

Your guide to the

ODE

Oregon Daily Emerald

How do I place an AD and do I want display or classified?

Easy... just call us! Display department can be reached at **346-3712**, and classifieds at **346-4343**. A sales representative will be glad to help you. You can also drop by our offices at 300 EMU, or fax your ad copy to **346-5821**. Advertise with the ODE – it's the way to get your message out on campus!

Exactly what are et als and how can I get into them?

"Et als" is a free listing of meetings and events occurring on campus. Announcements run once the day of or the day preceding the event on a space-available basis. Just fill out an Et Als form available in our office. Deadline is noon the day before publication.

What's going ON this Weekend?

Check out "Rhythm & Reviews," our weekly Entertainment Guide that is published every Friday. For sports fans, look for the Friday football guides and Thursday basketball guides before every home game.

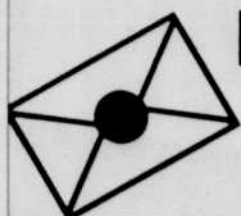
How can I WORK for the ODE?

Want to write or shoot photos? Call the newsroom at **346-5511** and say you're interested. And watch for our freelancers meetings at the start of each term. They will be announced in the ODE.

Want to sell ads? Call our ad director at **346-3712** and ask about openings. We also hire students to produce and deliver the papers. The ODE employs about 200 students each year, and you need not be a journalism major to apply.

I have some NEWS for you!

Call us at **346-5511**! Stories are often generated by reader feedback or information and we welcome your help.



Here's what I THINK!

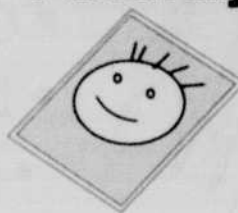
The ODE welcomes letters to the editor. They can be sent via mail (P.O. Box 3159, Eugene, OR 97403), campus mail (ODE, 300 EMU), or delivered in person (3rd floor, EMU). Letters must be signed and phone number provided. Maximum length is 250 words, and we reserve the right to edit for spelling, grammar, and libelous content.

Where can I GET it??



The ODE is distributed free of charge throughout campus and the Eugene community. If you can't readily find a distribution box, call **346-5511** for the location nearest you.

I want my PICTURE!

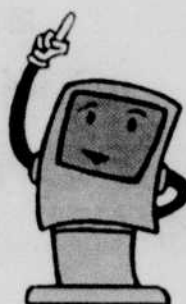


If you want a reprint of a photograph that ran in the ODE, call **346-5511**. Our receptionist has all the details regarding cost and can help you contact the photo desk.

Where can I get copies of BACK ISSUES??

Back issues for the previous week are available on the distribution racks in the EMU. Earlier issues can be viewed in the newspaper room or on microfiche in the Knight Library.

Are you ON LINE??

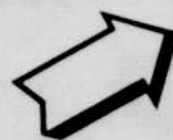


YES! The text of ODE stories is saved on Gopher and those of you with Internet connections can search the archives for both current and back issues of the ODE. Also, you can contact our offices at the following e-mail addresses:

NEWSROOM: ode@oregon.uoregon.edu
BUSINESS OFFICE: kcarbne@oregon.uoregon.edu
DISPLAY ADVERTISING: odeads@oregon.uoregon.edu
CLASSIFIED ADVERTISING: classads@oregon.uoregon.edu
PRODUCTION: mross@oregon.uoregon.edu

What's UP at your office?

Everything – we're on 3rd floor EMU (keep going up those stairs by the Ballroom). Feel free to drop by and visit or tour our office – climb up here anytime between 8:00-5:00 Monday through Friday and someone will be available to show you around. For groups, it's best to schedule a time at **346-5511**.



Just what is LPG??

Letter Perfect Graphics – it's our in-house design and production service. We can help you prepare resumes, flyers, and other projects. Call **346-4381** for a consultation.