

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.
 - 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:
 - <https://www.esf.edu/web/systems/spaces.htm>

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