

**TACOMA (WA) LINKS  
TECHNOLOGY COMMITTEE REPORT  
COVERING DECEMBER 2018 AND JANUARY 2019**

Provided for January 26, 2019 Chapter Meeting

**COMMITTEE MEMBERS**

Links Gina Hatcher (co-chair), Stephanie McGriff, and R. Kirsten Watts (chair)

Work completed is outlined below.

**WEBSITE**

Link Kirsten worked with the web manager on the timely December 17, 2018 posting of the chapter's 2019 scholarship application to the website.

On January 20, 2019, Link Kirsten asked Link Victoria to review the pictures received from the photographer at the mental health forum and submit up to 10 for display on the chapter website Program page.

The chapter received a gentle reminder to send to the chapter mailbox pictures they want considered for the chapter website. The address is [tacomalinksinc@tacomalinksinc.org](mailto:tacomalinksinc@tacomalinksinc.org). Doing so prevents the clogging of personal email inboxes and allows the Tech committee members and chapter leaders to review the pictures before posting. An added bonus is that when opened in the chapter mailbox, the pictures can be very easily uploaded to the chapter's Google Photos file.

**TECHNICAL ASSISTANCE SCHEDULED OR RENDERED**

**Microsoft Word Training for Chapter:** The training will be conducted on January 26, 2019. The committee met on January 8 to further define curriculum to be covered during our 1-1.5 hour workshop.

**HHS – December 8, 2018 Community Mental Health Forum:** Links Stephanie and Kirsten received short tutorial on the church's sound board and walkthrough of the rooms that were used for the event by Pastor Jackson, on December 1, in preparation for the December 8 event. They managed the audio/visual aspects of the actual event per requests from the event coordinator and presenters.

**Scholarship:** Link Kirsten worked with the Scholarship committee chairs to put final touches on the application before it was posted to the chapter website.

**NEXT MEETING**

February 12, at 7 PM, via conference call

Respectfully Submitted by R. Kirsten Watts, Technology Committee Chair, on January 22, 2019