Working Group	'Bloggers'	'Tech Heads'	'Mentors'
Suggested Group Focus	This group will be activity oriented with the aim for each member to develop their own blog page using Weebly over the remainder of the year.	This group will be a meeting point for those with a particular interest in hardware and software maintenance and development to share ideas and knowledge.	This group is for those interested in work to reduce the digital divide in our U3A by developing knowledge of member needs, the resources available in Benalla and on the internet which can be used to help to meet them and in contributing to ways of organising this.
Suggested 'responsibility' area/s.	• providing 'focus group' input for the web manager and others involved in developing, testing out and maintaining the web site • monitoring the web site and providing feedback about it to the web manager • sharing developing skills in using 'blogs' using Weebly in helping with the web page in some way - this is not a requirement, but would be appreciated.	• allocating, organising and facilitating speakers (informed member or guest) for the 'information update' section of the first hour of the TSS monthly meeting • providing advice and assistance to the executive committee re procuring and maintaining IT related resources and equipment; • providing first point of call information and referral support for members with technical probs with computers.	• developing ways of engaging with members who have little if any confidence in using computers • developing and implementing at least one workable small project relating to digital inclusion of our members this year • providing advice and assistance to the program committee in developing a computer related course proposal involving mentoring for 2016.
Resources which might be helpful	• Internet blog examples • A Beginner's Guide to Weebly video • Other resources on Making the Most of the Internet 'DIY Websites' blog posts 1 and 2 • Handouts • Website Treasure Hunt	• Group knowledge and skills • Discussion Forum with a password benalla3672 • Benalla Bowling Club submission re buying ipads (in folder).	• Tech Savvy Seniors project resources; • Go Digi project resources • Whereabouts of Broadband for Seniors kiosks in Benalla. • Other resources which enhance digital inclusion – eg. our website's 'Treasure Hunt'.
Suggestions for immediate tasks	• Complete Website Treasure Hunt to increase familiarity with website and begin monitoring it for currency, errors, etc. • Surf net for blog examples. • Open individual one page blogs on Weebly. • Get together and add photos to blog.	• Trial and test 'TSS Discussion Forum' on website for usefulness/usability. • Plan for October and November topics/ speakers (September presentation has been planned –ie. Ian McLeod on Windows 10) • Discuss and contribute to decision on Ipads - up to $3600 to be spent from BBC successful submission.	• Locate and visit Benalla's Broadband for Seniors kiosks. • Locate Tech Savvy Seniors project resources – on DVD etc. in Library; on web. • Join 'Go Digi' project as Mentors (and/or Learners if applicable) • Develop a way of recording mentor/mentee information and ways to link them. • Set goal for small project to end of year. • Get someone in to talk about the Flexible Learning Centre partnership idea.