

## ***FORUM* Distribution Guide**

*FORUM* is a resource for PRSSA members that features articles about industry trends, professional development, career preparation and Chapter and National events. *FORUM* is produced three times each year by PRSSA members across the country.

Your Faculty Adviser will receive, via mail in September, January and April, a copy of *FORUM* for each dues-paying member in your Chapter.

*FORUM* articles are also available online at [www.prssa.org/FORUM](http://www.prssa.org/FORUM).

### **To ease the distribution process, PRSSA suggests the following tactics:**

- Personally hand out the new issue to members as they arrive at your next meeting instead of leaving *FORUM* on a table for members to pick up themselves. This can also help “break the ice” at the beginning of the meeting by encouraging conversation early.
- If your Chapter uses a points system, reward members with points for assisting with distribution (as well as contributing content for *FORUM*).
- If you have extra issues not picked up by members, store them in your Chapter or department office/lounge for non-members to read and/or display articles on your Chapter or department bulletin board.
- Use Chapter emails to promote *FORUM*'s web edition.
- Post links to relevant *FORUM* articles on your Chapter Facebook or Twitter pages.
- If your Faculty Adviser does not receive your Chapter's copies of *FORUM*, contact [amy.ovsiew@prsa.org](mailto:amy.ovsiew@prsa.org).

All PRSSA members are invited to submit articles for the next issue of *FORUM*. If you have any questions about the publication or for more information on submitting articles, contact *FORUM* Editor in Chief Amy Bishop at [amylbish@indiana.edu](mailto:amylbish@indiana.edu).