



## Electronic Marquees Guidelines & General Information

The **four** NSU Electronic Marquees are located on the Fort Lauderdale/ Davie Campus at:

- University Drive and 30th (facing northbound and southbound traffic)
- College Avenue and Nova Drive
- College Avenue and Mary McCahill.

The marquees will be operational seven days a week, 6 am – 11:59 pm. Because these digital boards are external, the messages should be of interest to the general public.

- All messages are subject to editing for content and space.
- Messages must be of broad NSU interest or for an Arena-hosted event.
- Inappropriate or limited audience messages will be prohibited.
- Due to the high volume of requests, messages will run for a maximum of 3 weeks. However, if there when there is an unusually high volume of events scheduled, messages will run for 2 weeks only.
- Please send all requests at least one-week PRIOR to requested date of posting.
- No personal messages. Individual greetings or congratulations will not be posted.
- **Specs for marquee- 1080x432 72 dpi Font no smaller than 60 points**

- Requests must include:

- name of the event,
- date,
- location,
- time and
- contact number/website. If you have a logo you want to use, please send in
- jpg format as an attachment.

**Categories of Requests:**

- School, center, college Open Houses
- University-wide events, such as Commencements, Homecoming, fundraisers and other annual or recurring activities
- Congratulations for NSU championship athletic teams
- NSU events of a cultural, entertainment or intellectual nature open to the public, such as lectures, concerts, library and theater events, et al.
- Intercollegiate athletic contests
- Entrance/qualifying exam announcements covering substantial numbers of students
- Enrollment dates & Deadlines
- NSU public service/community activities, such as health fairs, blood drives, library events and community fund-raisers
- DOT announcements, such as traffic problems and AMBER alerts (requirement of the state of Florida)
- Community event sponsored by an outside organization held at NSU main campus.

For more information, please send email to [internalcomm@nova.edu](mailto:internalcomm@nova.edu)