October 7, 2019

Subj: Announcement of 2020 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 2020 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, advanced training in web design, social media and Newswriting for Communicators.
The schedule is as follows:

Newwriting for Communicators
(Official Call & Registration Form enclosed.)
February 9-14, 2020

Basic Web Development
(Official Call & Registration Form enclosed.)
February 16-21, 2020

Intermediate Web Development
April 19-24, 2020

Basic Communicators Class
June 14-19, 2020

Advanced Web Development
November 15-20, 2020

Advanced Communicators Class
December 6-11, 2020

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.

In solidarity,

[Signature]

Robert Martinez Jr.
International President

RM/te

Enclosures

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