



Web 2.0 Tools – Calendar, wiki, blog, RSS, Collaboration

The whirlwind tour

Paul Wesling

SFBAC Communications Director and

GRID Editor

p.wesling@ieee.org



Enhancing your Chapter's Services

– Tools for “**outreach**” communications

- IEEE ListServ (covered in 2007)
- Calendar: **Google Calendar**
- Blog/RSS: **WordPress** (open-source)

– Tools for **chapter management**

- Collaboration: **Zoho** and **PBWiki**
- Discussion Groups: **NING**, **IEEE Communities**



Google Calendar

Why?

- Free; easy sign-up for a new “email” acct.
- Quick posts of events
- Those using Google can integrate – have their own and other Events in one place
- Can send reminder emails; add events to your Outlook or other “iCal” application

12p Mtg: Solar Energy
5:30p Mtg: Digital Para
5:30p Mtg: Switch Safe

Limited text

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Google Calendar

Public Calendars Search My Calendars Show Search Progress

Day, week, month view

Can quickly post a New event in any of Your Calendars

My Calendars
Add
[x] Paul Wesling
[x] Crew 566
Other Calendars
[x] IEEE SF Bay Area GRID
Manage calendars

GRID Events in BLUE

Details about an event

What Mtg: Solar Energy Technologies: Emphasis on Concentrating Photovoltaic Technologies

When Tue Nov 27 12pm – Tue Nov 27, 2007 1:30pm

Where California PUC Building, Golden Gate Room, 505 Van Ness Ave., San Francisco [map](#)

Created By Paul

Description IEEE-SF Power Engineering Chapter
 Subject: Solar Energy Technologies: Emphasis on Concentrating Photovoltaic Technologies
 Speaker: Kevin Fine, Director of Product Development, GreenVolts
 Time: Noon - 1:00 PM
 Cost: \$5 for non-members, free for IEEE members
 Place: California PUC Building, Golden Gate Room, 505 Van Ness Ave., San Francisco
 RSVP: required for lunch count, to Ben Williams, beWilliams@ieee.org, 415-973-9473
 Web: www.e-grid.net/docs/0711-sf-pes.pdf

Options

Reminder
 Email [2 days] [remove](#)
[Add a reminder](#)

Can sign up for a reminder By email or to cell phone
[Set up your mobile phone to receive notifications](#)

Add guests
 Enter the email addresses of guests, separated by commas
 srellis@ieee.org, w.dehope@ieee.org, diep@ieee.org, tom@tomcoughlin.com, f.jones@ieee.org
[Choose from contacts](#)

Guests can invite others see guest list

Description from GRID QuickRef Calendar

Can forward invitation to others by email

“Week” view displays more information about event

Sun 11/25 Mon 11/26 Tue 11/27 Wed 11/28 Thu 11/29

11am

12pm **12:00pm** Mtg: Solar Energy Technologies: Emphasis on

1pm

2pm

3pm

4pm

5pm **5:30pm** Mtg: Digit Paralleling System Design

6pm **5:30pm** Mtg: Safety - It's a Snap! (Or is it?) - and election

7pm **7:00pm** IEEE Officer's Meeting

8pm

9pm **6:00pm** Mtg: Selection and Applications Of Power Factor Correction Equipment for Industrial and Large

Noon meeting

Two evening meetings, same night



Google Calendar

- Once set up, you can share your calendar on your Chapter's website
 - Anyone can browse your calendar
 - They don't need a Google account
 - Can add event(s) to their own calendar
- You can add an Event "reminder" link to your chapter website



Google Calendar

- Difficulties:
 - Getting others to adopt Google Calendar
 - Helping others learn how to use, integrate it
 - Limited "words" in Month view; may not attract attention
- More information:
 - calendar.google.com



Blogs and RSS: **WordPress**

- “**R**eally **S**imple **S**yndication” – letting people subscribe to your “news feed”
- Engineers in your specialty can come to your “watering hole” or have “posts” retrieved every 30 minutes (to be read when needed)
- Subscribers use a news aggregator: an RSS reader, IE, or Sage plugin for Firefox (or directly on a Yahoo home page)



Blogs and RSS: **WordPress**

- One way to generate an **RSS feed** is to use blog software
- **WordPress** is Open Source (so, free)
 - Can be installed on any Windows or Unix server
 - Thousands of “skins” and scores of plug-in extenders (search, calendar, CAPTCHA, etc)
 - Set up using FTP; posts and management through a web interface
 - Can accommodate “comment” threads

Categories

- ALL (274)
- BioEngineering (46)
- Communications (166)
- Computers/Software (139)
- Electrical/Power (61)
- Electronics Design (206)
- Engineering Mgmt (224)
- NanoEngineering (67)
- Optics, Displays (86)
- Semiconductors (194)

Access to archives

Search

Static content and links

Event can be posted to one or several subdivided topical areas, selectable by the viewer

Ads (changed with each refresh)

Posts

Web Interface, for managing

Cut-and-paste interface for entering Post


WYSIWYG tools

Select the Category(s) for each Post

Publish to the blog and RSS feed

Categories

- ALL
- BioEngineering
- Communications
- Computers/Software
- Electrical/Power
- Electronics Design
- Engineering Mgmt
- NanoEngineering
- Optics/Displays



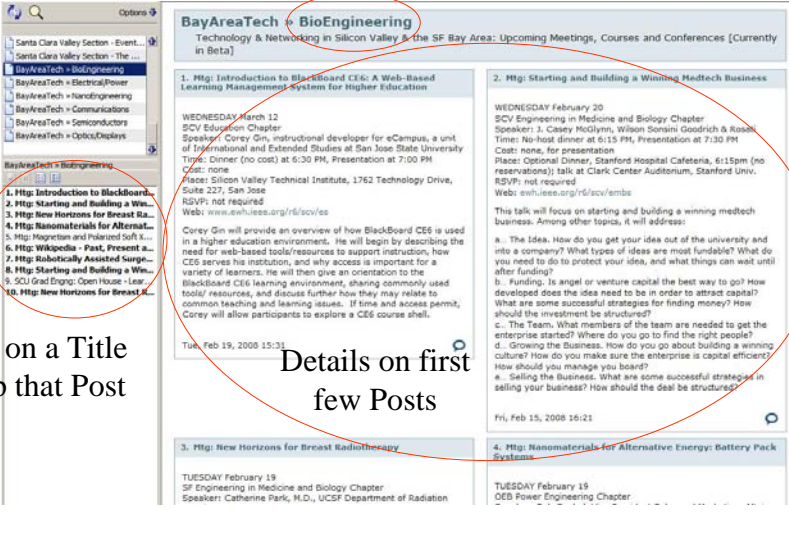
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What the RSS "view" is like (depends on your Reader)


Latest 10 meeting Posts

Clicking on a Title brings up that Post

Selected Category



Details on first few Posts




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IEEE Transactions example: December issue of T-CPT

Abstracts of all papers in the Dec'07 issue

Titles of 37 papers

Easy to do a quick browse of a journal's contents and select papers of interest



All IEEE Transactions have an RSS feed; select from within XPLORE
 Look for an orange "RSS" or "XML" **RSS FEED**



Blogs and RSS Feeds


- For the **GRID**:
 - I average about **50 Posts per month**
 - Google “camps on” our feed; response is about 30 minutes from “post” to Google “notify”
- For your **Chapter**?
 - Subscribers expect news at least a few times a week
 - A Chapter may generate two Posts a month
 - Perhaps post your meetings/events to an existing blog in your specialty



What Is a Wiki?


- A wiki is a website where users can **add, remove, and edit every page** using a web browser, very quickly (“wiki-wiki”)
- Wikis are becoming known as the tool of choice for **large, multiple-participant projects**
- May be either ‘open’ or ‘closed’

Ref: Stafford, www.oreillynet.com/lpt/a/6646



An easy wiki: PBwiki

- No cost; easy to sign up and administer
- Can be limited to only your Chapter helpers
- Someone needs to be “Administrator”
- Various levels of access can be assigned:
 - Some can be editors
 - Others (or the public) can view content

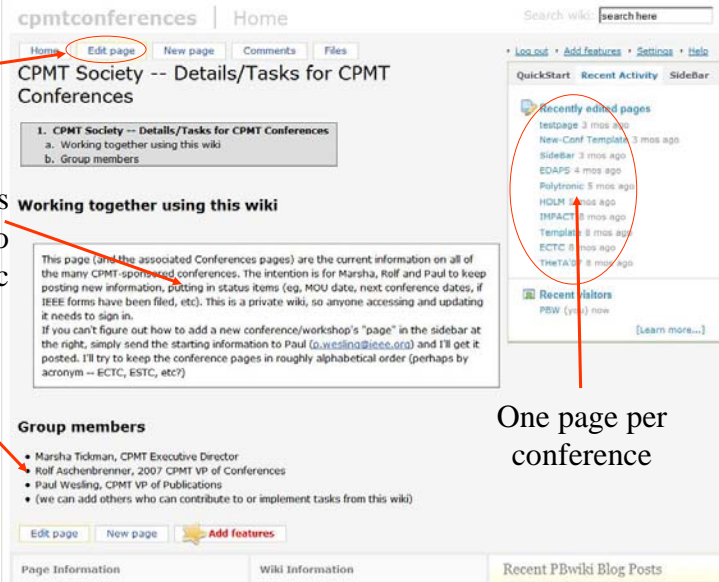


Wiki example: a Society’s administration of conferences

Even THIS page can be edited!


My instructions on how to edit, etc

In this case, limited to a few editors



One page per conference

Example of one “Conf” page



cpmtconferences | IMPACT

Search wiki:

Home Edit page New page Comments Files

Details: 2007 IMPACT conference

Next Dates/Loc: Oct. 1-3, 2007, Taipei International Convention Center
CFP/Website links: <http://impact.itri.org.tw/>
MOU: See if 2006 one is OK
Finances: Single payment of \$1600
Officers (2007) Gen Chair: J.M. Shyu, ITRI shyu@itri.org.tw; Prgm Chair: Yi-Jen Chan, ITRI; Admin: Emily Shen, ITRI, EmilyShen@itri.org.tw; Secretary: Wendy Huang, impact@itri.org.tw
IEEE Conference Schedule: Marsha processing
Conf Publications Form: Marsha processing
Plans for XPLORE: CPMT publication; Marsha to shepherd

Publicity Plans/Deadlines:
 (For Nsltr, Transactions, etc)
 CFP Submission Date: May 11 (past)
 Advance Program: Paul will put on website, in June NSLTR

Next Tasks & Responsible person:
 File Conf Schedule, Pubs Form: Marsha
 File Conf Insurance Form: not needed
 Sign MOU: 2006 one may be OK
 Add to Website & Banner: Paul to do on 6/8/07
 Add officers to Dlist cpmtconferences: added (6/8/07)

Log out Add features Set

QuickStart Recent Activit


Recently edited pages

- testpage 3 mos ago
- New-Conf Template 3 m
- SideBar 3 mos ago
- EDAPS 4 mos ago
- Polytronic 5 mos ago
- HOLM 5 mos ago
- IMPACT 8 mos ago
- Template 8 mos ago
- ECTC 8 mos ago
- THETA'07 8 mos ago

Recent visitors

PBW (you) now

Editing Tools (web interface)



cpmtconferences | Editing IMPACT

WYSIWYG toolbar

Text Box for cut and paste, editing, formatting

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Status for 2007

m.tickman@ieee.org Rolf.Aschenbrenner@izm.fraunhofer.de p.wesling@ieee.org

There is also a **non-WYSIWYG** option – uses “wiki words” and markup rather than HTML



Wiki Summary

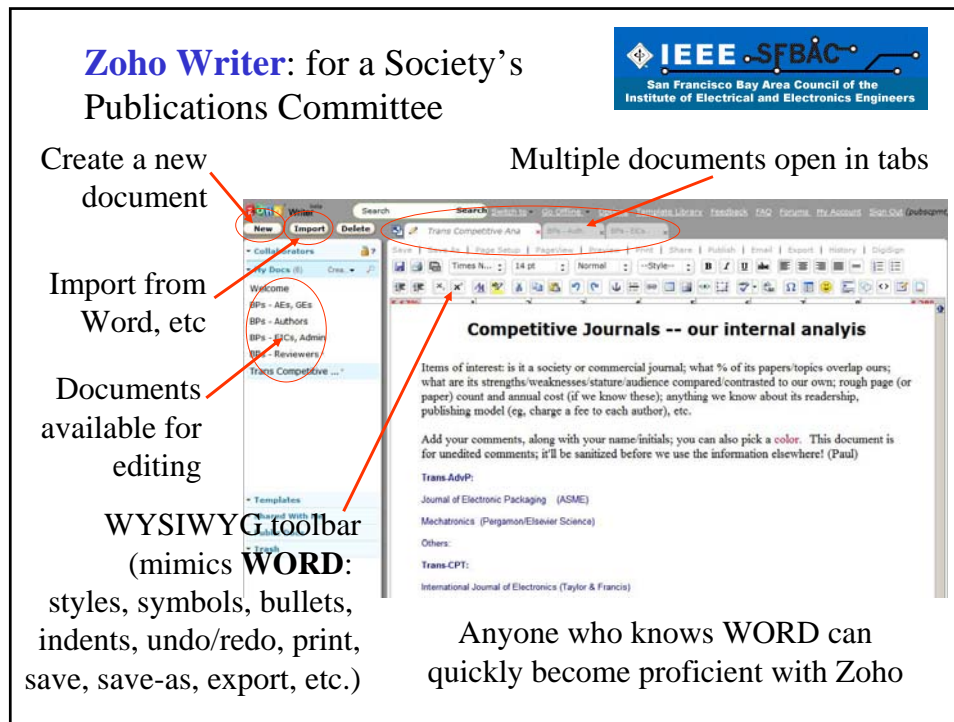
- One advantage: can have a few officers doing the edits/updates and let the public access the current versions
- Can even use as an editable website
- To give it a try, I recommend using the free version of PBWiki
 - www.pbwiki.com
 - Your “domain” will be:
<yourtitle>.pbwiki.com
eg: cpmtconferences.pbwiki.com



Web 2.0 Collaboration: Zoho Writer

- An **on-line word processor**:
 - Completely free (paid version for companies)
 - Compatible with WORD
 - Many people can co-edit the same document
 - File sits on their server; can keep you signed-in
 - It is very quick (Web 2.0 and AJAX)
 - Can export to WORD, etc
- Zoho also has wiki, project management, CRM, spreadsheet, presentation modules

Zoho Writer: for a Society's Publications Committee



Multiple documents open in tabs

Create a new document

Import from Word, etc

Documents available for editing

WYSIWYG toolbar (mimics **WORD**: styles, symbols, bullets, indents, undo/redo, print, save, save-as, export, etc.)

Anyone who knows **WORD** can quickly become proficient with Zoho

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Other Zoho Features

- There's an **Office** plug-in – edit right in **WORD**
- As soon as you click **SAVE**, others will see the newer version (but no lock-out ...)
- Notification (by email) can tell when **someone has edited** a document, and **show the changes**
- Full config management, roll-back, etc

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Zoho Writer Summary

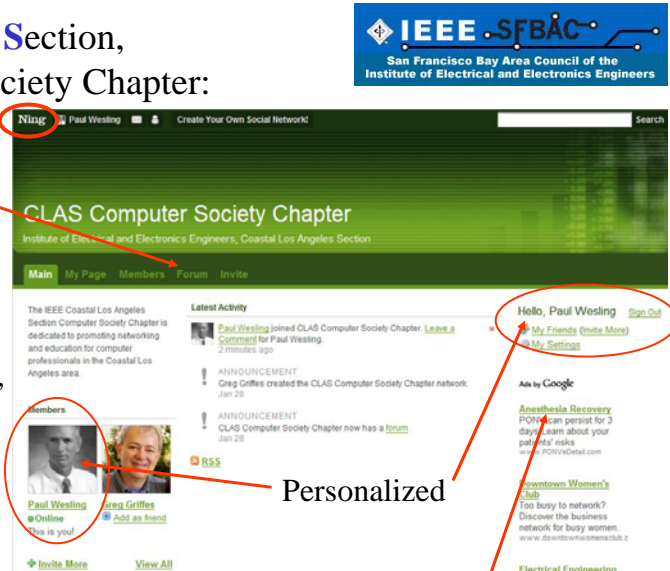
- A true Web 2.0 (AJAX) application
- Could be a way for a chapter's officers to be planning and tracking upcoming evening meetings, seminars, etc, in a shareable environment
- Go to www.zoho.com and select "Zoho Writer"
- Set up and share a single account/login



NING: Social Networking Communities

- Much like FaceBook or LinkedIn
- Form a "Center of Interest" and invite other engineers to join
- Many customizations:
 - MyPage feature, Forums (discussions/replies)
 - Polls, Chat, sub-Groups, Photos
- Add local (non-IEEE) engineers as members

Central L.A. Section,
Computer Society Chapter:




Forum
(Discussion groups)

Can add Groups, "MyPage", Photos, Members, etc.

Personalized

Ads by Google (could be annoying)



NING Social Networking

- Somewhat customizable; has ads
- Could be difficult to get your technologists to obtain an ID and sign in
- Need compelling content to get them to visit
- Information: www.ning.com
- For IEEE use, I suggest the **next option** →



IEEE Virtual Communities

- www.ieeecommunities.org/... (see below)
- Many are familiar with one or more already:
 - **Technology Management Council** /ieee.ems
 - **Life Members** /lifemembers
 - **Nanotechnology Council** /ntc
 - **SAMIEEE** /samieee
 - **Section-Chapter Volunteers**
/section-chapter_vol



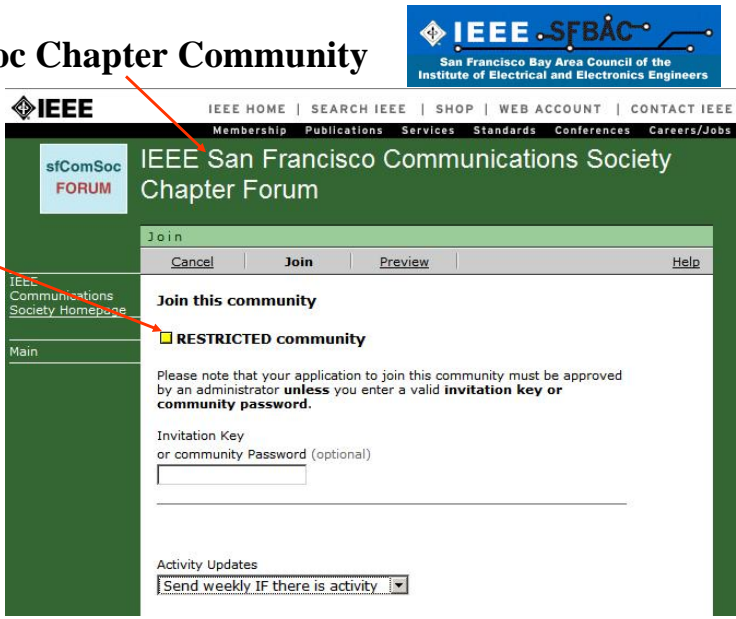
IEEE Virtual Communities

- **Runs on the IEEE's [CommunityZero Platform](#)**
- **Tools available to Community Members:**
 - File sharing
 - Information sharing
 - Discussion Forums
 - Calendar
 - Image sharing
 - Profiles
 - List function
 - Polls
 - Chat
 - Personal Preferences
- **Download an extensive [Users Guide](#)**



IEEE Virtual Communities

- Requires an **IEEE Web logon**
 - Any non-Member can get an IEEE logon now
- You can manage all your IEEE “Communities” with one logon
- Most communities send out a weekly email summary of threads, files posted, etc
- Start your own “thread” on a subject; respond to others with your own ideas



SF-ComSoc Chapter Community

Can be restricted – Invited, or approved by Admin.

Join this community

RESTRICTED community

Please note that your application to join this community must be approved by an administrator **unless** you enter a valid **invitation key or community password**.

Invitation Key or community Password (optional)

Activity Updates

Send weekly IF there is activity

Section-Chapter Volunteer:
 This Community has 150 members

“Explorer” link
 (see next page)

Current Listing of
 Active Discussions
 (simply join in,
 or read/”lurk”)

Can also use a
 “search” function,
 to access older
 content

Explorer View

Polls/
 Votes

“Chapter
 Issues”

Articles/
 resources

Starting a Discussion

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understanding emerging technologies
IEEE SPECTRUM Virtual Community

Discussions
Cancel

What's New
Explorer
Discussions
Manuscripts & Reviews
Web References
Assignments & Deadlines
Announcements
Contact List
Chat
Members
Invite
Feedback
Preferences

Spectrum Site
Main
Logout

New Discussion

Discussion Subject *

Message *

Let me know if someone replies
 Send me a copy of this post
 Link to related content

Folder
Computers

Preview Post Cancel

Usually a question or a statement that compels a member to read more / respond.

Should be clear & should solicit other members to respond.

Check this box if you want to be emailed when a response is posted.

Sub-category (Folder)

IEEE Virtual Communities

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- Best way to understand is to **join** an active IEEE Community, such as Sec-Chapter_Vol
 - See how others use it
 - Post replies; start a relevant thread
 - Look at other features: photo albums, files, etc
 - See if there's one with a similar purpose
- Then start one for your Chapter; apply at www.ieee.org/portal/pages/services/communities/application.html



Conclusions

- There are a number of useful web-based tools that **may be of use** to your Chapter:
 - **Zoho** collaborative editing has good potential
 - It is a true “Web 2.0” toolset
- Others are good to know about:
 - Calendar, wiki, blog/RSS
 - NING, IEEE Communities
- **Try some out**, to see what they can do!



Your Chapter's Networking Partner

- **Questions, Answers, Discussion**

Paul Wesling

SFBAC Communications Director and GRID Editor

p.wesling@ieee.org or **editor@e-grid.net**

SCV: 408-331-0114 **OEB:** 510-500-0106 **SF:** 415-367-7323