

The Weekly Byte (E-Newsletter) Guidelines 2026 - 2027

- There is one weekly e-newsletter sent to the entire Congregation, ***The Byte***, which includes Shabbat information, upcoming events, CBS news and community program information (must fit [CBS guidelines for community programs](#)). On occasion, there is a MegaByte which covers a two or even three-week time period, due to a holiday or vacation period. This will be noted on The Byte schedule.
- The Byte is sent out on **Thursday late afternoon or evening** each week (except for holidays). See the attached schedule through June 2027.
- Typically, programs/events that are on the CBS calendar are included in The Byte approximately **three weeks** prior to the event (or registration deadline). **If it is not on the calendar, it will not be included in The Byte.**
- If you have something else you would like included in The Byte, it should be sent no later than **Tuesday afternoon at 5:00 pm** to Deanne Friedman at DFriedman@BethShalomNB.org to be included in The Byte.
- Information submitted for The Byte should only be submitted by CBS Vice President or Event Chair, or CBS staff member.
- All information submitted for and/or posted is subject to approval by the CBS Executive Director and Director of Communications.
- If you have any questions or need any help regarding The Byte, please contact Deanne Friedman at DFriedman@BethShalomNB.org or Michael Garlin at MGarlin@BethShalomNB.org.

The Byte Schedule is attached.

***Please remember the deadline is 5:00 pm the Tuesday prior to the date of the Byte.**

2026-2027 CBS Byte Schedule

July 9 – Mega Byte
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July 23 – Mega Byte
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August 6 – Mega Byte
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August 20 – Mega Byte
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September 3
September 10- Mega Byte
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September 24 – Mega Byte
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October 8
October 15
October 22
October 29
November 5
November 12
November 19 - Mega Byte

December 3
December 10
December 17 – Mega Mega Byte
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January 7, 2027
January 14
January 21
January 28
February 4
February 11
February 18
February 25
March 4
March 11
March 18 - Mega Byte
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April 1
April 8
April 15 – Mega Mega Byte
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May 6
May 13 – Mega Byte
May 27
June 3 – Mega Byte
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June 17 – Mega Byte
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