

# **THE BBGA DIRECTORY IS NOW AVAILABLE TO VIEW ONLINE - FAQ**

We've listened to feedback. Hopefully the FAQ below will help to clarify our decision

## **1. Why Change to an Online Flip Book Directory rather than the Paper Directory?**

- o Members have commented that the BBGA Paper Directory is out of date quickly with no way to make updates until the following year.
- o Entries can be updated as they are received during the year so if you have any changes at all we can keep all our members (and non-member/website visitors) informed.
- o Anyone looking at the online directory will be sure it's as up to date as the latest entry you've sent us.
- o It will be available for anyone to view 24/7 from [www.bbga.aero](http://www.bbga.aero)

## **2. Any other Member Advantage to the Online Directory?**

- o It is available for anyone to view 24/7 from [www.bbga.aero](http://www.bbga.aero)
- o More people will have access to it.
- o We currently send the paper directory to a representative from each member company. It will be available to everyone.

## **3. Who Else will See the Online Directory?**

- o We will send a link to the directory twice a year to every member on our database (unless they choose to opt out).
- o We will also send a link to our Non Member.

## **4. How Accessible is the online Directory**

- o The Directory will be available 24/7 from the website (barring any website down time).

## **5. How do I update my online entry?**

- o For simple changes, send us an email at [sandra@bbga.aero](mailto:sandra@bbga.aero) or [rachael@bbga.aero](mailto:rachael@bbga.aero).
  1. For more complex changes we'll send you a form to complete.
  2. We will make the changes for you.

## **6. My Company has advertised in the Directory in the Past what incentive is there to advertise in the Online Directory?**

- o Because the directory will be seen by more people, your advert will have more exposure.
- o If you have any significant changes during the year, you can send us a new advert of the same spec and your current one can be replaced.

## **7. What happens if a New Member Joins?**

- o When a new member joins BBGA we will now be able to add their directory entry into the online book at any time during the year rather than having to wait for the next annual publication.

## **8. What happens if a Member Leaves?**

- o If a member resigns their entry will be removed from the directory.
- o If that member has paid for advertising in the directory, this will remain until their advertising period has expired at which point it will be removed.