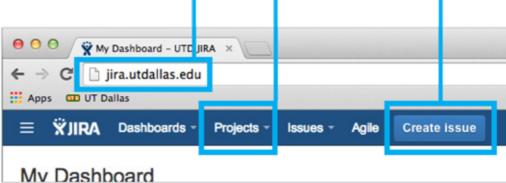# Student Affairs Marketing

utdallas.edu/samarketing

Submit a Job Request

1. Log into **jira.utdallas.edu** with your NetID.
2. Click **Projects**. Browse and select **Student Affairs Marketing** (SAM).
3. Click **Create Issue**.
4. Complete the pop-up form. Describe your event/program and what you may need.
5. **CONTENT REQUIRED**: attach all text and graphics needed for your job request.
6. Click **Create**.

About JIRA

jira.utdallas.edu

JIRA is the marketing team's project tracking app.

For JIRA access and support, contact Jenni Huffenberger