

## User Guide to using SCN8A Family Forum

### Posting Step-by-Step

1. Login to the site using your user id and password. This will give you access to the family/caregiver only sections of the forum.
2. Choose (click on) a Category that you would like to write a post.
3. If you wish to
  - a. respond to a Topic, choose (click on) the Topic then click **POST REPLY**
  - b. create a new Topic, choose (click on) **NEW TOPIC** at the top or bottom right
4. If you wish to include a photograph click the **Attach files to this post** below the text box
  - a. You will be taken to the file upload after you click **POST**
  - b. If you upload the wrong file just click **DELETE** and choose again
  - c. Once you have selected the file click **BACK**

### Changing Your Profile

1. Click **My Profile** at the top left of the page.
2. You can change your profile Avatar by
  - a. clicking **Modify Avatar**
  - b. then click **Choose File** to pick the picture you wish to use
  - c. then click **Update** to set your Avatar to the picture you uploaded
3. You can change your password by clicking **Change Password**

## SCN8A Rules of Conduct

The SCN8A Discussion Forum is a resource to help each other achieve a common goal publishing experience and to discuss topics of interest. Below are some basic guidelines to adhere to:

- **Stick to the Topic.** Please stay on the thread's topic when replying to an existing thread. If you don't see an open thread something you'd like to discuss, please open a new thread.
- **Keep it civil.** Debate and disagreements on points of view are okay, but personal attack, hate speech, petty bickering, trolling, and thread hijacking are not tolerated. By choosing to be civil, you make the discussion better for everyone involved.
- **Be helpful and supportive.** We are all here to learn, so please be constructive when providing feedback. Harassing, threatening, or intimidating other users is not tolerated.
- **Spread the word.** Encourage users seeking help to visit the Forum to find solutions or answers to their problems (threads) or just to chat and unwind.
- **The forum are for discussion, not self-promotional link-posting.** We encourage you to avoid posting promotional or irrelevant links.
- **No cross-posting.** Posting the same message to more than one Forum or thread is considered a form of spamming. Please ask your question only once on this forum. If you don't, your posts will either be merged or deleted. Also, keep in mind that our members are not online 24/7 to answer your questions. Ask your questions in advance to ensure they get answered before any deadlines you have to meet.
- **Be honest about your identity.** While we do not prohibit having more than one user account, we ask that you stick to a single persona in the Forums. The deceptive use of multiple accounts, especially in a single thread, is prohibited. The use of secondary accounts to circumvent a Forum ban is also prohibited. This type of behavior is also known as sockpuppeting.
- **Please type in English Standards.** DON'T USE ALL UPPERCASE FOR YOUR TITLES OR IN THE BODY OF YOUR POST. It comes across as shouting. Also avoid txt msg abbreviations.
- **Avoid signatures.** Please do not sign your posts and especially do not sign your posts and include a link to another site. A link to your profile page is included with every post, and you can put information about yourself and links to sites you'd like to promote on your profile page.
- **Only use the report button on posts you think break the forum rules.** Please do not report posts just because you do not like them or any personal reason.
- **If you have been banned:** If you attempt to post in the Forums after being banned for a violation, you will see a link to the thread where the violation occurred, and a notification of when your Forum privileges have been scheduled to be reinstated. Each subsequent violation will incur longer ban durations, and eventually your Forum privileges may be permanently revoked.