Comet Calendar

Why Use the Comet Calendar?
- It gets 6,000+ visits per week
- It works on mobile devices
- Events can be seen from the UT Dallas homepage
- It updates departmental website calendar feeds
- It can link to/from social media
- Events may get featured on:
  - This Week at UT Dallas
  - Comet Calendar’s Featured Events

How Do I Get Access?
- Have your supervisor send a request to webdeveloper@utdallas.edu
- Publishers can either have add or add/approve rights
- Review your department’s publishers at utdallas.edu/calendar/addevent.html

Best Practices

Essentials: Event Title, Time, Location & Contact Info
+ Keep title short yet descriptive
+ Provide all information

Comet Calendar Event Details

International Talent Show
Apr 6
(7 p.m. to 9 p.m.)
Location: Alexander Clark Center CN 1.112
Contact Info:
Andrea Diaz
972-883-4084
Questions? Email me.

Experience the diversity of UT Dallas through song, dance and more with student performances from around the globe. Winners from Passport to the World will also be announced.

To learn more about International Week, visit utdallas.edu/week.

See more events from International Center

Enhance with Photos
+ Image size must be 95 x 130 pixels
+ For graphics help, contact czarina@utdallas.edu

Web-friendly Descriptions
+ Streamline text into short paragraphs or bullet points
+ Link back to department or event website
+ Clean up links [ex: remove http:// or embed links into words]

Add Department’s Social Media

Follow International Center

All content and images must adhere to the University’s Brand Standards: utdallas.edu/brand.