From: Greenberg, Marc
To: bruce.vigon@setac.org
Cc: Bill Goodfellow
Subject: Re: GOMFTM website
Date: Thursday, January 13, 2011 8:10:08 PM

Thanks Bruce and Bill. I just got home from Seattle, so I'll look at this tonight and provide comments tomorrow. I am also compiling the speakers list as I indicated I would do on the call this week. I will have that out to folks tomorrow.

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-----Bruce Vigon <bruce.vigon@setac.org> wrote: -----

To: Marc Greenberg/ERT/R2/USEPA/US@EPA, "Goodfellow, Bill" <bgoodfellow@eaest.com>
From: Bruce Vigon <bruce.vigon@setac.org>
Date: 01/12/2011 01:35PM
Subject: GOMFTM website

Marc and Bill,

FYI – here is the URL for the mock up of the website for the Oil Spill FTM -- http://gulfoilspill.setac.org/. Jason will clean up the obvious errors – references to Boston or the 32nd annual meeting etc. -- this afternoon.

As stated previously it is modeled on that of the SNA annual meeting (for reasons that have to do with functionality and schedules for page builds). Thus, we will need to tailor it for our needs. To create a site from scratch would take 1 to 2 months. One area of tailoring is the incorporation of a brief teaser statement on "why you need to attend!". I think this should be the first item in the News section. We can also change the actual text of the link label to something that is catchy and then have the link go to a page that provides additional details on the "why you need to be there".

Other modifications include (off top of my head):

- Changing the text of the abstract submission page to include correct info on session descriptions (type and format), organizational structure and process for abstract review, ground rules, etc.
- Creating a revised form for abstracts, including adding a header statement listing the two tracks and the subsidiary example topics in each
- Modifying instructions or any other provided information for attendees that is different for this type of meeting

than it would be for an annual meeting.

Please look around this site and see if there are any other additions/modifications you see being needed. We need this feedback by the end of the day on Monday latest. Apart from the selected example topics, I'm not seeing that this needs to go to the full steering committee. In fact, Jason wants to simply copy the existing pages into Word, edit electronically and then paste back the revised page.

Bruce