



Welcome to Community, the home of common interest groups for the Conference of Consulting Actuaries. Community is provided for you to network with peers and to discuss, collaborate, and share ideas and information. Through Community you will be able to build connections that are relevant and meaningful and engage and inspire your fellow members.

Below are some tips to help you get started.

Accessing the Community: To access Community, visit www.ccaactuaries.org.

Logging in: To get started, log into your account with your user id (email) and password. If you have forgotten your password, you can create a new one. You are now ready to access Community and create or reply to discussions, add to your community's library, update your profile, and join additional communities.

Find joined communities: To access communities you have already joined, hover your mouse over "Member Resources". Click on "CCA Community Site". Those communities that you have joined to will now be visible.

Join additional communities: To join additional communities hover your mouse over "Member Resources" on www.ccaactuaries.org and click on "CCA Communities and Special Interest Groups". Click on the blue button, "Join a CCA Community/SIG" for those groups you wish to join. Click on "Save" to add the communities to your list.

Create or reply to a discussion post: To create a new discussion post, click on the community to access its home page. Click on the "Discussion" tab followed by "Post New Message". Compose your message and attach any files. Once complete, click "Send". This message will now be viewable to everyone in this community. To reply to a discussion, go to the discussion post you would like to reply to and click on "Reply to Discussion". Compose your message and click "Send". When you "Reply to Discussion" an email will be sent to all members of the community. If you want to reply only to the sender of the message, click the drop-down arrow to the right of Reply to Discussion to select "Reply to Sender".

Add to your community's library: From your community's home page, click on the "Library" tab. Click "Create New Library Entry" and enter a title and description and select the folder in which to store your document. You will also be asked to select the type of library entry (for Word docs, PDFs and spreadsheets, choose Standard File Upload). Next, click on "Choose and Upload" to select your file. Posting to the library does not generate an email to community members. If you would like to generate an email, consider creating a discussion topic.

Updating your profile: To update your profile, click on the down arrow in the top right corner of the page and select the "Profile" button. Here, you can add information about yourself, including your Education, Job history, Professional Associations, and Honor & Awards. You may also import your information from LinkedIn.

Looking for additional help? Visit the Help section in Community for information on additional resources, such as adjusting email preferences, to help you make the most of your experience.