

STC CopyBoard

Central New York Chapter

Volume 9, Issue 6

September, 1999

President's Message

Greetings:

Dog days and vacations are winding down to the excitements of autumn: the time that makes me come alive. We also start a new "academic year" of Central New York STC activity. Our Chapter has scheduled three interesting, informative meetings before the end of 1999 (that, incidentally, is not the last of the decade, century, or millennium. The third will actually begin 1 January 2000).

This issue of COPY BOARD gives you details of our September meeting; the calendar for the rest of '99; news of members, and STC; exciting facts about our Chapter's new website; and some other useful items.

Mary Sabin, COPY BOARD's editor, invites every Chapter member to contribute to this vital paper; tell us what interests you. Recruit a colleague for STC, and the CNY Chapter. Come to the meetings, and bring a friend. We welcome Mary also as our Chapter Secretary.

Best regards,

"Doc" M.D. Morris, PE, F, STC

IN MEMORIAM

Lola Zook, (Fellow), of Falls Church, VA passed away at home in July. Lola was active in the STC as an educator, teacher, lecturer and many STC functions.

Her loss was totally unexpected; it appeared that she simply went to sleep in her favorite chair. She will be missed by all. We were all proud to have her as an STC "EXEMPLAR" at this year's conference and trust that she was proud to be so honored.

Sincerely,

Bill Stolgitis

Executive Director and Counsel

MEETING NOTICE

All CNY Meetings are free and take place at the Betts Branch Library, 4862 So. Salina St., (U.S. Route 11), South of Seneca Turnpike, Syracuse, from 7-8:55 PM on the third Wednesday of the month. Free parking in back of library.

Library Emergency Phone: 315-435-1940

Scheduled STC calendar for 1999 is as follows:

<u>Date</u>	<u>Speaker</u>
September 15	James Hamlett, F, STC
October 20	Robert Workman
November 17	Kathleen Aughey (District Director)
December	No meeting

Will resume in January, 2000

Enjoy your Holiday Season!

For the September meeting, James Hamlett will speak on Ethics and Morality. How important are they? Are they mutually necessary for a well run organization?

Our congratulations to the following Central New York members who recently achieved senior grade:

Paula J. Reynolds, Syracuse Chapter

Bruce D. Roberts, Syracuse Chapter

We're pleased to announce the creation of our new, long-overdue, Central New York STC Chapter website!

<http://www.stc.org/region1/cny>

We think every STC member in Central New York who is professionally practicing and/or studying technical communications will find this new site helpful for keeping in touch with colleagues, further, learning about ongoing STC programs, staying abreast of job leads, obtaining hardware/software information and assistance. Finally, learning about continuing educational opportunities, and much more.

Our initial website is a good 'first start'. However, growing a great website is a challenge: many of the best STC Chapter websites are managed by Chapter Website Committees. We would like to form a CNY STC Website Committee. If you are interested in helping us develop our website into the very best it can be, please inform us of your interest via email (stc@twcnny.rr.com) or phone (315-637-2361).

We've taken several steps to build an initial site that will begin to fulfill certain core objectives:

Step One - A Chapter Members' mailing list

To help us get to know each other and help create a community of CNY technical communicators; we're setting up a mailing list page ("EmailNet") for technical communicators to help you get in touch with other Chapter members. Our EmailNet page will allow members to sign up for the list, and explain how to use it. Ours will be a broadcast mailing list - anything you post to the list will go out to everyone who has subscribed. The list will be initially setup to restrict subscriptions to CNY STC members only. At least initially, it will not be a hosted list, which means everyone will need to exercise good judgement and follow good "netiquette" in posting to the list.

The mailing list will provide a forum for us to share information about:

- our STC CNY Chapter
- technical communication
- technical resources
- general job search/career information (specific listings will be posted on our Jobs page.)
- Q's & A's about software, hardware, writing, and other topics.

Step Two - A Chapter Members' Contact Roster

Secondly, we feel it's vital for everyone in CNY STC to know who their fellow members are, and how to contact them. (What a concept!) Therefore, our goal is to post a Chapter members' Contact Roster in a password-protected area of our site, for members-only access. STC website rules, however, mandate that in order for us to list any member's identity and contact information on a public website (even in a password-protected area); we must first receive your **written** permission.

Therefore, included with this issue of Copy Board is a permission form letter containing the current information we have about you. Please review it, make any changes, fill in

any blanks, and sign your name beside the appropriate check box at the bottom of the form indicating whether or not you grant permission for us to include you in our password-protected membership list.

If you grant permission, your name, company or school affiliation, address, phone number, email address and membership start date will be included in our password-protected Chapter members' Contact Roster.

Special Roster feature: Company Profiles

Eventually we envision our Online Directory to also contain organization profiles, submitted by YOU (after securing copy approval from within your company.) An organization profile would describe what your company or school does, how technical communication functions within it, what facilities, tools, staff, and procedures the technical communication department uses, and any other interesting information which you think your STC colleagues would like to know about your operation.

Such information will be especially helpful to members seeking information via our mailing list, as it will help members understand who among the CNY membership has specific expertise in various areas.

With everyone's help, our Online Directory can become an invaluable resource for students and professionals who are interested in working and/or studying in a variety of technically related fields within the STC CNY community.

Therefore, if you are...

1. The only employee at your company who belongs to STC; or
2. The highest ranked employee among STC members at your company; or
3. A faculty member at a local college or university,

...please consider yourself our Key STC Representative from your organization! Take the initiative to write up and submit your organization's Profile for our on-line database.

Step Three - LINKS, A Gateway to nationwide STC resources

Our Links page will contain a growing list of strategic links to other STC websites, as well as links to software companies' tech support sites and news groups. We are eager for your help in building this page, and we encourage you to share your favorite technical resource links with us, by e-mailing them to (STC@twcnny.rr.com).

Step Four - Calendar of Events

Our Calendar page will list all upcoming STC CNY meetings and speakers' programs, STC national meetings, and any other technical communication-related meetings scheduled in CNY. Again, if you know of an event which you feel should be, listed on our Calendar page, please email or call 315-637-2361.

Step Five - Jobs Listings (local and nationwide)

To keep you informed about current and upcoming job opportunities in CNY, our Jobs page will list every technical communication-related employment opening we hear about. To make this listing as helpful as possible, we plan to conduct periodic employment surveys in which STC CNY members will let us know of openings at their business locations. We are eager to develop this service and seek everyone's input on ways we could ensure that no CNY technical communication job in CNY misses being featured on our Jobs page! If you have ideas on how we can sharpen our radar, please let us know.

The Jobs page will also contain a link to STC's nationwide Chapter Directory, where you can quickly jump to each chapter's local job listings in geographical areas of interest.

Step Six - Newsletter

WE WILL POST THE CONTENT OF OUR COPY BOARD NEWSLETTER, ON THE NEWSLETTER PAGE, NO LATER THAN THREE WEEKS AFTER THE NEWSLETTER HAS BEEN MAILED TO MEMBERS. THIS WILL ENABLE PROSPECTIVE MEMBERS TO EVALUATE WHAT WE'RE DOING IN CNY AND HOPEFULLY ENCOURAGE THEM TO CONSIDER MEMBERSHIP IN STC.

Step Seven - Get Professionally Recognized on Our CNY STC Website!

We plan to add an "Ideas" page to our website, featuring YOUR dynamite ideas!. Do you have a cool procedure for accomplishing a technical communication-related task that you'd like to share with your fellow STC members? It could be anything: FrameMaker tricks, Acrobat glossary popups, slick WinHelp macros, JavaScript rollovers, PageMaker Indexing secrets, Xpress pointers, Wordmacros/templates/styles, tips for better workgroup document flow, communication guidelines for engineers, or maybe you've discovered some outstanding new software tools that save you tons of time. If so, PLEASE share your tips with fellow CNY STC members. Our website is an ideal place to publish your ideas, complete with downloadable examples, where applicable. Submissions should be routed to our Webmaster (STC@twcny.rr.com).

Step Eight - Educational Resources

We want to include an "Education" page. We are looking for members who are affiliated with CNY educational institutions that teach technical communication-related courses, to serve as their institution's Course Information Representative. You will be asked to periodically check with your Administration Office and instructors, to obtain and pass to us appropriate course availability information. This will be very easy for you to do, and it will not only help CNY STC members who are interested in furthering their technical education, but also may help your institution increase enrollments!

With everyone's interest and cooperation, our website can become a resource we all can take great pride in, as well as a great opportunity for members to contribute their ideas and talents in a helpful, supportive, collegial atmosphere. Please let us know what you think - and do take the initiative and contribute!

IT'S TIME TO REGISTER!

JOIN US OCTOBER 2-5, 1999, FOR THE 9TH ANNUAL REGION 6 CONFERENCE IN WINNIPEG, MANITOBA, CANADA

Copy Board is the official monthly newsletter of the Central New York Chapter for the Society for Technical Communications. It is published 9 times per year, September through June.

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All STC members are encouraged to submit articles for publication or job leads to:
PO Box 152, Syracuse, NY 13215

Deadline for submission is the **20th** of the preceding month the article is to appear.

BECOME A STC MEMBER TODAY!!!

To become a STC member, write or call:
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