

# ACTORS THEATRE OF WINDSOR

March 31, 2006 – Test Pilot For the Arts Calendar Circulated via e-mail.

**Actors Theatre of Windsor** in conjunction with 'The *Connecting Windsor-Essex*™' initiative and with assistance of the **Arts Council Windsor Region**, and **Actors Umbrella** volunteers are working on the first of several joint community initiatives intended to promote theatre and the arts in our community.

The first initiative is to register all producing theatre organizations (the second phase includes a roll out to the entire arts community) on [www.Windsor-Essex.info](http://www.Windsor-Essex.info) which will allow them to:

- Load all their performances and events on to the Arts Calendar under Culture/Arts
- Create a profile with general and contact information for their organization
- Create a link to their site from [www.Windsor-Essex.info](http://www.Windsor-Essex.info) under Culture/Arts

The goal of this initiative is to create a current, reliable, accessible and comprehensive central repository of information regarding the activities of the Windsor-Essex artistic community, as well as taking another step towards strengthening the internet presence of the community as a whole, by introducing a number of new users to the Connecting Windsor-Essex Portal.

Once the arts calendar is in use by the larger producing artistic community, it will have the potential to be used to develop marketing/tourism strategies and initiatives for the greater Windsor-Essex community. The Arts Calendar is intended to compliment successful existing web based arts information initiatives such as 'Arts Notes' (<http://www.mnsi.net/~acwr/artsnotes.html>) the online newsletter of the **Arts Council Windsor Region**.

Registration on the Connecting Windsor-Essex portal is **free, secure** and **stable** as it is part of the Government of Ontario's Connect Ontario Smart Community Initiative (see background information below.) Participating organizations load their data on to the site independently, so they retain control over the information which appears on the site and are able to make updates and changes easily and quickly on an 'as needed' basis.

We ask that you read **all documents prior to beginning the registration process**. The process itself is not complicated, but it does have several steps which must be **followed carefully** in order for the registration to be completed. *We ask that two members of each individual theatre organization register for the site, to ensure someone is always available to do updates.* The attachments to this e-mail are intended to provide test candidates, with information required to:

1. optimize your PC environment PRIOR to registering for the portal
2. complete a registration for the portal
3. load your data on to the Arts Calendar

The purpose of this test is to obtain your feedback regarding your actual registration for the portal, to identify documentation changes or improvements which may need

be addressed prior to proposing, and rolling out registration on the portal and use of the Arts Calendar, to the remaining theatre, and then to the wider arts community.

In order to capture your feedback regarding your registration experience, we would ask you to contact us either by phone or e-mail upon completing your registration: **by phone** to **Mona el Baroudi** at **980-2684** or via email (please copy both Mona and Kristina on all e-mails) to **Mona el Baroudi** (Artistic Director) **Actors Theatre of Windsor** at [actorstheatreofwindsor@hotmail.com](mailto:actorstheatreofwindsor@hotmail.com) and **Kristina Verner**, (Telecommunications R&D Officer WEconnect Project Officer and '**Connecting Windsor-Essex**'™ contact) at [kverner@uwindsor.ca](mailto:kverner@uwindsor.ca).

Please do not hesitate to contact us with any questions or concerns regarding the registration or calendar data entry process as you encounter them and we will do our best to assist you as soon as possible. Thank you for your participation.

**Mona el Baroudi and Kristina Verner**

***(Special Thanks to Rachel Kaimen, John Anthony Nabben and Laura Gould for their assistance in updating the Windsor Theatre List.)***

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**Background Information on Connecting Windsor-Essex™**

'In 2000, leaders in the Windsor and Essex County community came together in hopes of developing a community portal, a one-stop, on-line information centre, that would give citizens endless access to community information, services and a place to meet online. On July 11, 2001 the provincial government awarded funding in the amount of 1 million dollars to realize the vision, and to bridge the digital divide by connecting the area's residents with the community we live in.

Twenty-seven community organizations have been working together in this effort to become a more connected community. These partners include City and County governments, health care, education, social, human and information services, and not-for-profit agencies.

The *Connecting Windsor-Essex*™ initiative has further developed a technological infrastructure that transforms the way public and private sector live, learn, work and play. Now, the area's most advanced technological projects and new developments are accessible under a single, user-friendly interface. It offers area residents "one window access" to a broad range of electronic services delivered in our community. The portal has and will continue to encourage, and foster, innovative partnerships among community organizations, government institutions, local businesses and private sector entities.

*Connecting Windsor-Essex*™ is part of the Government of Ontario's Connect Ontario smart community initiative. As defined by Industry Canada, a "smart community" is one where leaders and stakeholders form alliances and partnerships to develop innovative ways to extract both economic and social value from electronic networks and the Internet.

The *Connecting Windsor-Essex*™ community portal will serve as our communities' official source for key information, services and contacts.'