

STUDENT ORG GRAPHICS PROCESS



Did you know that we have a full-time graphic artist **FREE** of charge for all student organizations? We would love to assist you with your graphic needs. Social media assets, logos, t-shirts, event posters, and more. We are here to help promote your organization, so let's start creating!

HOW DO I START?

Chat through your concept in person during our open office hours at the Student Org Graphics kiosk in the University Center or email us at studentorggraphics@uwrf.edu to set up a meeting time.

PHASE 1: MEET

When we meet, we will:

- Discuss the types of graphics/media you are looking to create
- Review any ideas/inspiration (screen shots, font styles, color schemes, vibes, Pinterest boards, etc.)
The more examples you provide, the better we can match your vision

PHASE 2: DESIGN

After our initial meeting, our team will start designing! We will send you a design proof for you to review. If you have any edits, let us know via email OR we can set up another meeting time to chat through any changes.

PHASE 3: FINALIZATION

Once you've approved the design, we will send you all the files you need for both digital and printing, as well as assist with any further steps. We can't wait to help you make your vision come to life!

STUDENT ORG MARKETING GUIDE



DIGITAL SIGNAGE FORM



STUDENT ORG BRAND GUIDE



FREQUENTLY ASKED QUESTIONS:

How much time is needed?

Design times may vary, but we suggest meeting 3 weeks prior to when your graphics are needed.

What if I'm designing things for my own org?

Many orgs choose to design marketing materials themselves. Please visit our Student Org Brand Guide to see your options when incorporating the UWRF brand. (see QR code)

What if I want to order swag for my org?

Check out our Student Org Brand Guide to see our list of licensed vendors.

COMMONLY REQUESTED

♦ DIGITAL SIGNAGE

A widescreen design displayed on the screens throughout the UC. (see QR code)

♦ SOCIAL MEDIA POST

600x600, 1080x1080

♦ SOCIAL STORY

1080x1920

♦ LOGO

A visual mark to represent your org

LOOKING TO PRINT?

We can help you work with our on-campus full-service print shop, **Fast Copy**. Common print options are:

♦ TABLE TENTS (4X6)

40 tents = \$11.14

♦ FLYER (8.5X11)

40 flyers = \$24.40

♦ POSTER (11X17)

40 posters = \$44.80