



How to access the MTA's Online Forums

- 1) Obtain your MTA username/password (this is the same login information you use to register for events)
- 2) Sign-in to the MTA website (right corner of home page)
- 3) Scroll over Programs and click Forums (Forums is currently set to only be visible when you are signed in on the website)
- 4) On the Left side of the light grey bar click "My Subscriptions and Settings" enter your Forum Signature (what will be seen when you post anything) click Save Signature and then click Return to Previous Page (top left)
- 5) Select Safety Forum OR Maintenance Forum
- 6) Click New Topic to post a new topic.
- 7) Click Forum Actions (right side of light grey bar) to Subscribe to Instant Updates to receive emails when anything is posted in this forum.
- 8) Click a Topic Post to read the post and reply.
- 9) Click Thread Actions (right side of light grey bar) to Subscribe to Instant Updates to receive emails when anything is posted on this specific Topic Thread.
- 10) Search for topics by typing in Search Forums on the right side of the light grey bar.
- 11) Note: Digest has not been setup (this can be used to send an email with a summary of all the posts)
- 12) You can Unsubscribe by clicking on My subscriptions & settings under Forum Actions or Thread Actions