

Redbird Life: RSO Basics

Register Your RSO

Register your RSO for the academic year each fall. If any changes occur throughout the year to your executive board/advisor, update the roster section of Redbird Life immediately.

Create a Strong Profile

- Add a short video to your profile and it will automatically play when a student visits your page in Redbird Life. If you need a place to host it, please let Student Activities know and they will add it to their YouTube page.
- Add photos of your members, events, and activities.
- Review your organization description and contact information.

Prospective Members

Monitor the roster section of your RSO profile for prospective members. Students can request to join directly through the portal or you can invite students to join through their ilstu.edu email address.

Meetings & Events

Use Redbird Life to market your meetings and events by creating events within the system. You can then share them on social media.

Track Attendance

Track attendance for your meetings and events in Redbird Life so you can advertise future events to your participants.

In-Person Events

- Download “Campus Labs Event Check-in”
- [Event Check-In App Instructions](#)

Virtual Events

- Utilize attendance URL Redbird Life provides each virtual event
- Upload attendance after a virtual event with excel/csv file.

Student Activities



DEAN OF STUDENTS
OFFICE
Illinois State University

If you need an accommodation to fully participate in this program/event, please contact Student Activities at StudentOrganizations@IllinoisState.edu and (309) 438-2151. Please allow sufficient time to arrange the accommodation. Printed on recycled paper. ♻️