

CHARTERED INSTITUTE OF LINGUISTS
Interpreting Division

“Do Interpreters Need a Website”
followed by
Annual General Meeting

on Saturday, 5th June 2010, at 10.30 for 11.00 a.m.
at the Novotel London City South, 52-61 Southwark Bridge Road,
London SE1 9HH, Tel: 020 7089 0400
(Nearest tube: London Bridge – use Borough High St. exit)

10.30-11.00 Coffee and welcome

11.00-12.30 **“Do Interpreters Need a Website” with Doug Lawrence**
Doug will show freelancer interpreters how they can benefit from an improved knowledge of websites and search engine optimisation (SEO) to promote their own services via their website and on-line presence. He will also draw upon his experience gained in advising end clients as a UK Trade and Investment consultant to provide ‘real world’ client-focused examples of how interpreters can offer additional ‘web related’ services to their clients.

12.30-13.30 Lunch and networking with colleagues

13.30-14.30 **AGM**

Please apply on the tear-off slip to **Julie Hobbs**, Chartered Institute of Linguists, Saxon House, 48 Southwark St, London SE1 1UN. Tel: 0207 940 3144. E-mail: Julie.Hobbs@iol.org.uk
Applications, if possible, by Monday, 24th May 2010

✂
I should like to attend the Interpreting Division event on the **Saturday, 5th June 2010.**

Price includes refreshments and light lunch:	Members	£25.00
	Non-members	£30.00
	Students	£20.00

Payment methods: cheques to be made payable to Interpreting Division, Institute of Linguists OR
Credit/Debit card payment. Type of card: MasterCard _____ Visa _____ Maestro _____ Solo _____
Credit/Debit card number: _____
Expiry date: _____ Issue number (Maestro/Solo): _____ Security number: _____
Cardholder's name as on card: _____

Please give advance notification of any special dietary requirements

IoL Membership No **Type of Membership**
Title **First names** **Surname**
Address **Post Code**
Tel **Fax**
E-mail
Languages

If you would like to receive advance notice of our future events by email, please tick the following box

Cancellation policy: no fees can be refunded for cancellations received within 10 days of the event.
The Interpreting Division Committee reserves the right to waive this policy in exceptional circumstances.