WIC Sharing Center

Posting Information to the WIC Works Resource System Sharing Center

Thank you so much for your efforts and your contribution to the WIC Works Sharing Center. Without folks like you, who are willing to share their information, our web site would be missing a very important and key element; files in the State Sharing Center. We currently have information on Oral Health, Immunizations, Fit WIC, Nutrition Education and hundreds of other files. We look forward to your additions as well.

The following list is meant to help you prepare your files for the easiest transition to our web site.

Format:
PDF is best but we can also accept MS Word files, and PowerPoint. We can also now accept files done on a Macintosh Computer done in Quark. Other formats may be possible but please consult with me first.

File Naming:
It is most helpful if the files are named something that corresponds with what the file contains. For example - Sample Parents Newsletter.doc is much more helpful than spring.doc or 032103.doc etc.

File Size:
Smaller MS Word or PDF files can be sent via email. Larger files with many graphics should be put on a CD rom and sent to WIC Works.

Wording:
To go along with your file(s) we need an explanation of the project or files that you are posting. See a sample on
http://www.nal.usda.gov/wicworks/Sharing_Center/statedev_immun_training.html

If you are sending many files it would be helpful if you also wrote out how you would like the files identified. The above site also shows some examples of this. You know your projects much better than I do and we want that to be obvious on the web site.

Contact Information:
Please include your contact information in your initial correspondence to me.

Thank you so much! We look forward to receiving your projects.

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