Content Editing Training

MEETING - DATE AND TIME: Thursday, January 21, 2016 at 09:00 a.m.

Place: Room LL44 Is Training Room

Information Systems Committee members may attend, which may inadvertently create a quorum of the committee, no decisions will be made at this meeting by the committee it is for informational purposes only.

AGENDA

Hands On Training for Editing Content on our new Website by Revize

- Training class will begin at 9:00 am. Denise Brazier from Revize will be the instructor.
- There will be breaks where there will be activities to complete on material covered.
- We will break around 11:00 to work on assignment before heading to lunch.
- Lunch at Noon on your own
- Afternoon class begins at 1:00 pm and will pick up where we left off.
- There will be breaks where there will be activities to complete on material covered.
- We will end around 3:00 pm.