



Report on ASPG website and launch of APR online journal

1 Website

Wordpress is the software system used to create the ASPG's main website. It is now also becoming the ASPG's main content management system.

A designated area in the website has been set-up for each ASPG Chapter and includes pages for each chapter to post information about their events, membership, executive committee, transcripts, links and contacts.

A focus for 2017/18 was to support and encourage the Chapters to manage their areas of the website. Designated members of the ACT, New South Wales, and Victoria Chapter executives now have "Administrator-level" capabilities to enable them to make necessary changes to their respective areas of the website. Our ASPG Secretary, Cheryl Samuels, has received one-on-one training from our web manager, Dan Brown (Solmedia) on administering the website.

An ongoing focus for 2018/19 is to have more users with administrator capabilities.

An area for administrators has been set up in the website where information is available about being a web administrator. [Guide to using WordPress – ASPG](#)

Available on this page is an Easy WP Guide which provides all the information to update our WordPress site, in simple easy to read language. While there are more comprehensive guides available, this Guide seems to be the easiest to follow and is regularly updated to keep up with the latest WordPress version.

A goal for 2018/19 is to set up an area in the website for new members of chapter executives to access the key information they need about the ASPG and the resources available to help them to 'get-up-to-speed' with their new role.

Another goal for 2018/19 is to utilise more fully the Silverstripe application attached to the website to manage chapter membership. Our subscription to Groupspaces ceases in September 2018 and we do not intend to renew it. Silverstripe will become our recognised membership database. While this is a Group initiative, it is customised to each Chapter. A person, upon selecting the Chapter (via the website) they wish to become a member of (or renew their membership of), they are directed to that Chapter's membership information. Any invoice generated will have the Chapter's logo etc. Membership fees are not remitted to the main Group.

Conference functionality: Silverstripe can also be used for conference management.



2 Achieved – an online APR Journals

At its 2017 meeting, the Executive of the ASPG agreed to move the APR from a hard copy format to an online format. The Spring/Summer 2017 Vol 32.2. APR was our first online issue.

Below is a link to the webpage which ASPG members (or those with a subscriptions) access the journal. This page will be made public in August 2018.

[Australasian Parliamentary Review – ASPG](#)

Rather than provide access to this page by a log-in, it was sent out via Campaign Monitor software. Indications are the means of delivery of the online APR has been well received. We therefore intend to use this software for future APRs.

We intend that production of the next online APR will be even smoother. We now own the template for the journal and the cover.

We also have access to the Campaign Monitor software. It cost around NZ \$25 to use Campaign Monitor to send out the journal. Importantly the online APR still sits on a secure webpage on our website.

A subscription list has been set up in the Campaign Monitor, and while initially to do this required some individual coding, future changes to this list can easily be made. The management of this list will be made easier with Chapters maintaining up-to-date membership lists in Silverstripe.

We are well on the way with a 21st century tool. Thank you for your patience and support.

Lesley Ferguson
Vice President
July 2018