



**Institute of Electrical and Electronics Engineers, Inc.
Virginia Council**

**Webmaster's Report
December 8, 2001**

1. Based on the discussions of the last meeting, the entire web site has been recoded to provide a more consistent look and feel. I used the template capability of my web-authoring tool, Dreamweaver, to create a master page. All the pages attached to this template are updated automatically. This allows me to maintain common menus and color schemes on about 40 pages in seconds vice hours doing it the old way.
2. The new look and feel includes a Virginia state seal. Each page also has links to the e-conference guidelines, Adobe reader, Ralph Russell's E-merit badge page, and the Girl Scout Project Handbook. All the graphics on the page have been optimized to display over a low bandwidth connection by interlacing the display. That way they gradually appear rather than waiting until the entire picture has been downloaded before they are displayed.
3. The awards page, <http://ewh.ieee.org/r3/vc/Awards>, was updated. It still includes information on the Virginia Awards Committee, but it now also has a listing of all the IEEE awards including lists sorted by date and discipline. There is still a significant amount of clean up work to do, however I believe the basic design is useful.
4. I also updated my Webmaster page, <http://ewh.ieee.org/r3/vc/Awards>, to include a work in progress section and an improved display of the web statistics. Unfortunately web page hits are way down the past couple of months. Both my Hampton Roads and our Virginia Council page have been hardly touched. Our hit counter only reported seven hits in the past two months. This is down from a monthly average of 42.
5. Based on the new template, the agenda has a new look & feel. I would appreciate feedback.
6. I am working on draft pages for the Girl Scout Project and summary of the Jamboree Project.
7. Recommend the web page be placed under the Public Relations Committee. Currently it does not fall under any standing committee.
8. I plan to continue to improve the web site. I still have some work on the awards page and then I will be moving on to the Public Relations Page. Adeeb and I need to develop the content, but my current ideas are to include links to each of the sections newsletter mail list subscription, newsletter editors and webmasters. I am also considering providing contact information for all the newspapers and trade publications in the state to facilitate release of public information.
9. I also have created a "Links" page to support development of our "IEEE" gateway. We will be looking at several models to determine how to fill this out. The South Carolina Council web page is a nice start, but I found it too hard to understand. I have considered some sort of FAQ format with the acronyms spelled out or otherwise put into plain English. I find the Volunteer Resources page, <http://www.ieee.org/organizations/vols>, to be much more useful and would like to use it as a model. The idea would be to create a single stop shop for all the links relevant to participation in IEEE in Virginia. This would include how to find out about local section activities, how to get IEEE support for your local section, and also include technical society information. Anyone who has found a similar site that they find particularly useful please let me know. I am interested in both examples of

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content and style. As always comments are appreciated.

10. I would like to know if the webmasters in the Council would like to conduct an on-line meeting at some point to discuss how we can help each other. I plan to contact them using the information on their web site.

Respectfully Submitted,

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