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A few examples from some of our own District 6 members include DareToBeDistinguished.blogspot.com which is our current District Governor Allan Bernard's blog, marshwindstm.blogspot.com, a blog maintained by members of Marsh Winds Toastmasters Club, and anattitude-ofservice.blogspot.com, current LGET Stephen Shaner's blog about servant leadership and customer service.

6. Wiki sites

Where to find them: Media Wiki (www.mediawiki.org) and Wiki Spaces (www.wikispaces.com) are two options.

Why you might consider them: The wiki might not be a site you publish for use outside of your club, but it can be a work of collaboration for your officers as well as other members. The key word for wiki is collaboration. Your club's wiki site could be a place to store information about maintaining your club website, as well as processes that specific officers need to be able to refer to. Do keep in mind that these usually require some technical knowledge in setting up and installing, as well as a server to host on. The wiki might not be for everyone but it is one method for collaborative documentation.

7. Web Conferencing Tools

Where to find them: Dim Dim (www.dimdim.com) and Yugma (www.yugma.com) are two options.

Why you might consider them: You probably wouldn't use a conference call to have an actual club meeting, but it is an effective way to get people together from different geographic locations for things like training, council meetings, etc. These two mentioned above offer free online meetings. With Yugma there is a small installation you need to do to use it, however with Dim Dim, it is all done online and the people you invite only need an Internet connection, and they will point their browser to the URL you send to them in the invitation email. You can share screens for demonstrations, use a whiteboard, and more. There are other conferencing tools available as well, some with free options and most with more options as part of a paid service. Many offer phone conferencing numbers as well, although they may not be local numbers.

8. Photo & Video Hosting Sites

Where to find them: Flickr (www.flickr.com) and YouTube (www.youtube.com) are two options; there are many others.

Why you might consider them: With the constant improvements to digital camera technology it is becoming very easy to add rich media content such as photos and videos to your websites, blogs, social networking pages and more. Some allow you to upload your files while others will require a link to an online location. Additionally, digital photos and videos of higher quality can quickly consume a lot of disk space. Flickr is one site that allows you to host your photos and videos, create slideshows, and share with others by embedding a small snippet of code into a site page or including a simple URL link to your content. Flickr has a free option as well as a paid upgrade. YouTube is a video hosting service which is also free to set up and use. Please remember to **always get permission** from members before you record them or take photos, and especially before posting them online.

9. Email Marketing Services

Where to find them: Mail Chimp (www.mailchimp.com), Constant Contact (www.constantcontact.com) and iContact (www.icontact.com) are a few examples.

Why you might consider them: These tools can help you create an email distribution list for things like Club Newsletters, Open House and other special event invitation, as well as monthly or weekly reminders regarding when and where your club meets. They can be a helpful PR tool. Constant Contact & iContact do have monthly fees, however there are sites including Mail Chimp that are free to use and have several features.

10. Other Online Productivity & Collaboration

Skype (www.skype.com): Make free phone calls from your PC

Survey Monkey (www.surveymonkey.com): Create user-friendly surveys for feedback on club meetings, open house events, Speechcraft, training sessions, and more.

Open Office (www.openoffice.org): An open source office software suite; create and view spreadsheets, presentations, databases and more.

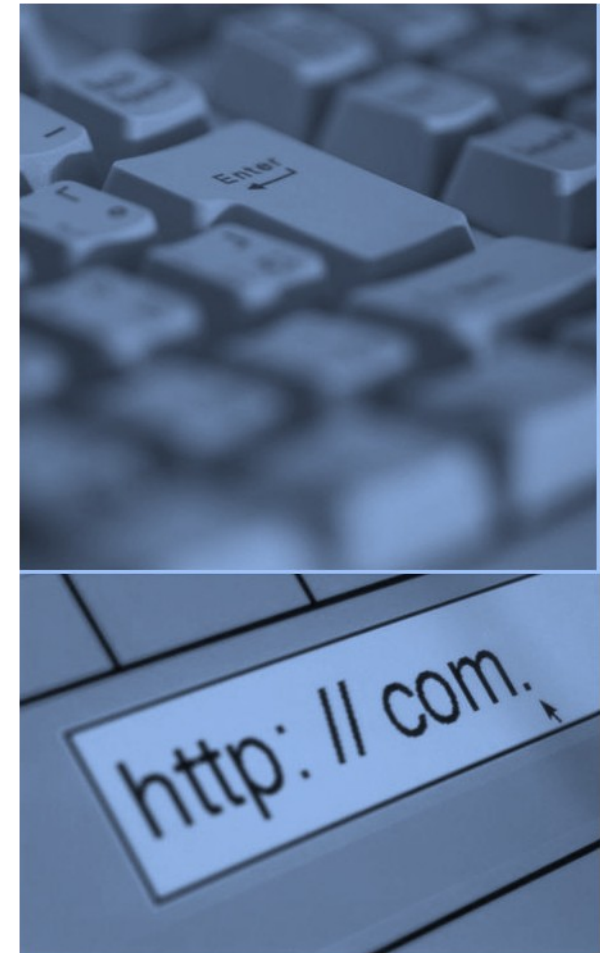
Free PDF Converter (www.freepdfconvert.com): Convert your documents into a .pdf file online.

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District 6 TELI February 2010

Online Resources & Tools for Your Club



Presented by Jackie L. Doehling, ACB, CL



DARE TO BE DISTINGUISHED

District 6
2009-2010

The Toastmasters International Website

Where to find it: <http://www.toastmasters.org>

What you will find there: The TI website has a wealth of information for both members and non-members, seasoned veterans as well as beginning speakers & leaders. Check out the Club Officers Resources area, at <http://www.toastmasters.org/Members/OfficerResources/ClubOfficerResources.aspx>. Here you will find helpful resources, including:

- Information about Club Officer Roles, including .pdf copies of the manuals
- DCP information & guide
- Club management software
- Club website information
- TIPS newsletter
- ... and much more!



2. The District 6 Website



Where to find it: <http://www.d6tm.org>

What you will find there: At d6tm.org you will find helpful information for our members as well as the general public (our

future members!) As a District member, check out the link on the left navigational menu called "Member Resources" where you will be taken to a splash page containing several article links, and a set of menu links and sub-links below the Member Resources area.

We have included pages and articles on the site of particular interest to our members, such as the following:

- District Leadership listing
- Club Resources (Club Officer Roles, Club Coach Program, Membership Building, Club Website Help, Promote Your Club, Dues Schedule and more)
- District Resources (Link to TI Performance Reports, current & past District 6 Digest issues, District Council Meeting Minutes, Club, Area, & Division Checklists, Information on the Realignment Process, and more)
- Around the District (Recent Events, Speech-a-thon information, Club Anniversaries, DTM awards, Past District Governor listing, 25-Year Toastmasters, and more)
- Forms: Need an expense form? Nominating an Area Governor of the Year? Application to Charter a Club? These and more can be found on the Forms page.

These are just a few of the areas we hope you will find useful. We strive to keep the site as helpful to our members and appealing to our potential members as possible. Have a question or suggestion? Would you like to submit articles for the site? Please contact the web team via the Contact Form (www.d6tm.org/Contact.)

3. Club Website Hosting

Where to find them: FreeToastHost (www.freetoasthost.org), Google sites (<http://www.google.com/sites/>), Yahoo! Web Hosting (<http://smallbusiness.yahoo.com>) are just a few.

Why you might consider them: FreeToastHost is the example we refer members to often as it is endorsed by TI, easy to set up and maintain for non-programmer types, and most of all, it is FREE! While it is not the only option for creating a website, it does contain several template based pages that are easy to edit using a WYSIWYG (what-you-see-is-what-you-get) editor, similar to composing a Word document.

It is especially important when signing up for these sites that someone else in the club is aware of the logon details for the administrator, and that this information is kept current in case the requester leaves the club. For more information on what to include on your website once you have requested it, see the TI website or the Club

Resources area of the D6 website.

4. Social Networking Sites

Where to find them: Facebook (www.facebook.com) & LinkedIn (www.linkedin.com) are two common examples.

What you will find there: If you think Facebook is just for kids, you're wrong! Sites like this can help you promote Toastmasters similar to how individual club website would. With so many people using these sites on a regular basis, even on their mobile devices, take advantage of that and create a Fan Page for your club, or post your presentations to share with others and get them wondering just what Toastmasters is all about. While LinkedIn is more of a professional networking site, Facebook can be utilized as well. Whatever you do, make sure you always have permission to post any pictures, videos, etc. of others who might be in them. Also remember if you are going to use your favorite social networking site to promote Toastmasters, make sure you are promoting yourself and your club in the best possible image. Be mindful of posting images that might include things like partying with your friends, or posting comments that contain less-than-appropriate language. If you choose to do this stuff on Facebook for instance, that's your business, however don't use that same site to promote Toastmasters.

5. Blogs

Where to find them: Blogspot (<http://www.blogger.com>) is one very common one; there are others. If you have a web hosting service (other than FreeToastHost) there may be a blog option with your account.

Why you might consider them: Blogs can be a helpful way to share what's current in your club with others. People can subscribe to your blog via RSS. Club members who missed a meeting can read a well-maintained blog and feel like they were there.

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