“I am a firm believer that any tool that enhances communication has profound effects in terms of how people can learn from each other, and how they can achieve the kind of freedoms that they’re interested in.”

Bill Gates
CURATING A WEBSITE FOR THE NON-DIGITAL DOCENT

EVERSON MUSEUM OF ART
SYRACUSE, NY

Co-Presenters:
• Barb Flintrop
• Linda Ruddy
• Peter Moller

10.26.2019
EVERSON MUSEUM OF ART
EVERSON DOCENT ORGANIZATION: EDO
THE NON-DIGITAL DOCENT
WE REALLY WANT TO KNOW … WHO ARE YOU?

1. Do you use digital technology during your daily life?

2. Would you consider yourself to be … to some degree … a Non-Digital Docent?

3. Do you know of other Non-Digital Docents in your organization?

4. Have you already been involved in website design?

5. Are you thinking of creating a website for your docent organization?
Once upon a time,
long, long, ago,
in the year 2014,
during the dark days of LBW...
Life Before Website...
THERE HAS TO BE A BETTER WAY ...
HOW A GROUP OF EVERSON DOCENTS...
...CURATED THIS...
“Through dynamic and meaningful encounters with modern and contemporary American art, the Everson Museum of Art engages diverse communities, inspires curiosity and lifelong learning, and contributes to a more vital and inclusive society.”

KIMBERLY’S CORNER:

Greetings!

Thank you for joining us at Elizabeth Dunbar’s home last week, it was a lovely way to gather all of the incredible Everson volunteers to gather and celebrate your hard work. This is a busy week at the Everson! We hope that you’ll join us at the Café Design Symposium this Thursday — details below. SCSD 3rd grade tours will be gearing up starting September 24. Can’t wait to see the students out there with you.

Please find below information on our next meeting and more.

NEXT DOCENT MEETING

- Monday, September 23
- 11:15am Main entrance will be open through 2:15pm. Enter via State St prior to or after that time.
- 11:50am Docent Book Club, Lounge
- 1:00pm Social time and refreshments provided by the Education Department
- 1:30pm Docent business meeting
- 2:00pm Education announcements
- 2:15pm Vera House training in conjunction with Yoko Ono exhibition followed by tour strategies for the Yoko Ono exhibition

Docent Announcements:

==================================================================================================

DOCENTOLOGY LIVE is a new initiative for Everson docents. The idea is to have a fifteen-minute presentation as a part of each Docent meeting. A docent or a team would present on a wide array of topics such as favorite pieces in the Everson collection to a themed collection of ideas anchored in the culture of the museum. The goals: educate, inform and share. To volunteer for a DOCENTOLOGY LIVE presentation, follow this link.
==================================================================================================

Request from your webmasters: When sending emails with material you want posted on this website for docents to see, please put the following in
OUR GOALS FOR THIS PRESENTATION

1. DEMYSTIFY WEBSITE DESIGN
2. LEARN FROM OUR EXPERIENCE
3. ENCOURAGE & INSPIRE
THE PROCESS

#1 IDENTIFY YOUR TARGET AUDIENCE

#2 SURVEY USERS

#3 ORGANIZE INFORMATION

#4 BUILD A USER-FRIENDLY WEBSITE
#1 TARGET AUDIENCE

- Docents
- Education Staff
- Volunteers
- Others
#2 SURVEY USERS TO DETERMINE:

- Needs
- Desires
- Fears
Q: WHAT COULD A WEBSITE DO FOR ME?
SURVEY RESULTS:

MENU CATEGORIES

- Announcements / Home Page
- Schedules / Calendars
- Business
- Education
- Contacts
- Accessibility
- Docent Input
# 3 ORGANIZE INFORMATION
HOME PAGE

"Through dynamic and meaningful encounters with modern and contemporary American art, the Eversen Museum of Art engages diverse communities, inspires curiosity and lifelong learning, and contributes to a more vital and inclusive society."

KIMBERLY’S CORNER:

Docent Announcements:

BIFEMILLIARY LIST is a new initiative for Eversen docents. This idea is

EDO DIGITAL FILING SYSTEM

MENU

CONTACTS

DOCENTOLOGY

CLUBS

EDUCATION

BUSINESS

CALENDARS

ANNOUNCEMENTS

KIMBERLY’S CORNER

DOCENT ANNOUNCEMENTS

SITEMAP

27
"Through dynamic and meaningful encounters with modern and contemporary American art, the Everson Museum of Art engages diverse communities, inspires curiosity and lifelong learning, and contributes to a more vital and inclusive society."

KIMBERLY’S CORNER:

Greetings!

Thank you for joining us at our gallery walk of YOKO ONO: REMEMBERING THE FUTURE and opening night! Over 400 people packed the galleries!

Please find below information on our next meeting and more.

NEXT DOCENT MEETING

- Monday, September 9
- 12:45pm Main entrance will be open through 2:15pm. Enter via State St prior to or after that time.
- 1:00pm Social time and refreshments provided by the Education Department
- 1:30pm Docent business meeting
- 2:00pm Gallery walk of Earth Piece with Garth Johnson, Curator of Ceramics

Please RSVP to the event at Elizabeth Dunbar’s home. Hope to see you there!

Monday, September 9, 2019
4:00 to 5:30pm
Home of Elizabeth Dunbar & Michael Tucker
5044 Suddathrees Drive, Fayetteville
RSVP by September 2nd to Maddie Leidema at 315.474.6064 x 300 or madie.leidema@everson.org

Docent Announcements:

================================================================================================================================================================

DOCENTOLOGY LIVE is a new initiative for Everson docents. The idea is to have a fifteen-minute presentation as a part of each Docent meeting. A docent or a team would present on a wide array of topics such as favorite pieces in the Everson collection to a themed collection of ideas anchored in the culture of the museum. The goals: educate, inform and share. To volunteer for a DOCENTOLOGY LIVE presentation, follow this link.
================================================================================================================================================================

Request from your webmasters: When sending emails with material you want posted on this website for docents to see, please put the following in the SUBJECT line of your email: "EVEySON DOCENT WEBSITE ITEM."
As of 9/5/19
<table>
<thead>
<tr>
<th>Sun</th>
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<tr>
<td>2pm Outreach: The Manor at Seneca</td>
<td>12pm Art Attack Committee Meeting</td>
<td>10am Webster: 53 5th graders; Fillmore</td>
<td>10am Seymour: 55 5th graders; Biegeleisen</td>
<td>10am Dr. King: 40 5th graders; Kretzinger</td>
<td>10:30am Yoga with heART in the Park</td>
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<tr>
<td>10am Language of Art Club</td>
<td>10am LeMoyne: 40 5th graders; Kratz</td>
<td>10am Van Duyn: 68 5th graders; Fillmore</td>
<td>10am Salem Hyde: 40 5th graders; Biegeleisen</td>
<td>10am Huntington: 50 5th graders; Kretzinger</td>
<td>10:30am Yoga with heART in the Park</td>
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<tr>
<td>2pm Docent Meeting</td>
<td>11am LeMoyne: 33 5th graders; Pimentel</td>
<td>11am Meachem: 25 5th graders; Van Duyn</td>
<td>10am Salem Hyde: 40 5th graders; Biegeleisen</td>
<td>11am Huntington: 49 5th graders; Kretzinger</td>
<td>10:30am Yoga with heART in the Park</td>
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<td>12:30pm Christian Brothers Academy</td>
<td>12:30pm</td>
<td>10am Porter: 40 5th graders; Biegeleisen</td>
<td>10am Syracuse Academy of Sciences</td>
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<td>10am Frazer: 51 5th graders; Kay</td>
<td>10am Ed Smith: 41 5th graders; Fillmore</td>
<td>10am Porter: 39 5th graders; Kratz</td>
<td>10am Paynter Senior Center: 55 6th graders; Kratz</td>
<td>10am</td>
<td>12pm</td>
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<tr>
<td>11am Frazer: 40 5th graders; Albritton</td>
<td>11am Ed Smith: 40 5th graders; Lapp</td>
<td>11am Porter: 39 5th graders; Kratz</td>
<td>12pm Oswego High School: 60 high school students</td>
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<td>12:30pm Refugee Assistance Project</td>
<td>12:30pm Kingsford Park School: 50 5th graders</td>
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#4  BUILD A USER-FRIENDLY WEBSITE

**NEEDS:**

- Domain Name
- Design Software
- Web Host
WHY WE CHOSE WEEBLY*

One Stop Service For:
Domain Name, Software & Hosting

Ease of Use
Design Templates
Inexpensive
Flexible
Password Protection
Ample Storage
24/7 Tech Support

* www.weebly.com
Be sure your site will work on a variety of devices.
WEEBLY: Accessing DASHBOARD
“Through dynamic and meaningful encounters with modern and contemporary American art, the Everson Museum of Art engages diverse communities, inspires curiosity and lifelong learning, and contributes to a more vital and inclusive society.”

KIMBERLY’S CORNER:
"Through dynamic and meaningful encounters with modern and contemporary American art, the Everson Museum of Art engages diverse communities, inspires curiosity and lifelong learning, and contributes to a more vital and inclusive society."

KIMBERLY’S CORNER:
WEEBLY: DASHBOARD / Format Bar

The Everson Docent Book Club
All Everson Docents are welcome to join these discussions. We only ask that...
All Everson Docents are welcome to join these discussions. We only ask that you have read the book. Bring your lunch if you want.

Sample Text goes here.

Fall 2019-Spring 2020 Meetings (11:30-1:15 in Lounge) DATES TBA

SEPTEMBER 23: Ninth Street Women by Mary Gabriel. Leader: Carol Janik

NOVEMBER 11: The Age of Light (Man Ray) by Whitney Scharf. Leader: Carolyn Murphy

FEBRUARY 10: The Painter’s Chair by Hugh Howard. Leader: Marilyn Post

MAY 4: TBD SPRING SURPRISE?
WEEBLY & GOOGLE DRIVE: Working Together

Use Google Drive…

www.google.com/drive
WEEBLY & GOOGLE DRIVE: Working Together

Use Google Drive…

…to share and edit on your site.

…to create items…
<table>
<thead>
<tr>
<th>Date</th>
<th>Name</th>
<th>Item/Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 7, 2019</td>
<td>Linda Blanding</td>
<td>Fruit and sushi</td>
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<tr>
<td>October 28, 2019</td>
<td>Judith Harris</td>
<td>Who bring sheet cake</td>
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<tr>
<td>November 4, 2019</td>
<td>Peter Moller</td>
<td>Cheese and crackers</td>
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<td></td>
<td>Norma Feldman</td>
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<td>January 13, 2020</td>
<td>Dotty Pearl</td>
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<td>February 3, 2020</td>
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<td>February 10, 2020</td>
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</table>
After months of planning... the EVERSON DOCENT ORGANIZATION WEBSITE IS LAUNCHED!
CURATING A WEBSITE FOR THE NON-DIGITAL DOCENT

- DEMYSTIFY
- EXPERIENCE
- INSPIRE
AND NOW ...

WE WELCOME YOUR QUESTIONS
When will you start building your docent website?