

PERSONALISE YOUR SOCIETY WEBPAGE

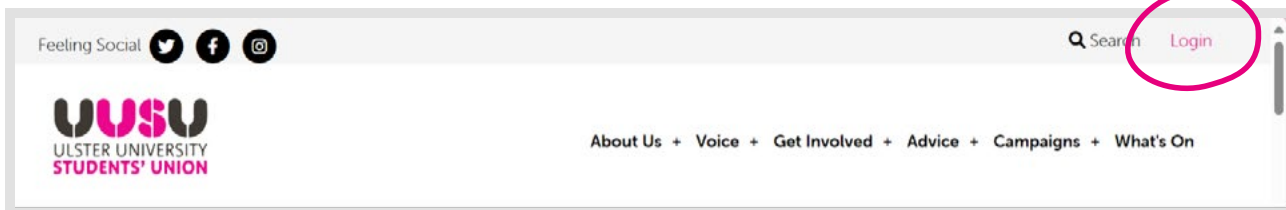
Your UUSU society webpage is your society's shop window. It's often the first-place new students go to find out who you are and what you offer, so it should showcase your society, events, and activities in the best possible light. This guide will walk you through how to do just that.

STEP 1: LOG IN

Visit the UUSU website at www.uusu.org
Click "log in" and enter your B code and password

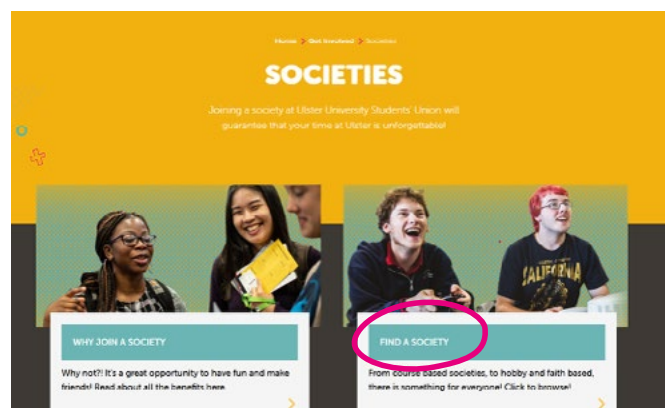
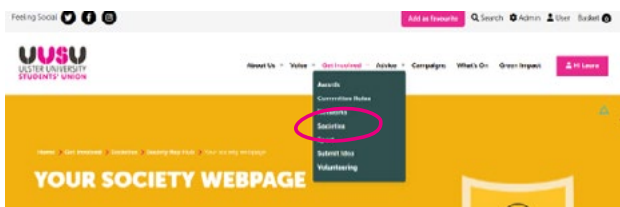


If you have any issues logging in, please contact Karen Pothin
k.pothin@ulster.ac.uk



STEP 2: LOCATE YOUR SOCIETY WEBPAGE

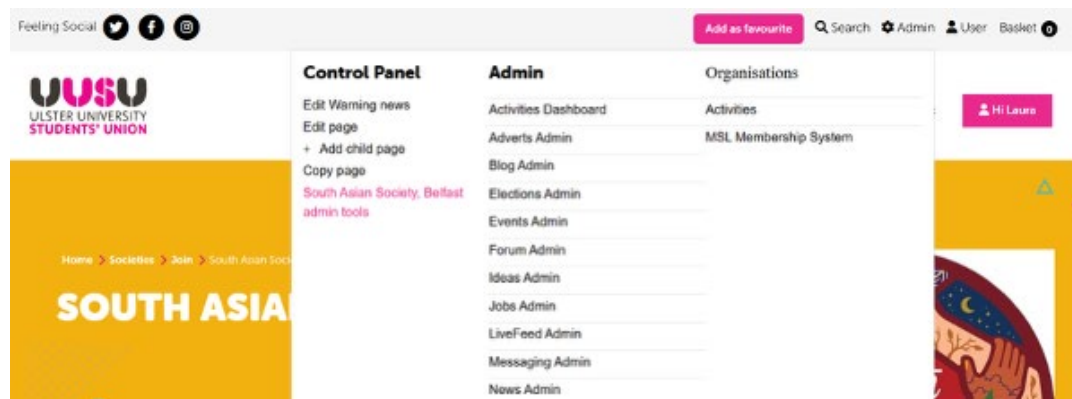
Click on "Get Involved" and "Societies"
Click on the "Find a Society" tile
Select your society from the list



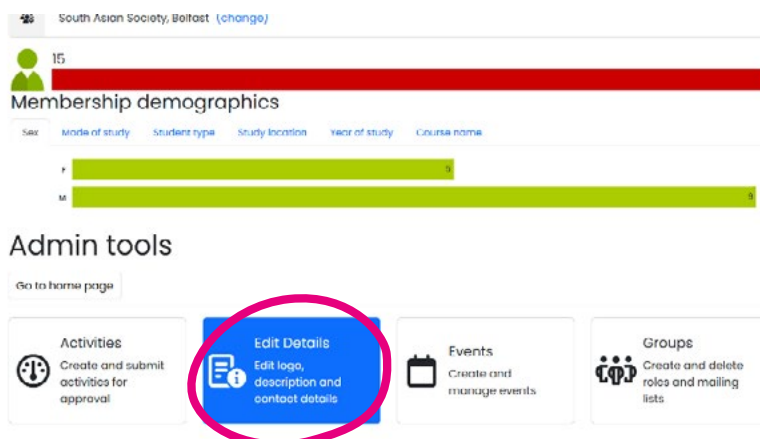
STEP 3: NAVIGATE TO EDIT DETAILS

Click on the admin cog

Select your society **admin tools** (in this case South Asian Society)



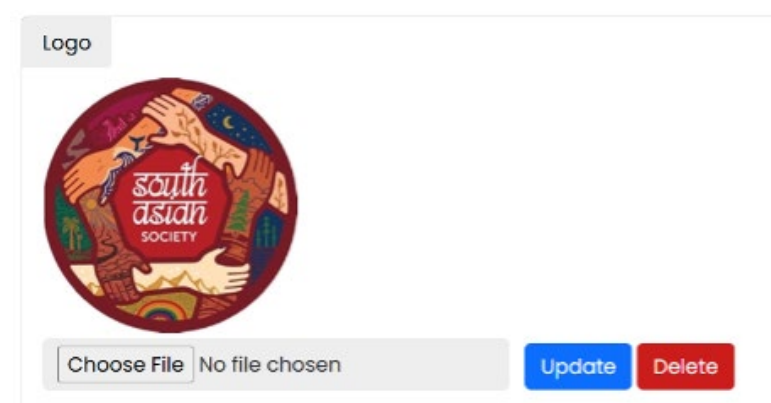
Click on **“edit details”**



STEP 4: MAKE YOUR EDITS

Upload your society logo

You can design it yourself following our **brand guidelines** or we can design one for you if you'd prefer



Upload a team logo

Uploading a team photo is a great way to introduce your Society Reps and help members put faces to names.

We can provide you with a nice template which includes your role title, name and photo!

Team Photo

Upload your team photo

Choose File

No file chosen

Update

Add an email address

We recommend you set up an email address (if the society doesn't already have one) so all reps can access incoming messages from students and members

Email address

southasiansocietyulster@gmail.com

? This is your public email address for general contact.

Include your society social media account details

Only include accounts which you regularly update and are active on

X (formerly Twitter) username

Enter your X (formerly Twitter) username here.

Facebook URL

If you have a Facebook page, enter the URL here.

Instagram username

uusu.sas

Enter your Instagram username here.

YouTube URL

If you have a Youtube channel or video URL, enter it here.

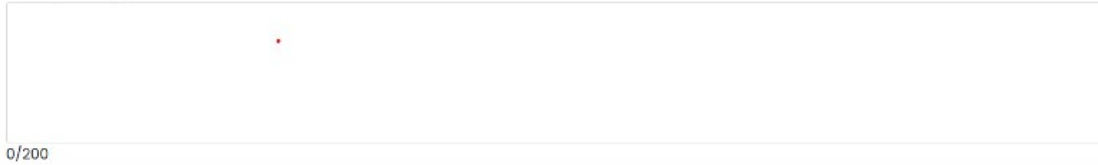
Facebook Page ID

This will be used to add Facebook Messenger chat to your society page

Write your listing description

Your listing description tells students who you are, what your society does, and why they should get involved (maximum of 200 words)

Listing Description

A large, empty rectangular text box for writing the listing description. A small red asterisk is visible in the center of the box.

0/200

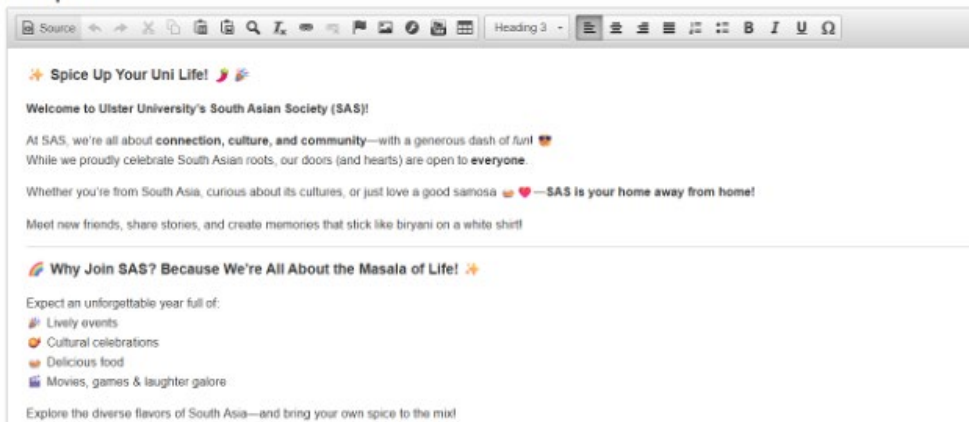
This is the first information students will see when they visit your webpage, so it's your chance to make a great first impression.



Write your society description

This is your chance to really show students what your society is all about! Let them know what you get up to, the kind of events you run, and what being a member is like. Have fun with it—use formatting to break up text, add photos or images, and include links to your socials or website to help bring your society to life.

Description

A screenshot of a rich text editor interface. The top toolbar includes icons for source, undo, redo, bold, italic, underline, link, unlink, list, indent, outdent, and a heading dropdown set to "Heading 3". The text area contains the following content: "🌟 Spice Up Your Uni Life! 🌟", "Welcome to Ulster University's South Asian Society (SAS)!", "At SAS, we're all about **connection, culture, and community**—with a generous dash of fun! 🍛", "While we proudly celebrate South Asian roots, our doors (and hearts) are open to **everyone**.", "Whether you're from South Asia, curious about its cultures, or just love a good samosa 🍛❤️—**SAS is your home away from home!**", "Meet new friends, share stories, and create memories that stick like biryani on a white shirt!", "🌈 Why Join SAS? Because We're All About the Masala of Life! 🌈", "Expect an unforgettable year full of:", "🍛 Lively events", "🍛 Cultural celebrations", "🍛 Delicious food", "🍛 Movies, games & laughter galore", "Explore the diverse flavors of South Asia—and bring your own spice to the mix!"

SOME EXAMPLES OF GREAT SOCIETY WEBPAGES



Are you a fan of animation? Do you want to get to know people who have a passion for animation? Want an excuse to watch movies with friends and classmates? Then this is the society for you!

ABOUT US

We are a group of animation students who want to help bring people together through their love of animation and art. One of our main goals is to help build connections as the animation industry is very heavily focused on collaboration. We hope this society will help you develop a deeper appreciation for animation, all while creating memories with fellow members.

We are the committee for the year 2024-2025

We hope you will join us this year, as we have a lot of fun things planned.

PLANS

Here are some of our plan for the coming year~

- Movie nights.
- Game nights.
- Drawing challenges.
- Drink and draw.
- Animation feedback.

LGBTQIA+ Society, Belfast



TOP TIPS

• Enjoy getting creative!

This is your space to show off your society's personality—make it fun, bright, and welcoming.

• Keep it up to date

Refresh your page regularly so events, contacts, and info are always accurate.

• Show, don't just tell

Photos say it all! Include plenty of pictures from events, socials, and meet ups.

• Highlight upcoming events

Got something exciting coming up? Make sure it's easy to spot.

• Be clear about when you meet

If you meet regularly, let students know where and when so they can easily get involved.