

TJK Software creates websites geared to the needs of **professional associations, trade bodies and membership organisations** of all kinds and all sizes.

A website is the simplest way of **keeping members and the public informed** about what's new and of interest, but all too many organisations have sites that are woefully neglected, simply because performing updates is too difficult and time consuming – or relies on paying web developers for every change, no matter how small.



Features

Our system puts you **in control** of your site's content so that you can make alterations whenever you like. Adding and editing information is as quick and easy as writing an email, enabling authorised members and staff to make changes without specialist web knowledge or software.

TJK Software offers a **friendly, personalised and cost-effective** service to provide you with a website that suits your organisation's needs now and in the future. Our services include designing and publishing the site and providing you with a straightforward interface that enables you to carry out the day-to-day updating. We don't just provide the software, we help you at every step.

We recognise that members often help run organisations on a voluntary basis. They don't want to waste time getting to grips with a complex website administration system or waiting for someone with technical expertise to make the necessary changes to the site.



Your website will use our sophisticated but easy-to-use web content management system. Updates can be made from any internet-connected computer using standard browser software such as Internet Explorer.

With our **Easy Content Manager (ECMgr)**, it takes just moments to add new information such as committee minutes and agendas, details of events and latest news. You can change as much or as little as you like, doing anything from amending a

ECMgr makes it easy to add new items to the site. from a phone number to publishing the papers from a major conference.

Password protection **safeguards** the administration of your site. Areas of the website can also be kept private - you can, for instance, archive committee papers and membership directories to an area of the site where they will be accessible only to members.

Our charging structure is **straightforward** and designed to be affordable for even small-sized organisations. Ongoing costs are kept to a minimum by avoiding the need to call in a specialist whenever a minor change is needed. Packages start from **as little as £750**.

Our Service

- We work closely with you so that the website we design looks **right for your organisation** and contains all the features you need.
- Typical sections cover news/press releases, publicity for forthcoming events, committee business, publications and private areas containing information restricted to members.
- We publish the site online, **taking care** of all the technical issues.
- We have created **simple tools** so that anyone authorised by you can add or edit the site's content using standard browser software.



- We provide you with friendly, efficient and prompt ongoing support and licensing for the use of our **ECMgr** content management system.
- There are **no surprises** in our pricing. Development costs and licence fees are clearly spelt out.
- We will supply you with an **affordable** and clearly-priced charge schedule should you later wish to make more major changes to the site, for instance adding new features such as online bookings.
- We have a network of experienced associates who can help, if required, with other aspects related your site, such as written content, press releases, marketing, logo design, photography and translations.



Licensing

Our software **ECMgr** is licensed to you on an annual basis (charged monthly or annually) . This licensing means that you automatically get any necessary software updates as well as telephone and e-mail support. The website stays in your possession - all existing content would remain online even if you chose at any time not to renew your licence (though you would be unable to use **ECMgr** to carry out updates).

In order to make budgeting as easy as possible we offer two kinds of licences for our software, **Standard** and **Lite**.

Our **Standard** licence is aimed at those users who expect to review their website design and/or functionality regularly.

The **Lite** licence is aimed at those users who expect few significant changes to their website design and want to minimise their annual costs.

Packages start from **as little as £750**.

Features	Standard	Lite
web-based content management system (ECMgr)	√	√
software updates (automatically receive new versions and features)	√	√
telephone and e-mail support	√	√
regular reviews of your website's functionality and design, with time allocated for ongoing customisation to meet your changing needs	√	
minimal ongoing costs – new features and design changes are charged at standard rates		√

What next? Visit www.TJKSoftware.co.uk/TheAssociation to see our example website “The Association”, which showcases the functionality and features which are available.

Please contact us to find out more, or if you'd like to try out the administration system and see for yourself how easy **ECMgr** is to use.

Email Tim@TJKSoftware.co.uk

or call Tim Kaye on **020 8552 7464** (London) / **01842 812321** (Suffolk).