

Electronic communication committee work

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I. Website <http://www.oaregion9.org/>

I.1. Study before decision and transfer of domain name and hosting

I.2. Inside website

- Permanently integrating documents and informations.
- Creating model tables for Assembly documents.
- Creating agenda table for events, different categories, different colors, regular events...
- Update : links of countries.
- Trying to put the birthday of each country on the events page : very very few answers.
- Deleting and repairing, checking regularly the broken links.
- Safety: changing administrator login because of constant hackers attacks.
- Plugins : updating, erasing, testing, installing new ones.
- Building new, colored, buttons on the right side menu.
- Building main menu for it staying up the screen when rolling down the page.
- Creating new menu "For committee chairs", accessible only with a password.
- Creating new menu "not later than" on the right side, to remember the limit dates.

I.3. Creating Archives file on the host account, for safety

II. Emails

- Managing @oaregion9.org generic emails for new servitors (banker, bylaws, chair, newsletter, pi, secretary, translations, treasurer, trustee, tsw, webmaster).
- Creating safety generic contact email oaregion9@gmail.com, forwarded to OA Region 9 board.
- Creating emails lists : board@oaregion9.org, allservices@oaregion9.org, ecc@oaregion9.org.

III. Other