

# RESOURCES FOR POSTS PART 1

Websites

Post Resource Center

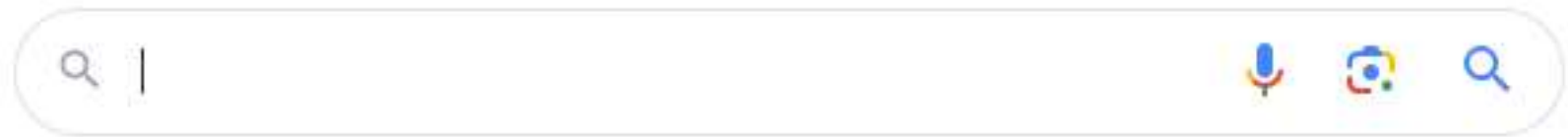
SAME Engage

**Jill Murphy | Ann McLeod | Natasha Rocheleau**

# How we used to find stuff



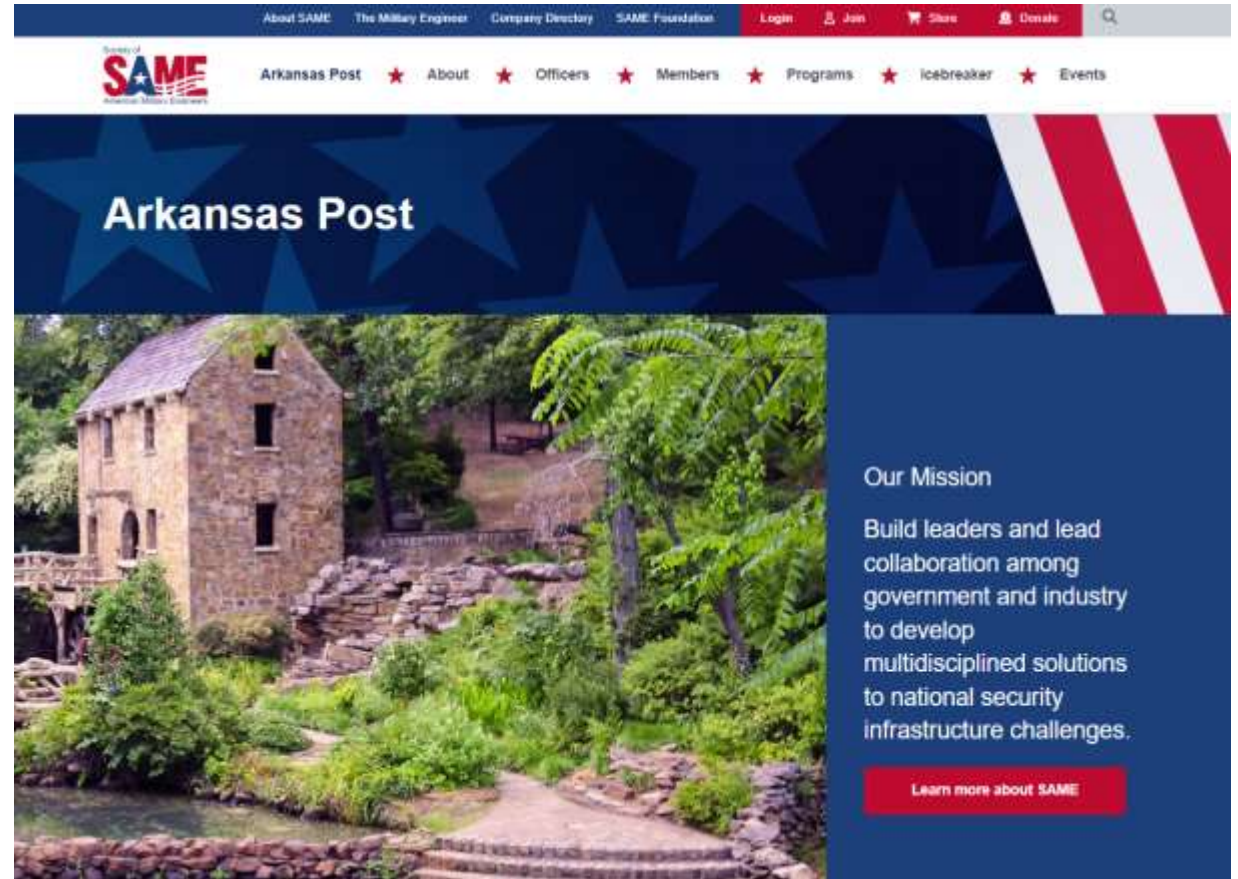
# How we find stuff now



Post websites are the #1 resource for members!

Top member searches:

- Opportunities to exhibit/sponsor at local Post events
- Post contacts – someone who responds
- Post Events listing with contact and registration information
- Company Directory listing on Post website





# Learn to Update Your Post's Website

## Post Webmaster Training and Resources

<https://www.same.org/posts-training-and-resources/>



### Welcome to Post websites training and resources page, SAME webmasters!

The tutorials listed below offer post webmasters introduction to WordPress CMS; how to maintain and update your Post website. Contact the **SAME web manager**, if you have additional questions about the tutorials.

#### Training Videos

- **Introduction to WordPress** (9:51)
- **Adding and Managing Events in WordPress** (27:26)
- **Adding News Items to WordPress** (21:06)
- **Managing Pages in WordPress** (27:42)
- **Preparing Files and Images in WordPress** (3:30)
- **Adding Media to WordPress** (9:32)
- **Introduction to Block Editor Basics in WordPress** (10:47)
- **Inserting Images in WordPress Using Block Editor** (14:21)
- **Inserting Links and Buttons in WordPress Using Block Editor** (9:59)
- **Block Editor Advanced Layouts in WordPress** (14:58)

[SAME Website Style Guide](#)

*(must log in as Post Webmaster Admin to view style guide)*

# Upcoming SAME Events

1 2 3 >>

Displaying Results 1 – 50 of 117

## SAME LA Post 2024 Member Appreciation Event

August 1, 2024 Los Angeles Post SAME Regional Events Upcoming Events

Registration is Open Thursday, August 1, 2024 | 5:00 PM – 8:00 PM PST Parkers' Lighthouse435 Shoreline Village Drive, Long Beach, CA 90802 Event's Details SAME-LA-Post-2024-Member-Appreciation-Event-1Download Sponsorship Opportunities Available.



## SAME DC First Friday Webinar – Aug. 2, 2024 – Trust But Verify: Side-Channel Monitoring for Supply Chain Resiliency (1PDH)

August 2, 2024 SAME Post Events Upcoming Events  
Virtual Post Events Washington DC Post Webinars

Join the SAME DC Post for our virtual First Friday Webinar! (Registration opens at 1 pm on Friday, June 28) Free for SAME Members and Students; \$25 for non-members. Sponsorship for this event is available through SAME DC Post Annual Sponsorship. Contact: Bree Beal, bbeal@hksinc.com



## Post Leaders Workshop

August 4 – 6, 2024 Post Leaders Workshop  
SAME National Events

2024 Post Leaders Workshop August 4-6, 2024 | Scottsdale, AZ The Scottsdale Resort and Spa, Curio Collection by Hilton 7700 E McCormick Pkwy, Scottsdale, AZ 85258 Billed as "Back to Basics!" this year's Post Leaders Workshop will feature nuts and bolts information for those leading local Posts across the Society. This includes "SAME 101" on Sunday for attendees with three or fewer years of membership. If you don't know much about PLW, be ready for plenty of fun netwo ...

## Omaha Post General Membership Meeting August 2024

August 6, 2024 Omaha SAME Post Events Upcoming Events

Topic: Advances in Metal Roof Technology Speaker: Roger Melvin, Vice President – BuildingWorks and Charlie Smith – National Recover Manager – Architectural Building Components (McFlroy Metal) SAME

## Filter Results

Filter By Posts

Filter By Event Types

SAME National Events (8)

SAME Partner Events (1)

SAME Post Events (71)

SAME Regional Events (9)

Upcoming Events (76)

Virtual Post Events (4)

Webinars (6)



Be featured in SAME's exclusive 2024 showcase of who's who in the federal marketplace!

Contact Heather McKean at [advertising@same.org](mailto:advertising@same.org).

Using the calendar feature automatically adds your event to the national website calendar.

This helps members and staff find your events!



# Make Your Event Listing Robust

## San Francisco Post Events

All Upcoming San Francisco Post Events



August 17, 2024

SAME Post Events, San Francisco Post, Upcoming Events  
Alameda, California

### USS Hornet Tour

Join your fellow SAME Members and Officers on Saturday, August 17th for a tour of the USS Hornet – Sea, Air, and Space Museum in Alameda. Bring the family and join us on a tour of one of the most unique museums in the nation followed by a SAME – San Francisco Post hosted hot [...]



September 5, 2024

SAME Post Events, San Francisco Post  
Blue Rock Springs Golf Course in Vallejo, CA

### SAME San Francisco Post Annual Golf Tournament (2024)

Join us for the SAME San Francisco Post's Annual Golf Tournament in September 2024.

## SAME San Francisco Post Annual Golf Tournament (2024)

September 5, 2024 Blue Rock Springs Golf Course in Vallejo, CA

\$100

SAME Young Professionals (39 and younger)

\$100

Military / Government

\$150

Individual (Private Industry)

\$500

Foursome (Team)

Come one! Come all! It's Tee Time Everyone!

On **Thursday, September 5th, 2024**, SAME San Francisco Post will be hosting our Annual Golf Tournament at **Blue Rock Springs Golf Course** in Vallejo, California. The tournament will again be in the format of a "Shotgun Scramble" where teams will begin at different holes along the course then progress through playing off of the team's "best ball" driven from the tee.

Each player will receive a complimentary breakfast burrito, Smokehouse lunch, and drink tickets with their registration.

Register



# The Post Resource Center is Your One-Stop Shop



**SAME Post Resource Center**  
Home > Posts (Chapters) > Post Resource Center  
[www.same.org/post-resource-center](http://www.same.org/post-resource-center)



## SAME Post Leaders

Are you an SAME Post Leader? Here you will find information about criteria for the Streamer Program, change of office reports, financial and administrative information, best practices samples and templates, interviews with volunteer leaders, operations manuals, and chapter management resources.



## Quick Links

[2024 Streamer Portal](#)

[Annual Report Submittal](#)

[Change of Post Officers Report](#)

[Post Notes Article Submission](#)

[Equipment Request Form](#)

[Student Chapter Status Report](#)

[Industry-Government Engagement](#)

[2024 SAME Marketing Guide](#)

[SAME Insurance Certificate Request Form 2024](#)



Open tabs for  
related resources:



## Post Operations & Administration ↓

Use the information and links below to access the required documents and general information for establishing your Post. Please contact **Membership & Post Operations** if you have any questions.

- **Post Leader Quick Reference Guide** (August 2023)
- **Post Operations Manual** *Updated December 2023*
- **Change of Post Officers Report** (Web Form) Submit immediately after installation of new Post Officers
- **Post Bylaws Template**
- **Post Officer Installation Procedures**
- **SAME National Awards Manual**

**Post Membership Statistics** →

**Post Communications & Websites** →

**Streamer Awards** →

**Post Financial Guidelines** →

**Regional Vice President Information** →

**National Leader Visit Request** →

# SAME Open Water Application Portal

Available for anything that needs an application

- Scholarships
- Awards
- Leader Development

Welcome Jill Murphy

- Home
- My Applications
  - All (7)
  - Incomplete (6)
  - Complete (1)
  - Expired (0)
  - Archived (0)
- My Profile
- Admin Panel
- Log Out

## Welcome to the SAME Awards and Scholarship Portal

Program	Status	Deadline	Action
Board of Directors Nominations	Not Set	Not set	Not Available
2024 Dallas Post Foundation Scholarship Application	Closed	5/17/2024 11:59 PM	Closed
RVP Post Assessment 2024	Now Open	10/4/2024 11:59 PM	<a href="#">Start Application</a>
Credentialing Assistance Program	Now Open	12/31/2032 11:59 PM	<a href="#">Start Application</a>
Student Chapter Application Form	Now Open	1/1/2034 11:59 PM	<a href="#">Start Application</a>

Current Timezone: Eastern Time (US & Canada)

# Your Profile Gets You What You Need

My Account

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[Edit My Profile](#)

---

[Edit Contact Preferences](#)

---

[Edit Demographics](#)

---

[GDPR Consent Form](#)

---

[Edit Login](#)

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[My Post Memberships](#)

---

[My Company Affiliations](#)

---

[My PDH](#)

---

[Post Rosters](#)

---

[My Registrations](#)

---

[Join the COIs](#)

---

[Join as Company](#)

---


[My Invoices](#)

---

[My Payment Methods](#)

---

[My Applications - Application Portal](#)




**Ms. Jill P Murphy**  
Associate Director, Membership & Post Operations

### Membership

Summary of your current membership.

<b>Member Status</b>	Active
<b>SAME Id</b>	371583
<b>Member Type</b>	Staff
<b>Member Thru</b>	9/30/2024
<b>SAME Fellow</b>	<input type="checkbox"/>
<b>First Join Date</b>	11/1/2016

### Member Badges:

 Post Leader

### Personal

Summary of your personal contact information.



# SAME Member Profiles = WINS for Everyone

## Information and Tools to Help Members and US!

- Demographic Info
- Join more Posts
- Join COIs

**Add and Remove Post Memberships**

Your first Post membership is included in your SAME membership. Each subsequent Post is \$10. Your included Post is chosen when you join or renew. If you wish to leave your included Post at any other time, any additional Post membership is still \$10. Post dues are non-refundable.

Current Post Memberships [Remove Post Membership](#)

<input type="checkbox"/>	Name	StartDate	EndDate
<input type="checkbox"/>	Cape Fear Post	Sep 30, 2023	Nov 30, 2024
<input type="checkbox"/>	Coastal Carolina Post	Sep 30, 2023	Nov 30, 2024

Available Post Memberships [Join Post](#)

You already have a Post. Additional Posts will be charged.

**Chapter**

- Albuquerque Post
- Anchorage Post
- Arkansas Post
- Atlanta Post
- Austin Field Chapter
- Baltimore Post
- Big Sky Post

My Account

- [Edit My Profile](#)
- [Edit Contact Preferences](#)
- [Edit Demographics](#)
- [GDPR Consent Form](#)
- [Edit Login](#)

My Post Memberships

My Company Affiliations

My PDH

My Registrations

Join the COIs

Join as Company

My Invoices

My Payment Methods

My Applications - Application Portal

**Edit Demographics**

**Birthdate**

**Gender**

**Ethnicity**

**Primary Occupation**

**Security Clearance**

**Responsibility Level**

**AIA Number**

**Designation**

**Do You Work For A Small Business?**

**Are You A Veteran?**

**Retired**

**Are You Enlisted?**

[Save](#)

# Did You Know?

## Helpful Past National Participation Info

- PDH Credit Scans from National Events
- List of National Events Attended

### Your PDH Credits

Date Earned	Credits	Description
11/1/2023	1	Military Installation Planning: Integrating APA Best Practices   1 APA CM
11/1/2023	1	Seven Words You Cant Say in Charrettes
11/1/2023	1	Military Installation Planning: Integrating APA Best Practices   1 APA CM
11/1/2023	1	Seven Words You Cant Say in Charrettes

### Past Registrations

#### Engineer Capabilities Workshop

2/28/2017 12:00 AM EST  
Col. John R Cawthorne

[View](#)

#### DOD Briefings and Golden Eagle Dinner 2017

3/2/2017 12:00 AM EST  
Col. John R Cawthorne

[View](#)

#### Joint Engineer Training Conference 2017

5/23/2017 12:00 AM EDT  
Col. John R Cawthorne

[View](#)

#### Department of State Small Business & Bureau of Overseas Buildings Operations Ind

10/5/2017 12:00 AM EDT  
Col. John R Cawthorne

[View](#)

#### Small Business Conference 2017

11/14/2017 12:00 AM EST  
Col. John R Cawthorne

[View](#)

#### DOD Briefings and Golden Eagle Dinner 2018

3/5/2018 12:00 AM EST  
Col. John R Cawthorne

[View](#)

#### Joint Engineer Training Conference 2018

5/22/2018 12:00 AM EDT  
Col. John R Cawthorne

[View](#)

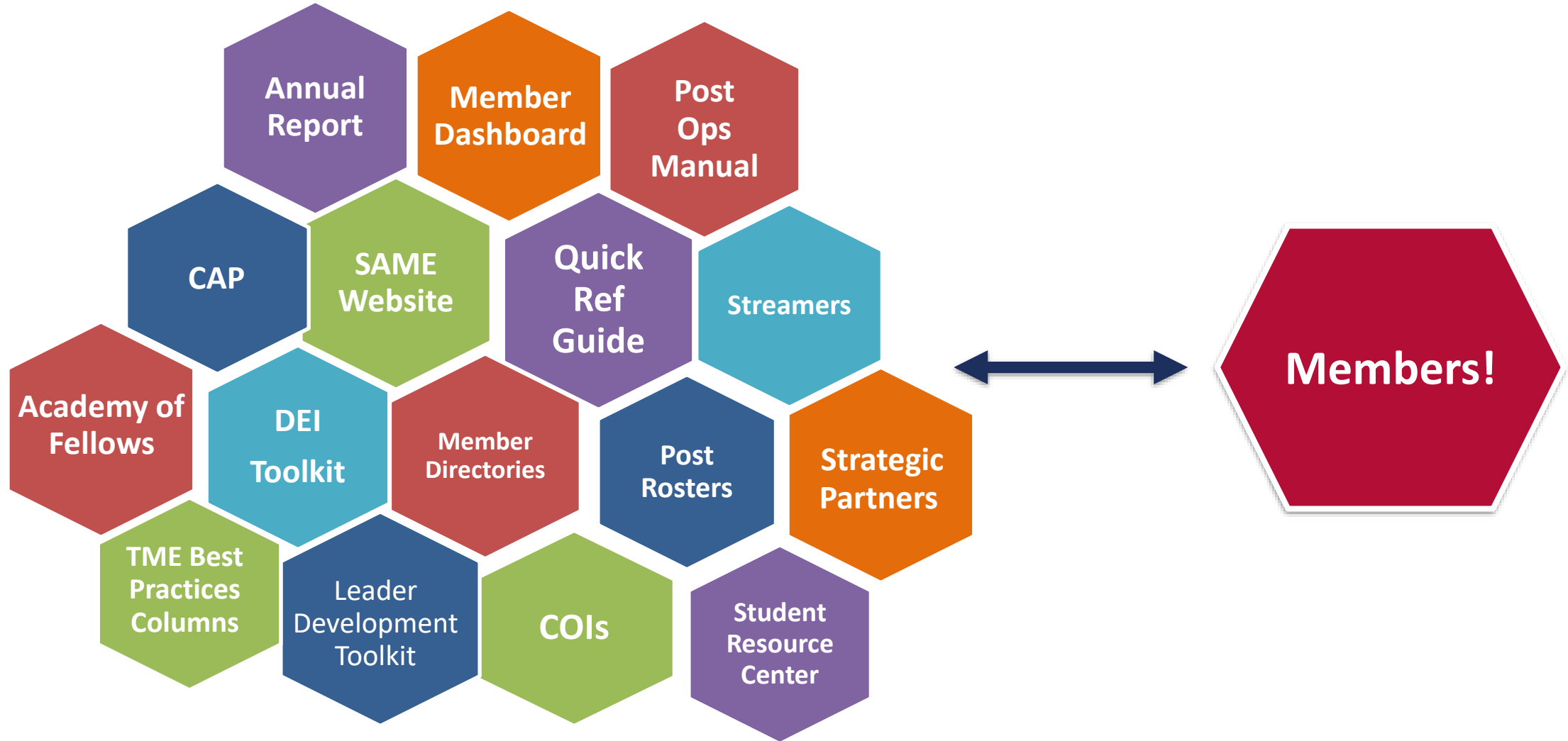
# Help Us Get Closer to 100% Profile Completion

3 Posts with the highest % increase of members with complete profiles between now and September 30 will each win

3 complimentary JETC2025 Registrations



# A Hive of Resources



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SAME Engage! is an online platform that allows for conversation and collaboration within a group.

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## Features of SAME Engage! Include:

**Discussion Posts** – similar to social media platforms, members can post a question or thought and others in the group can respond.

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**Library** – house documents for the group; can be organized into folders.

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**Email Notifications** – members of the group can select to receive email notifications of group activity in a variety of ways – daily digests, weekly digests.

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**Announcements** – Post information you want everyone to see when they visit the community's home page.

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**Closed or Open Communities** – ability to allow anyone to join the group or restrict based on certain criteria.

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# **SAME Engage!**

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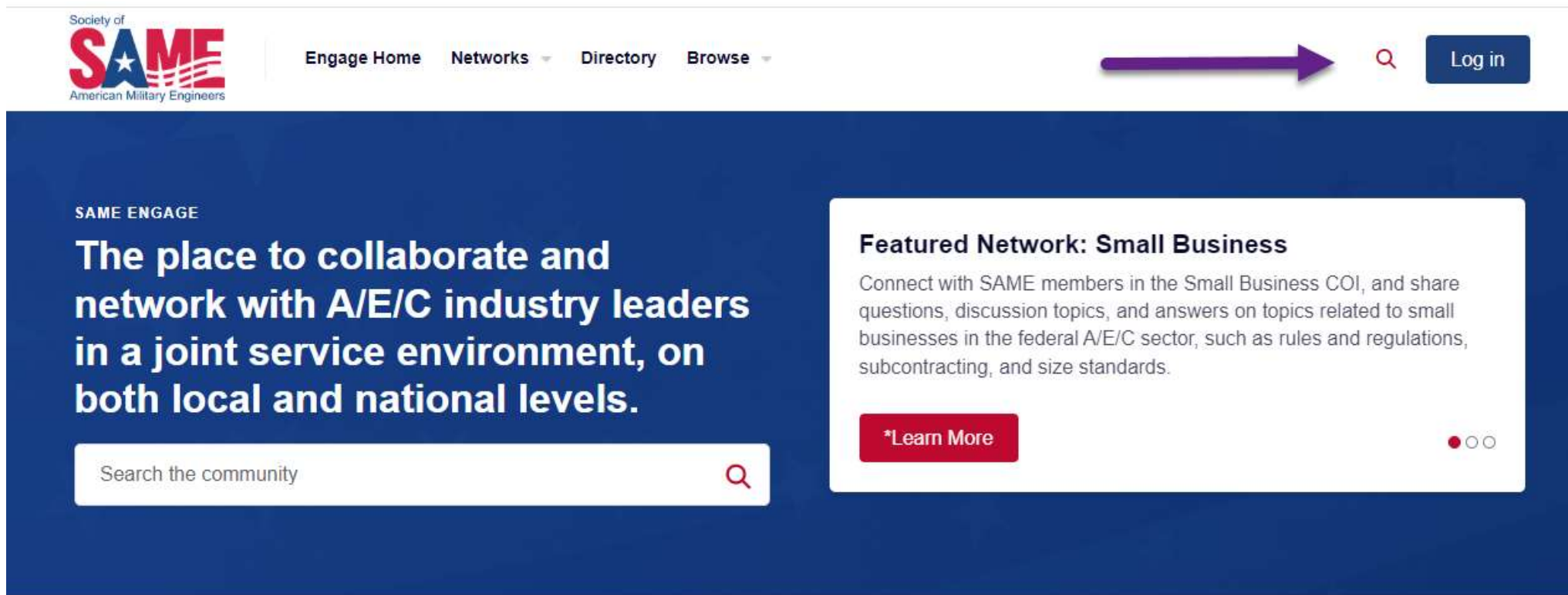
Get your group involved now! We need Champions who will act as Community Admins. We will provide training and then your group can be up and running.

To follow is a preview!



# SAME Engage! Preview

<https://same.connectedcommunity.org/home>



Society of  
**SAME**  
American Military Engineers

Engage Home Networks Directory Browse

Log in

**SAME ENGAGE**

**The place to collaborate and network with A/E/C industry leaders in a joint service environment, on both local and national levels.**

Search the community

**Featured Network: Small Business**

Connect with SAME members in the Small Business COI, and share questions, discussion topics, and answers on topics related to small businesses in the federal A/E/C sector, such as rules and regulations, subcontracting, and size standards.

\*Learn More

# SAME Engage! Preview



- ★ Upcoming Events
- ★ Company Directory
- ★ Donate
- ★ Join
- ★ Log In

## Welcome to the SAME portal!

Please log in or create an account to continue.

If you are already an **SAME Member** and have NEVER logged into this portal, click [Forgot your Password?](#) below.

If you are NOT an SAME Member and do not have an SAME account, please click [Don't have an account?](#) below.

### Log In

Email

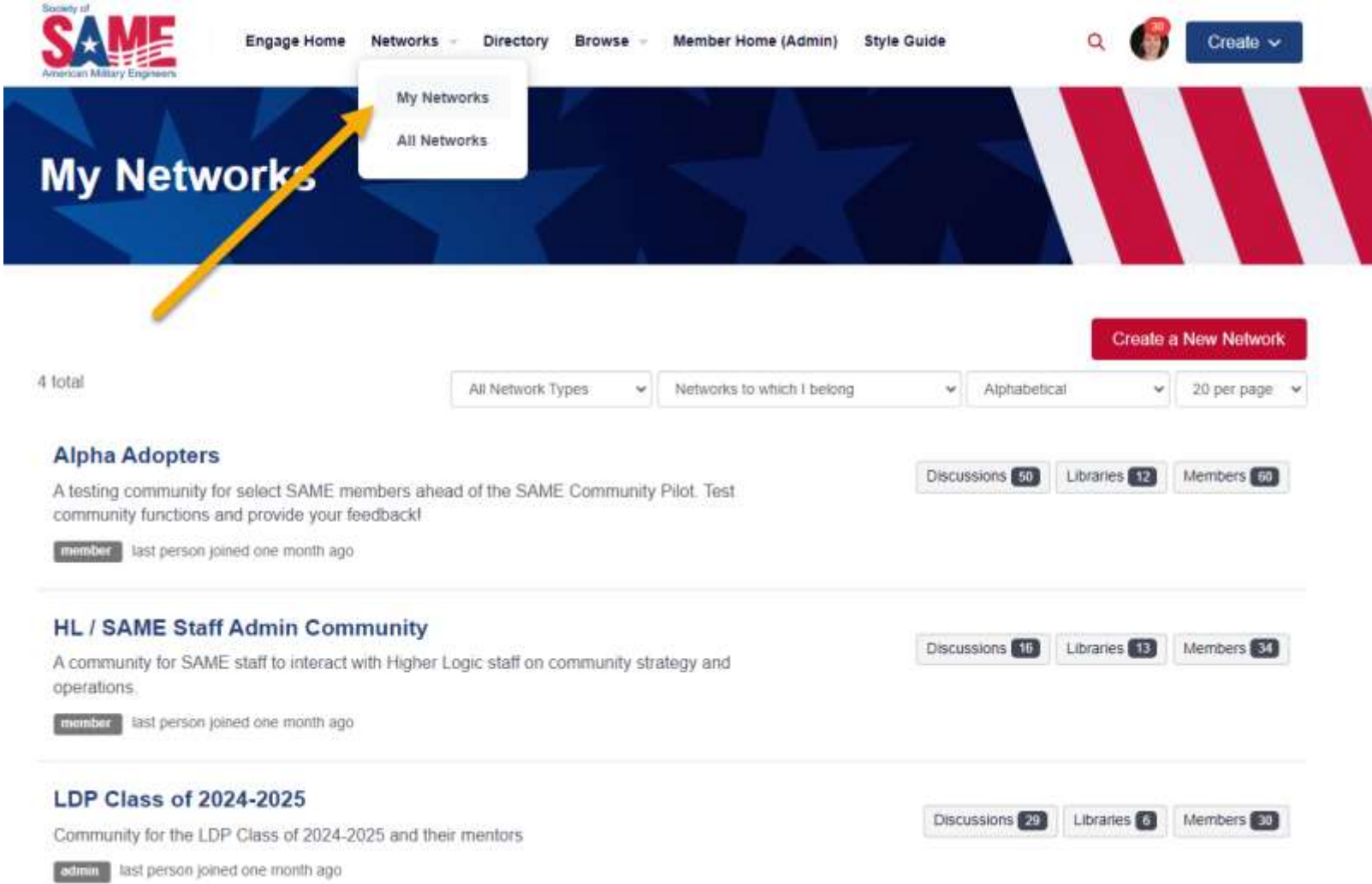
Password

**Log In**

[Forgot your password?](#)

[Don't have an account?](#)

# SAME Engage! Preview



The screenshot shows the top navigation bar of the SAME Engage! website. The logo for the Society of SAME American Military Engineers is on the left. The navigation menu includes 'Engage Home', 'Networks', 'Directory', 'Browse', 'Member Home (Admin)', and 'Style Guide'. A search icon, a user profile picture, and a 'Create' button are on the right. A dropdown menu is open under 'Networks', showing 'My Networks' and 'All Networks'. A yellow arrow points to the 'My Networks' option. Below the navigation is a large banner with the text 'My Networks' and a 'Create a New Network' button. Below the banner are filters for 'All Network Types', 'Networks to which I belong', 'Alphabetical', and '20 per page'. Three network cards are displayed:

- Alpha Adopters**: A testing community for select SAME members ahead of the SAME Community Pilot. Test community functions and provide your feedback! 50 Discussions, 12 Libraries, 60 Members. member last person joined one month ago.
- HL / SAME Staff Admin Community**: A community for SAME staff to interact with Higher Logic staff on community strategy and operations. 16 Discussions, 13 Libraries, 34 Members. member last person joined one month ago.
- LDP Class of 2024-2025**: Community for the LDP Class of 2024-2025 and their mentors. 29 Discussions, 6 Libraries, 30 Members. admin last person joined one month ago.

# SAME Engage! Preview



## Latest Discussions



### RE: Welcome to SAME's Engage for RVP/DRVPs!

By: [Jill Murphy](#), 5 days ago

Great idea! I've just uploaded them to the library! ----- Jill Murphy Associate Director, Membership ...



### RE: Welcome to SAME's Engage for RVP/DRVPs!

By: [Eric Wilbur](#), 5 days ago

Thanks Jill!!! Do you plan to post yesterday's RVP Meeting slides here? ----- Eric Wilbur P.E. Retired ...



### Welcome to SAME's Engage for RVP/DRVPs!

By: [Jill Murphy](#), 6 days ago

Hello RVPs/DRVPs! Welcome to our new online platform called SAME Engage! This is a 'closed' community just for our regional ...

[View more discussions](#) →

## ANNOUNCEMENTS ADD

### Monthly RVP Meeting

By: [Jill Murphy](#), 6 days ago



The RVP monthly meeting takes place the 3rd Wednesday of the month at 3PM ET.

It is hosted on Teams

[Join the meeting now](#)

Meeting ID: 250 688 162 993

Passcode: yjP6Fw

[View more announcements](#)

## LATEST LIBRARY ENTRIES



### July 2024 RVP Meeting slides

By: [Jill Murphy](#), 5 days ago

Slides from the July 17, 2024 meeting.



### Installation of Officers

By: [Jill Murphy](#), 6 days ago

The installation of officers oath. Available on the Post Resource Center:

# Sample of Email Digest Notification

ASAE Weekly Consolidated Digest for Sunday, July 14, 2024 (ET) to Saturday, July 20, 2024 (ET)

 ASAE: The Center for Association Leadership <DoNotReply@ConnectedCommunity.org>  
To:  Ann McLeod

 If there are problems with how this message is displayed, click here to view it in a web browser.

## Meetings & Expositions Professionals Community

Discussions

### Seeking Referrals to Strong AV/Production Partners

1 [Katie Brase](#) wrote on Jul 18 09:54 AM ET

Have you worked with a stellar AV or production company? If you have a strong company referral (and contact info/any background info), please send it my way! Note: I am not looking for direct... [more](#)

2 [Chad Rummel, CAE](#) replied on Jul 18 10:14 AM ET

Hi Katie, We use a company called factor110 out of Oklahoma City. They do the AV, scripting, production, staging, etc. We no longer do a hybrid at the same time (we do a virtual "replay" three weeks... [more](#)

3 [Cynthia Amos](#) replied on Jul 19 08:20 AM ET

Good morning, Katie. We have a current multi-year agreement with Video West ( [www.videowestinc.com/](http://www.videowestinc.com/)). Happy to chat any time about their stellar team. [more](#)

4 [Barry Schieferstein, CMP, DES, CAE](#) replied on Jul 19 09:07 AM ET

We are entering our 4th year with AVFX (formerly CEAVCO) our of Colorado. I highly recommend them. [more](#)

5 [Heather Talbert, MPA, CAE](#) replied on Jul 19 07:26 PM ET

Hi Katie, We use two different companies: PRECON for our Annual Convention (in DC every Spring) and GT Productions for our Fall Conference (which moves around the country every October). PRECON:... [more](#)

6 [Shirlyn Adkins, JD](#) replied on Jul 20 11:02 AM ET

We also have used Ceavco for years and are happy with them. [more](#)

### virtual note takers and chats

7 [Tara Bishop, CAE](#) wrote on Jul 17 08:17 PM ET

Good evening, Does anyone have any policies in place for your virtual and in person programs for attendees who want downloads of the chat in virtual sessions and who want to bring virtual assistants... [more](#)

### Digital Display Ad Pricing

8 [Kim Nawrocki](#) wrote on Jul 17 07:06 PM ET





# User Groups for SAME Engage!



# Want to participate?

If your group – called a Network on SAME Engage - is interested ...we'd love to have you!

- SAME will provide training for Community Admins
- Send an email to Natasha at [nroch@same.org](mailto:nroch@same.org)
- By participating, you commit to:
  - Actively using Engage!
  - Providing feedback to help make Engage! a great tool for SAME members



# SAME Engage! Group for Post Leaders

- You will receive an email invite to join that looks like the below
- Click the link and Login with your SAME account

Natasha Rocheleau has invited you to join the Society of American Military Engineers community, "RVP's and DRVP's". The following message was added by Natasha

Message:

Please come and join the RVP and DRVP network on SAME Engage that I have just created on <http://same.connectedcommunity.org>

Accept the invitation:

<http://same.connectedcommunity.org/profile/myaccount/inbox?CommunityKey=a21050b2-c292-41c7-a7f0-0190b828ac41&ContactKey=be8e2c28-e20e-4605-bc05-018df63041ff&CommunityMemberKey=80adc67f-b9a1-4b2f-bf3a-0190bcce6630&Accept=True>