

## Information Management Coordinator (IMC)

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The Information Management Coordinator (IMC) job is to encourage and promote the responsible use of automated tools in the administrative, business, and technical operations of the IEEE. This includes the training of volunteers within the Region who use the automated tools.

### Region 8 Logo Competition:

More than 50 participants submitted 185+ entries for the first IEEE Region 8 Logo competition. After a two-phase elimination process, the following logo, submitted by Steven Van Vaerenbergh, was chosen as the winner.



### Region 8 Newsletter:

A template for the IEEE Region 8 Newsletter was developed, featuring a modern layout. This newsletter intends to create a unified image for the IEEE Region 8 communications with its members, and provide a centralized source of information.

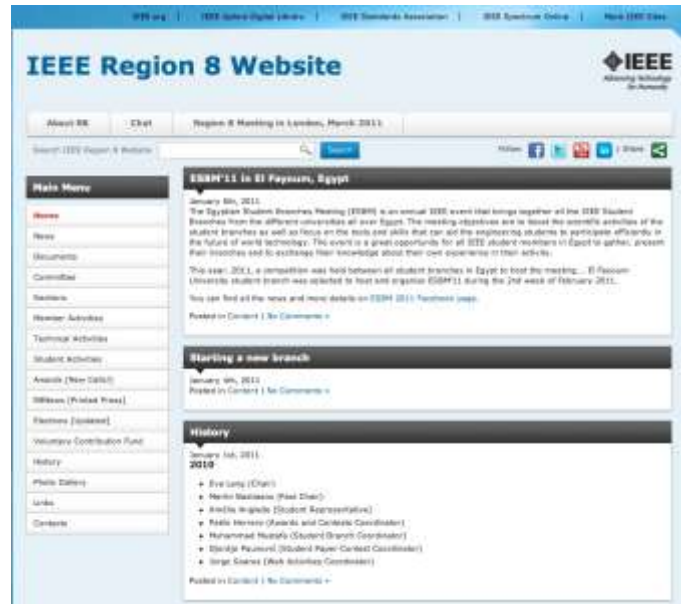
This newsletter contains space for:

- Up to 5 short announcements (maximum 100 words)
- Up to 3 short mentions (maximum 35 words)
- 1 highlight (maximum 35 words)



### New Region 8 Website:

The new IEEE Region 8 Website is in its final stages of development, and all the content imported from both current website and the R8 SAC website, into a new Wordpress based platform, administered by the EWH.



**Section Website Evaluations:**

A new evaluation framework was developed to evaluate section websites. All of the available section websites were individually evaluated according to the following metrics:

- Contacts (information correctness and availability; Ease of contact).
- Design (overall assessment of the usability and design).
- Freshness (existence of dynamic content; frequency of updates).
- Availability (evaluation of available information).

A total of 11 Sections do not possess a website, or have it offline. Overall, the average evaluation according to these metrics of all the Region 8 Sections websites is around 3 (in a 1 to 5 scale).

An evaluation template was created, to be sent to the corresponding sections, warning about the improvements needed on their websites. An example of such a report is presented next.

Evaluation	
Contacts	5
Design	2
Freshness	5
Availability	5
<b>Total</b>	<b>17</b>

Info	
Section	Austria
URL	<a href="http://www.ewh.ieee.org/r8/austria">http://www.ewh.ieee.org/r8/austria</a>
Checked	3/14/11

Criteria	
<b>Contacts</b>	Complete and updated ExCom list (including individual pictures, email, telephone number and address). A working "Contact us" form, as well as a direct contact for the webmaster.
<b>Design</b>	An overall assessment of the usability and design of the website. Includes check for broken links, design issues, confusing menus and availability of the website in English.
<b>Freshness</b>	A check of the last time information was updated and of the existence of dynamic content. This includes social media pages, such as twitter and facebook.
<b>Content</b>	Is there information related to activities in the section, such as events, and local conferences? Is there information from the student branches, including contact information, and website links.