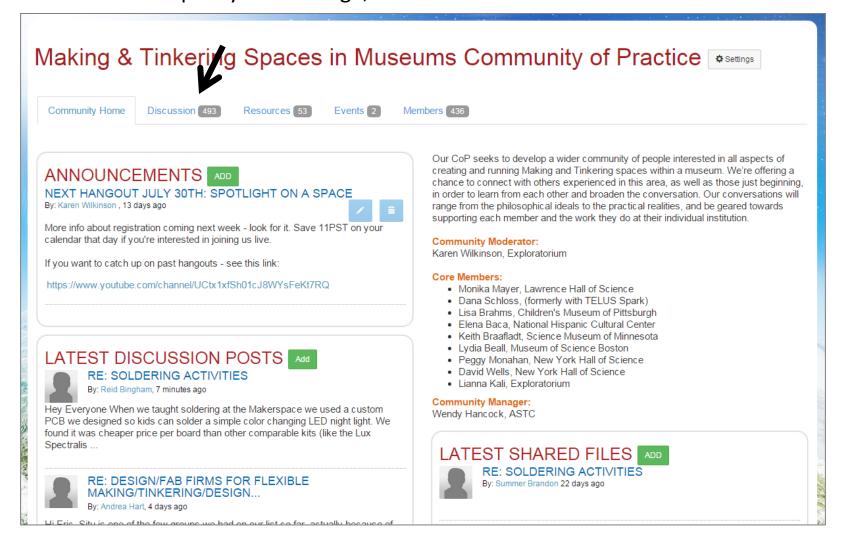
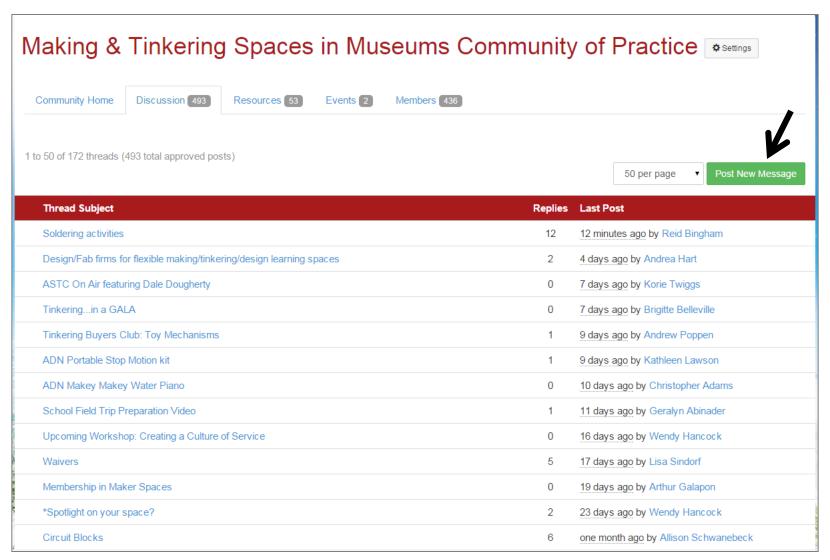


From the home page of the community to which you would like to post your message, click the Discussions tab.

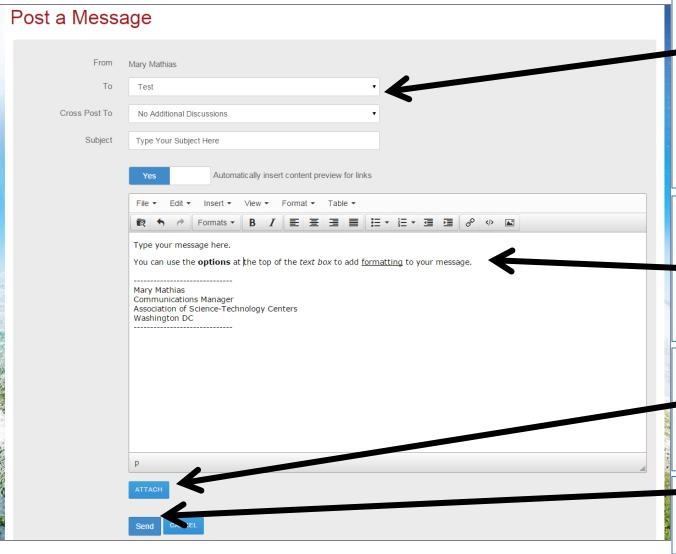




To start a new discussion, click Post New Message.







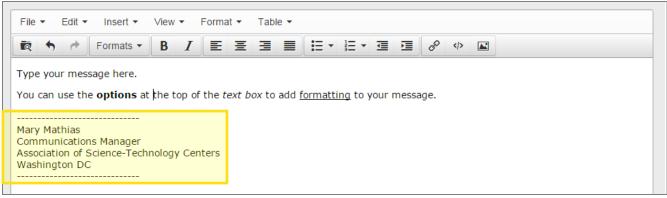
Make sure the community to which you want to post is selected from the drop down menu next to "To." You have the option of cross posting the same message in one additional community, which can be selected from the drop down menu next to "Cross Post To."

Type your message above the auto-generated signature (see the next page for info on changing this signature). You can format your message using the options at the top of the text box.

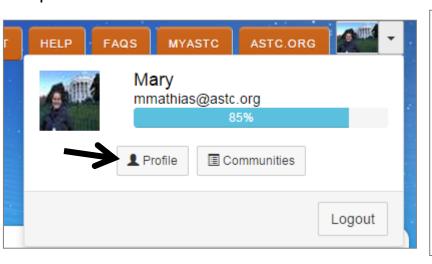
You can attach an item to your message by clicking Attach. The item will automatically be added to the community's resource library.

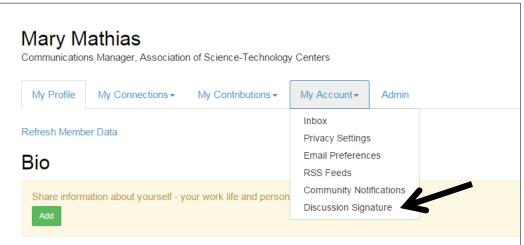
When you're ready to post your message, click Send beneath the text box.





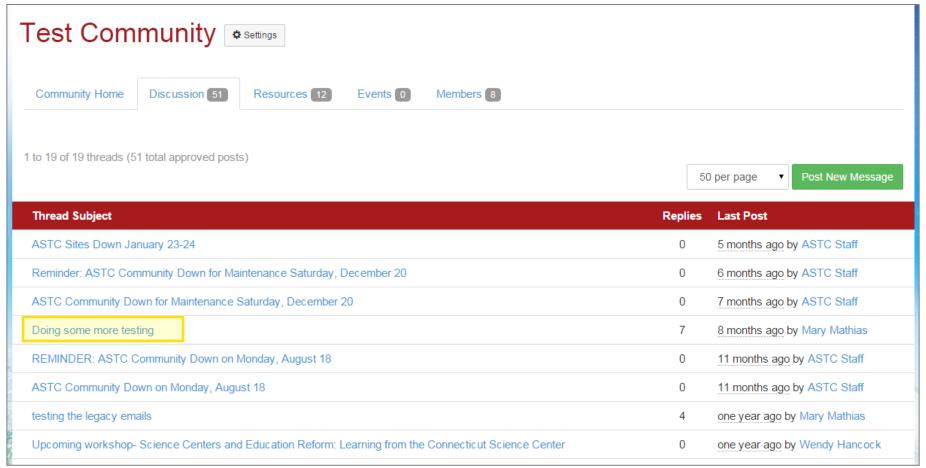
In the body of your post, you will see an auto-generated signature (highlighted above). To change the content of your signature, navigate to your profile by clicking your photo in upper right corner of the page, then clicking Profile. From your profile page, click the My Account tab, then Discussion Signature from the drop down menu.





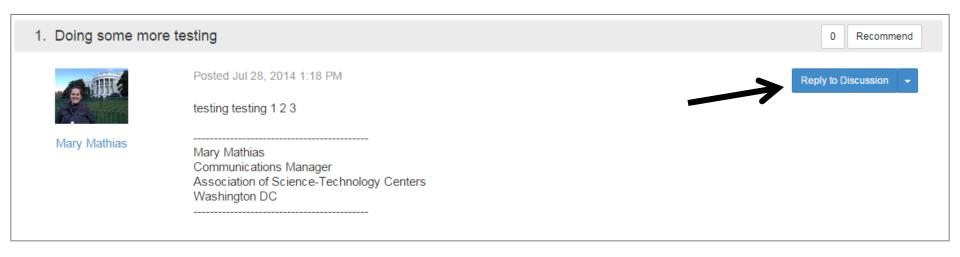


To reply to an existing discussion, click the subject of the thread in the list of existing discussions.





To reply to the discussion thread, click Reply to Discussion next to the message to which you'd like to respond. Then, follow the same steps for typing your message from page 3.





Have more questions? Contact web@astc.org.