Accessing the Great Neck North 1968 Alumni Message Boards

To access the GNN 1968 Alumni message boards, click on the **Forums** link in the orange button bar. This will bring up the Forums homepage:

Please note that we are experimenting with many different message board themes and templates. The screenshots used in this User's Guide may, at some point, not resemble the actual message board layout. The functionality will be identical, but the look and feel will most likely be different.

Message Board User Registration

The first thing you must do before you can log into the message boards is register. Once you go through the registration process, your will need to confirm your registration by responding to an email you receive. This process should be fairly instantaneous.

To register, click on the Register button on the Tab Bar

You will be presented with the Terms of Use screen. If you do not agree with the terms, click on the **[I do not agree with these terms]** button and your registration will be aborted. If you agree, click on the **[I agree to these terms]** button and you will be presented with the Registration screen
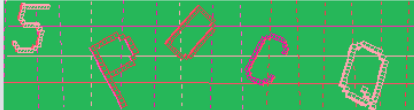
▸ REGISTRATION

Please note that you will need to enter a valid e-mail address before your account is activated. The administrator will review your account and if approved you will receive an e-mail at the address you specified.

The items marked with * are required profile fields and need to be filled out.

Username:
Length must be between 3 and 20 characters.

E-mail address:

Confirm e-mail address:

Password:
Must be between 6 and 30 characters.

Confirm password:

Language: British English

Timezone: [UTC - 8] Pacific Standard Time

First Name: *

Last Name: *

Confirmation of registration

To prevent automated registrations the board requires you to enter a confirmation code. The code is displayed in the image you should see below. If you are visually impaired or cannot otherwise read this code please contact the Board Administrator.

Confirmation code:
Enter the code exactly as it appears. All letters are case insensitive, there is no zero.

Submit   Reset

You must fill in all the fields, including the Confirmation Code. The reason for using a Confirmation Code is to prevent "spambots" (automated programs that create hundreds of accounts and then upload spam messages) from proceeding past this step. If you have any problems with the Confirmation Code, click on the Board Administrator link.

After you fill in all the information, press the **[Submit]** button. You should receive an email at the address you entered during registration with instructions on how to confirm your registration. Once you've completed the confirmation process your Username and Password will be valid and you should be able to log in to read and post in the message forums.

Please be sure to use your proper first and last names. If your name has changed since you graduated, please put the name you were known by in high school in parenthesis. I will be spot checking the registrations to make sure only GNN 1968 Alumni have full access to the forums.

Logging In

To log in, enter your Username and Password in the Login area at the bottom of the homepage

▸ LOGIN

Username: Password: Log me on automatically each visit ☐   Login

or press the Login button on the same Tab Bar you used when you reigstered. Enter your Username and Password, and press the **[Login]** button.

Navigating Around the Message Board's Homepage

After you have successfully logged in you will be temporarily redirected to the "Successful Login" screen. After about 5 seconds you will see the message board's homepage. If your computer is not in a place where others have free access to it, you can choose to save your Username and Password so you don't have to type them in each time you log in. You can also choose to not appear in the Online Status area of the message board's homepage.

The homepage is also referred to as the "Board Index". A number of prompts in the message boards refer to the Board Index, and jumping to the Board Index is identical to jumping to the homepage. Take some time to familiarize yourself with the homepage. It is divided into a number of different sections. Below is the upper half of the homepage.

1. Tab Bar

From the Tab Bar you can
- Log out of the message boards
- See how many new messages have been entered since you were last logged in
- Read the FAQ (Frequently Asked Questions). The FAQ contains a lot of practical information about the message boards in Question & Answer format.
- Search for posting by author or search for keywords contained in one or more messages. Message filtering is available
- See a list of message board members
- Access the User Control Panel. In the UCP you can you can monitor, view and update your profile, preferences, subscribed forums and topics. You can also send messages to other users (if permitted). Please ensure you read any announcements before continuing.

2. Last Visited

The Last Visited shows when you last logged into the message boards. This is a security feature. If the Last Visited shows a date and time which is more recent than when you remember last logging in, it could mean that your account has been hacked and you will need to change your password.

3. Current Date & Time

This shows you what the message board thinks are your current date and time. If the time is incorrect, check the timezone setting in Board Preferences section of the UCP. If the timezone is correct, check the clock on your computer

4. View Unanswered Posts | View Active Topics

Unanswered Posts are posts which have never been replied to. Active Topics are topics in forums which have at least one post. The purpose of these two displays is to show you where the action is, and where there could be a little more action.

5. View New Posts | View Your Posts

View New Posts shows you all the messages which have been added since you last logged in. View Your Posts shows you all of the messages you authored.

6. Navigation Bar

The Navigation Bar (sometimes called "breadcrumbs") show you a list of all of the prompts and links you clicked on to get to your current position in the message boards. Each individual entry in the Navigation Bar is itself a link which you can use to return to an earlier screen or location. In the example above, the homepage is the highest level you can navigate to, and it shows up in the Navigation Bar as "Board Index". Note that there are two Navigation Bars, one above and one below the Main Category and Forums area. They are identical.
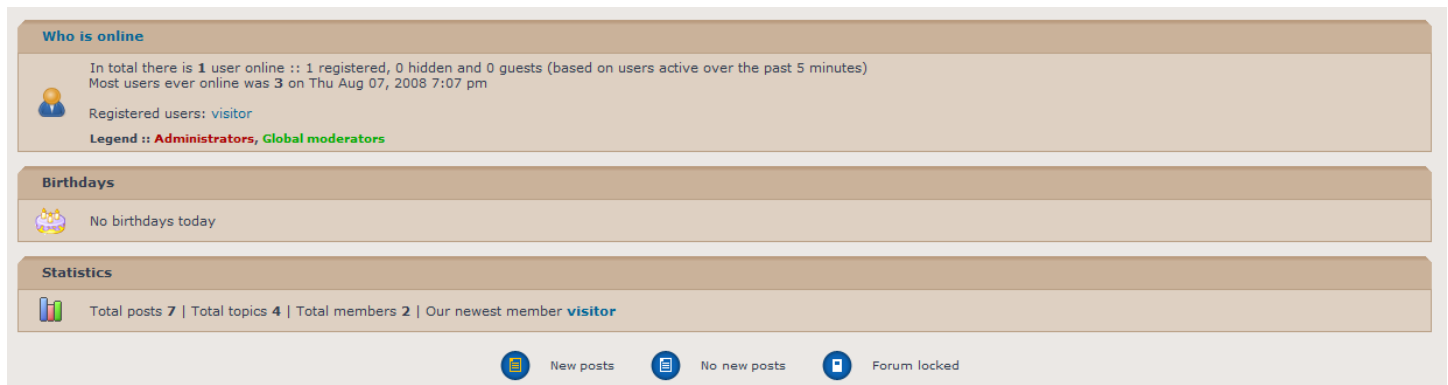
7. Main Categories & 8. Forums

As the message board become more organized, related groups of messages (called "Forums") will be grouped together under Main Categories. Think of the Great Neck North 1968 Website Forums as a set of great books. The Main Categories (#7's above) are individual volumes from the set of books. The Forums (#8's above) are the chapters within each book. Thus, the Main Category (volume) called "Where It's At, Baby!" has two Forums (chapters) called "It's Your Thing..." and "Happenings...". Note that Main Categories and Forums can only be created by the board administrator. If you would like a new Forum created, please send an email request to forums@gnn1968.com .

9. Message Board Information

This area shows you statistics about the forums; how many topics have been started in each forum, how many posts have been written in each forum, and who was the last individual to write a post in each forum.

The rest of the Homepage

The bottom half of the homepage contains information about the Forums. It does not contain any messages or postings. It is pretty much self-explanatory and I will not go into any additional detail about it.

Who is online

In total there is **1** user online :: 1 registered, 0 hidden and 0 guests (based on users active over the past 5 minutes)
Most users ever online was **3** on Thu Aug 07, 2008 7:07 pm

Registered users: visitor

Legend :: Administrators, Global moderators

Birthdays

No birthdays today

Statistics

Total posts **7** | Total topics **4** | Total members **2** | Our newest member **visitor**

New posts   No new posts   Forum locked

Navigating around the Message Boards

*(Please be sure to read **Subscribing to a Forum or Topic on the Message Boards** at the end of this guide)*

As briefly described above, the Message Boards can be viewed like an encyclopedia. The Board itself consists of a set of Main Categories. Each Main Category is divided into a set of Forums (created by the board administrator). Each Forum may or may not be further divided into Subforums (created by the board administrator). Each Forum or Subforum is divided into Topics (created by users like you), and each topic consists of one or more messages (created by users like you).

To navigate into a forum, move your mouse pointer over the forum's title. When your mouse is correctly placed, the title will become underlined and the mouse pointer will change to the pointing finger. Click the mouse button, and you will go into the selected forum. For this example I am going to navigate into the *Happenings...* forum.

Where It's At, Baby!			
Forum	**Topics**	**Posts**	**Last post**
It's Your Thing... ... Do What You Wanna Do! Since we're just starting out, we'd like to know what you want to talk about, shout about, discuss, debate, and commiserate about in these forums. Start each new idea as a fresh topic. Browse what others have suggested and let us know if you feel it should or should not be included. Since everyone is posting using the same name (at least for now), you can stay anonymous.	0	0	No posts
Happenings... Alumni events (not just limited to 1968). Sub-forums by State. If your state is not listed please send an email to forums@gnn1968.com	1	2	Sat Aug 09, 2008 12:24 am visitor ➡◻

After I click on the word *Happenings...* I am taken to the main page of the *Happenings...* forum. The *Happenings...* forum happens to have three sub-forums, one for New York (*NY*), one for New Jersey (*NJ*), and one for Florida (*FL*). No slight intended for any other state not yet represented by a sub-forum.

Board index » Where It's At, Baby! » Happenings...			All times are UTC - 5 hours [DST]
NY			
Forum	**Topics**	**Posts**	**Last post**
NY New York	1	2	Sat Aug 09, 2008 12:24 am visitor ➡◻
NJ New Jersey	0	0	No posts
FL Florida	0	0	No posts

Happenings...

NEW TOPIC	Page 1 of 1 [0 topics]

Subscribe forum				Mark topics read
Topics	**Author**	**Replies**	**Views**	**Last post**
There are no topics or posts in this forum.				

Display topics from previous: All Topics ⯆ Sort by Post time ⯆ Descending ⯆ Go

NEW TOPIC	Page 1 of 1 [0 topics]

Board index » Where It's At, Baby! » Happenings...	All times are UTC - 5 hours [DST]

A few notes about this screen.

- Notice the Navigation Bar. It now contains the path I took to get to this screen (*Board index > Where It's At, Baby > Happenings...*). I can click on any of those three elements to go back to that screen.

- This particular forum is displayed in two sections. The top section shows the links to the three sub-forums (*NY*, *NJ*, and *FL*). You can tell these are sub-forums by the word "Forum" directly above them. The bottom section is the Topic area for the *Happenings...* Main Forum. Topics started here pertain to the entire *Happenings...* main forum and not to any individual state sub-forum.

- Notice that the NY sub-forum has one topic and two total posts. The most recent post was added by "visitor" on August 9, 2008 at 12:24pm.

You can do a number of things from this screen. You can drop down into one of the state sub-forums, you can start a new (and first) topic in the Happenings... main forum, and you can mark "Topics as read". You would want to mark all topics as read if you don't want to see all of the unread topics and messages in the *Happenings...* forum showing up each time you click on View Active Topics.

Posting

(Note: If you already have experience posting in other message boards, you can probably just skim through this section.) Here is where the fun begins. The *NY* sub-forum of the *Happenings...* main forum is a place where all alumni events taking place in *NY* should be listed. Each event should be started as a new Topic. Right now the *NY* sub-forum has one Topic called *NEW YORK IDEAS*.

Supposed you were wanted to organize a group to see the revival of the show <u>Hair</u> in Central Park. The first thing you would do is start a new Topic in the *NY* sub-forum called, say, "Anyone interested in seeing <u>Hair</u> in Central Park?" Click on the [New Topic] button. Enter the name of the Topic and a description about it.

When you are finished, click on the [Submit] button. A confirmation screen will be displayed and you will be redirected back to a copy of the Topic you just created.

Anyone interested in seeing Hair on Broadway?

[NEW TOPIC] [POST REPLY]   Page **1 of 1**   [1 post]

Subscribe topic | Bookmark topic | Print view | E-mail friend   Previous topic | Next topic

Author	Message
visitor [ONLINE] **Joined:** Thu Aug 07, 2008 6:55 pm **Posts:** 7 Top [PROFILE] [PM]	**Post subject:** Anyone interested in seeing Hair on Broadway? Posted: Sun Aug 10, 2008 4:34 pm I just found out that a revival of the 60's show Hair will be presented in Central Park next weekend. Anyone interested in going? [EDIT] [QUOTE]

Display posts from previous: All posts   Sort by Post time   Ascending   Go

[NEW TOPIC] [POST REPLY]   Page **1 of 1**   [1 post]

At this point you are finished with this Topic, unless you want to immediately add a reply to it, or you want to start a new topic for another event. This is how your topic will appear in the *NY* sub-forum listing:

NY

[NEW TOPIC]   Page **1 of 1**   [2 topics]

Subscribe forum   Mark topics read

Topics	Author	Replies	Views	Last post
Anyone interested in seeing Hair on Broadway?	visitor	0	1	Sun Aug 10, 2008 4:34 pm visitor
NEW YORK IDEAS	visitor	1	5	Sat Aug 09, 2008 12:24 am visitor

Display topics from previous: All Topics   Sort by Post time   Descending   Go

[NEW TOPIC]   Page **1 of 1**   [2 topics]

Suppose you are reading the *NY* sub-forum and you see this topic, and you are interested in going. You would navigate to your topic and click on the title. The topic would open, and you would see all the replies (there aren't any yet). To reply, click on the [Post Reply] button. A window will open for you to post your reply:

Anyone interested in seeing Hair on Broadway?

Post a reply

Post icon:	◉None ○ ○ ○☆ ○ ○ ○♡ ○ ○ ○? ○△ ○ ○ ○ ○
Subject:	Re: Anyone interested in seeing Hair on Broadway?

Message body:
Enter your message here, it may contain no more than **60000** characters.

B *i* u Quote Code List List= [*] Img URL Font size: Normal ▼

Tip: Styles can be applied quickly to selected text.

Font colour

Smilies

I am. Do the tickets cost anything? :)

Options:
BBCode is *ON*
[img] is *ON*
[flash] is *OFF*
[url] is *ON*
Smilies are *ON*

☐ Disable BBCode
☐ Disable smilies
☐ Do not automatically parse URLs
☑ Attach a signature (signatures can be altered via the UCP)
☐ Notify me when a reply is posted

Preview **Submit** Save Cancel

Again, click on the [Submit] button to save your reply. Your reply is saved, and displayed to all subsequent users.

Anyone interested in seeing Hair on Broadway?

NEW TOPIC **POST REPLY** Page **1** of **1** [2 posts]

Subscribe topic | Bookmark topic | Print view | E-mail friend   Previous topic | Next topic

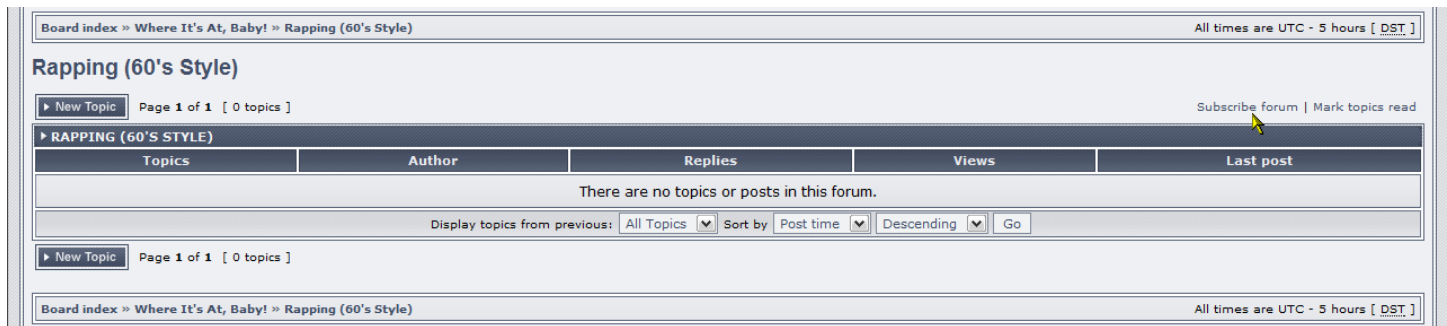| Author	Message
visitor ONLINE **Joined:** Thu Aug 07, 2008 6:55 pm **Posts:** 8 Top	**Post subject:** Anyone interested in seeing Hair on Broadway? ▯ Posted: Sun Aug 10, 2008 4:34 pm I just found out that a revival of the 60's show <u>Hair</u> will be presented in Central Park next weekend. Anyone interested in going? PROFILE PM EDIT QUOTE
visitor ONLINE **Joined:** Thu Aug 07, 2008 6:55 pm **Posts:** 8 Top	**Post subject:** Re: Anyone interested in seeing Hair on Broadway? ▯ Posted: Sun Aug 10, 2008 4:47 pm I am. Do the tickets cost anything? 😬 PROFILE PM EDIT QUOTE

Display posts from previous: All posts ▼ Sort by Post time ▼ Ascending ▼ Go

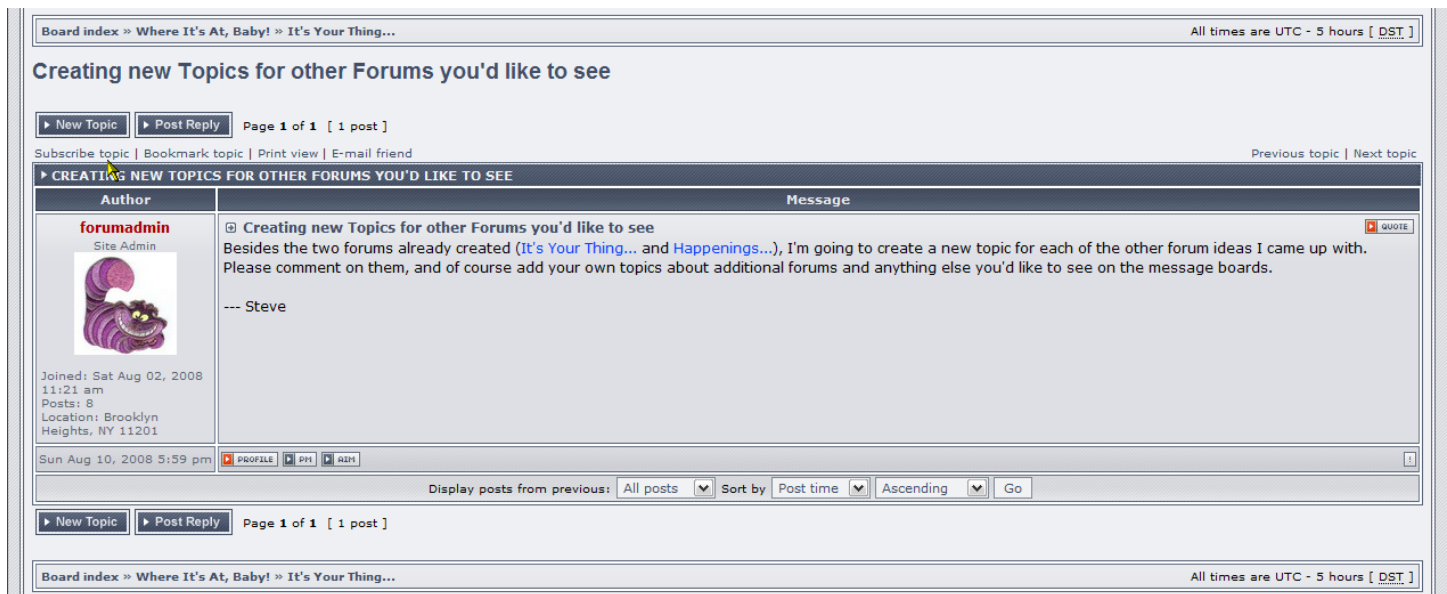**NEW TOPIC** **POST REPLY** Page **1** of **1** [2 posts]

Subscribing to a Forum or Topic on the Message Boards

This is a very useful and important feature of the message boards. Subscribing to a Forum or Topic means that you will receive emails every time a new topic is created in a Forum, or a new message is posted under a Topic. You choose which Forums and Topics you are subscribed to, and only receive email notifications when new messages have been added to your subscribed Topics and new Topics have been added to your subscribed Forums.

This is a different behavior from most public messaging areas, where notification is an all-or-nothing proposition. You have complete control over what email you receive based on your particular interests. Here is how you subscribe to a Forum

and here is how you subscribe to a Topic

This is a sample of a Forum subscription email:

```
Hello steven424,

You are receiving this notification because you are watching the forum,
"Your first forum" at "Great Neck North 1968 Alumni Forums". This forum has
received a new topic since your last visit, "Test subscription". You can
use the following link to view forum, no more notifications will be sent
until you visit the forum.

http://www.gnn1968.com/forums/viewforum.php?f=2

If you no longer wish to watch this forum you can either click the
"Unsubscribe forum" link found in the forum above, or by clicking the
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following link:
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--
Thanks, The Management
```

There's Much, Much More...

This purpose of this guide was to describe the logical layout of the GNN 1968 Alumni Message Boards, and to go through a typical topic creation and message posting sequence. There is a lot more you can do to customize your experience and to make the forums work for you. If you run into problems or have any questions, please send an email to forums@gnn1968.com. Please describe what the issue is, and if appropriate and possible, please include a screenshot so I can see exactly what you are seeing.

--- Steve