

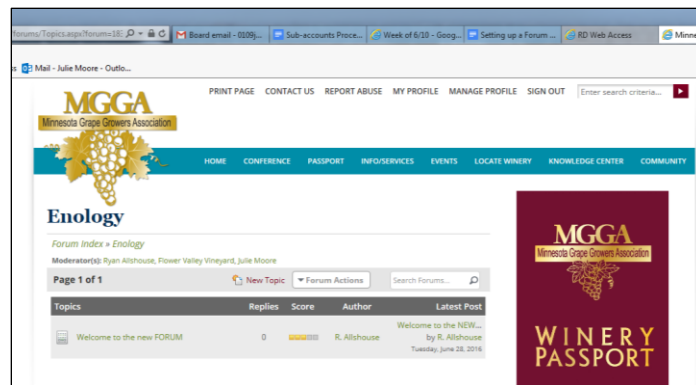
Forums are threaded ongoing discussions that will be viewed and used only by current members. Members can subscribe to specific forums and/or topics and will be notified of any posts.

## How to view a forum post?

1. Login to website, and click Forums.
2. Click a Forum (Enology or Viticulture). Forum: defined as the main category being discussed.



3. Click a Topic and all posts related to that topic will appear. Topic: defined as the issue or areas of focus within each Forum.



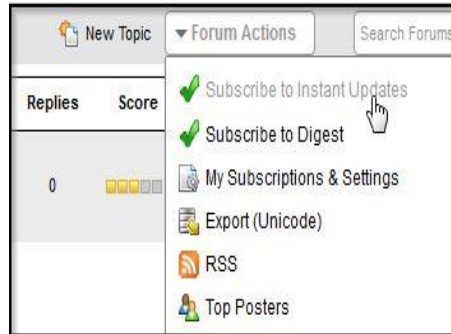
## How to subscribe to a forum?

Within forums, there are two levels of subscription options:

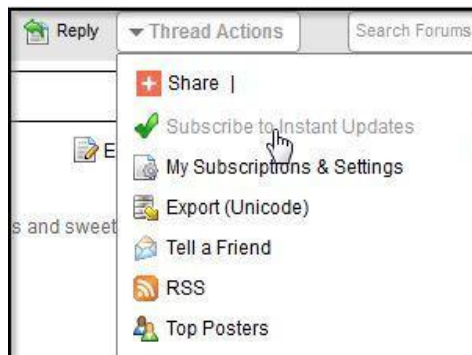
- A. Forum Level: be notified when new topics are added to the forum.
- B. Topic Level: be notified when new replies are made to a specific topic.

1. Click on the name of a Forum. This will pull up a list of all the topics created within this forum.

2. To subscribe to the Forum Level, select the Forum Actions button and select “Subscribe to Instant Updates”. You will receive an email when new topics are added to the forum.

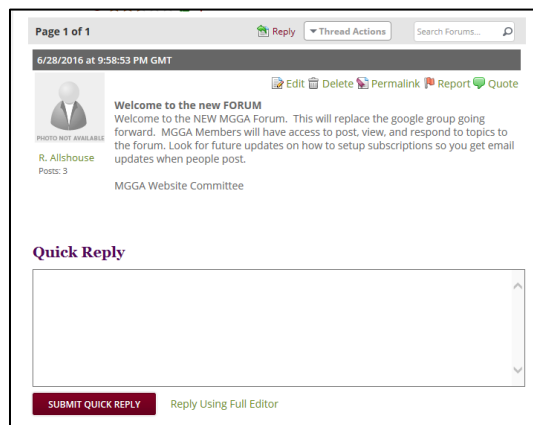


3. To subscribe to the Topic Level, click on the name of a topic. Select the Thread Actions button and select “Subscribe to Instant Updates.” You will receive an email when new comments are added to this topic. Repeat for all topics desired.



### How do I reply to a post?

1. Once you have clicked on a Topic and want to reply, there are 2 choices;
  - A. Quick Reply: located directly underneath the topic. Write reply and click Submit Quick Reply.



- B. Reply Button:** located next to Thread Actions. Choosing this Reply button give you a choice of adding a video, photos, or files, along with the written reply. Click Submit Post.

The screenshot shows a web interface for replying to a forum post. At the top, the word "Reply" is displayed in a large, bold font. Below it, a breadcrumb trail reads "Forum Index » Enology » Welcome to the new FORUM". A "Subject" label is followed by an empty text input field. Below that, an "Attach Video" label is followed by a text input field containing the placeholder text "Paste embed code from YouTube or other video sharing service".

The main content area features a rich text editor. It has a "Home" tab selected and an "Insert" tab. The editor's toolbar includes icons for undo, redo, font color, background color, font face (set to "Open Sans"), font size (set to "14px"), bold, italic, strikethrough, link, unlink, bulleted list, numbered list, indent, outdent, and a "Normal" style dropdown. The editor's text area is currently empty.

Below the text editor, there is a "Design" tab and a "Preview" tab. To the right of these tabs, it shows "Words: 0" and "Characters: 0".

At the bottom of the form, there is a section titled "Attach Image(s) and/or File(s)". This section contains a large, light-colored area with a central icon of a camera and the text "Drop photos here or click to upload".