

Guidelines for submitting information to the RUBLink newsletter.

News will be published under the following categories in the newsletter:			
<i>Student activities</i>		<i>Achievements by Staff</i>	
<i>Academic Events</i>		<i>Students' Achievements</i>	
<i>Faculty in progress</i>		<i>Appointments, Promotions & Retirements</i>	
<i>Industrial collaborations</i>		<i>Up-coming Events</i>	
Name of the event:			
Date or duration of the event conducted:			
Text of the news to be appeared in the newsletter (word count maximum 250, 'Times New Roman' with a font size of 12 and line spacing of 1.5.):			
Photos/Images (as a seperate JPG, JPEG format) relevant to the event. (Please send two or three photographs in good quality)			
Person to be contacted for more information;			
Name of the person:			
Contact number:			
Email:			