



NQF Member Workshop: Tour of NQF's Website Thursday, July 17, 2014, 2:00pm-3:00pm ET

Member Participant Instructions:

1. Direct your web browser to the following URL: nqf.commpartners.com
2. Under "Enter a meeting," type in the meeting number **595254** and click on "Enter."
3. In the "Display Name" field, type in your first and last name and click on "Enter Meeting."
4. Steps 1-3 will allow you to access streaming audio and slides. Should you wish to make a comment over the phone during the meeting, also dial **1-855-238-3871** and use confirmation code **62995147**.
5. If you need technical assistance during the meeting, you may press *0 to alert an operator or send an email to: nqf@commpartners.com.

Session Objectives

1. Introduce members to NQF's updated website, and how to use it.
2. Explain why changes were made to the NQF website.
3. Provide an opportunity for conversation between NQF staff and members.

Session Agenda

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| 2:00pm | Welcome and Introduction
<i>Camille Smith, Director, Member Education</i> <ul style="list-style-type: none">• Overview of the objectives and agenda• Introductions from audience members |
| 2:05pm | Why all these changes to the homepage?
<i>Patty Green, Senior Director, Communications</i> <ul style="list-style-type: none">• Overview of the new homepage and how the recent changes benefit members• Brief Q and A |
| 2:15pm | Where can I find materials?
<i>Dan Scheeler, Director, Digital Strategy, Information Technology</i>
<i>Jason Johnson, Senior Director, Information Technology</i> <ul style="list-style-type: none">• Tour of NQF's website, highlighting where members can find information• Brief Q and A |
| 2:30pm | How can I become further involved with NQF through the website?
<i>Patty Green, Senior Director, Communications</i>
<i>Dan Scheeler, Director, Digital Strategy, Information Technology</i>
<i>Jason Johnson, Senior Director, Information Technology</i> <ul style="list-style-type: none">• Next steps |
| 2:40pm | Discussion
<i>Camille Smith, Director, Member Education</i> |
| 3:00pm | Close |