



Shaping Tomorrow's  
Built Environment Today

**AGENDA**

**CHAPTER ELECTRONIC COMMUNICATIONS  
WORKSHOP FOR CHAPTER CHAIRS**

**REGION VI CRC  
MILWAUKEE, WI**

**SATURDAY, MAY 4<sup>TH</sup> 2019  
10:00 AM – 1:00 PM**

1. Chapter Website's Guidance and Necessary (required) Content.
2. Use of APPs and Acceptable Policies.
3. Basecamp Basics and Good Practices.
4. ASHRAE YouTube Content
5. Social Media Best Practices
6. E-Mail: Best Practices and Alias
7. Awards