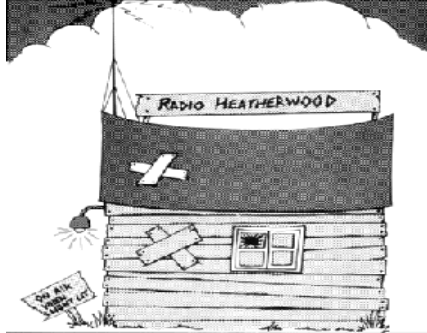


Subject: Radio Heatherwood Presenters Newsletters
From: "Secretary" <Secretary@radioheatherwood >
Date: 20/10/2001, 19:25
To: Radio Staff



The Radio Heatherwood staff newsletters took many styles and methods of production during its publications.

We have recreated an issue distributed by email to radio staff and also posted on the staff noticeboard.

This newsletter originally published as above date.

The only changes made to these emails have been the removal of personal phone numbers and email addresses.

Background Story to Email:-

Monthly update to operations.

PJ Davidson-Smith Former Secretary

Subject: Long Service Etc
From: "Secretary" <Secretary@radioheatherwood >
Date: 20/10/2001, 19:25
To: Radio Staff

Hi Guys & Girls

Some news items for you etc.

Long Service Awards

This week three presenters received their long service awards. Matthew Robinson 5 years Sylvia Dungate 5 Years and Jenni Ferguson 3 years. In addition to the certificates the 5 years' service also receive a £10 gift voucher which will be available shortly. Congratulations to all our recipients for your long term commitment.

Business Cards

In the Saturday tray are some business cards which carry the basic contact details for the radio service. If you can find a noticeboard or a spot for it to be displayed please take as many as you need. Don't want them stored in your wallet's need them in as many places as possible.

Volunteers Leaflets

On the desk in the engineering are some leaflets which details the requirement for volunteers. If you have a place where these can be displayed please take some. I have already put a quantity in the reception of the maternity unit.

Day to Day Operations

A reminder to all key holders and teamleaders that basic functions associated with the operation of the studio each day need to be carried out. I.e. turning the video off at the end of the evening take the tape out, recording temperatures on arrival & departure, recording donation in the studio log. Just some of the items which have been neglected recently. Please ensure each night's broadcast functions are carried out.

£20 Donation

Tuesday this week and a £20 donation came in from Tom Scrace on ward 5.

Well done everyone.

Camera

I have put new batteries in the studio camera. Don't miss any photo opportunities use the camera !!!!.

17th October 2000

This week saw the anniversary of the first broadcast from our summerhouse. I can't believe it has gone so quickly.

Studio Water Leaks from Roof

The procedure for reporting our leaky roof is, contact the switchboard and ask them to bleep on call works dept man. Tell them about the roof. Leaves normally block the drains on the roof and this encourages the water to leak through the roof when there is a large pool on the roof. we have no way of curing the problem. We inherited this when we accepted this building. No chance of a remedy.

Software Sites for the Automated Software

I have included here the web addresses for the software suppliers.

bsiusa.com Wavestation sustaining service software (Renamed Simian).

WaveCart Live Assist Software.

syntrillium.com Wav file editor and clean up software for your recordings.

If you intend to purchase this make sure you buy the two plugins. Noise reduction and Studio plug plug-in for multi tracking.

dezines.com Audio ripping software. (Audiograbber) This allows you to take digital copies of your cd's and convert them to MP3 file formats. This version will allow you to use windows 2000 and above. The version we have been using is made by zing but this will only run on machines with windows 95/98.

These programs are only \$20 each so are not expensive

If you want the zing version it is called audio catalyst here is the web address.

xingtech.com

24 Hour Broadcasting

Just a reminder. I have only seen three presenters so far for the demo. What about You coming along !!!!!!!.

That's all for Now

Keep on Rockin!!!!

PJ

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