



INFOmail

Autism SA Electronic Information Email Service

What is INFOmail?

The INFOmail is a powerful marketing and communications tool that is managed by the Autism SA Fundraising and Communications Team. The email address for this service is infomail@autismsa.org.au

Who receives INFOmail?

INFOmail is received by clients and their families, allied health professionals, education and government bodies and supporters of Autism SA.

How often is INFOmail sent?

The email service is sent out fortnightly (subject to change). The service may be limited depending on available space and the nature of articles for inclusion.

How can I submit an article?

- Articles must be submitted electronically.
- There is no guarantee that your articles will be included.
- Articles may be submitted by emailing the appropriate (event/article) details to Jessica Bostock, Fundraising and Communications Coordinator at jbostock@autismsa.org.au.
- All articles will need to be approved by the Fundraising and Communications Team before being published.

Articles Guidelines:

Event Specific Articles

Information required for articles relating to events is listed below. Copy and paste subtitles below into an email and send to jbostock@autismsa.org.au with appropriate pdf attachments.

- Name of Event:
- Description: (1 to 2 lines about the event)
- Date:
- Where:
- Time:
- RSVP Date:
- RSVP Contact Details:
- Who's Invited:
- Attachment (in pdf format for hyperlink):
- Inclusion time frame?

All other articles

Information required for all other articles is listed below. Copy and past subtitles below into an email and send to jbostock@autismsa.org.au with appropriate pdf attachments.

- Title of Article:
- Description: (2 to 3 lines about the article)
- Fully article attachment (in pdf format for hyperlink):
- How long would you like the article included in the Infomail?

Remember to keep articles short, write as much as necessary, use bullet points or sub-headings and have one action per article.

2011 INFOmail Publishing and Submission Dates:

Please note: Dates are subject to change.

INFOMAIL NO	PUBLICATION DATE	SUBMISSIONS DUE
2011-01	Thursday 20 January 2011	Monday 17 January 2011
2011-02	Thursday 3 February 2011	Monday 31 January 2011
2011-03	Thursday 17 February 2011	Monday 14 February 2011
2011-04	Thursday 3 March 2011	Monday 28 February 2011
2011-05	Thursday 17 March 2011	Friday 11 March 2011*
2011-06	Thursday 31 March 2011	Monday 28 March 2011
2011-07	Thursday 14 April 2011	Monday 11 April 2011
2011-08	Thursday 28 April 2011	Tuesday 19 April 2011^
2011-09	Thursday 12 May 2011	Monday 9 May 2011
2011-10	Thursday 26 May 2011	Monday 23 May 2011
2011-11	Thursday 9 June 2011	Monday 6 June 2011
2011-12	Thursday 23 June 2011	Monday 20 June 2011
2011-13	Thursday 7 July 2011	Monday 4 July 2011
2011-14	Thursday 21 July 2011	Monday 18 July 2011
2011-15	Thursday 4 August 2011	Monday 1 August 2011
2011-16	Thursday 18 August 2011	Monday 15 August 2011
2011-17	Thursday 1 September 2011	Monday 29 August 2011
2011-18	Thursday 15 September 2011	Monday 12 September 2011
2011-19	Thursday 29 September 2011	Monday 26 September 2011
2011-20	Thursday 13 October 2011	Monday 10 October 2011
2011-21	Thursday 27 October 2011	Monday 24 October 2011
2011-22	Thursday 10 November 2011	Monday 7 November 2011
2011-23	Thursday 24 December 2011	Monday 21 November 2011
2011-24	Thursday 8 December 2011	Monday 5 December 2011
2011-25	Thursday 22 December 2011	Monday 19 December 2011

* Public holiday Monday (Adelaide Cup, 11 March)

^ Easter long weekend (Friday 22 – Tuesday 26 April) – INFOmail compiled on Thursday before the long weekend and scheduled for publication on Thursday 28 April

Advertising in INFOmail:

For external for-profit-organisations Website and INFOmail advertising packages are available. For more information or a quote please contact Jessica Bostock, Fundraising and Communications Coordinator on (08) 8462 0653 or by email at jbostock@autismsa.org.au.

Want more information?

For further information in regards to INFOmail, please contact Jessica Bostock, Fundraising and Communications Coordinator on (08) 8462 0653 or by email at jbostock@autismsa.org.au.