Webmaster Flowchart

Have a website-related need? You’ve come to the right flowchart. Start by picking a path.

Need a new section, page on ahs.uic.edu?
You have a new degree/certificate program, concentration, external event, idea to reach prospective students, or clinical or community service.

Contact your department content manager
They will gather content from you, suggest sample content, or organize a meeting with the webmaster. If it is a simple update, they will do it themselves.

Need to make updates to an existing page on ahs.uic.edu?
Update or correct content, dates, courses, points of pride or other information already published on the AHS website.

Content manager will contact webmaster
All new pages on the AHS site should be created by the webmaster.

Need a new website?
Your new or current research lab/project has a funding requirement, needs to recruit participants, disseminate resources or services to the general public, etc.

Contact the webmaster
They will set up an initial intake meeting to assess your needs.

Need to update your profile on ahs.uic.edu?
You have new title or photo or any other changes to your profile.

Visit styleguide.ahs.uic.edu/ahs-profile for step-by-step instructions
If you experience issues, contact the webmaster.

AHS style guide: styleguide.ahs.uic.edu/ahs-profile
Designed to maintain a consistency in style and tone across all AHS web and digital assets.

Department Content Managers
Department content managers serve as your primary contact for website-related needs and are responsible for maintaining department website content clear and accurate.

<table>
<thead>
<tr>
<th>Department</th>
<th>Content Manager</th>
<th>Email Address</th>
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</thead>
<tbody>
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