

Managing your Discussion Circle Webpage

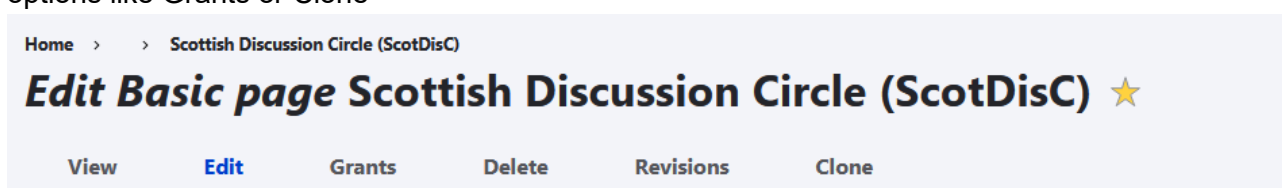
Updated page September 2026

Convenors are responsible for ensuring the information on the Discussion Circle page on the GSV website is up to date. As of this month, authorised persons can edit the web page themselves, if you can see the Convenors tab on the GSV home page when you have logged in, you are an authorised person.

If there are questions or difficulties

please contact Meg gsvlib@gsv.org.au or Trena libadmin@gsv.org.au

Open your web page as normal (What's On / Discussion Circles /). You will see a menu bar that includes "Edit" Click edit and you will be able to make changes. Do not click any of the other options like Grants or Clone



Each page should maintain the current uniform format. The components you should include are:

- Introductory blurb
- Benefits/Aims of participation
- Meetings (including the events link)
- Who may join
- How to join
- Contact information (group email address etc), Notice Board

Additional headings or information you can use are:

- Forum/Newsletter/Social media/Email systems details as applicable)
- Library Day
- Related GSV activities
- Next meeting

Preferably type your changes, rather than copy and paste. If you do want to copy and paste, do it via Notebook, rather than direct from Word

Font is Roboto – automatic (don't try to change); font size is governed by the box "Format"

Use the chain symbol [🔗](#) in the tool bar to create a hyperlink

Picture: if you would like to change the image on your web page, preferably do not do so. If you do really want it changed, talk to Trena or Meg.

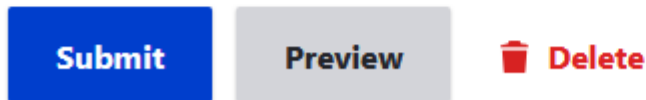
Remember, all pages are backed up on our server – you can't do anything desperately wrong

When you finish, make sure the 2 small boxes at the bottom of the page are ticked and then click Submit

☒ When you are ready to publish this item, tick this box and press the Submit button

☒ Notify IndexNow search engines of changes *now*

Send change notice to IndexNow compatible search engines right after submitting this form.



Your DCs Page Links

All are accessed from the GSV front page "What's On" tab and "Discussion Circles".

<https://www.gsv.org.au/special-interest-groups>

1. AI for Genealogy: <https://www.gsv.org.au/ai-genealogy>
2. British India: <https://www.gsv.org.au/british-india-discussion-circle>
3. Convicts and Transportation: <https://www.gsv.org.au/convicts-and-transportation-discussion-circle>
4. Counties of Northern England (CONE): <https://www.gsv.org.au/counties-northern-england-discussion-circle>
5. DNA Study Group: <https://www.gsv.org.au/dna-study-group>
6. Early English: <https://www.gsv.org.au/early-english-discussion-circle>
7. England and Wales: <https://www.gsv.org.au/england-and-wales-discussion-circle>
8. Family History Toolbox: <https://www.gsv.org.au/family-history-toolbox-fht-discussion-circle>
9. GSV Writers: <https://www.gsv.org.au/gsv-writers>
10. International Settlers Group (ISG): <https://www.gsv.org.au/international-settlers-group-isg-non-british-research>
11. Irish Ancestry Discussion Circle (IADC): <https://www.gsv.org.au/irish-ancestry-discussion-circle>
12. London and South-East Counties: <https://www.gsv.org.au/london-south-east-counties-discussion-circle>
13. Midlands and East Anglia: <https://www.gsv.org.au/midlands-and-east-anglia-discussion-circle>
14. Scottish Discussion Circle: <https://www.gsv.org.au/scottish-discussion-circle-scotdisc>
15. SWERD: <https://www.gsv.org.au/south-west-england-research-discussion-circle-swerd>
16. Victoria and Tasmania: <https://www.gsv.org.au/victoria-and-tasmania-discussion-circle>
17. Welsh Research: <https://www.gsv.org.au/welsh-research-discussion-circle>