

How to add an event to your Club/Society web page.

- Events must be added to your page before ticket request is accepted.
- You must have admin rights to your club/society page.
- Go to www.su.nottingham.ac.uk
- Log on
- Go to your club/society admin page and select 'Events'

Admin



- [Add new event](#)

Add Event

[Back to event list](#)

Event Name *

Date and time * →

Tagline / Short Description

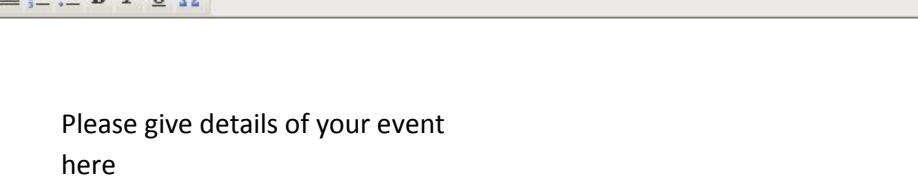
Location

Event types
Check the event types that correspond to this event.

<input type="checkbox"/> a8	<input type="checkbox"/> gradball	<input type="checkbox"/> pgnightsout
<input type="checkbox"/> altevent	<input type="checkbox"/> healthcare	<input type="checkbox"/> postgraduate
<input type="checkbox"/> boxoffice	<input type="checkbox"/> jcrs	<input type="checkbox"/> socs
<input type="checkbox"/> campaign	<input type="checkbox"/> karnifundraiser	<input type="checkbox"/> SRS
<input type="checkbox"/> caring	<input type="checkbox"/> karninite	<input type="checkbox"/> summerparty
<input type="checkbox"/> cc	<input type="checkbox"/> myc	<input type="checkbox"/> summerpartyap
<input type="checkbox"/> dayevent	<input type="checkbox"/> nightevent	<input type="checkbox"/> theden
<input type="checkbox"/> draft	<input type="checkbox"/> pgalternative	<input type="checkbox"/> weekone
<input type="checkbox"/> freshers	<input type="checkbox"/> pgdaysout	<input type="checkbox"/> welfare

Only tick the 'socs' box.

save event before adding an image.

☐ Check this box if tickets are only available to your members

Please give details of your event here

Save