

Barnert Temple's Website & Your Committee

The Barnert Temple website is a great tool to help your committee promote its events and keep members informed about activities and announcements. Our website is also an important tool for our Temple to promote its programming and image to the outside Jewish community – an always part of our external image and PR efforts.

Keeping our website up-to-date is an ongoing effort that requires regular input from you! Our goal is to be as current and thorough as possible with the information and events presented on our site, but we can't accomplish this without your help. Here's what we are asking you to do...

Identify a Website Liaison from Your Committee

- *Each committee should have a person designated to monitor the website and make sure your committee's info is current and correct*
- *Send Rebecca Rund (rcrund@yahoo.com) the name and contact info of your liaison*

Review Your Committee's Page so it is Up-to-Date for the New Year

- *Each committee has a page on our website (About Us/Committees)*
- *Send updates/changes to Rebecca Rund (rcrund@yahoo.com)*

Conduct Regular Reviews of our Site (Home Page, Events Page, Calendar)

- *Information can't be properly maintained and updated without regular reviews (every 1-2 weeks)*
- *Visit the home page, events page and calendar to make sure your information is not only listed but is also complete and accurate. (Certain committees should also review the Lifelong Learning area of our website.) We want to do more than list an event or meeting on the calendar. We want to give people reasons to come! This happens with interesting graphics, complete information, etc.*
- *Send information and updates to Rebecca Rund (rcrund@yahoo.com)*

Let Us Help You! Make us Part of Your PR and Communication Machine!

- *When you have a meeting, event or announcement, make us part of your communication chain*
- *We can post information about meetings, flyers for events, links to website for outside groups, etc.*
- *We can make it easy for you to share information about events with others*

Please turn over!



Committees:

This section provides links to our committee pages. Each committee has a page that includes:

- *Committee chair's name & contact info*
- *Description of the committee*
- *Information about the committee's events (when available)*
- *Section for Upcoming Events & Announcements*

Calendar:

This section provides access to an interactive calendar where calendar items can be filtered (i.e., view only preschool, meetings, etc.). Every entry in the calendar can offer viewers access to event details, flyers, etc.

Events:

This section provides details about special events at the Temple and is a great promotion too. Any committee or group with a special event should have it listed here.

Lifelong Learning:

This section is of particular interest to certain committees and should be reviewed along with the Committee, Events and Calendar sections of the website.

We hope you will take school, our adult education membership, contact r...

Please turn over!