

**International
Association of
Machinists and
Aerospace Workers**



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OFFICE OF THE INTERNATIONAL PRESIDENT

October 24, 2014

Subj: **Announcement of 2015
Communications Department Classes**
At the William W. Winpisinger
Education and Technology Center

To All District Lodge Presidents and Secretary-Treasurers, Local Lodge Presidents and Recording Secretaries, TCU Carmen Division Officers, National Representatives, Assistant National Representatives and Local Lodge Officers

Dear Brothers and Sisters:

This is the official announcement of the 2015 IAM Communications Department classes being held at the William W. Winpisinger Education and Technology Center in Hollywood, Maryland.

The course schedule offers a wide range of training to start or fine-tune your lodge's communications program, including classes for new Communicators, starting a newsletter or website, and advanced training in web design. The schedule is as follows:

Basic Web Development	April 19-24, 2015
Intermediate Web Development	October 25-30, 2015
Basic Newsletter Development	November 1-6, 2015
Basic Web Development	November 15-20, 2015
Communicators Class	December 6-11, 2015

Each course's Official Call will be mailed out four months prior to the scheduled class date and will also be available online at www.goiam.org in the Communications Department section under the Headquarters tab. Each call includes the description of the course, the requirements for enrollment and the deadline for submitting Registration Forms, which is approximately two months prior to the class date. *Please read all information carefully.*

Participants in *all* classes must be IAM members in good standing and meet the enrollment policies and requirements of the IAM Communications Department and the William W. Winpisinger Education and Technology Center. Please note that the participant's name on the Registration Form is used for issuing tickets for travel and must match the participant's I.D. exactly. If the names on the ticket and I.D. do not match, the participant may be denied boarding at the airport.

For more information, call the IAM Communications Department at (301) 967-4520.

With best wishes,

In solidarity,



R. Thomas Buffenbarger
International President

RTB/tc

cc: Executive Council
TCU/IAM Executive Council
GLRs
GLAs
DBRs/BRs
DGCs/GCs
SRs
TCRs
DIR Larkin
DIR Wagoner