

WI Web Editor Training

Thursday, 17th February 2022

Evelyn Suffield House, Norwich, NR1 3LY



Basic training 10:30 am - 12:30 pm

Intermediate/Advanced training 1:30 - 3:30 pm

£7.50 per session

- **Basic:** Does your **WI Website** work well for you? Your WI has its own page on the National Website See it at www.thewi.org.uk/become-a-member/structure-of-the-wi/england/norfolk/find-a-wi
- **Intermediate/Advanced:** For WI Web Editors who have successfully completed the basic workshop. If you are able to log-on to your WI's pages and update the Overview data. Learn how to add an additional page and develop it further. More on photos, tables, photo galleries and improving the user experience.
 - ❖ **Please check with your MCS Rep that they have updated your MCS record to show that you are a Web Editor**
 - ❖ **Please bring your own laptop or tablet and a charger**
 - ❖ Please bring a packed lunch if staying all day

Please be advised that all events are subject to Government regulations for gatherings. The Federation cannot be held responsible for events that are cancelled or postponed

Tickets will be allocated from 1st February

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WI Web Editor Training Thursday 17th February 2022
.....WI

Name:

Address

.....Postcode.....Telephone

Email.....

Is disabled access / parking required?

If applicable, please supply names and email addresses of additional applicants on reverse

I enclose £for: places @ £7.50 for the morning session
..... places @ £7.50 for the afternoon session

By cheque made payable to NFWI On the reverse please write "Web Editor" and the name of your WI

By BACS: To NFWI Sort Code 08-92-99 Account No. 65431449

Payments should be referenced with your Surname, WI and "WebEd"

Please return to Evelyn Suffield House, 45 All Saints Green, Norwich NR1 3LY **with a SAE if you require a posted ticket.** Other applications will receive an email confirmation only

Please bring ticket or email confirmation with you

FOR OFFICE USE ONLY **Please do not staple cheques to this form**

Date received.....Amount.....P I BACS

Date tickets sentPost Email

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.....WI

Name

Email Address

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