Do you want your event to be considered an “Action Hero Event”?

- Action Hero Events are events that support and educate people on the statements of the Action Hero program.
- Please include the Action Hero logo on your event flyer. Logos can be obtained from (INSERT HYPERLINK HERE).
- Add your event to Campus Connection (see instructions below).

To add an Action Hero Event on Campus Connection:

1. Go to Campus Connection.
2. Log in using your campus username and password.
3. Go to your organization’s page. (Please note that all college departments, except individual residence halls which have their own organizations, are under *SUNY Oneonta.)
4. Click “Events” in the gray bar near the top of the page.
5. Select “Create Event”. (If you don’t see this, then you don’t have access to create events for your organization. See the below to determine how to get access.)
6. Fill out the form completely. For the event to be noted as an Action Hero event, click “Action Hero Event” under the Event Categories drop box on the first page of the form.
7. Submit the form for approval.

To obtain access to post events (if you don't already have it):

- Faculty/Staff - email Bill Harcleroad (bill.harcleroad@oneonta.edu) asking to post on behalf of SUNY Oneonta (you will only need to do this once).
- SA Organization Officers - if your position does not have access to post, then ask your organization's president to assign it
- Greek Organization Officers - same but may need the Greek Life Office to update your organization.
- Athletics - The Sports Information Director has access to post on behalf of Athletics.
- Residential Community Life - work with your RHD to get access on behalf of your hall or ask them to post it.