

Good afternoon,

I am writing you today to ask to enquire about the possibilities of your WordPress system for our lab. Currently we are maintaining a few websites on the Commons¹ for our Lab. We would like to overhaul the sites and add functionality on the front end for public users, and back-end functionality for our team here.

Below you will find a description of the systems we would like to use and the tools we have found that could provide the service. We know that added plugins not currently available on your service might not be possible but we thought it prudent to just check. As we move forward with this plan we would like to hear your feedback as to what you think would be possible for us to accomplish and if you had any suggestions.

Front facing site

Newsletter

Tools to create and manage newsletters to differing groups (e.g. teachers who use our software or students who are interested in the lab work)

- [MailChimp for wordpress](#) -free service for mass mailing
 - TinyLetter - a simplified version of Mailchimp

Back-end Functions (lab management)

Password Protection

We would like a set of tools to allow us to have lab members login to a separate back-end site. I understand there is [a native password protected aspect](#) of WordPress, but this can only get us so far.

- [Sidebar Login](#)

Equipment

Our lab needs an online way to track who has what equipment and when. Currently this is done by hand in the lab. We would need the ability of our lab members to know what we have as equipment, who has it and how long they have had it for. I would assume this would require a DB (probably SQL).

¹ <http://slal.commons.gc.cuny.edu/>; <http://slaldev.commons.gc.cuny.edu/>;
<http://slalmembers.commons.gc.cuny.edu/>; <https://slalmembersdev.commons.gc.cuny.edu/>

- [Sagenda-Free booking system](#) - Lets you check availability for rooms and equipment
- [Ultimate Product Catalogue Plugin](#) - product listing plugin
- [BePro Listings](#) - searchable listing plugin

Project management

This section is more of a 'any suggestion', we are a small management team with 2 dozen lab members. We are looking for suggestions you might have for management software.

- [WP Ticket](#) – a ticketing system for assigne and address issues
- [Slack](#) - a powerful free tool for management
- [Posts to slack for wordpress things](#)

Please let us know what you think of this implementations, what we could do better or how we should proceed with updating our site. Feel free to reach out to us for questions regarding anything and we hope to hear from you soon.