

commonvision

The Commons, UMBC

tel: 410-455-1884

fax: 410-455-1137

Date Rec'd: _____
Rec'd by: _____
Broadcast Date: _____



inet has been made available to the university community to help promote campus life. If you have any questions or would like to schedule an appointment, please contact commonvision at x51884 or commonvision@umbc.edu.

Please read the following procedures and complete the form carefully:

1. A user must submit a request at least 2 weeks before the desired broadcast date.
2. A message will be displayed for up to 2 weeks before the scheduled event.
3. The message should include: name of organization and sponsoring group, name of the event and when, where and at what time the event will occur.
4. For design consultations, please contact commonvision at x51884 or commonvision@umbc.edu.

Name: _____
Email: _____ Phone: _____
Dept./Student Org: _____
Address: _____
Name of Event: _____
Event Date: _____ Event Time: _____
Message to be Displayed: _____

To submit graphics or a video to go along with your inet commercial, please provide the information on a PC formatted ZIP, CD or floppy disk.
Images: Resolution: File type: .jpg, .bmp, .gif under 1280x1024 pixels; Resolution: 72 dpi; Color Model: RGB
Video: File type: .mpg, .mpeg, .mov, .avi under 800x600 pixels. (Note: some video may not work on our system depending on the video code.)