Dear Faculty,

The Education Abroad Office would like to give you some helpful tips and tricks for advertising your program effectively at the up-coming study abroad fair. We want you and your program to be as successful as possible and following these guidelines will help you in your quest to make your numbers in 2014-15!

Sincerely,
EAO

Note: If you are not interested in actively manning a table, we will have an area inside the fair set aside for fliers and information.

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**SETTING UP YOUR TABLE**

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**TIPS FOR THE FAIR**

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**HELPFUL REMINDER**

Programs with money leftover in their agency account can use these funds to make posters, print fliers, or buy table supplies. Please check with your advisor prior to purchase.

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**IDEAS FOR WHAT TO PUT ON YOUR TABLE**

- Fabric to add color to table
- Tri-fold with photos of previous trips
- Souvenirs students can purchase
- Flag or maps of country visiting
- Banner with program name
- Handout with vital program information
- Candy to hand out from program country
- Sign up sheet
- Contact information for Education Abroad Advisor

As always, access to electrical outlets will be on a first-come, first-serve basis.