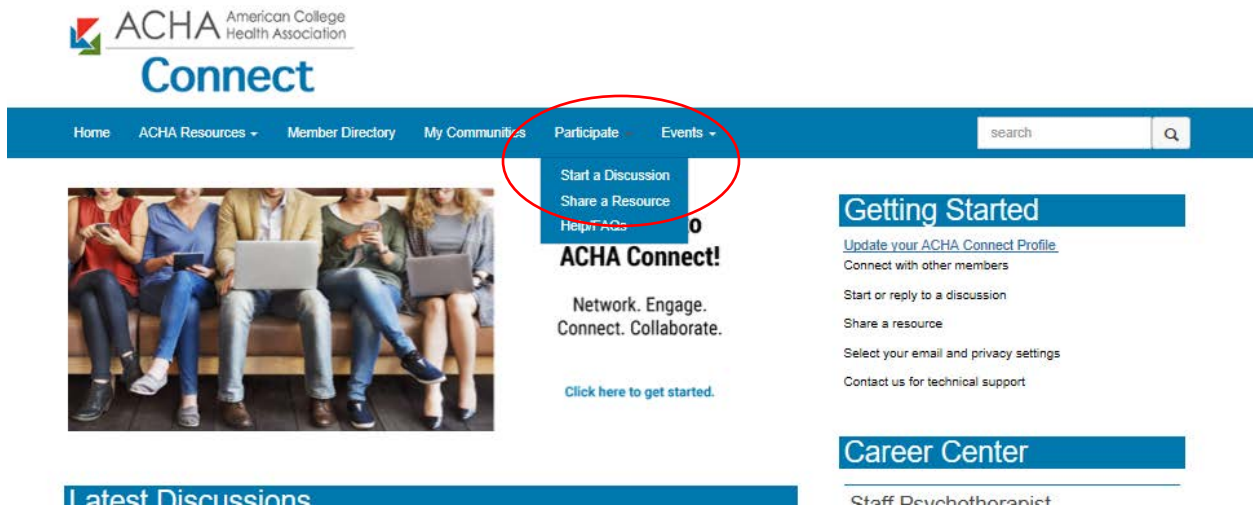
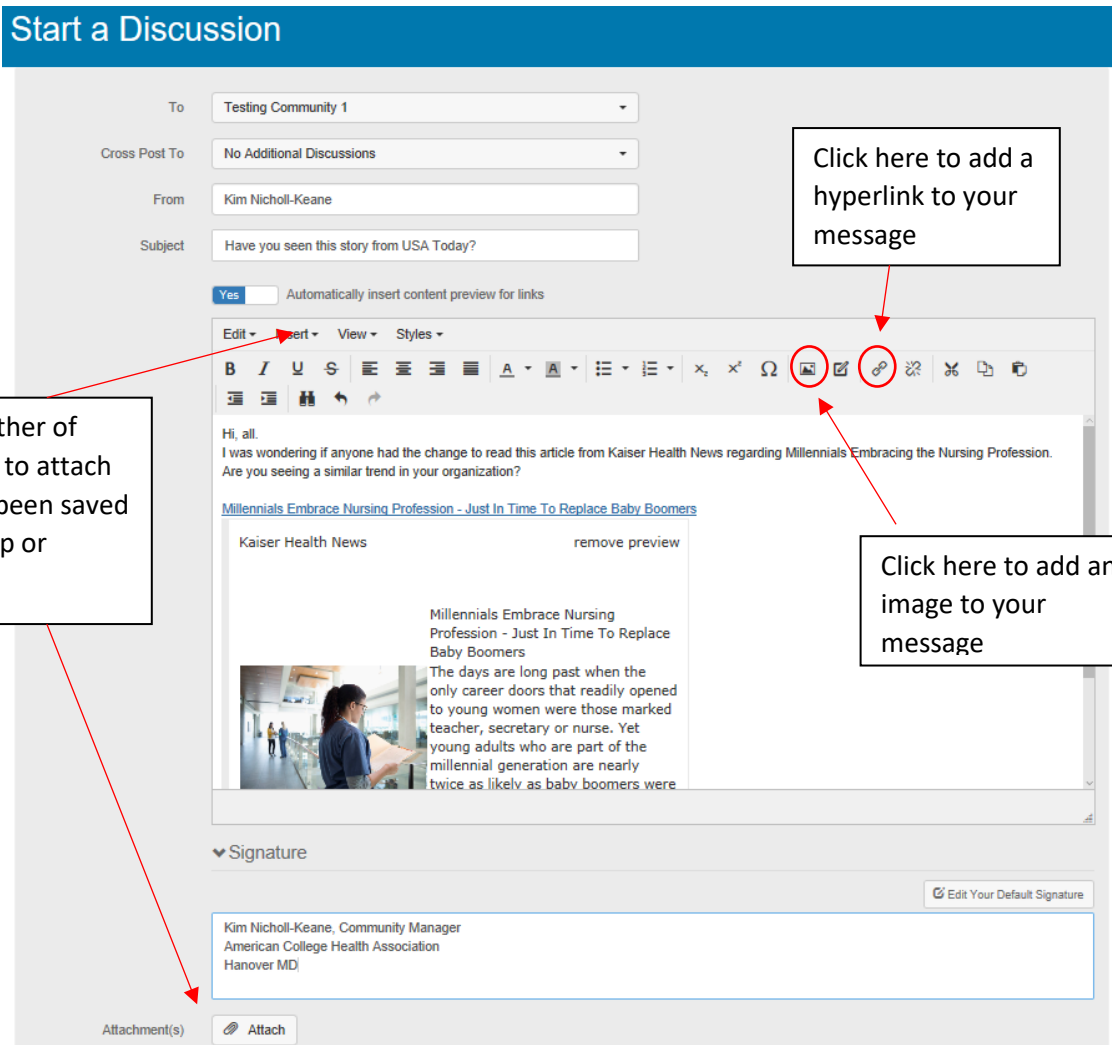


# How to Start a Discussion Thread

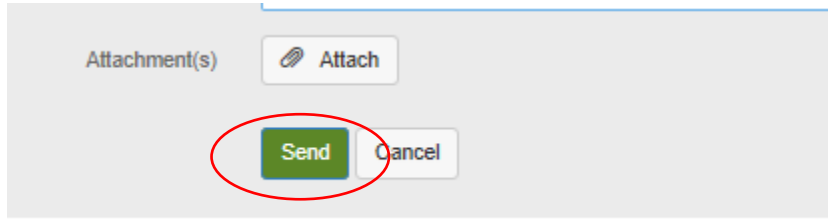
1. From the home page, navigate to the “Participate” drop down from the main menu and select “Start a Discussion”



2. Use the content box to create your message. In the “To” field, select the community where you’d like to post your discussion (most likely ACHA Member Forum). Keep in mind that your post will be sent and available to everyone in that community. If you’d like to send a personal message to an individual member, you can search for a member in the member directly.

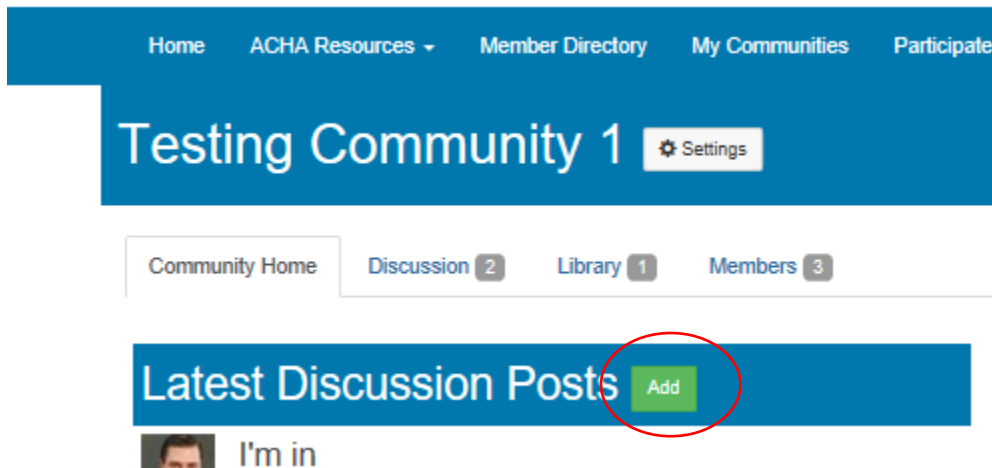


3. When you are ready, hit "send" at the bottom of the page.



You can find your discussion post by clicking on "My Communities" in the menu bar. From the community homepage, click on the "Discussion" tab and you will be brought to list of all discussion posts created for this community.

If you'd like to add a discussion post directly from a community homepage, you can click on "Add" next to "Latest Discussion Posts" and follow the formatting instructions noted above.



If you can't remember where you posted a discussion, you can search for the subject line or for parts of the text you remember by using the "Search" feature at the far right of the menu bar. If you need to delete a discussion post, contact the site administrators.

