

Additional Information

Location: The Web Clinic will be held in the Community Room of The Villas at Hampton Park, 301 Hillside Avenue in Orlando, near the intersection of Robinson and Bumby, south of Route 50, and north of the 408 Expressway. See the map on our web site at <http://www.hud.gov/florida> or call us for a copy at (407) 648-6446, ext. 2006.

Hotels: The following hotels are recommended, but rooms for March 27 at these rates are limited, so call early and tell them you are with the HUD group.

- *Orlando Courtyard Downtown, 730 N. Magnolia Ave.
\$109.00 includes hot-cooked breakfast buffet and free parking; call (407) 996-1000.
- *Orlando Marriott Downtown, 400 W. Livingston St.
\$101.00 includes free parking; call 1-800-574-3160.

Parking: There is plenty of parking at Hampton Villas and it is FREE.

What to Bring: All you need to bring is an attitude to learn and share!



From the Sponsor Agency

This Web Clinic is offered by the U.S. Department of Housing and Urban Development. HUD invites and welcomes all of its partners to attend, not only from Central Florida, but from all parts of the state.

Special thanks to Orlando Housing Authority for providing their facilities and coffee.

U. S. Department of Housing and Urban Development
Orlando Field Office
3751 Maguire Blvd., Suite 270
Orlando, FL 32803
<http://www.hud.gov/florida>

FREE Web Clinic



Wondering how to start a web site for your organization?

Scratching your head about how to make your web site better?

Learn from HUD's Web Managers



Tuesday, March 28, 2006

8:30 a.m. to 3:30 p.m.

The Villas at Hampton Park
Community Room
301 Hillside Avenue
Orlando, FL 32803

WHAT: Free one-day web clinic designed to provide HUD partners with valuable information on how to design a web site or enhance your existing web site.

WHO SHOULD ATTEND: Managers, executive directors, communications and public relations staff of nonprofits, state and local governments, housing authorities, housing counseling agencies, faith based organizations, multifamily housing management organizations, and other service providers.

WHEN: Tuesday, March 28, 2006; 8:30am - 3:30pm

WHERE: The Villas at Hampton Park, Community Room, 301 Hillside Ave., Orlando, FL 32803.

AGENDA

8:30 **Registration/Refreshments**

8:45 **Introductions and Overview**

9:00 **What can you do with the web?** - Hear how HUD uses web technology to empower Americans and get some ideas for things *you* could do.

9:45 **How to manage a web site** - Learn the simple do's and don'ts for managing a web site.

10:30 **Break**

10:45 **Marketing your product** - It's not enough to create a good web site - you have to tell people about it. Find out how.

11:30 **Creating Your Web Site - Step by Step**
Before you touch a computer, you have to decide what your web site will say. We will take you through a simple process for developing the content of your site, and we will demo the software we're giving you to create your own site.

12:15 **Lunch** - Bring your brown bag lunch or visit one of the local restaurants in the area.

1:15 **Show and Tell!** - OK, this is your chance to show off what you've done with your web site, or if you don't have a web site, maybe you want to show the group a web site that you think works well.

2:00 **Tips and tricks for low-cost web sites**
A web site doesn't need to be a drain on your resources. In fact, we'll tell you how you can get most of your technical support for free!

3:15 **Wrap Up**

What You Will Get

- Simple do's and don'ts about what to put on your web site
- A step-by-step process for organizing your web site
- Low-cost/no-cost ideas for marketing your site
- Tips on how to get technical support (including someone to do that computer work for you) for free
- **FREE easy-to-use software** that you don't have to be a techie to use. How's that for a good deal?

But don't take our word for it...here's what Web Clinic alumni said:

- "Very informative! Covered the best topics on what to include in a website, how to help your target audience, and how to market it." - **Project Return, Inc., Tampa**
- "Well done! Gave me a new way of looking at websites. I no longer have a "fear" that creating a site is hard--thank you!" - **Homeless Coalition of Hillsborough County**



Want to know more?

Visit <http://www.hud.gov/florida>

How To Register

The Web Clinic is FREE!

To Register:

- Send us your **complete** registration form no later than Friday, March 23, 2006. (See attached form).
- One registration for each person is required.
- Register in one of three easy ways:

1) MAIL

HUD WEB CLINIC
Orlando Field Office
Attention: Sarah Lavoie
3751 Maguire Blvd., Suite 270
Orlando, FL 32803

2) FAX

407-648-6310

3) E-MAIL

sarah_g._lavoie@hud.gov

Hurry - space is limited...

Register Today!

Questions?

Contact: Sarah Lavoie 407-648-6446, ext. 2006
sarah_g._lavoie@hud.gov