Infostream FAQ - Frequently Asked Questions

1. How does Infostream General Notices work?

People wishing to advertise through Infostream General Notices should read the Infostream Submission Guidelines and follow the instructions for using the online form.

Infostream staff check that submissions meet the guidelines, activate hyperlinks such as to websites, and attached documents.

Every Friday during government school terms, a new edition of Infostream General Notices is published online and an email notification with quick links to each news item is sent to

- all Department of Education staff
- every non-government school in Tasmania and
- various education-related community organisations.

2. How do I advertise something in Infostream General Notices?

All the information about how to send submissions to Infostream General Notices is on the Department of Education’s Infostream General Notices web page.

3. How do I get Infostream General Notices?

Infostream General Notices are available online at http://infostream-general.education.tas.gov.au/. An email with links to each item is sent to a distribution list letting recipients know when a new edition has been uploaded.

DoE Staff - You should already be on the list. If you aren’t receiving email notifications about Infostream General Notices on Thursdays, please contact infostream@education.tas.gov.au.

Non-Government schools – Please contact your school office or principal as your school is likely to be already receiving Infostream emails and you need to arrange to have the email forwarded to you internally. If you have asked and believe that no-one in your school is receiving Infostream, please contact infostream@education.tas.gov.au.

Education-related organisations outside DoE - Please email infostream@education.tas.gov.au about being added to the distribution list. Where possible, organisations should provide a "generic" email address not tied to an individual as these are less likely to change over time.

4. I have some suggestions for Infostream, who do I talk to?

Any feedback about the Infostream service should be sent to infostream@education.tas.gov.au.

5. Can I be removed from the distribution list?

DoE Staff - All staff receive Infostream through automated email distribution lists so it is not possible to customise delivery.

Non-government schools and education-related organisations outside DoE - Please email infostream@education.tas.gov.au to be removed from the distribution list.

Please refer to the online copy of this document (TASED-4-3556), located on the Tasmanian Department of Education’s website to ensure this version is the most recent (Version 5.0).
RELATED DOCUMENTS

The following document can be found at www.education.tas.gov.au (Search for Doc ID)
Infostream Submission Guidelines (Doc ID: TASED-4-1708)