

Some Details on

Tek*eez*
a share group for expanding your photography

Part of the plan of the **TEKeez** group is for each participant to supply copies of their tip for each of the team. If there are 10 in the group then I will email each member before the meeting to bring 10 copies of their tip. 9 copies to be shared with the others.

I suggest that each person start a notebook to keep the tips for reference. With that in mind a format for your tip will be helpful.

Use headings to divide your tip in sections. At the top of the page supply information like:

Technique Name:

Presented By:

Email Address:

Date:

Software:

Platform:

Then after a heading like "**The Details:**" explain something that is helpful to you. You may also use "**Conclusion:**" if it helps to explain. "**Glossary:**" is a heading to use if there are terms you feel may need explaining.

Use of the headings will help to organize the tips and find them in the future. This can be enhanced by **bolding** the headings.