Electronic Communications Coordinators

Basic Information

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IEEE Region 8

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Hi from the Electronic Communications Coordinators 2021

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2. Main Objective

   ▶ The Region 8 Electronic Communication Coordinator's job is to facilitate communication, both between members of the Region 8 Committee and between this committee and present or future IEEE members.

3. What is involved

   ▶ Supporting technically and administratively the committee meetings.
   ▶ Performing content updates to our web server.
   ▶ Managing access rights to the various systems we administrate.
   ▶ Performing security and other feature updates to our web server.
   ▶ Maintaining and updating our mailing distribution lists.
   ▶ Creating new OU's websites at our web server and supporting their initial steps.
   ▶ Supporting the chairs and appointed members during online meetings.

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- ▶ Creating custom pages at our website to perform custom functionalities (e.g., the COVID-19 events and activities registration forms).
- ▶ Performing bug fixes caused by updates to our web server.
- ▶ Investigating new technologies.
- ▶ Developing tools as needed (e.g., the on-screen timer adopted by IEEE and is used at the board of directors it was developed by us by our own initiative).

4. How it adds value to the Region
   - ▶ We have multiple websites with minimum downtime / mailing lists with minimum spam / social media accounts / custom services / smoother meetings.

5. Process of obtaining content/information & Publishing
   - ▶ Via email from the OpCom.
   - ▶ The various sub-committees of the Region have access on their own parts of the website to post their own content.

6. Process of content review and validation

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- ▶ Content coming from the OpCom is read and slightly processed to remove typos, fix broken links etc.
- ▶ Each sub-committee is in charge of validating its own content.

7. Frequency of updates/publications
   - ▶ There is no standard schedule.
   - ▶ There is excessive work around New Year and the committee meetings.

8. High level tasks involved
   - ▶ Supporting the R8 committee meetings.
   - ▶ Maintaining and updating R8 websites.
   - ▶ Maintaining and updating R8 web server.
   - ▶ Maintaining and updating R8 mailing lists.
   - ▶ Creating mobile applications for certain R8 needs.
   - ▶ Maintaining R8 private cloud storage and accounts.
   - ▶ Producing technical solutions to Ad-Hoc issues.
   - ▶ Investigate Cyber-Security issues, as we are getting targeted more each day.

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9. Website Statistics

Figure: Visitor statistics as seen in Google Analytics

Users	New Users	Sessions	Number of Sessions per User	Pageviews
14,337	13,926	22,355	1.56	39,009

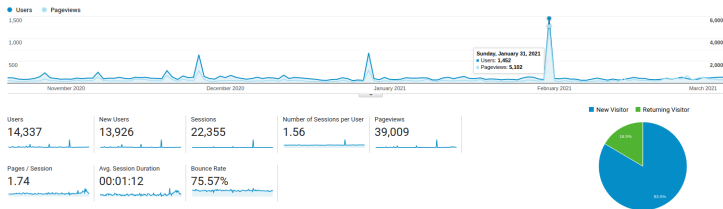| Pages / Session	Avg. Session Duration	Bounce Rate
1.74	00:01:12	75.57%

New Visitor   Returning Visitor

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Figure: Visitor statistics seen in Jetpack

The variation between the two statistics is expected due to the methods that both pages collect data.

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Firewall Summary: Attacks Blocked for ieeer8.org/

Block Type	Complex	Brute Force	Blocklist	Total
Today	0	3	710	713
Week	8	18	5,675	5,701
Month	37	29	23,196	23,262

A **complex** attack is when a visitor makes a request to the site that is specifically crafted to exploit the site or find a vulnerability they can later exploit.
Brute force attacks are username/password-guessing attempts.
The **blocklist** is the number of times an IP has been preemptively blocked from accessing the site altogether.

ΤΕΛΟΣ