

Getting Around.



Forum.

Clicking the Forum link will return you to the *Overview* which is considered the Discussion Forums “Home”.

Profile.

Clicking the Profile link will show you information about yourself and the totals of your activity in the forum.

Subscriptions.

Clicking Subscriptions will show you the topics and forums that you are *subscribed to* get email notifications about activity.

Activity.

Here you will find all activity of the last 14 days.

Logout -or- Login.

You will see these links depending on whether you are logged in or not:

If you are logged in, clicking *Logout* will log you out.

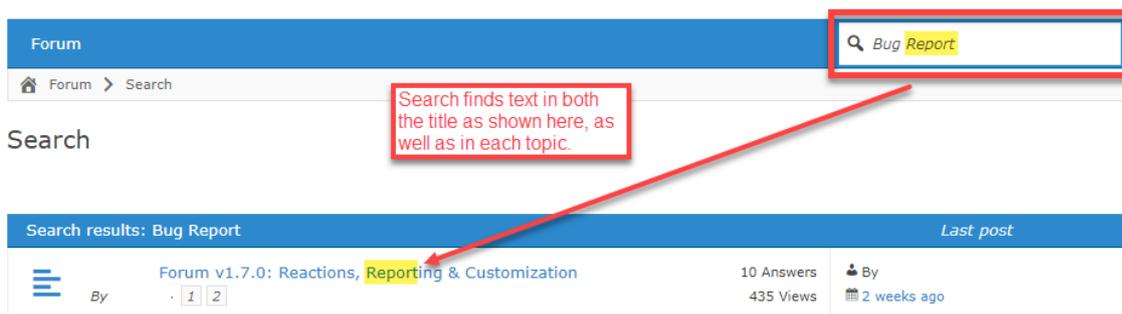
If you are not logged in, clicking *Login* will let you log in.

Search.

The search functionality allows you to search inside topic titles and the content of its posts. Just enter the keywords you are looking for into the text search field in the upper right corner of the top bar and press the Enter or Return key on your keyboard.



The forum will search for your entered keyword(s) or phrase and show you the results, if there are any, ordered by relevance. From this search result view you can simply go to the desired topic.



Forum.

Start a new Topic.

1. Go to the correct category.

Categories	Last post
 General Forum General Forum to exchange info on Lab Animals, Techniques, Science, 3Rs, Legislation 0 Topics · 0 Posts	No topics yet!
 Questions about the BCLAS symposium 0 Topics · 0 Posts	No topics yet!
 Questions about BCLAS 0 Topics · 0 Posts	No topics yet!
 Questions about the BCLAS forum 0 Topics · 0 Posts	No topics yet!

New posts Nothing new Mark All Read Show Unread Topics

2. Be sure this Topic isn't already here. Do a quick search.

3. Push on the button 'New Topic'.

General Forum ← Category

Topics	Last post
 Life long learning By piet1 2 Answers · 15 Views	 2 months ago user2

[Subscribe to this forum.](#)

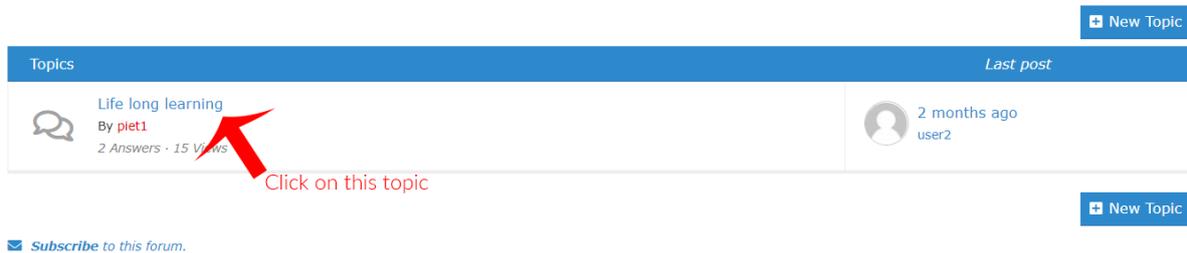
[New Topic](#)

[New Topic](#)

Respond to a Topic.

1. Click your Category -> Click the Topic

General Forum



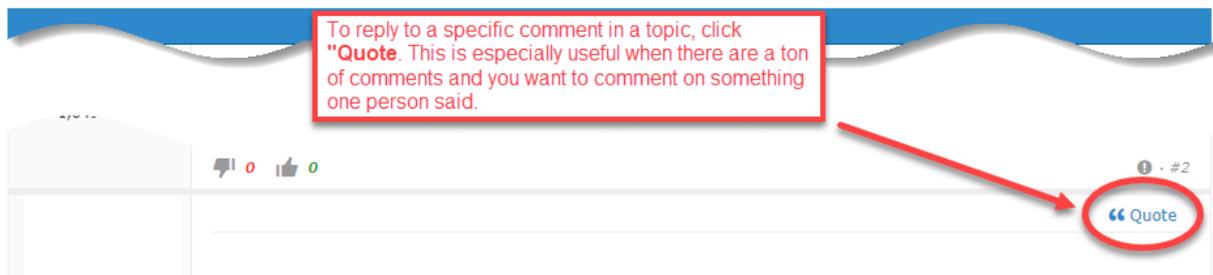
There are 2 ways to respond in a topic. Use the +Reply button on the top or bottom of any topic page:



A response to a topic will always open at the bottom of all replies.

So, how do you respond to a specific reply?

The answer, and the second way you can reply, is to use the Quote feature. In every reply to a topic, on the upper right side of the reply is a link to Quote. Scroll to the reply you want to respond to and then click Quote:



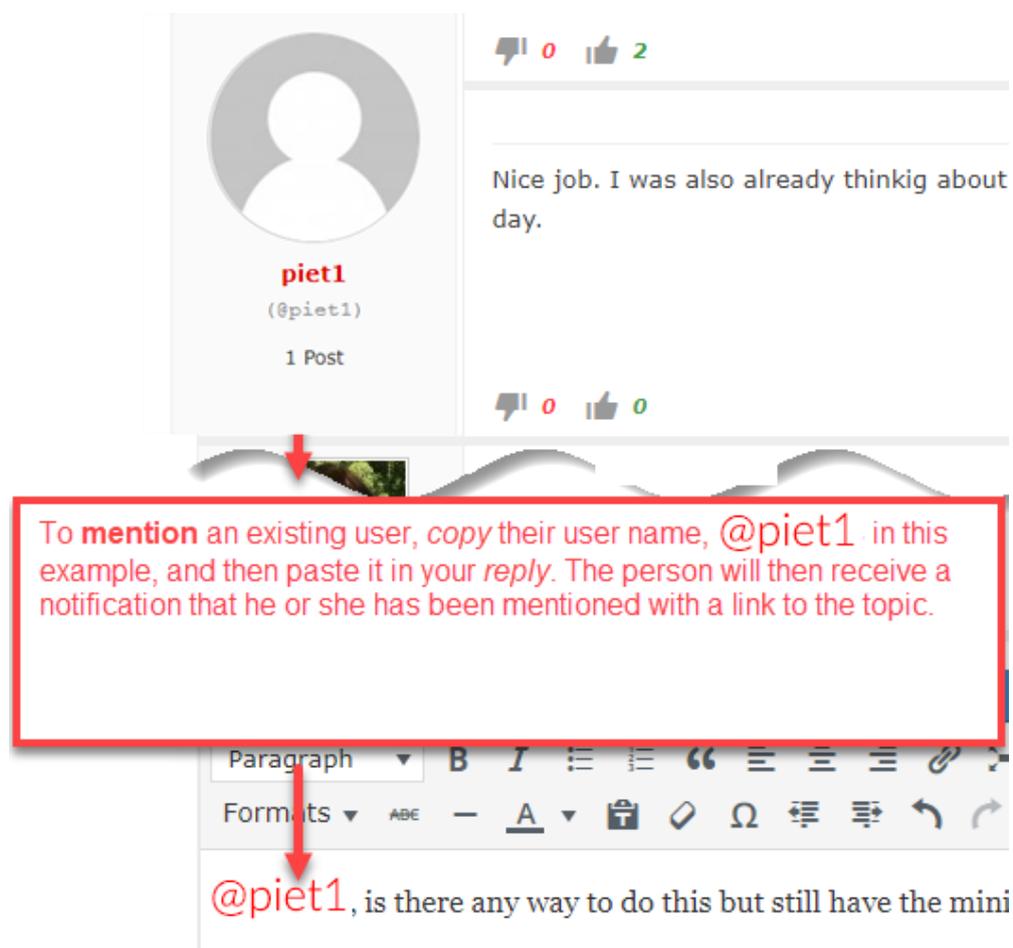
The system will then copy the reply in its entirety and then automatically place that in a reply on the bottom.

Mentions in forum.

The @mention feature allows you to reference other users in the forum. You can mention as many users as you would like. Each person who is referenced will receive an email with the link to the topic in question.

Note: Being mentioned does not mean you are automatically subscribed. You are simply being mentioned and being alerted that you were mentioned. If others also mention you, you will receive additional notifications each time.

Here is how to use the @mention:



The image shows a forum interface. On the left is a user profile for 'piet1' (@piet1) with 1 post. To the right is a post with the text 'Nice job. I was also already thinkig about day.' Below this is a reply editor. A red box highlights the text: 'To **mention** an existing user, *copy* their user name, @piet1 in this example, and then *paste* it in your *reply*. The person will then receive a notification that he or she has been mentioned with a link to the topic.' Below the box, the reply editor shows the text '@piet1, is there any way to do this but still have the mini' with a red arrow pointing to the '@piet1' mention.

To **mention** an existing user, *copy* their user name, @piet1 in this example, and then *paste* it in your *reply*. The person will then receive a notification that he or she has been mentioned with a link to the topic.

@piet1, is there any way to do this but still have the mini

Subscriptions

Subscriptions Management.

In the subscriptions overview you can easily manage your subscriptions. The forums and topics are listed to which you subscribed. From there it is also possible to access those forums/topics or unsubscribe from them.

Bclas Forum

The screenshot displays the 'Subscriptions' management interface. At the top, there is a navigation bar with tabs for 'Forum', 'Profile', 'Subscriptions' (highlighted with a red box), 'Activity', and 'Logout'. A search bar is located on the right. Below the navigation bar, the 'SUBSCRIPTIONS' section is visible. It includes a 'Subscription Settings' area with three radio button options: 'Individual Subscriptions' (selected), 'New Topics', and 'New Topics & Posts'. Below the settings, there are two subscription lists. The first list, 'Notify about new posts in:', is currently empty and has a red box labeled 'Topics you are subscribed to' next to it. The second list, 'Notify about new topics in:', contains one entry: 'Questions about the BCLAS forum'. This entry has a red box labeled 'Forums you are subscribed to' next to it and an 'Unsubscribe' link to its right. Red arrows point from the red boxes to the corresponding subscription lists.

You can also change your global subscriptions settings in the subscriptions overview.

Individual Subscriptions: You only receive notifications when new content is created inside of forums/topics you are subscribed to

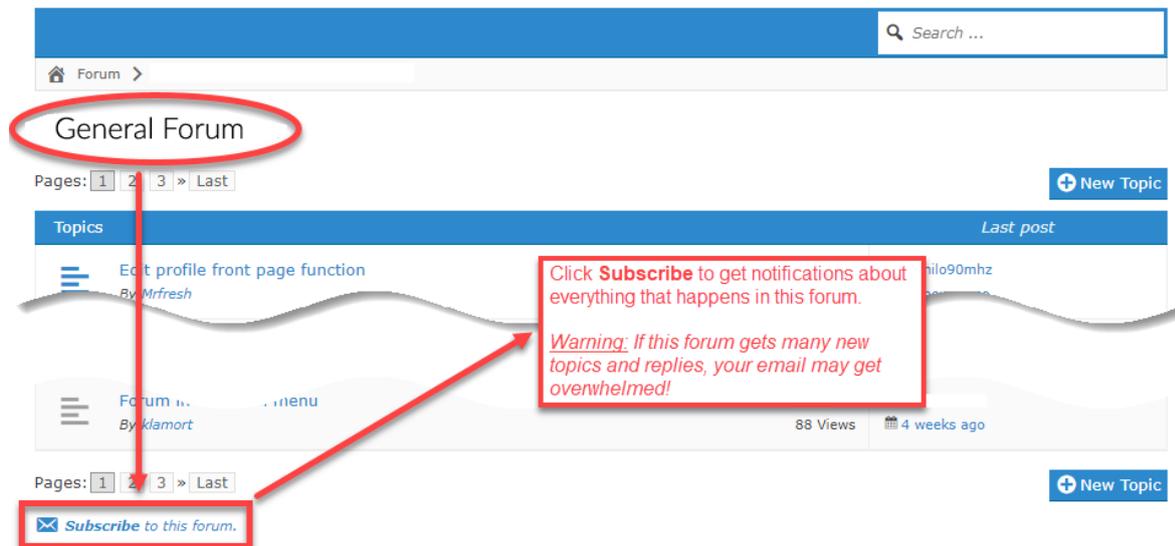
New Topics: When this option is enabled, you receive notifications for all new topics created inside of forums which are accessible for you. This basically means: You are subscribed to all forums. Furthermore you can still subscribe to individual topics to get notified when a new post is written inside them.

New Topics & Posts: When this option is enabled, you receive notifications for all new topics and posts created inside of forums and topics which are accessible for you. This basically means: You are subscribed to all forums and topics.

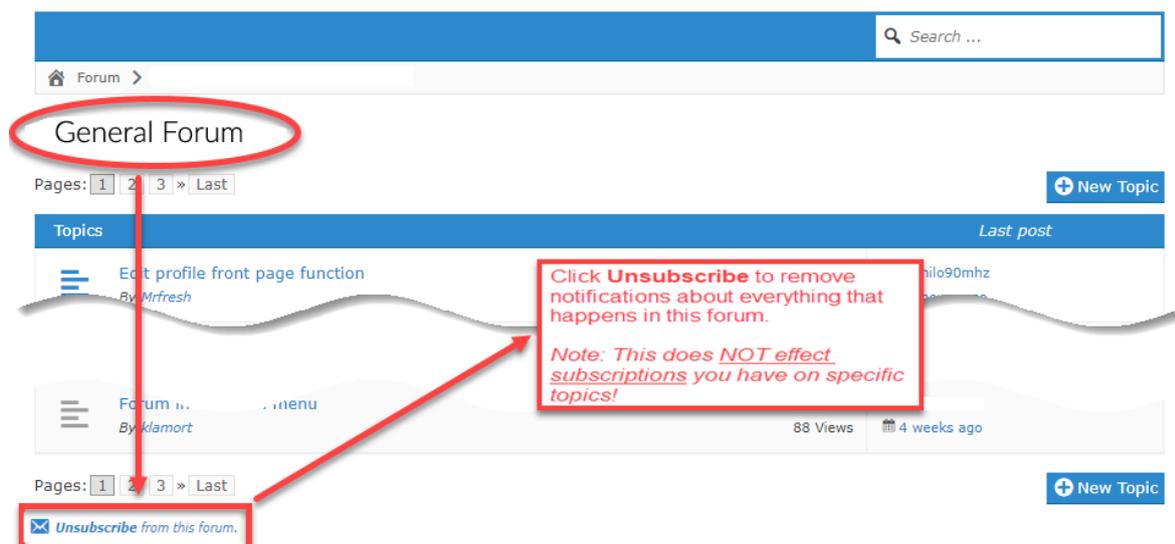
Subscribing To A Forum.

When you want to get notifications about anything happening (i.e. a new topic or reply) in a forum you want use the Subscribe To Forum feature. For example, if you want to stay informed about General forum as shown here, setting this feature to subscribe will send you a notification and link when a new topic is created or replies to existing topics are made.

Here is how you subscribe to a forum (go to the forum you want first).



If you are either no longer interested in getting notifications from a forum that you are subscribed to, you can also unsubscribe from the forum. Here is how you unsubscribe from a forum (go to the forum you want first).

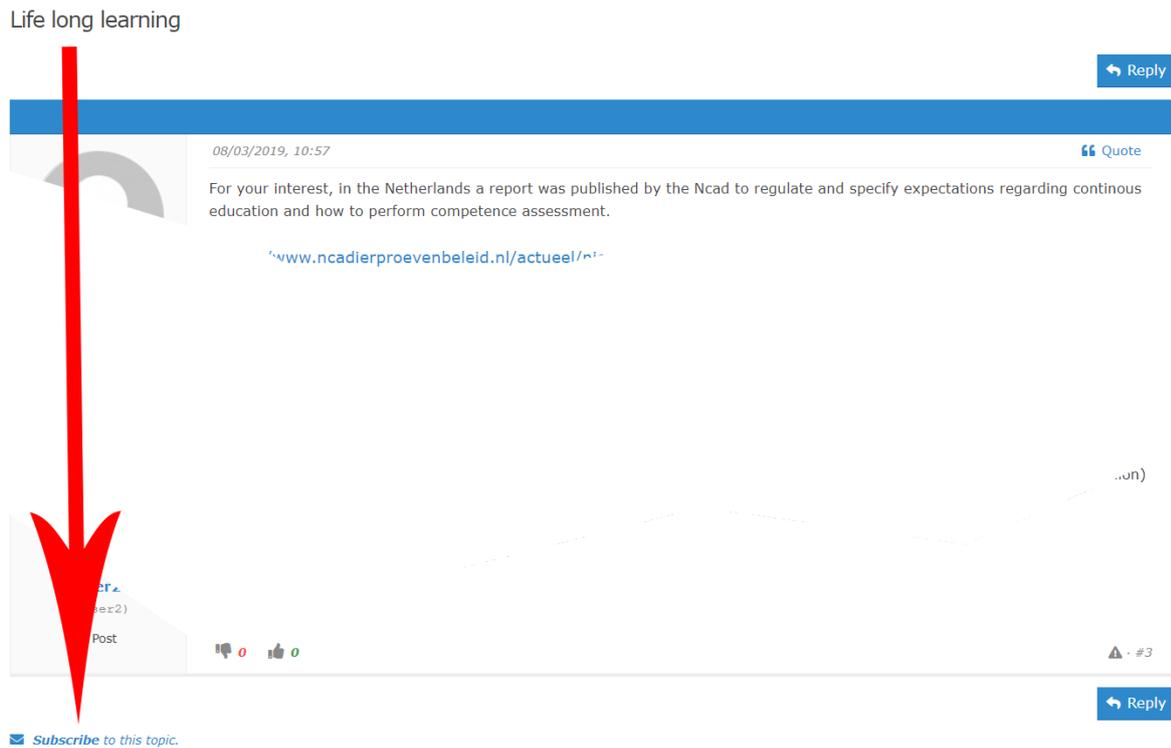


Note: that unsubscribing from a forum will NOT also unsubscribe you from a specific topic(s) – the integrity of subscriptions are not affected in this case.

Subscribing To A Topic.

When someone has created or replied to a topic that you are interested in getting notifications and staying abreast or current, you want to use the Subscribe To Topic feature. For example, you are interested in a topic that a user creates to discuss using 'Life long learning' as shown here and would like to see replies. Setting this feature to subscribe to a topic will send you an email notification and link when new replies to the topic are made.

Here is how you subscribe to a topic (go to the topic you want first).



Here is how you unsubscribe from a topic (go to the topic you want first).

If you are no longer interested in following the topic, simply unsubscribe from it.

