

FRESHERS' TOP TIPS

Freshers' Fayre takes place at the start of each semester and is a key opportunity to tell your fellow students what your society is all about in the hope that they will become members, parting with a few pounds cash for the privilege!

Follow these tips to ensure that your society gets plenty of new members at Freshers' Fayre and that the day is really good fun for everyone involved!

BOOK YOUR TABLE

Space is always limited at freshers fayre so book your table here asap!. You will need to complete a "Book Your Stall" Form, ask you Student Activities Coordinator if you need help accessing this.

STAFFING YOUR TABLE

Freshers' Fayre will take place on your campus during the first week of Semester 1 from 9:30am to 3.30pm. You will need to set up in advance and pack up at the end of the day so, plan in advance which committee or society members are free and when they can help out, so your table is staffed all day.

YOUR DISPLAY

You will be provided with a table. Get your creativity hats on and think about how you can make your table look fun and inviting. After all, it has to attract passers-by and give a feel for your society. Whatever way you decide to set up your table, consider if you'll need blue tac, string or tape.



Welcome all your new society members!

Check online to view your memberships and send them a hello!

EQUIPMENT

A number of tables will be located close to plugs. Plug access must be requested in advance (you can do this on your stall booking form) and will be located on a first come first served basis. Collect your pop up and tablecloth (if you have one) from your Student Activities Coordinator in advance of the fayre.

FREEBIES

We all expect to pick up some goodies from Freshers', right? If you're lucky, last year's committee might have handed over a stash of goodies which you can reward newly signed up members with. If they haven't, fear not! Each society at Freshers' can spend up to £15 on freebies e.g. Sweets, pens etc and claim this back from UUSU so you aren't out of pocket. Keep all your receipts and complete a Purchase and Payment form here (you'll learn about this at your training day) on Your £15 spend will be reimbursed directly to your bank account.

BRANDING

Passers-by need to know who you are! Display your society name loud and proud. Some societies will have a pop-up banner. Ask your Student Activities Coordinator if they have anything belonging to you in the office or check in with the outgoing committee.

MONEY

If you've promoted your society, and put yourself out there, your fellow students will see that you're a great society and happily join up. There are several ways students can join and pay their membership fee:

- At the Freshers' Fayre students can complete a short membership form and pay cash directly to you.
- At the Freshers Fayre or in their own time, student can pay for their membership online via your society page on the UUSU website. all they have to do is visit the "Get Involved" section and select "Societies". They can easily search for your society and simply login to the website using their B number and password, add a membership to their basket, and make the payment.

PACKING UP

Try and keep your table tidy during the day so that it's easy to pack up. Freshers' ends at 3.30pm so don't plan on packing up early as there will always be students who will call by at the last minute!

Most importantly, have a fab day! Enjoy the craic with your fellow committee members and soak up the Freshers' vibe. Team UUSU will be on hand for anything you need and will see you at the Fresher debrief in week 2 for a catch up.

