

PUBLIC RELATION OFFICE
SOCIAL MEDIA PUBLICITY
CIRCULAR

CUTN/PRO/CIRCULAR/2026/01

The Public Relation Office manages and updates Central University of Tamil Nadu (CUTN) social media accounts and handles in various social media platforms including Facebook, Instagram, X – Formerly Twitter, Linkedin, Youtube, Whatsapp and others.

FOR PRE-EVENT PUBLICITY IN SOCIAL MEDIA

Social media creatives (soft copy of brochure/pamphlets) for approved events may be emailed to the Public Relation Officer at pro@acad.cutn.ac.in along with the following details

1. Event Title
2. Organising Department
3. Date, Time and Venue of the event
4. Description about the Event 50 – 100 words
5. Faculty Coordinator – Email and Phone Number
6. Student Coordinator – Email and Phone Number
7. Digital copy of the event brochure/pamphlets

FOR POST-EVENT PUBLICITY IN SOCIAL MEDIA

The Convenor / Organiser is requested to share a write-up for up to 200 words about the event, along with photos and videos, for social media dissemination. The content may be emailed to the Public Relation Officer at pro@acad.cutn.ac.in along with the following details:

1. Event Title
2. Organising Department
3. Date of the event
4. Description of the Event 200 words
5. Photos / Videos

This is issued with the approval of the competent authority.

Sd/-

Public Relation Officer

Central University of Tamil Nadu