

ASA Connect

Connected Community App

Discussions Guide

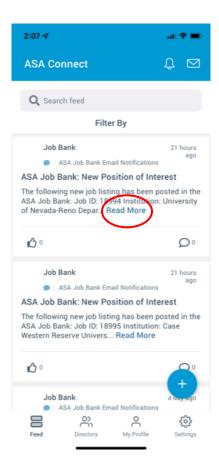
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Explore the Discussion Feed

Reading Discussions and Posts

The Discussion Feed sorts discussion threads by recency; the newest discussions from all your Groups and Communities will be at the top. To view the full discussion or post, tap the Read More link.

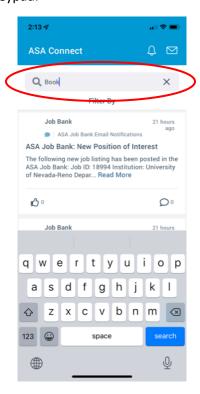


To return to the Discussion Feed, tap the arrow at the top of the screen.

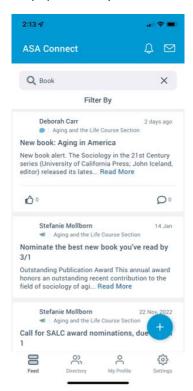


Searching Discussions

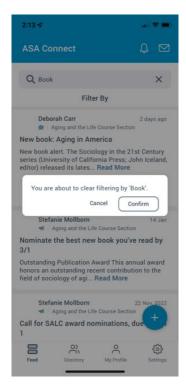
You can Search your discussions from the main Discussion Feed by using the Search area at the top. Let's say you want to see all discussions that contain the word "book" in them. Type "book" into the Search area and then tap Search on your keypad.



All discussions with the word "book" will populate on your screen.

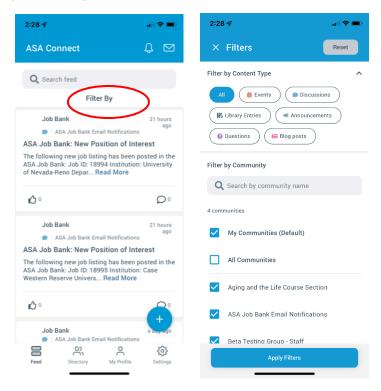


To clear or exit the search, tap the X to the right of the word "book" in the search area. You'll be asked to confirm that you are clearing the filtering by 'Book.' Tap Confirm and you will return to the Discussion Feed where all your discussions are listed.

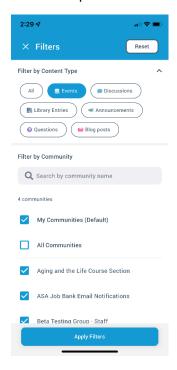


Discussion Filters

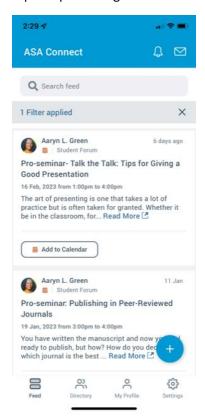
Another way to search is by Filtering. To apply filters to the discussions, tap Filter By, which appears under the Search area. This feature allows you to filter by Content Type and to search all your ASA Connect Groups or a specific Group.



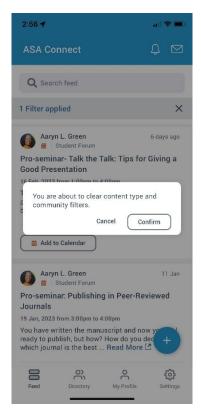
To search for Events in your Groups, tap Events under Filter by Content Type, tap the box by My Communities (the App refers to ASA Connect Groups as Communities), and then tap Apply Filters.



This will display all the discussions and posts pertaining to Events.

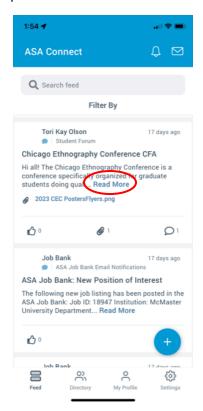


To remove the filter, tap the X in the grey box that says 1 Filter applied. Then tap Confirm.

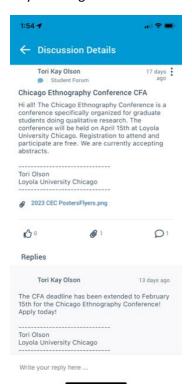


View Posts and Replies on a Single Discussion

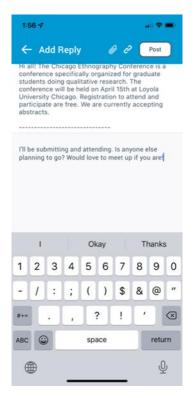
To read the full discussion or post, tap the Read More link.



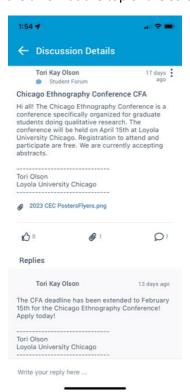
You can read other member responses by scrolling down.



To respond to a post, type your message in the area at the bottom of the screen that says "Write your reply here ..." In your reply, you can attach a file (paperclip icon) and insert a link (chain link icon). When you are ready to reply, tap the Post button.

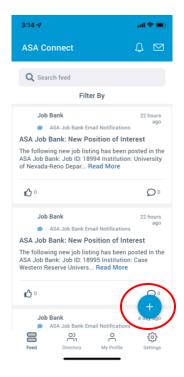


To return to the Discussion Feed, tap the arrow at the top of the screen.

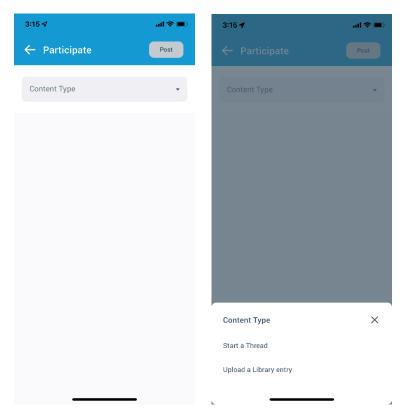


Create a New Discussion

To create a new discussion thread, tap the plus sign (+) inside of the blue circle from the Discussion Feed.

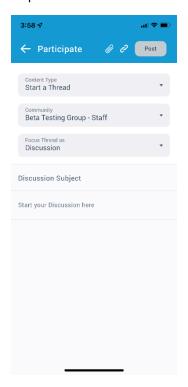


Tap Content Type and on the next screen, select Start a Thread.



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Tap Community and a screen will appear where you can select the ASA Connect Group (referred to as Community in the app) you would like to post to.



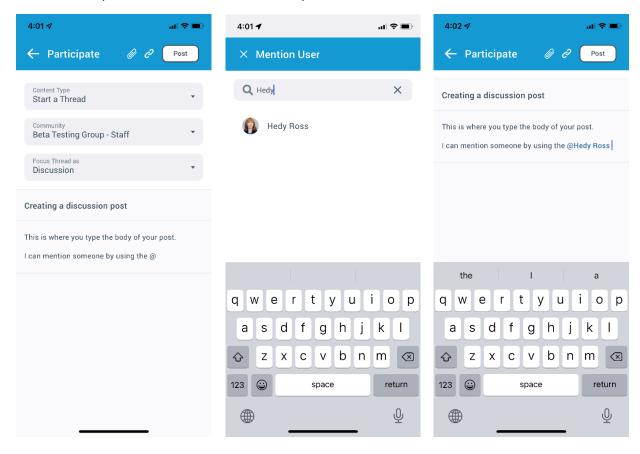
Once your ASA Connect Group has been selected, add your Discussion Subject and the body of your discussion post. You can attach a file (paperclip icon) and insert a link (chain link icon). When you have finished, tap Post and the thread will be posted to your Group.



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Adding a Mention

If you would like to specifically tag a person in your post, type the @ symbol. The Mention screen then appears where you can search your contacts. After typing part of the person's name in the search bar, their full name and image (if available) will populate. Tap on their name for it to be inserted into your post. If you tag someone, it notifies them that they've been mentioned in a discussion thread. However, it will not send push notifications to a member's phone unless it is enabled.



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