

Save the Date: October 26, 2013



THE CHI STATE COMMUNICATION/MARKETING COMMITTEE WILL PRESENT

A ONE-DAY TECHNOLOGY WORKSHOP

Creating a Chapter Newsletter

Website Creation

Working with Microsoft Word Documents

OCTOBER 26, 2013

8:15 AM through 3:45 PM

Location:

**National University, Costa Mesa
3390 Harbor Blvd.
Costa Mesa, CA 92626**

Possible Workshop Topics:

Working with Microsoft Word Documents

- Learn how to use tools for editing, inserting, and formatting professional documents, from basic to intermediate

Create a Chapter Newsletter

- Learn to use a MS Word Document template to create your Chapter newsletter and leave with a template to use

Create a Website

- Learn to use Weebly and leave with a start to your Chapter website

July 2013