

IUG Forum Overview

Introduction

IUG members can use the IUG Forum for discussions related to Innovative software as well as sharing tips and tricks, files, etc. The forum took the place of the IUG listserv, and it offers the best of both worlds: You can subscribe to the forum by email, and you can use all the usual features of a forum, such as:

- Editing your posts
- Liking and rating posts
- Sticky posts
- Browse and search capabilities
- Multiple categories
- Tags
- Mobile responsive design
- Use the same login you use for the IUG web site

Forum Etiquette

All forum users are expected to follow the guidelines outlined in the forum etiquette document at <http://innovativeusers.org/iug-forum/forum-etiquette.html>

How to access the IUG Forum

To access the IUG Forum, go to www.innovativeusers.org and choose "Forum" at the top (or hover over it for more options). You'll probably want to log into the IUG web site first: Some categories are not visible unless you're logged in, and you have to be logged in to post. Some categories, such as Polaris, are restricted to certain groups of users.

If you don't have a login to the IUG site, and if you work for an IUG member library, you can click on the "log in" button and choose "register" (you'll need your Institution's IUG Site Member ID#).

Categories

The forum consists of a number of categories, such as:

- General
 - IUG Announcement
 - Forum feedback and help
 - Job postings
- Products
 - Polaris
 - Sierra/Millennium/Encore
 - SkyRiver
 - Vital
 - Virtua
- Regional Groups
 - EGL-IUG
 - Hong Kong IUG
 - IOWA-IUG
 - NORCAL-IUG
 - [and many more]
- Special Interest Groups
 - INN-Reach Users Group

- Innovative Interfaces Public Library Users Group
- INNOPAC Music Users Group
- Innovative Law IUG

Some categories have subcategories. For instance, the Polaris and Sierra/Millennium/Encore categories both have SQL subcategories.

Some categories are restricted. The Polaris and Polaris SQL categories can be viewed only by Polaris customers. The Sierra SQL category can be viewed only by people logged into the site. There are also private categories for the steering committee, the conference program committee, and the Idea Lab Team.

Special-use categories:

- Clearinghouse: The IUG Clearinghouse is now a category in the forum. Here you can share locally-developed resources such as tutorials, scripts, promotional material, and other resources with other IUG members.
- IUG Conferences: This category has been used to share program materials from IUG conferences.

Discussions, Replies, Comments

When you make a new post to a category in the forum, you're starting a discussion. Replies are called "replies" or "responses." You can vote on replies, "like" them, or add them to your favorites. You can also add comments to replies or to the original post in a discussion, but comments can't get voted on, liked, or favorited.

Likes, Favorites, Votes

- Like: If you "like" a post or a reply, the person who posted it will get a notification that you did that.
- Favorites: You can find a list of your favorite posts or replies under "more settings -- my favourites."
- Votes: Replies to a post can be sorted by the number votes they received. This can be a quick way for people who come along later to find the most popular solution to a problem.

Mark resolved

If you are the person who started a discussion, you can accept one of the responses as the answer, which marks the discussion as resolved. This can help people who come along later.

Tagging

You should add tags to your post. Searches of the forum can be narrowed by tag, and people will see the tags when browsing the list of discussions or viewing the post.

Attachments

You can add up to 8 MB worth of attachments of the following file types: gif, jpg, png, pdf, ppt, pptx, doc, docx, xls, xlsx, txt, rtf, jrxml.

Subscribing by email

You can get email notifications of posts, replies, and comments. There are various kinds of subscriptions:

- Site subscription (all categories): Click on "subscribe via email" to the right of "IUG Forum" anywhere in the forum.

- Category subscription: To subscribe to a particular category, go to where you see a list of topics (discussions) in that category and click "subscribe via email" a few lines below the category name.
- Post subscription: You're automatically subscribed to posts you interact with, or you can click "subscribe via email" to the right of the date when you're viewing a discussion.

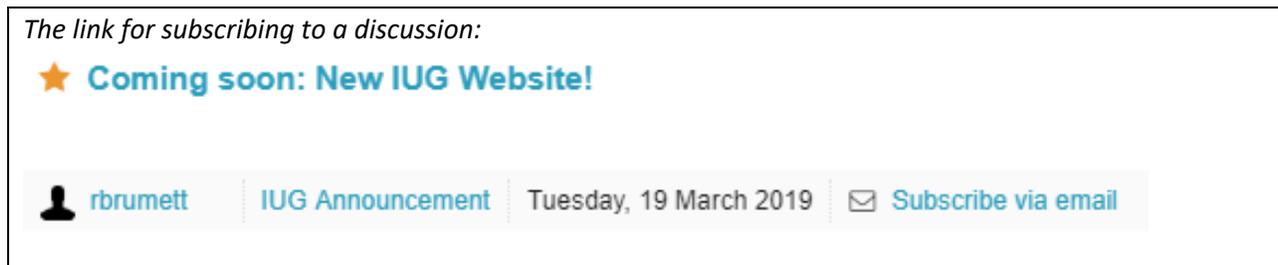
The link for subscribing to the forum (all categories, a "site subscription"):



The link for subscribing to a category:

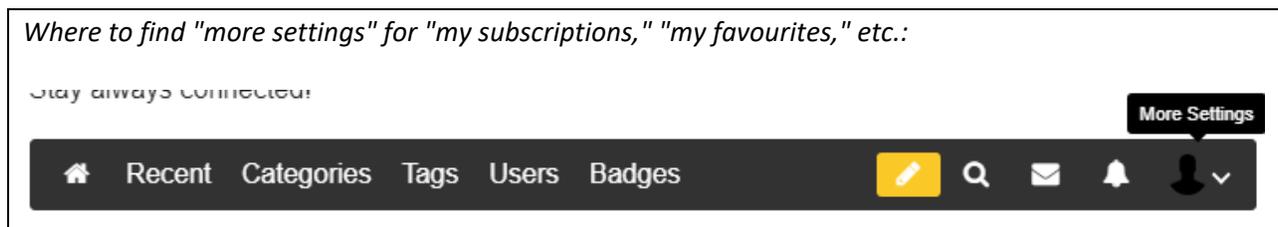


The link for subscribing to a discussion:



Delivery preferences: To manage your delivery preferences, go to "more settings" (on the right-hand end of the black bar with "recent", "categories", etc.) and choose "my subscriptions." A little way down you can change the interval (immediate, daily digest, etc.) and number of posts (if you get a digest) for your site subscription, if you have one. Further down you can manage these settings for your subscription to posts, and you can click on "Categories" to manage the settings for your category subscriptions.

Where to find "more settings" for "my subscriptions," "my favourites," etc.:



Posting and Replying by email

You can submit a new post (start a new discussion) in the Sierra/Millennium/Encore category by sending an email to discussions@innovativeusers.org. The subject line of your email will be the subject line of the post, and the body of your email will be the body of the post.

Replying via email: You can post a reply to the forum by replying to an email notification (but not a digest). Everything in your email will get posted, including the quoted original post your email software probably puts at the end -- unless you type "end reply" at the end of what you type. Everything after "end reply" will be ignored (not posted).

Subscribe via RSS

You can subscribe to the RSS feed of a category ("Polaris," "Sierra/Millennium/Encore," etc.), and then read it in an RSS reader such as Feedly. Just go to the category and click "subscribe via RSS."

Search

You can search the discussions in all the categories using the "search for an answer" link at the top right, and you can filter search results by tag or category.

Your Profile

You can access "edit profile" under "more settings" in the upper right. You can change your profile image and the information that other users see if they click on your profile image.

Conversations

You can click on the envelope near the top of the page to exchange private messages with other forum members. When you have a new private message, you'll see red flag above the envelope and you'll receive an email notification.

Notifications

The bell icon is where you'll see notifications of comments, replies, likes, etc. on your posts.

Post your questions and feedback in the forum, or send them to webguru@innovativeusers.org.