

## COLLABORATION AND COMMUNICATION: WEB RESOURCES FOR MINISTRY

**Date:** March 5-7, 2012

**Leaders:** Ann Knox, Director of the Instructional Resource Center at Union Presbyterian Seminary

Leland Deeds, Librarian for Academic Computing Support at Union Presbyterian Seminary

**Event location:** William Smith Morton Library, Union Presbyterian Seminary, Richmond campus

**Registration:** \$195, including lunch on Tuesday, March 6 and breakfast on March 6 and 7 for those staying in campus housing.

**Early Registration (by December 1st):** \$150

**Registration closes:** February 20, 2012

**CEUs:** 1.2

**For:** Church educators, leaders, clergy, administrators, webmasters

The Internet offers many free and low-cost tools and applications that can provide churches with resources for ministry and mission.

This hands-on workshop will give participants experience in working with some particular applications that enable collaboration among church staff and members, as well as some communication tools that can be used in education or sharing your story with a bigger audience. From scheduling a meeting to thinking about your webpage to receiving a flash drive with links to education and worship sites that you can take home, you will go home with new skills and ideas for how you can use those skills in your congregation.

Registration for this event is limited to 20. This workshop will begin at 1:30 p.m. on March 5<sup>th</sup> and conclude at 11:30 a.m. on March 7<sup>th</sup>.

To register for *Collaboration and Communication* online, [click here](#). To register by fax or mail, use the form below.

## About the Leaders:



**Ann Thomas Knox** is a certified Christian educator in the Presbyterian Church (USA) who served as Director of Christian Education in three congregations before becoming the Director of the Instructional Resource Center at Morton Library. As resources have changed over the years, Ann has become interested in how the internet and technology are changing the way that people access and use teaching resources in theological education and the church. At Union Presbyterian Seminary, Ann, along with colleague Leland Deeds, have developed staff training initiatives in Web 2.0 and training sessions for the community in web resources, and she works with faculty as they develop teaching strategies for online education.



**Leland R. Deeds** is Librarian for Academic Computing Support at Union Presbyterian Seminary, Richmond VA. Before joining the staff at Union, he served as Access Services Librarian at the University of Virginia Library, where he also focused on the impact of technology on skill development, services to users, and instruction. Leland has presented at multiple conferences on web technologies and training, and recently published a case study on their use in a hybrid course, with colleagues Dr. Cindy Kissel-Ito and Ann Knox.

**Special Note:** In advance of this workshop, they will invite and encourage you to participate in some online activities with other registrants for this event.

## COLLABORATION AND COMMUNICATION: WEB RESOURCES FOR MINISTRY

### Schedule for the Conference

March 5-7, 2012

#### Monday, March 5

- 1:30 p.m.** Event Begins – Introductions; Using technology in ministry
- 2 - 3:30 p.m.** Administrative Tools: Demonstration and group hands-on work with various applications such as schedulers, shared documents, brainstorming tools, etc.
- 3:45 – 5 pm.** Individual project work
- 7 - 8:30 p.m.** What makes a good church website? (This will not be a hands-on piece, but a look at some elements that help users have a good experience at your site.)

#### Tuesday, March 6

- 9 - 10:30 a.m.** Demonstration and group hands-on work with various tools that can be used in education. LiveBinder, Edmodo, and VoiceThread are just a few of the tools students will use
- 11 a.m. - 12:30 p.m.** Communication tools: How do social media sites such as Yelp, Facebook, Google+, blogs, and other applications help tell your church's story? There will be demonstration and hands-on work during this session.
- 1:30 - 3 p.m.** Managing your (or your church's) online Identity – issues, options, best practices, and social media policies
- 3:30 – 5 p.m.** Individual and/or small group project work

Evening free for relaxation, continuing work on projects, or scheduled conversation time with leaders.

#### Wednesday, March 7

- 9 – 11 a.m.** Small group/individual presentations, resource sharing, questions
- 11 - 11:30 a.m.** Evaluation/wrap up

## Collaboration and Communication: Web Resources for Ministry

**FEES:** \$195 (\$150 if registration is received by December 1, 2011); includes lunch on March 6 and breakfast on March 6-7 for those staying in campus housing.

**HOUSING:** On campus housing is limited and assigned on a first-come, first served basis. Guestrooms in Thompson House or Paisley Hall are \$25 per night double occupancy or \$40 per night single. For campus housing availability please call Sheila Mullenax at (800)229-2990, x301. Hotel accommodations are available at SpringHill Suites, 9701 Brook Road, Richmond, VA 23059 at a rate of \$69/night. To reserve a hotel room, [click here](#).

**To Register On-line:** [click here](#).

**To Mail or Fax Registration:** Print and complete this form. Mail to Leadership Institute, Union Presbyterian Seminary, 3401 Brook Road, Richmond, VA 23227 or Fax to (804) 278-4360.

### PAYMENT METHOD:

- Check (payable to Union Presbyterian Seminary)

### OR

- Visa
- MasterCard
- Discover
- American Express

Card Number:

Security Code:

Expiration Date:

Name as it appears on card:

Billing Address (street, city, state, & zip):

Please charge (amount):

### REGISTRATION INFORMATION:

Name:

Address:

City:

State:

Zip:

Daytime Telephone:

Email:

Church Name:

Denomination:

Lunch preference (circle):

Meat

Vegetarian