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Corporate Communications Department

Rectorate, Block A, 5th floor

Room: 503

Phone No Extention: 397

<https://kim.gelisim.edu.tr/>

OBJECTIVE

- The Objective of the Corporate Communications Department is to promote and publicize Istanbul Gelisim University to achieve national and international recognition in higher education.

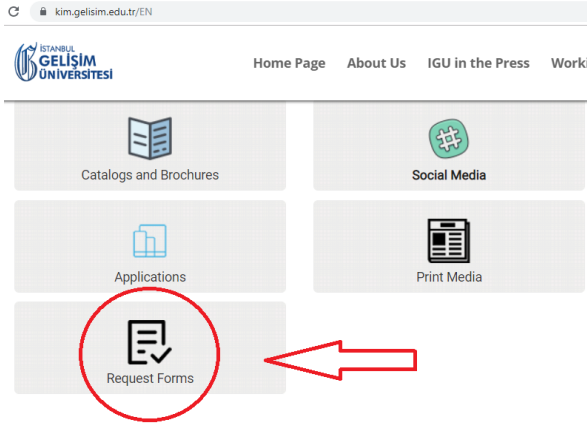
Scope

- Corporate Communications Department prepares visual content, printed material and photo/video for all academic and administrative units. Also provides support to related units.
- Manages the social media accounts of Istanbul Gelisim University. It performs and analyzes activities in digital media and all social networks.
- Creates and follows up the visuals of communication and advertising campaigns, shares all the activities performed on social media, and makes plans to meet the requests and demands coming from social media.

- Applies the process of adding, confirming, updating and editing the content of the website and all its sub-pages of the university through the panel.
- Provides the information flow about the university to local, national and international media and conducts press studies and relations with the media.
- Establishes relations with local and national print media and TVs and prepares weekly, monthly and annual press releases.

- Designs digital printed materials such as business card, logo, banner, certificate, large size street poster (billboard, tarpaulin etc.), press flyer, packaging, book, magazine, promotional films and follow the printing process.
- Upon the request of the academic and administrative personnel, it provides all kinds of graphic works, photographs and videos related to the website content.
- Provides photography shooting and video recording in the conference halls, laboratories, and other activities of the university.

How to make a request?



- All kinds of request are made on EBYS (Electronic Document Management System).
- In case of space insufficiency request forms could be downloaded from <https://kim.gelisim.edu.tr/EN>
- Forms are filled and delivered to Corporate Communications Department

- [Graphic Design Request Form](#)

- [Photograph and Video Request Form](#)

- [Social Media Request Form](#)

- [Request Form for Website](#)

- [News Request Form](#)

**Thank You For
Listening to Us.**

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