

What You Need to Know about FUS Publications for 2011-2012

***FUS Web pages: Departments, Committees, and Groups**

As of September 2010, **departments, committees, and shared interest groups can have web pages on the FUS website**, where details of any announcements or events can be communicated.

Committees and shared interest groups who would like a web page will need to request it by contacting website@firstunitarian.org. This action will enable the web committee to develop the page. Groups are responsible for regularly submitting updates to the information on their page.

Program committees each have a web page and should have identified a person from their area too be trained on the FUS website software, and to regularly update it.

***The Unitarian FLASH**

Submissions to the twice-per-month e-newsletter *The Unitarian FLASH* **will be limited to 50 words, and should contain links** to the appropriate web pages for details. *The Unitarian FLASH* will continue to *advertise events within two weeks of their occurrence*. Social Action has its own e-newsletter with separate deadlines. **Please do not ask others to edit your work for you – submissions should be 50 words or less. Thank you.**

***The FUS News: large-print publication**

The FUS News is a monthly large-print digest (sent via first class postal mail) of updates from the website, *The FUS FLASH*, and *The SAC Flash* and is sent to a self-selected group who lack access to electronic communication systems, or those who choose not to use them.

***The First Unitarian**

As of September 2010, ***The First Unitarian* is a quarterly journal**, featuring thought-provoking essays by FUS staff and invited contributors on religious humanism and other subjects of interest. It will be available in an easily printable format on the FUS website each quarter (September, December, March and June). A notification of each posting will be sent via *The Unitarian FLASH*.

Forum and sermon descriptions will continue to be available on the FUS web calendar, printed one week in advance in the weekly order of service announcements, on the weekly office voicemail recording, through a link to the calendar in the *Unitarian FLASH*, and on Facebook postings.