

Notes: Online Collaboration Workshop Dudley 22 July 2014

(31 participants from 15 groups)

Content covered:

Used poll ev as example of online voting to ascertain where people had come from and interest areas

Top 2 Group emails & newsletters

Others from list: social media, project management, member management

Websites

People interested in following –

based on the voting:

sub groups and privacy

newsletters

sending documents that can be understood / read by all regardless

pdf low tech

content

online

project management- report back, document sharing

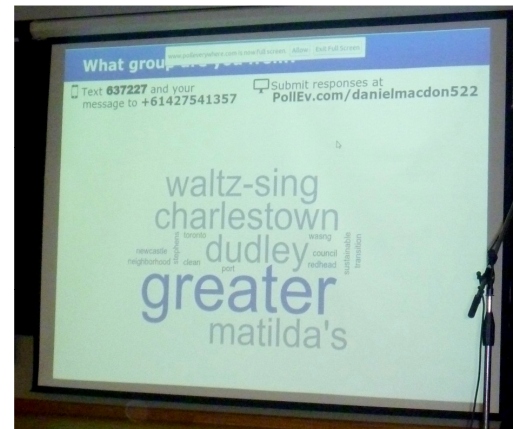
Group charter

Google + and GroupSpaces

- lists, manages members
- opportunity to promote news, events,
- can sign up new members max 50 people
- (otherwise \$7.99/month for 200 members)
- Can connect to platforms eg Facebook
- RSVP option
- List settings
- Members can subscribe/unsubscribe
- Moderators - has number of settings .
- Sending & reply to emails, all in group in 'cc'
- Email newsletters

Google Drive 15GB

Document Management - word processing, Excel, Powerpoint



Latest minutes

Not on personal computer

Version control

Managing members

Central database

Websites

Social media blogs

Facebook groups

