## eNews submitting an item

eNews is the District Governor's Newsletter for 2023-24, with a changed format to make it easier for you to select what you would like to read, and we would appreciate feedback on your experience.

If you are submitting an item for the District eNews, please provide this in the following format:

- Write the text using a 'Microsoft word' format; add (website or Facebook) links where applicable
- You can insert photos (do not adjust the resolution) we will fix that before publishing
- Please check spelling
- It is better to supply the photos separately and please add text of who is in the photos
- Finally sign off with your name and email or phone contact.
- Required before 22<sup>nd</sup> of each month

Your help to keep to this format will enable the process to be efficient. We aim to publish on the  $\mathbf{1}^{\text{st}}$  of each month.

Please email content to: <a href="mailto:newsletter@rotary9510.org">newsletter@rotary9510.org</a>

Thanks in advance for your support.