STEP-BY-STEP GUIDE TO

ACCESSING MARQ

A summary of Marq

Marq is a versatile platform that empowers users to create professional brochures, flyers, and various documents using pre-designed, branded templates. These templates facilitate easy printing or sending to an approved printer. Marq goes beyond traditional document creation by offering a diverse range of social media templates. Unlike some platforms, these templates are not restricted, allowing individuals the freedom to craft custom graphics that seamlessly align with the Purdue brand essence.

How to submit a Marq license request

1. Navigate to purdue.my.workfront.com/requests
2. Click “New request”
3. Select your request type, “Marketing Request”
4. Click “Marq”

To help you align your pieces with Purdue and the Daniels School, we’re happy to share the School’s co-brand on Marq. If you need access to these, please send an email to Shawn Dildine, sadildin@purdue.edu, with your name and Purdue email address. You will then receive an invitation on Marq with the Daniels School co-brand in several versions.
5 In the “Subject” field, type “New Marq Account - [Your Name]”

6 Click the “Description” field. Enter the reason why you’d like access to the Marq platform.

7 Click the “Requester Name” field. Enter your name and your Purdue email address.

8 Click the “Campus Partner - Enter your college or area” field. Select “Daniels School of Business (DSB)”.

9 Click the “Name for the License” field. Fill in with your name.

10 Select whether you’re “Faculty/Staff” or “Student”.

11 Click the “What software do you currently use to create your marketing materials?” field. List any design software you use.

12 Click “Submit”

PLEASE NOTE

Your Marq license request could take up to 48 hours to process, and if it is approved you will receive a notification to your Purdue email address with your credentials the steps to log into the Marq platform.

ADDITIONAL RESOURCES

PhotoShelter
To better assist with the Daniels School's creative needs, we've created a digital library of photos that can be used for a variety of creative needs including social media, print, and digital designs.

BUSINESSPURDUE.PHOTOSHELTER.COM

Marq User Guide
The Marq User Guide provides detailed information on how to use the Purdue Brand templates.

This guide can be found on via the following link:

MARCOM.PURDUE.EDU/TOOLBOX/MARQ/

WE’RE HERE TO HELP

Should you have questions about accessing Marq, PhotoShelter, or social media, please let us know.

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