

University of Iowa Snapchat Takeover Expectations Form

By signing this Form, you agree to carry out the requirements and expectations outlined below as a University of Iowa Snapchat Takeover student:

- Absolutely NO threatening, intimidating, harassing or abusive content and/or language. You are speaking for the University. The content of these posts reflect directly on you as well as the University.
- Share content that reflects institutional and departmental missions, not non-University topics. Please stick to the topic or focus that has been agreed upon by you and the Office of Strategic Communication.
- Do not share Snapchat account login/password information
- Proofread. Limit grammatical and spelling errors to the best of your ability.
- No direct snapchats, strictly post to UI Snapchat story
- See the social media guide developed by UI Human Resources for [additional information](#). This guide already applies to you if you are a University of Iowa employee, and by agreeing to participate as a volunteer University of Iowa Snapchat Takeover student you separately agree to familiarize yourself with and follow applicable portions of this guide whether or not you are a University of Iowa employee.

You are serving as a representative of the University of Iowa, so use your best judgement when posting. If you have to question whether or not content is appropriate, it probably isn't. You can always reach out to a social media manager PRIOR TO POSTING if you are questioning the appropriateness of a post.

Misuse of UI social media accounts may result in removal of administrative access or disciplinary action.

I agree to all requirements and expectations listed above.

Signature

Date