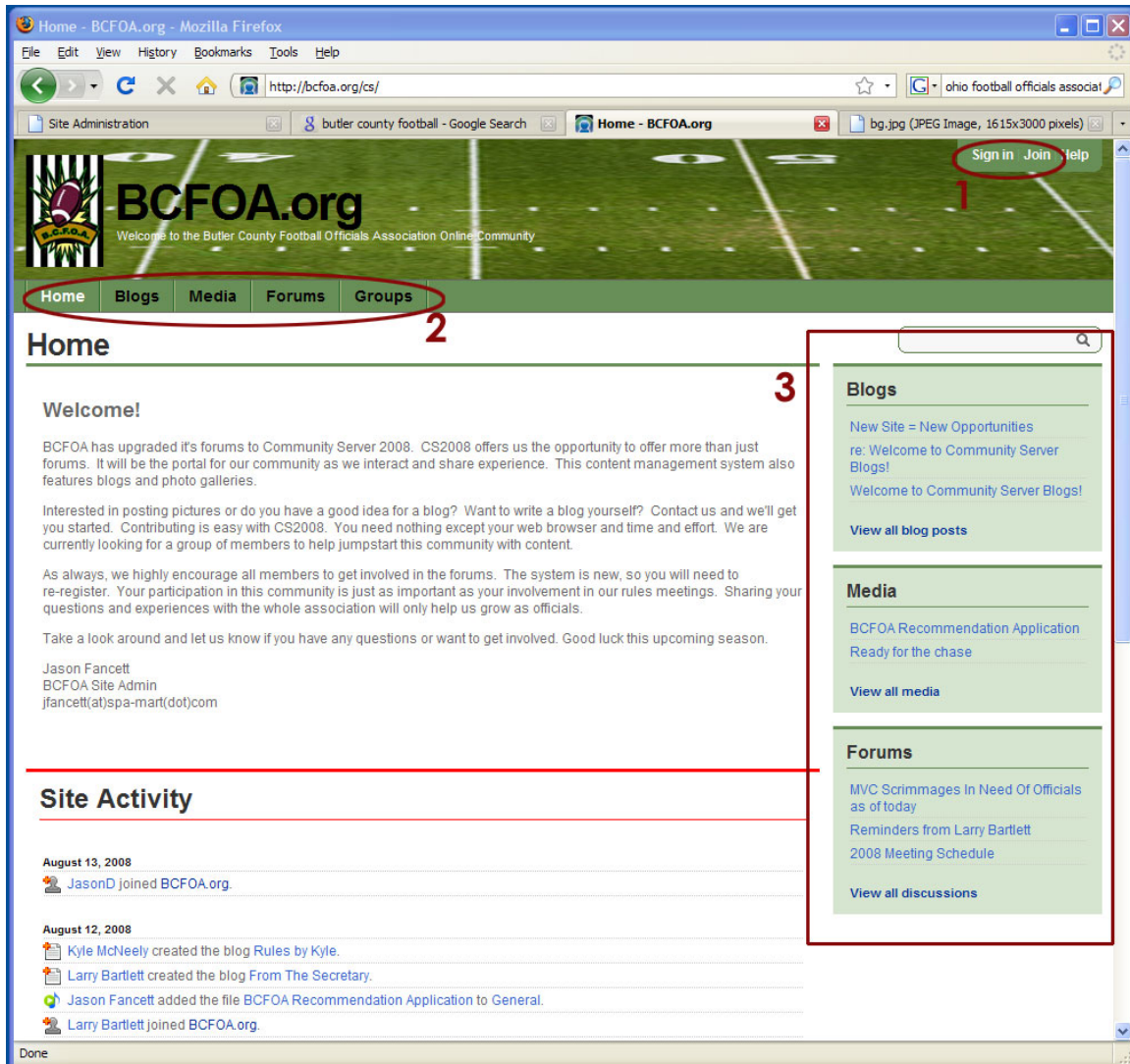


BCFOA has upgraded its forums to Community Server 2008. CS2008 offers us the opportunity to offer more than just forums. It will be the portal for our community as we interact and share experience. This content management system also features blogs, media download areas and photo galleries.

Below is a screenshot of the new home portal located at <http://bcfoa.org/cs/>



Home screen

1. SIGN IN / JOIN links.
2. MAIN NAVIGATION BAR
  - Home
  - Blogs
  - Media (Photos and downloads)
  - Forums
3. SIDEBAR

*This area contains contextual sub-menus pertinent to the particular area of the site.*

## A few of the basics of Community Server

- The portal is located at <http://bcfoa.org/cs/>. You can also click the Forums link on the homepage. I will eventually change that link to Community.
- You can assign **TAGS** to all items: blog posts, forum posts, downloads, photos. The concept behind the TAGS is simple. Popular/widely-used tags will appear larger in the Tag Cloud that is located on the sidebar of most pages. When a user clicks on a certain tag, the system does a search for all items that reference that subject matter. Tags are not automatic, so as you are posting just think of a description term that may help someone find that piece of info later. You can search for existing tags in the authoring interface.
- If you are not logged in, there will be a **Sign In** link in the upper right corner. After you log in, that sign in link will be replaced by your name/loginID.
- Click onto your name/loginID to access your personal page.
- Click onto **Edit** to edit your profile. This is where you change the info that appears on your personal page.
- Click onto **Blogs** to access the blog section. The display will show the recent posts from all of the blogs. On the right sidebar, the third block down is titled **Blogs** and has two links: **RSS Syndication** and **Blogs on this Site**.
- Click onto **Blogs on this Site** to see all of the blogs at BCFOA.
- Click on **Media** to access the Photo Galleries and the Downloads. Kyle will be uploading the rules presentations here. I would like to have crew photos in the photo gallery so forward them to me if you would like to be included. ([jfancett@spa-mart.com](mailto:jfancett@spa-mart.com))
- Click on **Forums** to access the forums. Same concept as before. They are just layed out a bit differently. The one thing that may be confusing at first is that when you click on Forums it will show recent posts from all public forums. You would still drill down to get to the individual forums.

# New User Registration

Registration page

To register, click the Join link in the top right corner of the screen. You will come to the screen shown above. Fill in the Sign In name (*we strongly recommend and request that you use your full name*) and your email address and click the Join Now button. The system will send you an email with your password which you can change later by going to your profile. The email will be from BCFOA.org ([jfancett@sonshineproducts.com](mailto:jfancett@sonshineproducts.com)) and will contain the following:

Your account is enabled for the BCFOA.org community.  
To [sign-in](#) please use the username and password below:

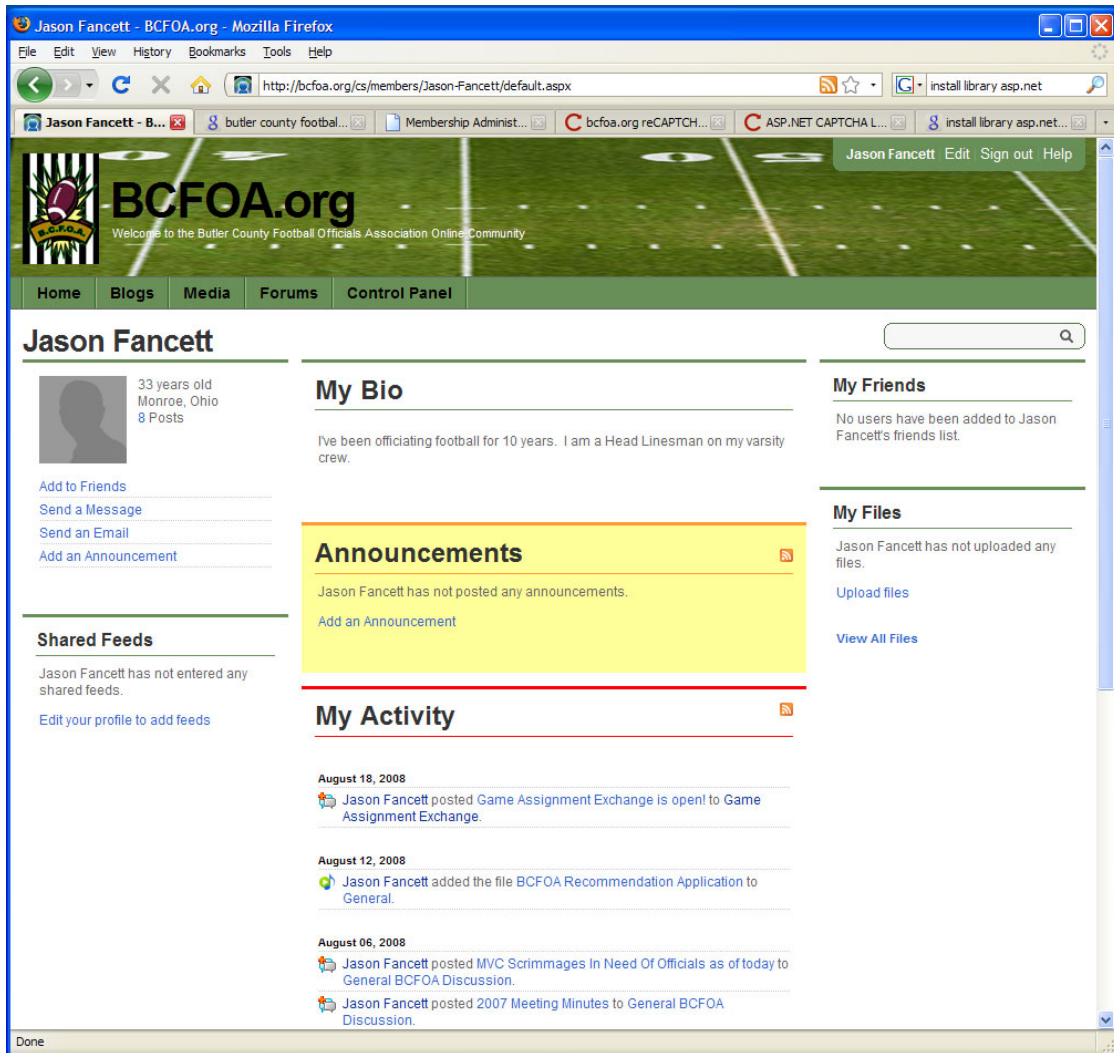
**Username:** Test User  
**Password:** M\$Hv^Zo1

Once signed in you can [change your password](#).

Thanks,  
BCFOA.org team

Click on the sign in link and log into the system with your temporary password. To change your password, click on EDIT in the top right corner to be taken to your profile editor. Click on the Sign-In Information tab and click on Change Password. You will enter your current password and then your new password and then click Change Password.

We encourage you to fill out your Profile with whatever relevant information you would like. Most of this info will be available to other members when they click onto your personal page.



*The user's personal page*

Interested in posting pictures or do you have a good idea for a blog? Want to write a blog yourself? Contact us and we'll get you started. Contributing is easy with CS2008. You need nothing except your web browser and time and effort. We are currently looking for a group of members to help jumpstart this community with content.

As always, we highly encourage all members to get involved in the forums. Your participation in this community is just as important as your involvement in our rules meetings. Sharing your questions and experiences with the whole association will only help us grow as officials.

Take a look around and let us know if you have any questions or want to get involved. Good luck this upcoming season.