

Structural unit	Public relations service
Basic functions of the service	<ul style="list-style-type: none"> • Planning and organizing of different types of activities, for the purpose of increasing its public recognition, according to the university interests and requirements; • Increasing of public awareness concerning the current and planned significant events and projects in the university; • Working out of relationship strategy projects of the university with the society/public and media; • Organizing the official sentences and statements publishing under the name of the university; • Popularization of the university activity; • Organizing the meetings with administration of public representatives and academic personnel; • Arranging the receiving of delegations of the partner universities and scientific institutions; • University internal communication; planning of cultural-creative, teaching-artistic activity in the university; • University web-page management and development; • Managing and developing of different official social media channels of the university; • Organizing of press conferences, briefings, interviews and seminars; • Preparing of press releases, informational materials; • Preparing, design and preparing for printing of the informational brochure contents; • Managing of entrants receiving campaign and arranging the events;