

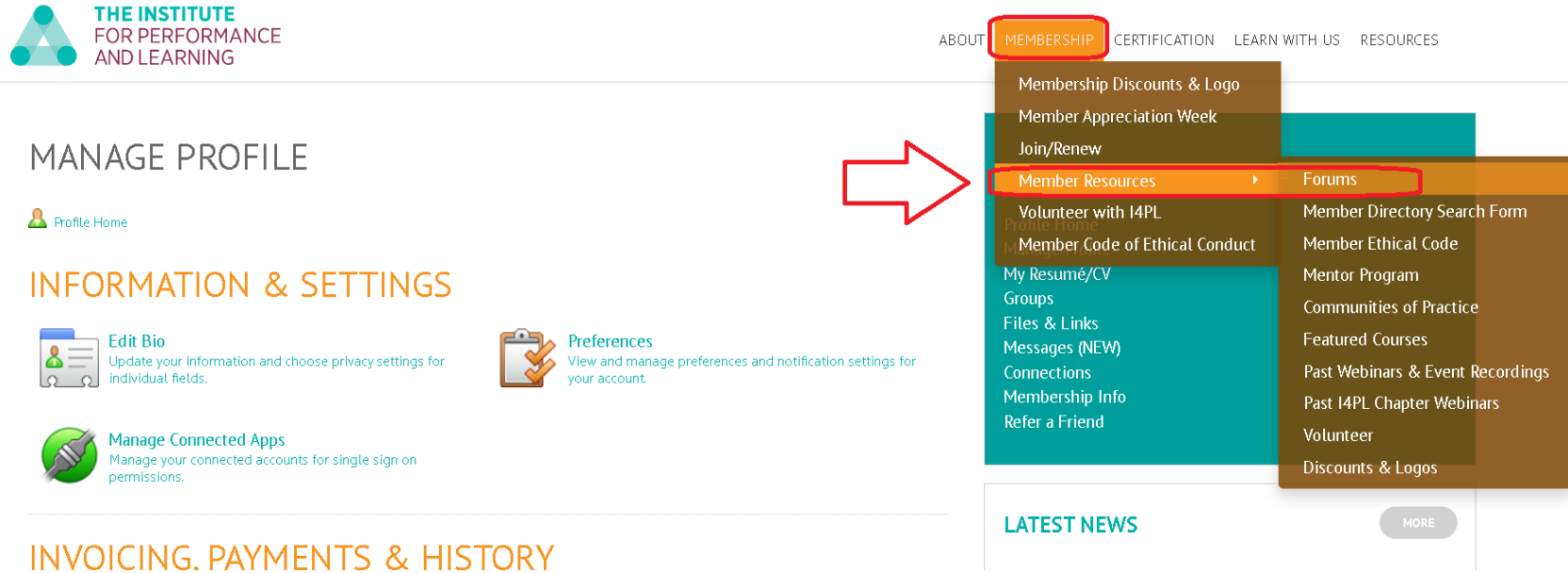
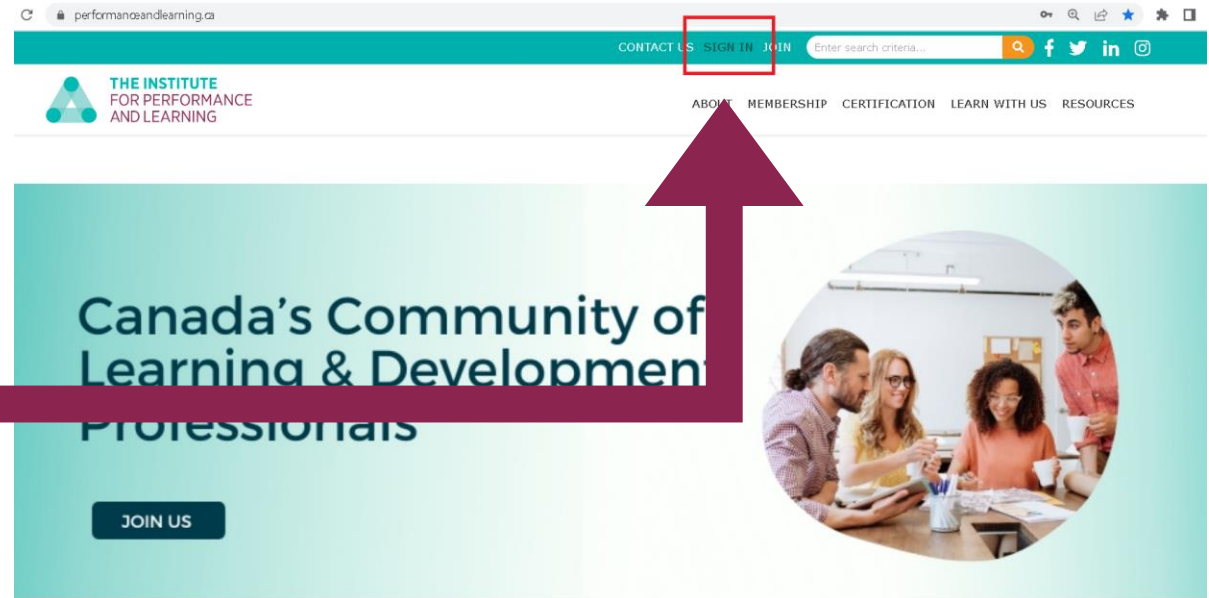
I4PL Member Discussion Forum

How-to Guide



Step 1. Sign In to your account on the I4PL site

Step 2. In the main menu under “Membership” click “Forums” under Member Resources. Note: you’ll only see this page if you’re logged in!



FORUMS

Membership » Member Resources » Forums

 My Subscriptions & Settings  Top Posters

Search Forums...

GENERAL DISCUSSION	TOPICS	POSTS	LATEST ACTIVITY
Help! How do I.....? Looking for help on how to do something? Ask your question here!	0	0	No Activity
Samples & Tools Have a great tool or some sample work that would benefit others and you're willing and able to share? This is the place! Note: it is the responsibility of the individual posting to ensure no copyrights or intellectual property rights are infringed in the sharing of materials.	0	0	No Activity

There are a few specific topics within the forum:

- “Help! How do I.....?”
For asking questions & advice
- “Samples & Tools” to share resources

More topics are coming! At a glance, you'll see the number of topics, posts and latest activity within each forum area. Please only post relevant topics in related forums. A description is provided under each title.



[Forum Index](#) » [Help! How do I....?](#)

Moderator(s):

Page 1 of 1

No topics have been posted in this forum.

1

 [New Topic](#)

3

Forum Actions

-  [Subscribe to Instant Updates](#)
-  [Subscribe to Digest](#)
-  [My Subscriptions & Settings](#)
-  [RSS](#)
-  [Top Posters](#)

2

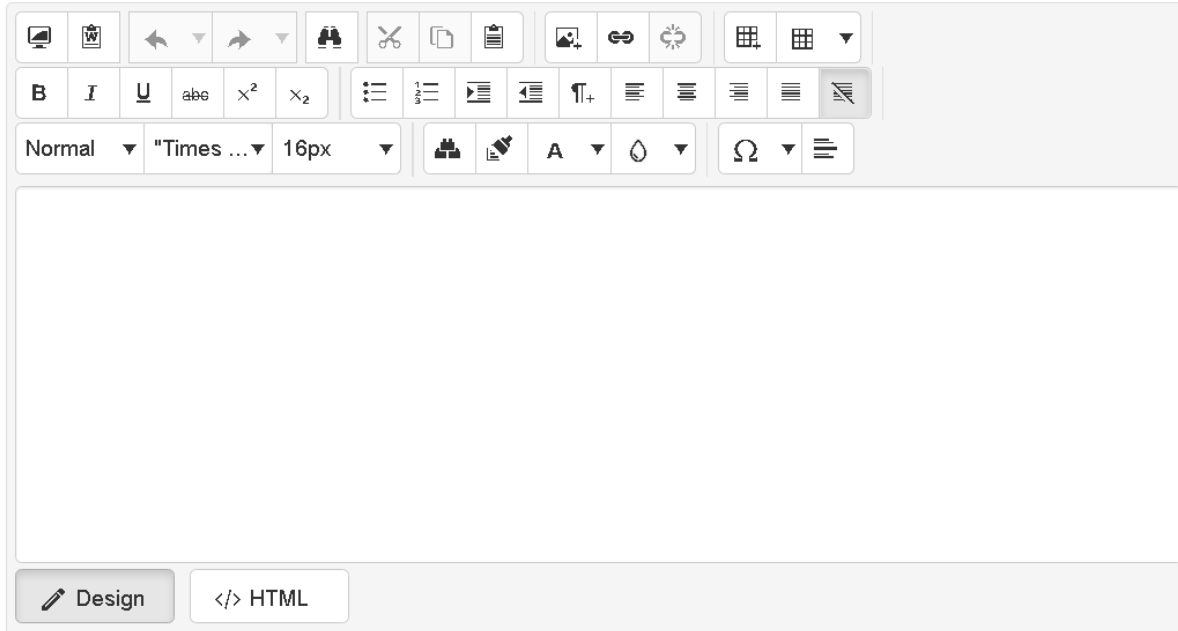
To add a new topic (post) click “New Topic” (1) See full instructions on next page.

To search the forum, use the search bar (2)

To subscribe so you’re notified when new content or responses are added, use the “Forum Actions” menu (3)

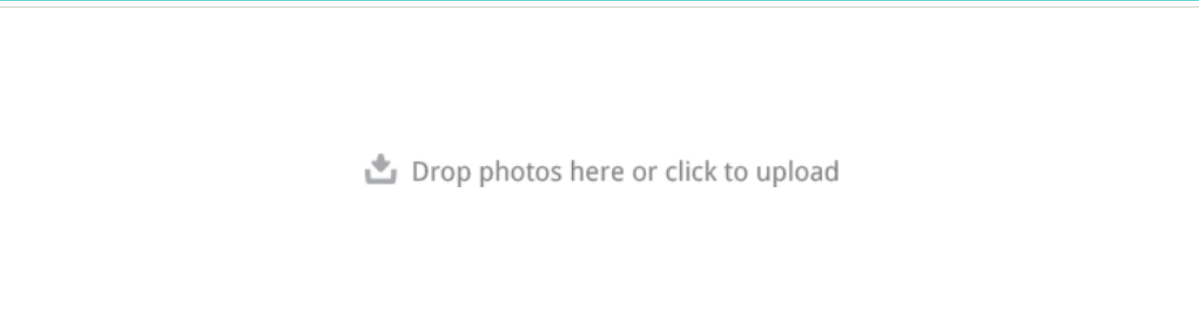
Subject *

Attach Video



A rich text editor toolbar with various icons for text formatting (bold, italic, underline, text color, background color), alignment (left, center, right, justified), list creation (bulleted, numbered), indentation, and other editing functions. Below the toolbar is a large empty text area for writing the post content.

ATTACH IMAGE(S) AND/OR FILE(S)



A large rectangular area for uploading files. It contains a central icon of a camera and the text "Drop photos here or click to upload".

Note: Only 10 files can be uploaded at a time.

SUBMIT POST

Cancel



To add a new post, click in the forum that fits with what you want to add to.

Add a subject for the post - be descriptive (ie not “need help”). This will help with the ‘search’ function too!

You can upload images and files. At bottom, click “Submit Post” when ready.