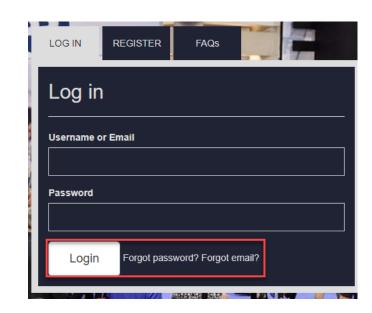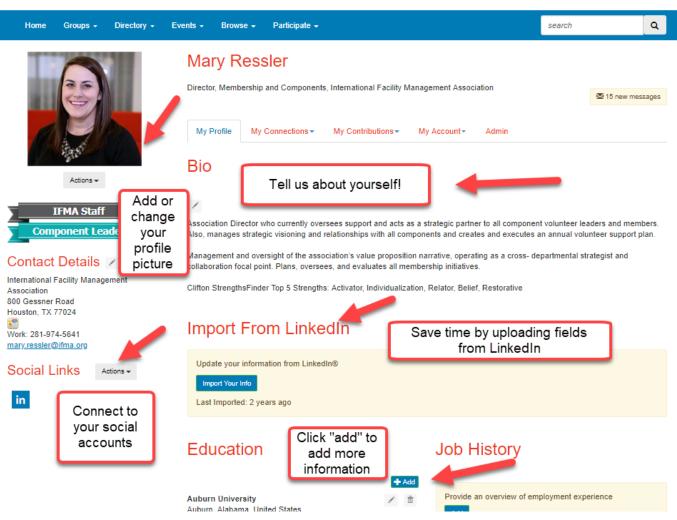# Getting Started Guide

What is my username/password?

Sign it at: https://engage.ifma.org/home?

Your credentials are the same username and password that you use on the main site. If you have trouble logging in, click *Forgot password? Forgot email?*
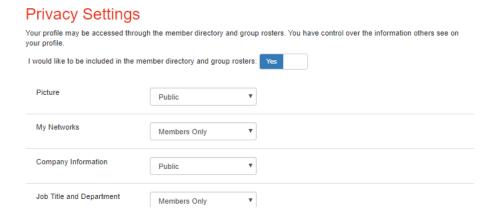
Update your profile

- Underneath my connections, check out your network! The more you fill out on your profile, the more IFMA members that will appear in your network.
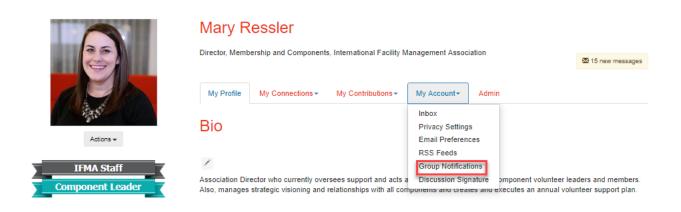
Update your privacy settings

Mary Ressler

Director, Membership and Components, International Facility Management Association

✉ 15 new messages

My Profile | My Connections ▾ | My Contributions ▾ | My Account ▾ | Admin

Inbox
Privacy Settings
Email Preferences
RSS Feeds
Group Notifications
Discussion Signature

Bio

✏

Association Director who currently oversees support and acts a... component volunteer leaders and members. Also, manages strategic visioning and relationships with all components and creates and executes an annual volunteer support plan.

Management and oversight of the association's value proposition narrative, operating as a cross- departmental strategist and

IFMA Staff
Component Leader

- Go to your profile > my account > privacy settings to decide what information you would like to share and with who.

Privacy Settings

Your profile may be accessed through the member directory and group rosters. You have control over the information others see on your profile.

I would like to be included in the member directory and group rosters: **Yes**

Picture	Public ▾
My Networks	Members Only ▾
Company Information	Public ▾
Job Title and Department	Members Only ▾

- You can decide from these elements: public, members only, your contacts, and only you!
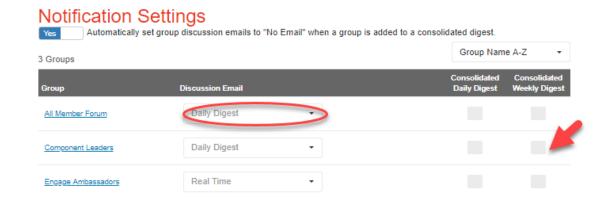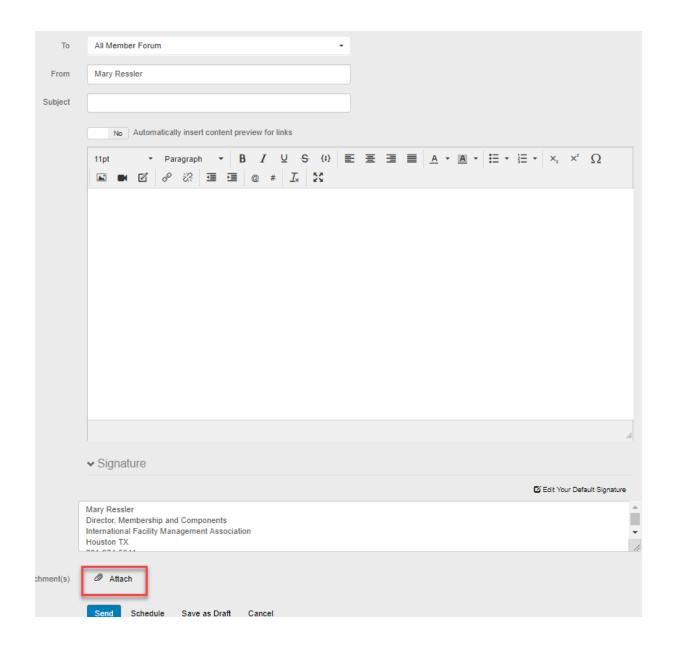
Group Notifications

- Go to your profile > my account > group notifications to update your email preferences

- You can choose from: No email, daily digest (1 email containing the previous day's community activity), real time (receive an email in real time), consolidated daily (1 consolidated email each day), or consolidated weekly (1 consolidated email each week). Select No Email and then "Check" Consolidated Weekly/Daily if you would like that subscription!

**Tip: If you attach a file to a discussion post, it will automatically be uploaded to the group library!

Post a new message

- To write a new thread, go to My Groups, find the group you would like to post to, and click "post new message." Or search for posts through the latest discussions feature (see left picture).

Reply to a discussion

1. September Benefit of the Month 📌

0 | Like

IFMA Staff

Wendy Martinez

Actions ▾

Posted yesterday

Reply ▾

Reply Privately
Mark As Inappropriate

As an IFMA member, you have access to exclusive benefits, including a special monthly resource or opportunity. Each complimentary is selected to enhance your membership experience and provide you with valuable knowledge you can apply to your career goals or

This Months benefit is brought to you by: Technology Community of IFMA
Webinar Title: When is Building IoT Right for You?
Date: September 19, 2019
Time: 12:00pm - 1:00pm Central

Description:
Are IoT technologies only suitable for large enterprises and state-of-the-art buildings? Not at all. Even if you are a medium-sized business and your buildings are not new, they can easily be made smart through low-cost wireless IoT sensors. As a result of the plunge of sensor prices and new business models like cloud-based sensing-as-a-service, IoT projects today have a relatively low entry threshold and can quickly drive ROI.

It's important to realize, however, that the IoT is only a means to an end. The value is in utilizing connected technology and granular, real-time data to enable new scenarios – make occupants comfortable, optimize space and services, and provide a personalized workplace experience.
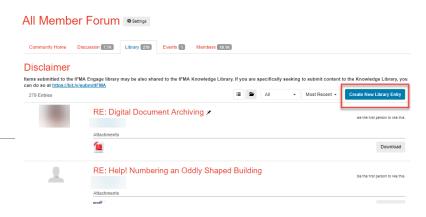
In this webinar we will look at real-life use cases at scale and their return on investment.
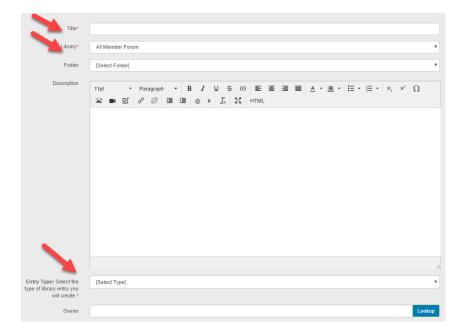
Register Today

- To reply to a discussion, click reply next to the thread. You can also click the drop-down to see the Reply Privately option. This is a private reply to the author of the message. Mark as inappropriate is a button you can use for any posts that go against our Code of Conduct.

Reply to a discussion- via email

- You can reply to discussions via email too! Simply locate your daily digest, and click Reply to Group to reply publicly or Reply to Sender via email to just reply to the author of the post.

Upload a Library Resource

- Locate the group you would like to upload a resource to and click "create new library entry". Give your resource a title, select the type, and click next to upload!

Find a member

- To find a member, go to the Directory > Member Directory on the Engage homepage. Find a member by using either the basic search, or the advanced search for more criteria options.

Download the Engage mobile app

- For instructions on how to download the mobile app, go to Participate > Download the Mobile App to learn more!

Questions?

- Message me in Engage!