



NACAC *Engage*

Quick Start Guide

What is NACAC *Engage?*

NACAC Engage is a member-driven platform that supports a thriving, collegial community of college admission counseling professionals through peer-to-peer learning and collaboration.

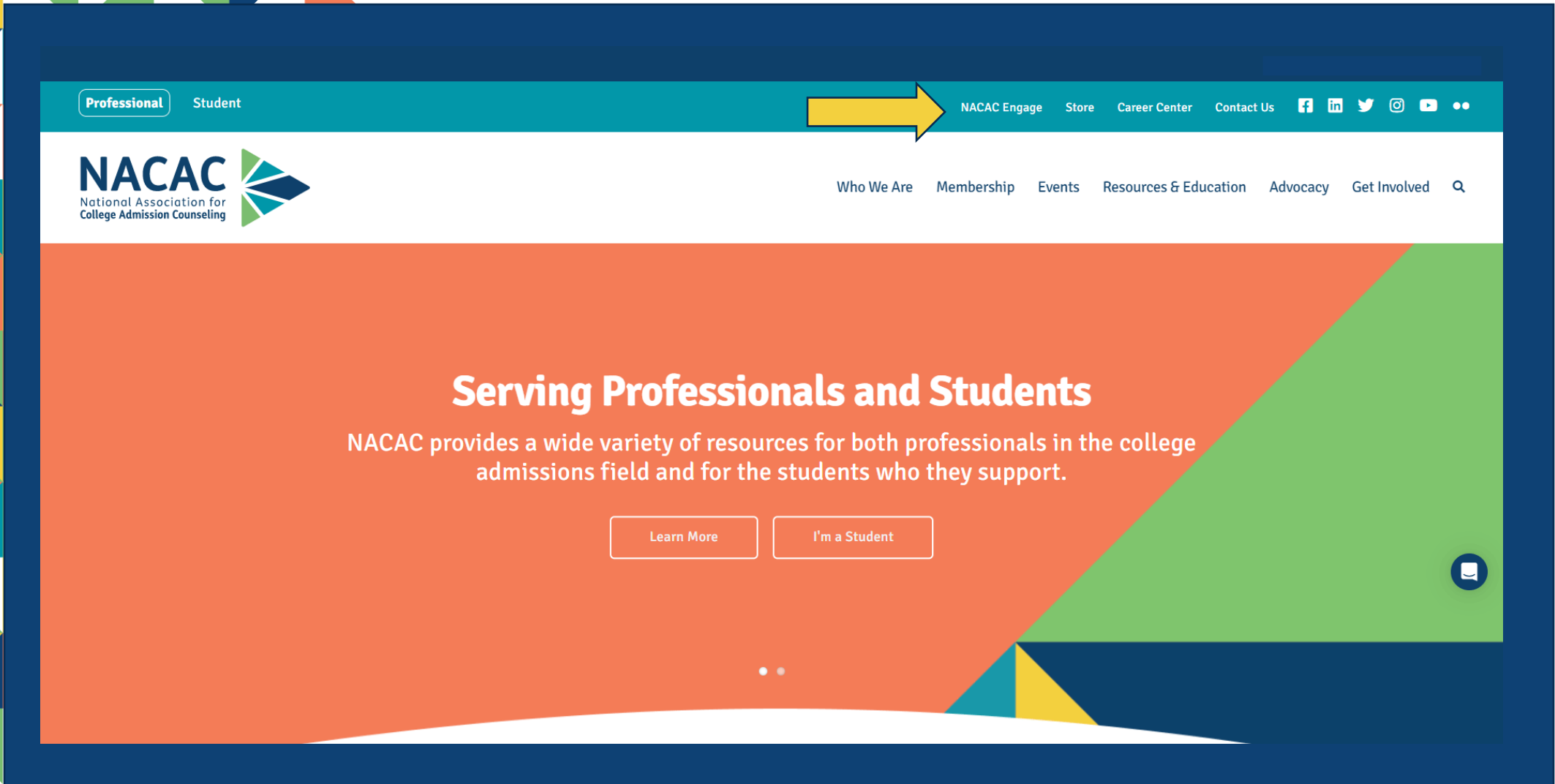
Through active participation, NACAC members can connect, share information, and find fellow professionals with common interests, questions, and goals.

This online community creates relevant connections and understanding among professionals in a wide variety of roles and at different career stages. Within NACAC Engage, members celebrate each other's contributions and shape the future of higher education together.

Members will find insight and advice they can't find anywhere else.

With this advancement in member-to-member communication and collaboration, NACAC's Exchange email listserv will be retired.

Logging In

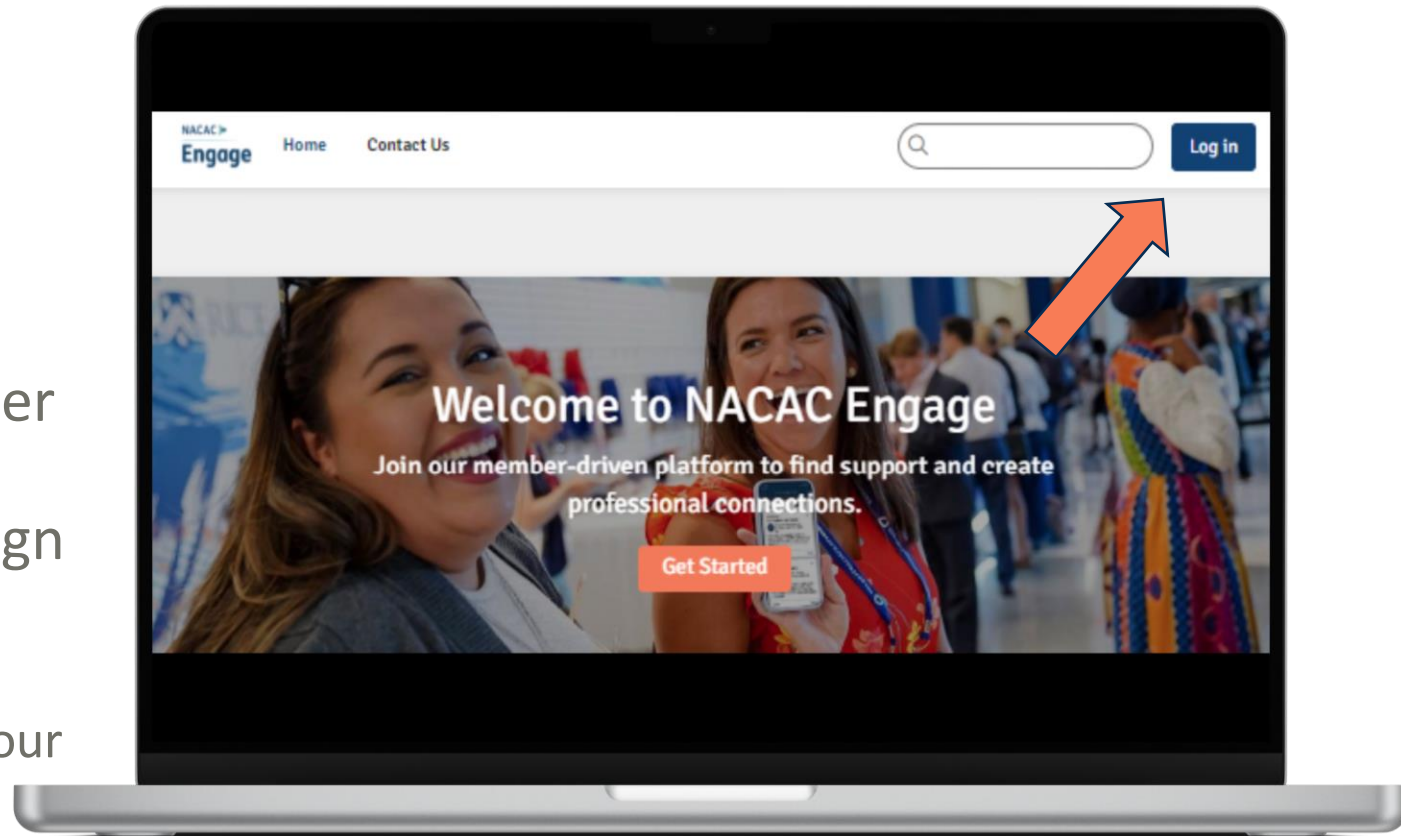




Logging In

- Access NACAC *Engage* at:

engage.nacacnet.org
- Click "Log in" in the top right-hand corner
- Use the email and password associated with your NACAC membership (single sign on is enabled with the NACAC Community Hub)
 - If you forgot your password, click "forgot your password?" And follow the prompts



First Steps



Review and accept the community guidelines



Update your profile by adding information about your education, job history, job responsibilities and more



Upload a professional headshot to serve as your profile picture



Connect with colleagues using the member directory



Peruse the available communities and join any that are of interest to you



Introduce yourself on the "intro" thread in a community of your choosing



Pose a question or comment in a community of your choosing



Communication & Privacy Settings

- Each time you join a specific community, you will be prompted to submit your communication preferences for that community group
- General communication and privacy settings are fully customizable
- Click on "My Account" in your profile and customize:
 1. How you receive emails from the community
 2. How much of your profile you want visible to others
 3. The signature area that appears under your discussion posts
 4. And more!

System Emails

Yes ☐

Emails required to confirm user participation. Users cannot opt-out of these emails.

Community Emails

Yes ☐

Emails typically sent from Community Admins or the Community Manager via automation rules (ex: moderation notifications, Component Manager emails). Some automation rules-based emails may be in other categories. By default, you receive Community emails from all your Communities unless you explicitly opt-out.
[Manage Opt-out List](#)

NOTE: Discussion and consolidated digest settings are on the [Community Notifications](#) page.

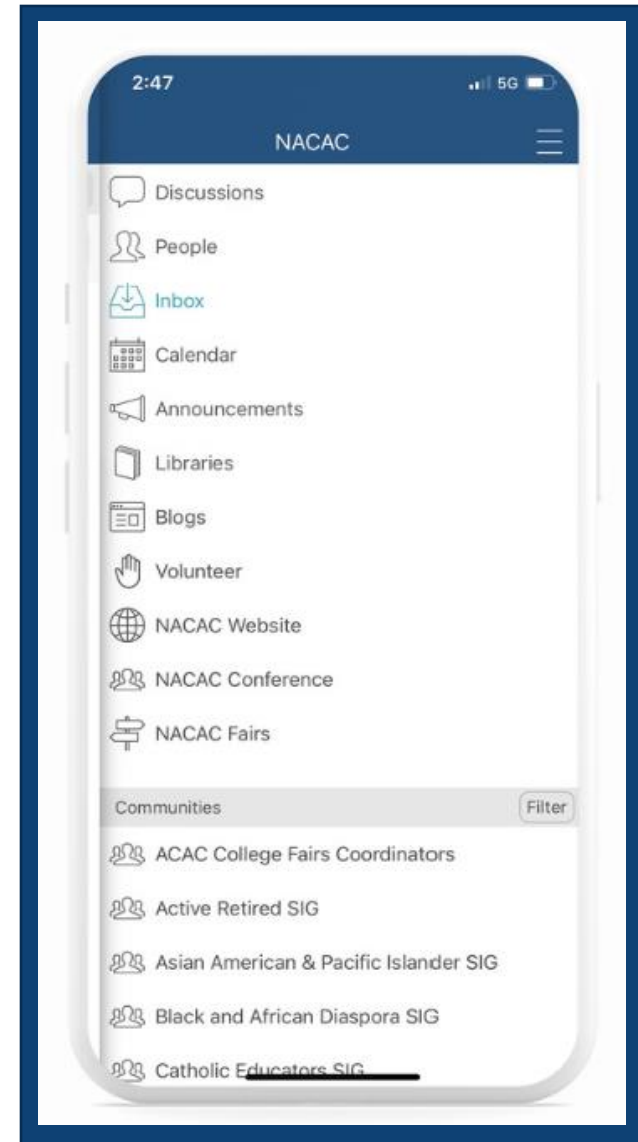
Participation Emails

Yes ☐

Emails reflecting one-on-one interactions (ex: reply to sender, contact requests, @mentions, real time notifications).

Engage Mobile App

- All the incredible benefits of the Engage desktop experience are available on a mobile app!
 - Download "NACAC Engage" from the Apple App Store or Google Play
 - Click "log in" and proceed as you would with the desktop version
 - Note, you should remain logged in on the app unless you specifically log out
- Connect with colleagues, join community groups, engage in discussions, and peruse library resources all from your smartphone or tablet!



NACAC Engage FAQ's

Question	Answer
What is NACAC Engage?	NACAC Engage is an online platform where you can join discussions and pose questions in a large community of college admission counseling professionals. Here, you'll find insights and resources you won't find anywhere else.
How do I get started with NACAC Engage?	First steps on the Engage platform are outlined in this guide. However, you can review a more robust FAQ's page here .
Who can use NACAC Engage?	NACAC Engage is available for current NACAC members.
What can I do on NACAC Engage?	Set up your profile. Join discussions on topics relevant to your career. Ask questions. Join Special Interest Groups. Build a professional network that will help you succeed in your work.
Is there a fee to use NACAC Engage?	The online platform is a member benefit. There is no fee for members to use NACAC engage.
What is happening with the Exchange Listserv?	With this advancement in member-to-member communication and collaboration, NACAC's Exchange email listserv will be retired on July 1, 2023. Once the listserv is retired, the listserv messages will no longer be available or maintained.

**Questions or
require
assistance?**

**Contact the NACAC team at
engagesupport@nacacnet.org**