

## 111205 Notts U3A Network Webmasters meeting

**Present:** John Hollins (Nottingham), Alan Paul (Ravenshead), Bob Rotheram (Arnold) & Robert Watts (Sherwood). Apologies received from 7 other members of our group.

“**Business matters**”, re future timing and location of our meetings.

Owing to the poor attendance, we thought these issues should be discussed at the next meeting. From a straw poll of our group members, Mondays are a firm favourite with most of us ... a few of us would be unable to attend meetings on Wednesdays. Alan has very kindly offered us to use his house for our meetings (with the group at our present size).

Meeting up at Adrian's house in Retford might be possible. However ... (a) Mondays are not convenient for Adrian, and (b) the 4 of us who met today would prefer to travel to Ravenshead (and only occasionally to Retford). Ideally we need another member to offer the use of his home in the centre of Nottinghamshire, to reduce the distance some of us would have to travel. We did not discuss whether we could expand our group size any further. Several members are not keen for paying for room hire ... especially having to pay for a room one month in advance, & having to commit themselves to regular attendance.

The date for the next meeting (at Alan's house) will be **Monday 16 January** (2.00 – 4.00 pm). Alan will email us details of his address. I will email a list of names and phone numbers to you.

### **Website matters:**

Alan told us that he and 2 other members of Ravenshead U3A were looking at **U3A Site-Builder** for building their website, though he was aware of its limitations. He told us that 300 people turned up at the recent inaugural meeting for his U3A !

Bob talked briefly about **WordPress**, the basic version of which (available via WordPress.com), is available free of charge.

John gave a short demo of how to use **Gimp**, which is a photo-editor & which is free to download from the internet. There is a lot of info on how to use Gimp online, and at JH's website ... <http://jwebdesigns.angelfire.com/>

**Gimp** topics covered ... how to resize a photo (and save it), & how to create a blank canvas & add text and colour to it ... a single colour and various types of colour gradient, with view to making a banner / sub-heading for your website, or a background for a slide presentation. With Gimp, you can also sample colours from screen captures of other websites (with the colour picker tool, or the eye-dropper tool in Photoshop).

JH gave a brief demo of the Snipping Tool (Windows Vista or Windows 7), and Awesome Screenshot (a Google Chrome Add-on), for screen capture.  
*(JH is happy to repeat any of the above at a future meeting).*

We also discussed the value of setting up a photo-gallery / slide show on Flickr, & linking it to your website. You could do the same with YouTube videos ... extra webspace for

your U3A on other websites.

By the way, a blogsite could be useful extra web space also ... for example, the one I set up for Nottm U3A's Computer Club ... <http://nottu3a.blogspot.com/>  
(You're welcome to borrow any of the content on the blogsite, for U3A use)

Bob mentioned a good cloud-based photo-editor – [PIXLR](#). You need a fast internet connection to get the best performance out of it.

Alan showed us a brilliant website he set up as a teaching aid for staff & students on design & technology matters ... <http://design-technology-in-stem.x10.mx/>  
He used Microsoft Visio software for the diagrams ... <http://office.microsoft.com/en-gb/visio/>

On a completely different subject, we had a brief look at **Gift Aid**, as a way of raising money for your U3A. Some info on this for you, [HERE](#), [HERE](#) and [HERE](#). You're welcome to borrow and adapt any of this info, for your own U3A websites. One of the key aspects of Gift Aid, is to keep accurate membership records ... the HMRC asks for the name, the amount paid and the date of payment\* for each person who donates money to your U3A. The individual must be a tax payer, of course.

We didn't get round to suggesting topics for future meetings, or discussing Bob's idea of creating a FAQ page (on IT matters) for your website.

Talk to you soon ... (Monday 16 January 2012, at Alan's)

John

*\* for this, I used the date of payment into our bank account, of a batch of donations by cheque & cash.*