

## **2020 Report of the Assistant Technology Officer Midwest Women's Fellowship**

In accordance with the bylaws, a Google Group exists to facilitate the distribution of emails containing announcements, invitations, and other communications relevant to members and friends of the Midwest Women's Fellowship ("MWF"). Requests for an email to be distributed to the Group should be sent to [midwestwf@googlegroups.com](mailto:midwestwf@googlegroups.com). This is a moderated list, meaning only the MWF officers are given the ability to send messages to the whole group.

An electronic directory is housed in a shared Google Docs folder. In order to make the MWF directory secure, only MWF friends and members are given access to the folder. In addition, users are required to have a Google account and password. You do not have to have a Gmail address, just a Google account. A Google account is not a Gmail account, but rather a unified sign-in system that gives one access to Google products like Docs, Drive, and Groups. A Google account can be associated with any email address—not just Gmail addresses.

A downloadable copy of the directory, "MWF directory - PRINTABLE.pdf", suitable for printing, is available in the MWF shared folder. Printed copies would normally be made available at the retreat. The hope is that someone in the local congregation could print up-to-date copies for those without email or computers.

The Google Docs folder will also house other documents, such as our bylaws and archives, that are to be shared in a secure manner with members of the MWF.

For additions to either the email list or directory, please email me at: [mary.lou.patterson.76@gmail.com](mailto:mary.lou.patterson.76@gmail.com), the email address(es) of the person(s) wanting added. If you know of individuals who are not shown in the online directory but would like to be, have them email me as well. A Google (electronic) Form has been prepared and will be emailed to the person(s) prompting them for their name, address, and phone numbers. In the form is a question asking for consent to include the requested information in the email list and directory. Once the form is "submitted" they will be added to the email Google Group and their information added to the directory. They will receive a welcome message and a link to the MWF folder containing the online directory. Corrections of any kind can also be emailed to me.

Respectfully submitted,

Mary Lou Patterson  
Assistant Technology Officer