

Communicate.  
Participate.  
Collaborate.

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Communicate and participate. Getting to know like-minded peers can be a great way to expand your network, learn more about your industry, and stay updated.

Network, share your knowledge, get career advice, and hone your leadership skills. Give back to your association and your peers.

Make a difference and leave your footprint.

Use the online community to connect with other members and share your passion.

Ask questions and get clarity from your peers and industry leaders.

Establish yourself as a knowledge leader and share real world experience.

Please reach out to your association if you have any questions or concerns.

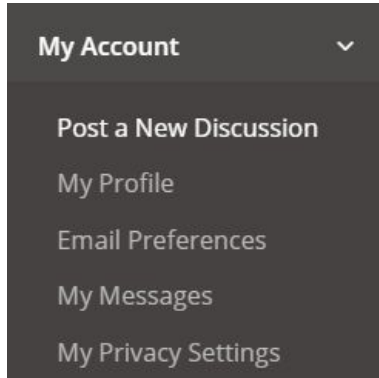
# Online Community

## Quick Start Guide



## Getting started is easy!

The menu on the left side of the screen has most of the tools to navigate through the community and get started contributing to your groups.



## Upload a Profile Picture

Click on your current profile picture, or click on the *My Account* drop down menu and select *My Profile*.

Click green pencil on right side of your current picture. Select *Choose File* to find your new picture, then click Upload.

If your picture is large, you can crop it. Zoom and drag the crop region as desired. Click *Crop* or *No Thanks* to skip this step.

## How to Post a new Discussion

In the left menu under *My Account*, click *Post a New Discussion*. A dialog will appear. First select the group you wish to post the discussion to. Next enter the subject of your post.

Finally enter the details of your post. You can attach files or using the WYSIWYG add inline images. Click *Post* and you're done!

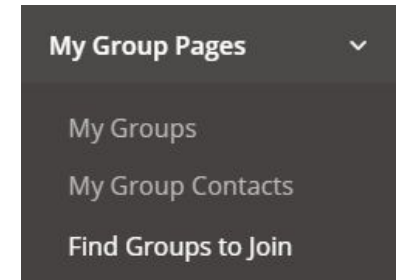
**Be sure to read and follow the community posting guidelines.**

**Always maintain professional courtesy and post things that will add value to the community. Check out the Etiquette page for details.**

## Join a Discussion Group

In the left menu expand *My Group Pages*, then click *Find Groups to Join*. If a Group looks interesting, click *Request to Join* or *Join Group*.

Now you can contribute, discuss, and receive updates from the Groups you joined. Enjoy!



## Send a Private Message

Under *My Account* click *My Messages*.

Click *Compose Message*. First enter the subject of your message, then start typing the contact to message. As suggestions appear, click on the desired name. You can message multiple people.

Enter message details, attach files, or add inline images using the WYSIWYG.

Finally click *Send Message*.