Oakie’s Opps Submission and Publication Guidelines

• Deadline for all submissions for each edition is 2 p.m. the Friday before publication, which is every Monday while classes are in session.

• Lengthy submissions MUST be summarized in one or two sentences.

• No ESF club/faculty/staff public events will go into Oakie’s Opps unless they are first listed on the ESF Calendar of Events.

  o To add an event to the ESF Calendar of events: https://wwwinfo-2.esf.edu/webscripts/login/default.asp?target-news

• Please include a link to full content and details, if applicable. This includes the ESF Calendar of Events, an established webpage, Facebook event/page, etc.

• Contributors should supply distribution-ready text. Submitted event information will be copied and pasted.

• Flyers and photos will not be accepted.

• Events must be within three weeks of the edition release date.

• Items are included at the discretion of the Division of Student Affairs.

• Submissions and/or any questions for Oakie’s Opps should be sent to studentinvolvement@esf.edu

  with the subject line: Oakie’s Event

• To reserve a space and/or view space schedules:

  o https://www.esf.edu/web/systems/spaces.htm

Division of Student Affairs
110 and 14 Bray Hall
1 Forestry Drive
Syracuse, NY 13210
315-470-6660
studentinvolvement@esf.edu
www.esf.edu/calendar/