

Suggest that Posts create a budget for their PRO officers. If they do this, then the pro can obtain necessary equipment to close the digital communications divide, that so many posts possess.

Tools & Technology needed in Today's world to do effective AMVETS Public Relations. You do not have to understand all **of these tools but you need to start with a computer and at least learn basic emailing and how to copy and paste information, so as to do proper email press releases.**

Desktop computers - Posts should set up email accounts on any of the many websites that start with something like this AMVETSPost18@yahoo.com posts need to have separate email accounts, so the general public can contact them. Websites are easy to create, and help immensely in publicizing your post activities for Veterans, to the world. Ipage.com allows posts to build a simple website, for under one hundred dollars a year.

Notebook computers — Laptop computers (facebook is great for organizing dances/events for your post)

Photocopiers — Photocopying equipment

Scanners — Computer scanners AMVETS PRO Officers should buy a copier/printer/scanner, all in one unit and they are very inexpensive today.

Special purpose telephones — Multi-line telephone systems

Technology used in AMVETS public relations:

Desktop publishing software — Adobe Systems Adobe Distiller; Adobe Systems Adobe PageMaker; Microsoft Publisher; QuarkXPress AMVETS PRO Post Officers need just one of these systems or possibly two.

Electronic mail software — Email software; Google Gmail [*](#); IBM Lotus Notes; Novell GroupWise

Graphics or photo imaging software — Adobe Systems Adobe Fireworks; Adobe Systems Adobe Illustrator; Adobe Systems Adobe Photoshop software

Video creation and editing software — Apple Final Cut Pro; Apple iDVD; Apple iMovie

Word processing software — Corel WordPerfect software; Microsoft Word