



**BOARD OF TRUSTEES
WI WEB EDITORS WORKSHOP
LFWI**

- Date:** Saturday 15 or 22 September 2018
- Time:** 10.00am for 10.30am - 3.00pm
- Venue:** LFWI Offices, Croston House, Leyland PR26 6TU
- Cost:** £10.00 per member
Tea/coffee and biscuits will be included but you need to bring a packed lunch
We would encourage each WI to pay the fee for this course

The workshop is for WI members who would like to become web editors for their own WI. By the end of the day you will be able to create pages and edit them. You will be set up as the web editor for your WI as part of the Lancashire section of the NFWI website.

Places on the workshop will be limited to give everyone a chance to get some hands-on experience during the day and will be open to one member per WI. Participants will need to be comfortable using the internet and accessing websites and will be asked to bring a WiFi enabled laptop to the course if possible.

The day will be run by the LFWI Federation Web Editors - Irene Traynor (Aughton Moss WI) and Liz Williams (Ladybridge WI and Federation Trustee). For further information contact Liz Williams email liz49kd@gmail.com

Please complete the application form below and return it to The Federation Secretary, LFWI, Office 8, Croston House, Lancashire Business Park, Centurion Way, Leyland, PR26 6TU. *Alternatively secretaries can visit our website, www.lancashirewi.org.uk. Click on the event application tab and complete the on-line application form.*

Closing date Thursday 19 July

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May 2018

**LFWI BOARD OF TRUSTEES
WI Web Editors Workshop – Saturday 15 or 22 September 2018**

Name of WI..... Secretary.....

Address.....

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

Email.....

By providing this information, you are giving permission for your data to be used for WI/Federation purposes.

Please reserve a place on Saturday 15 September or Saturday 22 September

Please list the name and email address of the attendee on the reverse

Please complete the form and return to The Federation Secretary, LFWI, Office 8, Croston House, Lancashire Business Park, Centurion Way, Leyland, PR26 6TU or complete the form on-line by following the instructions above.

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