PROJECTS

FOR THE MONTH(S) OF
AUGUST 2014 – OCTOBER 2014
Foundation Marketing
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**2014 Foundation Websites - Web Usage Report (Sep 2014)**
Foundation Marketing
Foundation Marketing
Foundation Marketing

#HOTDOGCAPER

#HOTDOGCAPER

#HOTDOGCAPER

#HOTDOGCAPER
#hotdogcaper on Instagram
Samantha Santos @samanthakaay_ · Oct 2
Free hot dogs, chips, soda and ice cream that really ruined the diet I wasn't even on. Thanks #hotdogcaper

Arnold Calderon @hhey_arnold · Oct 2
Free food was bomb! Thanks for making my day bright! #hotdogcaper

Delphine Dupont @LadySylviaG · Oct 2
Yum! @calpolypomona #hotdogcaper #broncoperks #lovemyschool

Cal Poly Pomona Athl @cppbroncos · Oct 2
Athletics handing out drinks at the #hotdogcaper #WeAreCPP

Sydney Ochoa @syydnaayy · Oct 2
Best part about the beginning of the school year is the #hotdogcaper! Free unlimited hot dogs!
Bronco Bookstore
Bronco Bookstore

CASH REWARD
WANTED
BOOK BUYBACK

SURRENDER USED BOOKS TO CLAIM REWARD

BOOKSTORE ATRIUM
SEPT 2-5 (TUE-SAT) 8:30 am - 5:00 pm

CASH
BroncoBookstore.com

CASH FOR YOUR BOOKS
September 25 - October 3

HOURS:
MONDAY to FRIDAY
8:00 am to 7:30 pm

FOR UPPED HOURS ON LOCATION, VISIT OUR WEBSITE AT:
www.BroncoBookstore.com
Bronco Bookstore

iPhone 6
Bigger than bigger.

iPhone 6 isn’t simply bigger — it’s better in every way. Larger, yet dramatically thinner. More powerful, but remarkably power efficient. With a smooth metal surface that seamlessly means the new Retina HD display. It’s one continuation form where hardware and software function in perfect union, creating a new generation of iPhone that’s better by any measure.

Be one of the first to get the most anticipated device of the year.

SIGN UP TO OUR MAILING LIST
TO RECEIVE UP TO DATE INFORMATION ON THE IPHONE
(RELEASE DATE, OFFERS, UPDATES, ETC.)
**TEXTBOOK REFUND DATES**

**FALL 2014 QUARTER**

**TEXTBOOK REFUND DATES**

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DATES APPLY TO ALL TEXTBOOK PURCHASES AND RENTALS

**TEXTBOOK RENTAL IMPORTANT DATES**

<table>
<thead>
<tr>
<th>LAST DAY to convert rental to purchase for balance of retail price</th>
<th><strong>10/8/2014</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Rentals Due Date:</td>
<td><strong>12/12/2014</strong></td>
</tr>
</tbody>
</table>

**See website for complete refund policy details**
COURSE-PACKS and MANUALS CONTACT CHANGE

Over the summer the bookstore made some changes and realigned responsibilities for some of our staff. Starting this Fall quarter, our long-time Faculty Requisitions Coordinator Stacie Sheltner has taken over responsibility for handling course-pack and manual adoptions in addition to all other faculty requisitions for textbooks. Elliott King has moved from coordinating custom publishing to handling the general merchandise side of our store e-commerce website.

Stacie’s always been there to help faculty and departments submit their textbook lists for each quarter, researching price and availability of texts for faculty and helping resolve questions about edition changes and publisher bundles. Now, Stacie will also be the point of contact for help with:

- Course requisitions for all course materials
- Producing course-packs/custom readers
- Reproducing out of print works
- Copyright and Fair Use questions
- Self-authored course books or manuals
- Department workbooks or lab manuals

Stacie will make sure that any custom-printed project ordered by a Cal Poly Pomona instructor gets all necessary copyright permissions and clearances. She'll handle reporting sales of the finished product and processing payment of permission fees to the rights holders, and any applicable royalties to the professor or department. She'll also help arrange all the production details with Graphics. She can also help faculty who are interested in making their course-packs or manuals available digitally instead of or in addition to in print form. Bronco Bookstore can set up any custom project through StudySoup, RedShelf or AcademicPub.

Custom projects can take several weeks to complete if they include copyrighted material that requires clearance. The sooner you contact our department to request your project, the smoother things will go. Make sure to include all the following information:

- Course number and expected enrollment for the project
- Title of the project
- Complete bibliographic information on copyrighted source materials*
- Author, title, publisher, publication date, ISBN of books or volume/edition of periodicals, and pages used.
- “IMPORTANT”* pictures, graphs, figures and tables copied from other sources may also need copyright clearance even if the text in the project is your original work.

To get started with your custom project, contact Stacie at:
sashellner@csupomona.edu, 909.869.3751

*These are examples of information that you might need to include in your request. Please consult with a lawyer if you have specific questions about copyright.

Contact us:
Kevin Jensen (ext. 3752) Books & Course Materials Manager - Procurement kjensen1@csupomona.edu
Michael Jackson (ext. 4189) Books & Course Materials Manager - Logistics mjaconnon@csupomona.edu
Stacie Sheltner (ext. 3751) Faculty Requisitions Clerk & Special Orders Coordinator sashellner@csupomona.edu
Brian Feiterman (ext. 3285) Bronco Tech Shop/Supplies Manager - Technology & school/office supplies bfeiterman@csupomona.edu
Sue Lucero (ext. 6983) CPP clothing, gifts & logo items lucero@csupomona.edu

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Dining/Hospitality Services
Dining/Hospitality Services

NEW CLASSIC AND BONELESS WINGS

Any Flavor 15 Wings $19.99
Six-Wings $5.99

CLASSIC BBQ
Pick your sauce: Original, BBQ, Buffalo, Parmesan
Employment Services
Financial Services
Financial Services

Workflow Charts

<table>
<thead>
<tr>
<th>Date</th>
<th>Description (Link)</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/1/2014</td>
<td>Accounts Payable Processing Flow Chart</td>
</tr>
<tr>
<td>5/1/2014</td>
<td>Accounts Payable Processing for Commercial Operation Flow Chart</td>
</tr>
<tr>
<td>5/1/2014</td>
<td>IDT Flow Chart</td>
</tr>
<tr>
<td>5/1/2014</td>
<td>IDT Workflow</td>
</tr>
<tr>
<td>5/1/2014</td>
<td>Payment Request Workflow</td>
</tr>
<tr>
<td>5/1/2014</td>
<td>Reimbursement Request Workflow</td>
</tr>
</tbody>
</table>
Foundation Public Relations
Foundation Public Relations

CAL POLY POMONA FOUNDATION
C.A.R.E.S.

IT'S THAT TIME AGAIN!

We are welcoming donations of new school supplies for the children at Kellogg Polytechnic Elementary School.

Please bring your donations to the C.A.R.E.S. box located near the lunchroom in the Foundation Building (Bldg. 55) by Friday, October 3.

For more information, contact Anne McLoughlin at ext. 5418 or amcloughlin@cspanoma.edu.

THANK YOU FOR YOUR GENEROSITY!
BECOME OUR 2014
FOUNDATION SCHOLAR
14th Annual Norman J. Priest Endowed Scholarship
For Foundation Student Employees

$1,000 SCHOLARSHIPS

Applications are due no later than November 6, 2014

As a special benefit for Foundation student employees, we are pleased to announce that we will be offering two $1,000 scholarships to Foundation student employees. Applications are now available online.

Purpose: To recognize one or more continuing full-time students (sophomore, junior, senior or grad student) working for Cal Poly Pomona Foundation, Inc., and to recognize participation and leadership in campus activities, community service, and Foundation work activities.

Eligibility Criteria: Applicants must meet the following standards:

- Continuing full-time student (minimum 12 units per quarter for the academic year).
- Completed 45 units in undergraduate course work to qualify for sophomore status.
- Continuing student assistant employee of the Cal Poly Pomona Foundation, Inc. (minimum of 9 months of employment). You must work in one of the Foundation’s operations.
- Cal Poly Pomona GPA of 3.0 or above.

A committee of four, including Mrs. Norman Priest and Mr. James Priest, will review all applications and select two winners. Scholarships will be awarded by the middle of December 2014. Winners will attend the Foundation Board of Directors meeting in February 2015 for a recognition presentation.

Applications are available online:
www.CPPFoundation.org/NP/
Foundation Public Relations

Hot Dog Caper Returns Thursday with Pirate Theme

Welcome the university community back to campus, the Cal Poly Pomona Foundation will host the 31st Annual Hot Dog Caper on Thursday from 11:30 a.m. to 1 p.m.

This year’s caper will have a pirate theme, with pirate décor, props and entertainment. There will be photo booths, airbrush tattoos, prizes, sponsor booths, games, and pirate impersonators to add to the ambiance of the event.

In addition there will be a giant dual-lane inflatable slide in the shape of a pirate ship, and live music from Nesta Steel Drum Band.

Every year, more than 300 volunteers don Hot Dog Caper T-shirts and show their Bronco Pride by handing out the hot dogs, chips, drinks, and ice cream. Last year, more than 15,000 hot dogs and 10,000 ice cream bars were served.

For more details, visit www.hotdogcaper.com
Kellogg West Conference Center and Hotel
Automated registration process

Automated emails
Keep attendees always in the loop, by scheduling automated emails. Emails are sent upon registration, payment, or can be scheduled for a specific date and time. Once set up you won’t have to waste another minute on it or wonder if your attendees got the memo.

Self-service ticketing
Weemss allows you to set up a ticket (or badge) template with a barcode for your attendees. Attendees download the tickets and print them at home - fast, easy, and convenient.

Personal registration page
Each registrant gets easy access to a personal registration page where they can see registration information, check payment status, change the payment.
Real Estate
University Village
University Village