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Abstract

In higher education, communications best practices have changed and pushed many colleges and departments within universities to rethink how they communicate with students. Some of these colleges and departments have hired communications graduate assistants and others have developed immersive curriculum around managing departmental social media platforms. The Ball State Honors College has opted to create a fellowship for a team of students to create and manage digital communications platforms for the Honors College. The fellows have made significant progress connecting the Honors community, but the fellowship is still young. I provide a comprehensive, editable guidebook to codify procedures for HCF and aid future fellows by clarifying best practices.

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