

Links to Communications & Marketing Services

Below is a list of the Communications & Marketing's services and how to initiate a Service Request (5pm). **Support requests submitted directly to CM staff (in-person, via email, etc.) will be re-directed to the proper online form.**

PHOTOGRAPHY:

To request university photography; fill out a Request for Service form and allow reasonable notice (two weeks is preferred). This assists with our ability to schedule and assign photographers.

<https://offices.nsuok.edu/communicationsmarketing/Photography.aspx>

STATIONERY:

Requests for Business Cards and Stationery can be sent via: <https://offices.nsuok.edu/communicationsmarketing/PrintedMaterials.aspx>

VIDEO:

Clients wanting to have a video produced need to fill out the video request form available at: <https://offices.nsuok.edu/communicationsmarketing/Videography.aspx>, so that Communications & Marketing management can determine if their request fits into the university/department priorities and within our schedules/available resources.

DESIGN:

To request layout and design services for NSU colleges and departments, complete our Design Request Form available at: <https://offices.nsuok.edu/communicationsmarketing/CreativeServices/DesignRequests.aspx>. Additional project attachments can be sent via: cmprojects@nsuok.edu

WEB:

Starting now, all website content updates not covered by the content managers—who have been trained in your respective department(s)—need to be sent via our Design Request Form at: <https://offices.nsuok.edu/communicationsmarketing/CreativeServices/DesignRequests/DesignRequestForm.aspx>. **Do NOT email the Web Coordinator directly.**

SOCIAL MEDIA:

For assistance in registering your NSU Social Media website and/or creation of channels such as Twitter, Facebook, Instagram, etc., visit: <https://offices.nsuok.edu/communicationsmarketing/SocialMedia.aspx>.

PUBLIC RELATIONS:

Clients can submit a story idea for consideration via: <https://offices.nsuok.edu/communicationsmarketing/StoryIdeas/SubmitStoryIdea.aspx>