Village
- Prices
 - Advertise all digital signs (CSU Departments)
 - \$50 for one week - 1 ad
 - \$80 for two weeks - same 1 ad
 - Student Organizations
 - \$25 for one week - 1 ad

- \$40 for two weeks - same 1 ad
- Dimensions: 1920x1080ppi
- Orientation: Horizontal
- Run Time: Display time: 10 seconds per ad each time shown. Multiple exposures daily
- File Type: .jpg is preferred
- Submission to Michelle.Valoris@colostate.edu

Library Digital Screens

- Criteria:
 - Only for CSU recognized Colleges, departments and organization
 - Must be for event and cannot be for general awareness
 - Must have a time, date, and location on the poster
 - Cannot be for selling or for lost items
 - Cannot be for fund raising
 - Must be appropriate
- Format
 - Make sure your poster meets all criteria.
 - Make sure your poster is a JPG, PDF or PNG file.
 - Make sure your file size is 11x17inches (or 792x1224 pixels) at 72 DPI or higher.
 - Make sure your file is in a vertical format (portrait).
 - Email your file to library_pg_marcom@mail.colostate.edu
 - *please note: your file will not be posted unless all requirements have been met.
- Contact & approval: Terry Nash, Terry.Nash@colostate.edu, (970) 491-5712 or library_pg_marcom@mail.colostate.edu.

Lory Student Center Website Banner Advertising

The Lory Student Center's website is a central page for all the information and services you will need to find out about what is going on in the LSC. From advertising your event at our website, you are guaranteed to target students, staff, faculty, and the CSU community.

- Reservations run Friday-Friday.
- Pricing
 - Large Banner ad \$20.00
 - Square \$10.00
 - Combo (Banner + Square) \$25.00
- Policy, specifications, and reservation calendar are online at: <http://lsc.colostate.edu/services/colab/advertise-lsc/digital-media/website-advertising/>

LSC Digital Screens

The indoor display is a liquid crystal display screen that reaches 20,000 students passing through the LSC daily. By advertising your event through the indoor display signs, your advertisement will be shown 15 seconds at a time, and guaranteed a minimum of six times an hour per screen on each of the 17 screens (including 5 Info Desk screens, 1 facing south, 4 facing east).

- Reservations run weekly, Friday-Friday.
- Prices
 - CSU entities (Not in the LSC) \$90 + 2 Free Hours of Design Time
 - LSC entities (Non-student organization) \$70 + 2 Free Hours of Design Time
 - Student Organizations \$45 + 2 Free Hours of Design Time

- Advertising at LSC Ballroom Events – Display Graphic on Each LSC Display (17 screens) after 5 p.m.
 - CSU entities (Not in the LSC) \$120 + 2 Free Hours of Design Time
 - LSC entities (Non-student organization) \$100 + 2 Free Hours of Design Time
 - Student Organizations \$75 + 2 Free Hours of Design Time
- Policy, specifications and reservation calendar are online at:
<http://lsc.colostate.edu/services/colab/advertise-lsc/digital-media/indoor-display-ads/>

LSC Light Box Advertising

This advertising opportunity is in a unique location above the north entrance of the LSC Transit Center, by Cam's Lobby Shop. Over the period of a week, over 20,000 students & visitors travel through this entrance each day.

Reservations run for a month at a time. It is highly recommended you reserve the Light Box for at least 3 months based on production costs.

- Prices:
 - Light Box Large \$773.35 outside vendor production cost
 - Light Box Small \$367.97 outside vendor production cost
 - Both are \$150.00 per month reservation + \$150 installation fee in addition to vendor production cost
- Policy, specifications, and reservation are online at:
<http://lsc.colostate.edu/services/colab/advertise-lsc/print-media/light-box-ads/>

Ads @ The Rec Program

Digital and Poster Advertising in the Student Recreation Center

The following spaces within the Student Recreation Center can be reserved by **university departments** to promote their programs and events:

(1) 16:9 (1920x1080 px) ad on the digital screen wall located on the east wall of the main lobby.

- \$25 one week
- \$45 two weeks
- Vertical (portrait) orientation
- Max of 2 weeks (per ad)

Digital & Poster Combo (5 posters + digital screen ad):

- \$40 one week
- \$75 two weeks
- Vertical (portrait) orientation
- Max of 2 weeks (per ad)

Reservations are required to run an ad and must be made at least one full week in advance. Payment and material drop-off is due the Thursday prior to the scheduled run (ads run Monday – Monday) at the Student Recreation Center Service Center desk. Spaces fill up fast, so early reservations are recommended. Reservations open one month prior to the start of classes (i.e. fall semester reservations open in July). No ads are offered over the summer.

Email campusrec_marketing@mail.colostate.edu for full program information, and to reserve your space.

TILT Building Digital Screen

- For University events related to learning or teaching
- Size/specs: digital file 1000 pixels x 12000 pixels
- Contact: Peter Connor, 491-5277

Media

Press Releases

- Press releases apply to official University events only if they are open to the public or of interest to the community at large.
- Contact the Public Relations office at least one month in advance of the event for information and details concerning media coverage.
- Contact: Public Relations, 970-491-6621

Rocky Mountain Collegian

The Rocky Mountain Collegian, CSU's student-run newspaper for more than 120 years was founded in 1891 and is the only student-run daily newspaper in the state.

Collegian.com is the online component for Rocky Mountain Student Media. Collegian.com is updated with late-breaking news; video from CTV and live stream from KCSU 90.5FM.

- The Collegian offers print and online advertising opportunities with discounts to CSU departments and organizations
- For advertising size, rate and publication information email advertising1@collegian.com or advertising2@collegian.com or call 970- 491-7467. More information also available at collegian.com.

College Avenue

College Avenue is a monthly magazine covering student life. Each issue features a topic on issues related to student life. For advertising size, rate and publication information email advertising1@collegian.com or advertising2@collegian.com or call 970- 491-7467.

CTV, Channel 11

CTV, Channel 11 is CSU's cable and streaming channel. In Fort Collins on Comcast channel 11, on campus on channel 11 and streaming at <http://www.collegian.com/photo-video/>

- For story ideas contact CTV news at news@collegian.com.
- Underwriting and video production opportunities available. For more information and rates contact Student Video Productions manager at 970-491-0536. www.video.collegian.com

Athletics Public Service Announcements

For Athletic or University events or causes, please contact Nick Popplewell at (970) 491-1038 or nick.popplewell@colostate.edu for more information about the availability of In-Game Public Service Announcements. Space is limited and announcement requests are evaluated on a case-by-case basis.

KCSU Public Service Announcements, Live Remotes, and Spotlights

KCSU radio is CSU's student-run, full-time radio station at 90.5 fm and streaming at kcsufm.com. KCSU Public Service Announcements: every hour on KCSU, a student DJ reads public service announcements (specifically for informing the public or raising awareness about an event or cause), managed by the KCSU News Director. Paid underwriting announcements guarantee placement on the

air.

- KCSU Live Remote: KCSU can broadcast live at any campus event or activity to promote your organization (please call two weeks in advance for scheduling and pricing)
- Contact: KCSU manager: 970-491-7611; kcsustationmanager@gmail.com
- Policy and specifications are online at:
<http://www.sc.colostate.edu/tv-and-radio-advertising.aspx>

Rocky Mountain Student Media Specialty Publications

CSU Life

CSU Life is a monthly news publication produced in partnership with CSU's Division of External Relations specifically for faculty and staff at Colorado State University. Mailed directly to each employee on campus, CSU Life features news for and about CSU employees and their community.

- For story ideas and Applause contributions email csulife@colostate.edu. For advertising information, deadlines and publication dates email advertising1@collegian.com or call 970-491-7467.

Supporting Transitions Parent & Family Resource Guide

Created especially for parents and families, the Parent & Family Resource Guide is a go-to source for all things important to families of current and potential CSU students. Published in May in collaboration with Parent & Family Programs, the guide is available at Ram Orientation and Ram Welcome.

- For advertising information, deadlines and distribution locations email advertising1@collegian.com or call 970-491-7467.

Visitors Guide to CSU and Fort Collins

The Visitors Guide to CSU and Fort Collins is the official visitors guide for the CSU community. Produced in partnership with CSU's Division of External Relations, the guide is available in May and distributed throughout the year to key campus locations including the CSU Visitors Center, Admissions Office, Lory Student Center and at Ram Orientation.

- For advertising information, deadlines and distribution locations email advertising1@collegian.com or call 970-491-7467.

Ram Orientation Guide

Distributed in student packets at Ram Orientation, this guide provides students and parents a hands-on resource for student life at Colorado State. The publication is published June 1 and distributed throughout the summer.

- For advertising and deadline information email advertising1@collegian.com or call 970-491-7467.

Ram Deals

Ram Deals is a coupon book and campus information guide published at the beginning of each semester for the students and staff at CSU. The book is distributed throughout campus and in the Lory Student Center.

Discounted rates are available for CSU departments and organizations. For advertising rates and deadline information email advertising1@collegian.com or call 970-491-7467.

Campus Resources

- Communications and Creative Services: <http://www.ccs.colostate.edu/>
- CSU Web Communications: <http://web.colostate.edu/>
- Public Relations: <http://publicrelations.colostate.edu/>
- Social Media Policy: <http://www.socialmedia.colostate.edu/>
- Graphic Standards: <http://graphicstandards.colostate.edu/>
- Communicator's Toolbox: <http://graphicstandards.colostate.edu/index.asp?url=toolbox>
- CSU logos (require permission to download):
http://graphicstandards.colostate.edu/index.asp?url=download_logos
- Licensed Vendors: http://graphicstandards.colostate.edu/index.asp?url=licensed_vendors
- CSU color swatches:
http://graphicstandards.colostate.edu/index.asp?url=brand_color_swatches