



Phone & Fax at 989-479-3468
Info@thumbresources.org

Tips For Professionals

Thumbresources.org is more than a resource for families. It can help teachers, counselors, caseworkers, and administrators find helpful information. Here are just a few things that you can do with information on www.thumbresources.org. We are always adding to our list of tips, so please tell us how you use the site by emailing info@thumbresources.org.

On the Home Page

- 1) **Want to get a program or event high visibility?** Submit a 250 word article to info@thumbresources.org and we will try to put you in our program spotlight for 1 month! Our home page gets 400-500 hits per month.
- 2) See **who is sponsoring** the site and find links to their websites.

On the Calendar Page

- 1) **Get information about awareness events.** Awareness events are posted quarterly to the site. Remember hearing about Domestic Violence Awareness Month or Heart Disease Awareness Month? You will find links to most of the major and small awareness campaigns here.
- 2) **Promote your fundraising event or service:** Advertising can cost more than your anticipated project profit! Any organization that provides services to families can post programs, services, and even fundraising events on thumbresources.org.

From the Search Page

- 1) **Search for someone's e-mail address.** Many organizations and providers have included their e-mail address and website in the description of their programs. Just enter their name as a keyword search!
- 2) **Do you ever need a fax number?** Search for the organization or person you need to fax and if they have entered information, they are likely to be there.
- 3) **Need a map or directions to an organization?** Search for the agency, select info, and use the Map It option through Mapquest.
- 4) **Forget the name of the Director at an agency or a program contact?** Most agencies list this information in the description of their agency and programs. It may save you being shuffled from extension to extension at an agency.

"Helping families and community organizations in the Thumb connect with resources!"

- 1) **Need a printed directory:** Beginning in October 2005, a print version of the directory will be available. The directory is formatted for printing about every 18 months. Be aware however that the printed directed is outdated as soon as it is created. You get much more up to date information on by searching the directory.
- 2) **Need to send out a mailing?** We have added our provider lists in word documents. Need to mail all physicians? Just pull up the word document and format as you need for a mailing. We are continually adding to our resource lists. If you have a list of churches, civic groups, or other contacts that you keep up to date, please share it with us. Send it to info@thumbresources.org
- 3) **Working with a new family?** Print them lists of dentists, schools, physicians, & more.
- 4) **Need to post information for public review?** Submit your document to thumbreources.org. Needs assessments, survey results, meeting minutes, and more can all be posted on our documents page.
- 5) **Need a form?** This is a new section of our site that we hope grows. If you need to submit a registration form or application for one of the agencies, wouldn't it be great if they were all posted here? Check back for additions to this section.

Your Help Is Needed

The success of thumbresources.org is dependent on you-the service provider! The enthusiasm and use of thumbreources.org depends on your support. Here are just a few ways you can help. For more information on how to help, contact info@thumbresources.org or call 989-479-3468.

- 1) Tell your **families** about the resource.
- 2) Add a **link** to thumbresources.org to your agency website.
- 3) **Submit** your information about programs and events (if you are worried about maintaining two websites, just enter general information and provide your web link.)
- 4) **Update** your information when reminded! We must have current information for it to be valuable. If you do NOT need to make any changes, be sure to click on submit in order to reset the reminder clock. Beginning January 1, 2006 we will be archiving any entries that have not been updated for 12 months.
- 5) Print an **article** in your newsletter (samples available-contact us at info@thumbresources.org)
- 6) Display our **banner** at an event such as parent teacher conferences or a health fair.
- 7) Display our **banner** in front of your building or in your town for a day, week, or month.
- 8) Set out **flyers, brochures, and cards** for thumbresources.org in your lobby, a break room, or at health fairs.
- 9) Become a sponsor. Technology, updating programming, promotion, and coordination of the site require funding! We do not sell pop up ads or charge for entering information. We are supported solely through **sponsorships** from organizations like yours. Sponsorships range from \$50-\$1000+. All sponsors are recognized on the About Us Page for one year and in our newsletters. \$1000+ sponsors are listed on the Home Page.