



Getting Started Guide

www.myNEA360.org

What is NEA edCommunities?

- A social website on the new MyNEA360 platform that connects educators, parents, and community members to share ideas and resources to improve student success. It is free and open to all.
- The Professional Practice Communities were the first to launch within NEA edCommunities on June 25, 2015.

What can NEA edCommunities do?

- Connect educators, parents, and community members in groups by interest topics to collaborate through discussion and file sharing
- Facilitate sharing and co-creation of resources and materials helpful to educators and students
- Surface recommended resources, collaboration groups, and people to follow and get inspired in your professional practice

The Basics: The Feed

The Collaboration feed is a stream of everything in NEA edCommunities that's relevant to you. It delivers the right content and insights to you when you need it, the way you need it.

Your feed is made up of posts made by people and objects you follow, and groups you are a member of. You have **full control** of what goes into it by following / joining what you need.

You can tweak the feed as you see fit to display all of the posts you subscribed to, or just some

This screenshot shows the NEA edCommunities interface for user Dominique Nguyen. The top navigation bar includes 'Community Home', 'Collaboration', 'Profile', 'Groups', 'People', 'Files', and 'Community Events'. A search bar is located in the top right. The left sidebar shows a 'Feed' section with 'What I Follow' selected. The main content area displays a post from Penny Rogers (Kentucky) titled 'National Board Certification: Why or why not?'. Below the post, there are options to 'Comment', 'Like', and 'Share'. To the right of the post, there are 'Recommendations' for groups like 'Student Bullying' and 'Empowered Educators', and 'Trending Topics' such as 'Parent Engagement' and 'Nutrition'.

This screenshot shows the NEA edCommunities interface for user Corina Paolisso. The top navigation bar and search bar are identical to the previous screenshot. The left sidebar shows 'What I Follow' selected. The main content area displays a post from Barbara Hopkins (National Education Association) titled 'Hopkins (National Education Association) to Dominique Nguyen'. A dropdown menu is open over the 'Show All Updates' button, showing options: 'SHOW Hopkins (National Education Association) to Dominique Nguyen', 'All Updates', 'Fewer Updates', 'People', 'Groups', 'Files', 'Questions', 'SORT BY', 'Post Date', and 'Most Recent Activity'. To the right, there are 'Recommendations' for groups like 'Barbara's Education Tips & Chat' and 'English Language Learners and HSTA', and 'Trending Topics' such as 'Kidblog'.

The Basics: Groups

Groups help organize content and discussions. Each group can be public, private, or hidden. Each group has its own feed, and by joining a group, you get all posts from that group in your Collaboration feed. You can also proactively navigate to any group and check out what's there – if you have the right permissions.

The screenshot displays the user interface for the 'Digital Tools & Learning Pre K-2' group. At the top, there is a search bar and navigation tabs for 'Community Home', 'Collaboration', 'Profile', 'Groups', 'People', 'Files', and 'Community Events'. The main content area features a post by Sharon Davison (Vermont) with a video by Matt Hardy, CEO of Kidblog. On the right-hand side, there are several interactive sections: a '+ Join' button, a 'Members' section showing 95 members, a 'Group Files' section with 10 files, and a 'Recently Talked About' section listing 'Kindergarten'.

In the right side of the group, you can:

- choose to join (or leave) a group,
- check out other group members,
- group files and topics

Public vs. Private vs. Unlisted Groups

When you create a group, you have three privacy setting options:

Public: A group open for any person to join.

- Groups are **Public by default**: unless something **needs** to be private, why not make it public?
 - So others can search and discover
 - So you can get feedback
 - So you can connect with others

Private: A group that non-members can see exists but you must apply for membership or be invited by the group manager in order to join.

- If you are sharing sensitive information (future project information, event plans, developing resource information): create private group
- Only the name, description, group photo, and members list is viewable to non-members

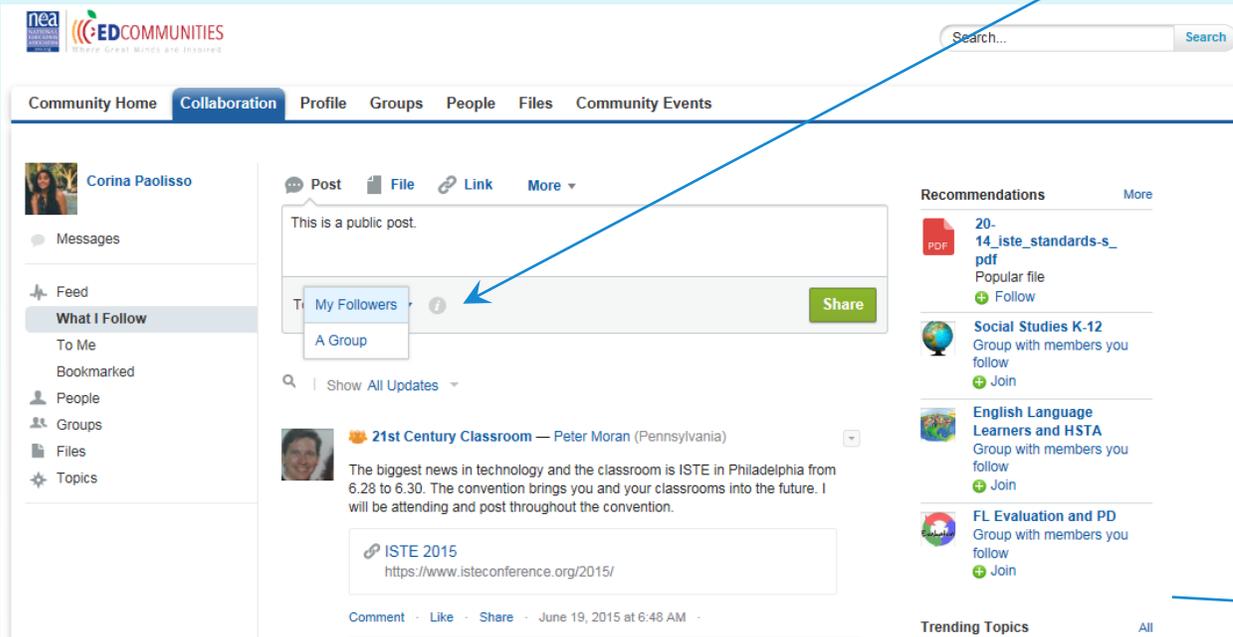
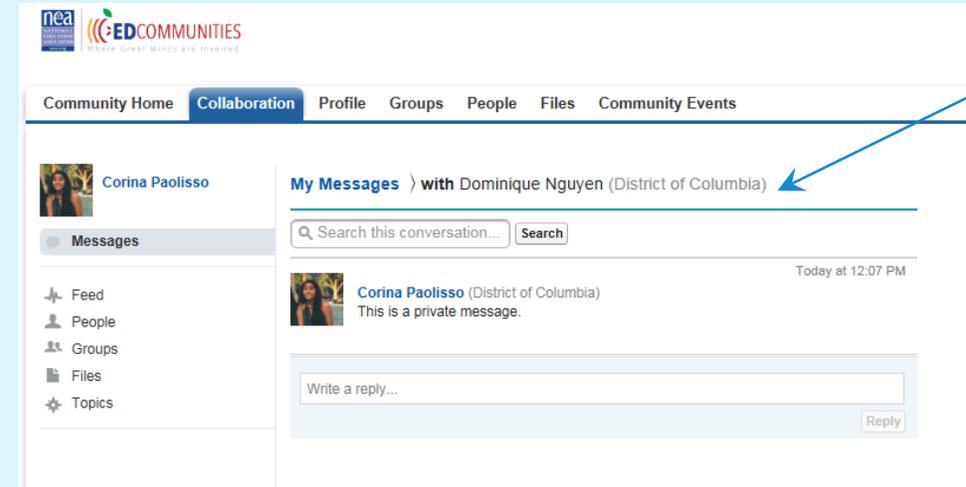
Unlisted: A group that cannot be viewed by a non-member and you must be invited by a member or group manager.

- **Unlisted** groups can be updated to be **public** or **private** groups. But once a group has been listed as a **public** or **private** group, it cannot be set to be **unlisted** any more.

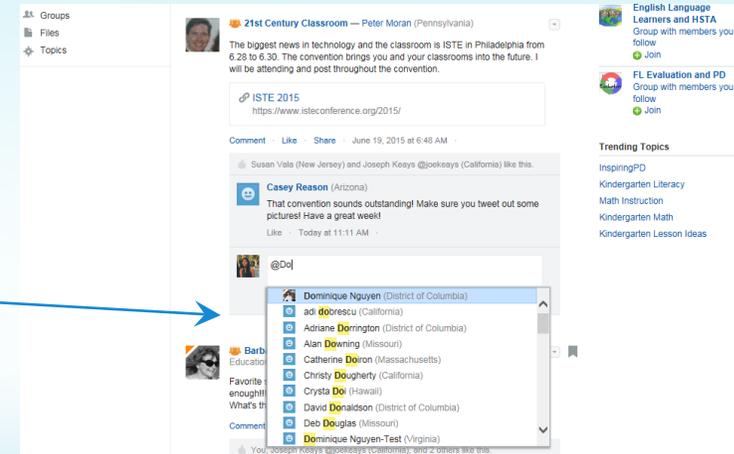
The Basics: A Post

Posts are the building blocks of feeds and groups. You can post anything: a file, a text post, a picture, a URL. Public posts can be made into **groups** or to **people's** profiles. Everyone in that group or following that person can see them.

You can also communicate with other people in a private message. Only people who are part of that conversation can see it.

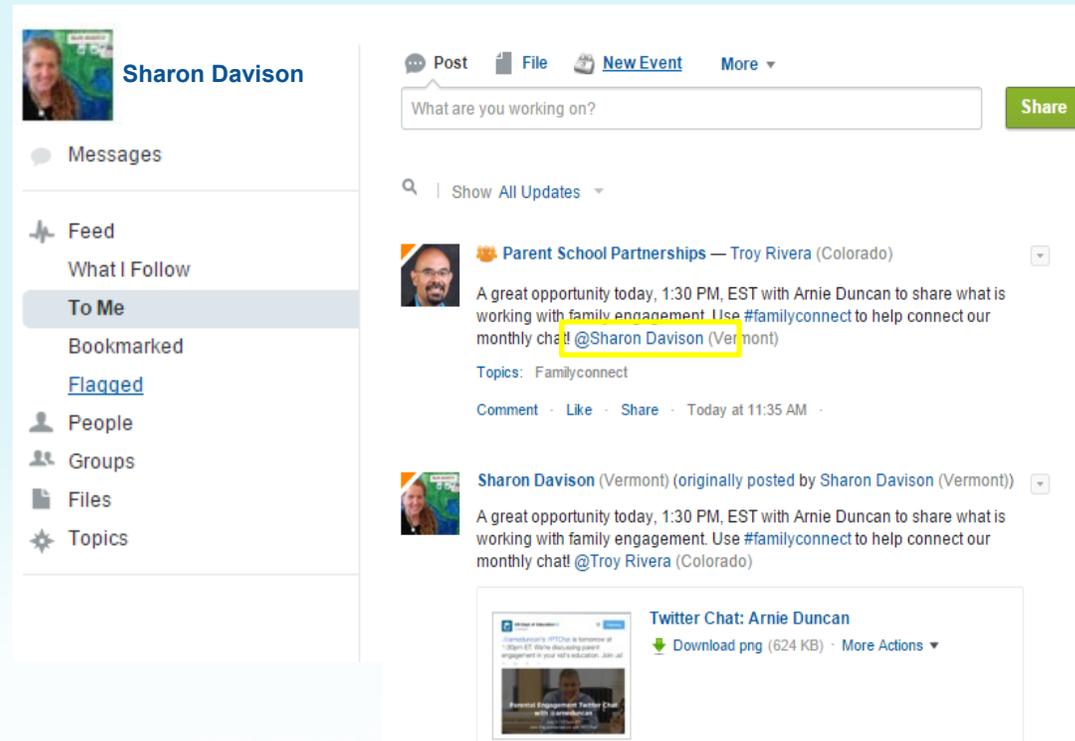


You can also @ mention people in public posts to draw their attention to what you're posting.



The Basics: My @ mentions

Your “To Me” Collaboration feed displays all the posts where you were @ mentioned. When you @ mention others, your post shows up in their “To Me” section. Scan your “To Me” feed to prioritize items that need your attention.



The screenshot shows the user interface for Sharon Davison's profile. On the left is a navigation sidebar with options: Messages, Feed, What I Follow, To Me (highlighted), Bookmarked, Flagged, People, Groups, Files, and Topics. The main content area shows a post creation bar with a text input field containing "What are you working on?" and a green "Share" button. Below this is a search bar and a "Show All Updates" dropdown. The feed contains two posts:

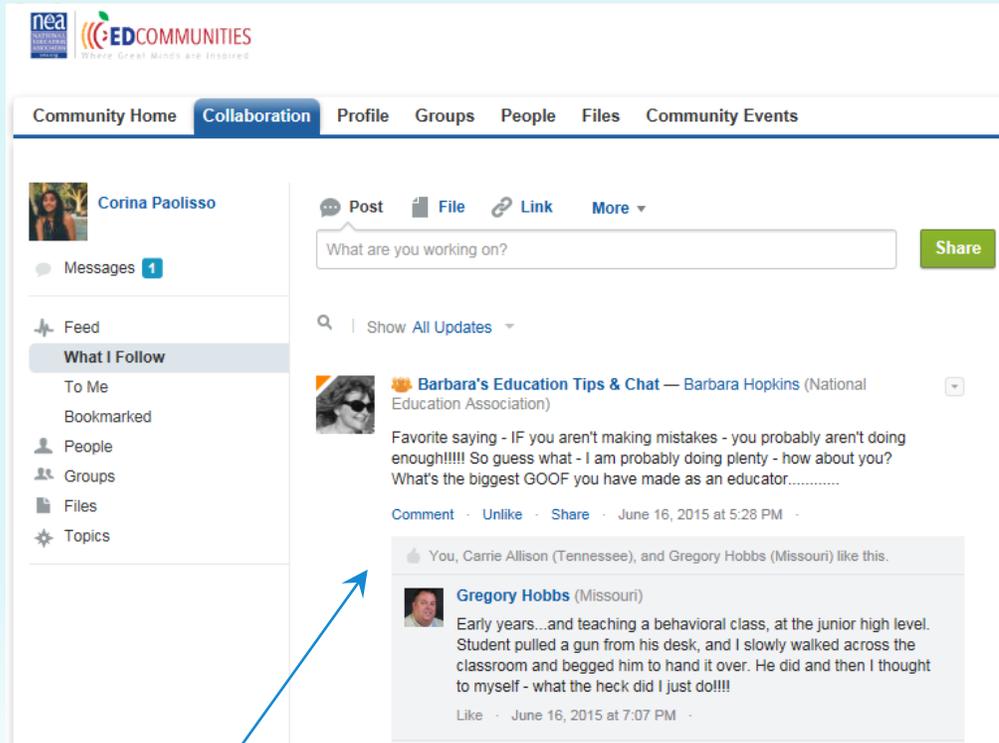
- A post from "Parent School Partnerships — Troy Rivera (Colorado)" with a profile picture of a man. The text reads: "A great opportunity today, 1:30 PM, EST with Arnie Duncan to share what is working with family engagement. Use #familyconnect to help connect our monthly chat! @Sharon Davison (Vermont)". The text "@Sharon Davison (Vermont)" is highlighted with a yellow box. Below the text are "Topics: Familyconnect" and interaction options: "Comment · Like · Share · Today at 11:35 AM".
- A post from "Sharon Davison (Vermont) (originally posted by Sharon Davison (Vermont))" with a profile picture of Sharon Davison. The text reads: "A great opportunity today, 1:30 PM, EST with Arnie Duncan to share what is working with family engagement. Use #familyconnect to help connect our monthly chat! @Troy Rivera (Colorado)".

At the bottom of the feed is a "Twitter Chat: Arnie Duncan" section with a "Download png (624 KB) · More Actions" link and a small thumbnail image of a chat window.

Top tip: If you only have a few minutes to check NEA edCommunities, start with private messages and @ mentions — because they are directed at you, they are your “must do” items. Then move on to your groups, topics and feeds for discovery.

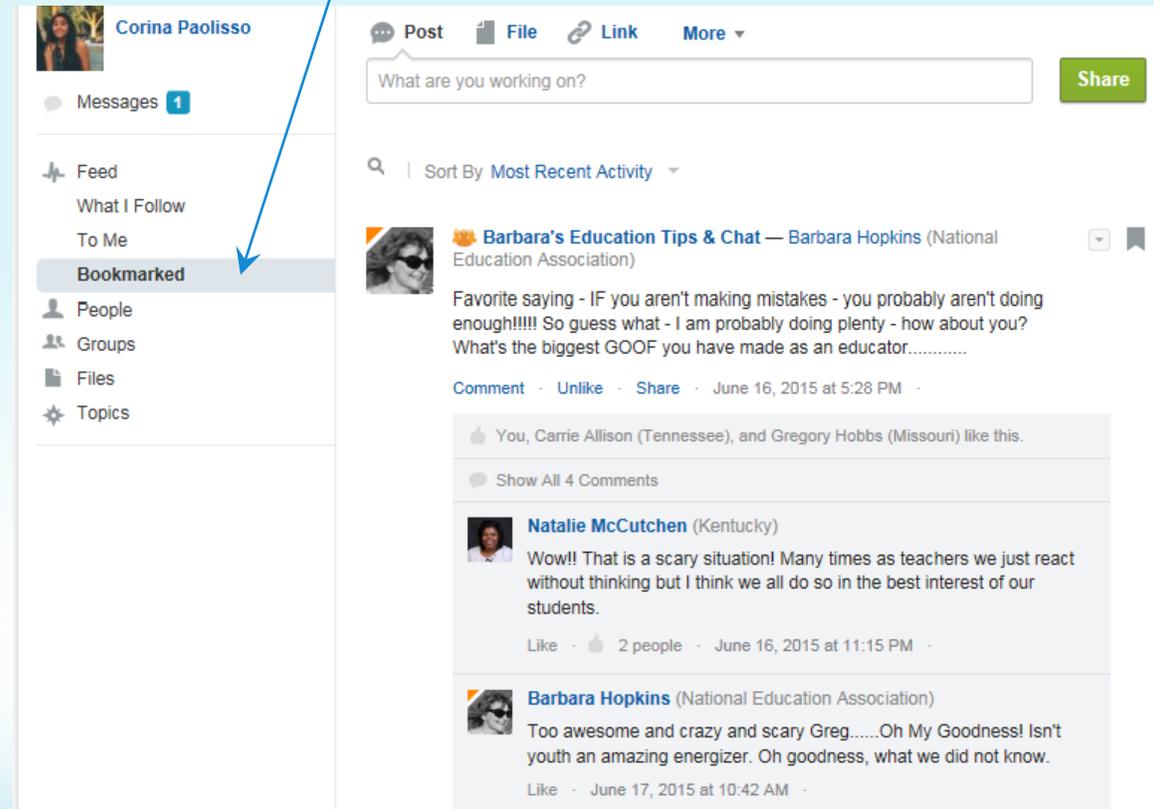
The Basics: Likes And Bookmarks

Other than posting, you can interact with a post by “liking” or “bookmarking” it.



Under each post or comment, you can see who “liked” it.

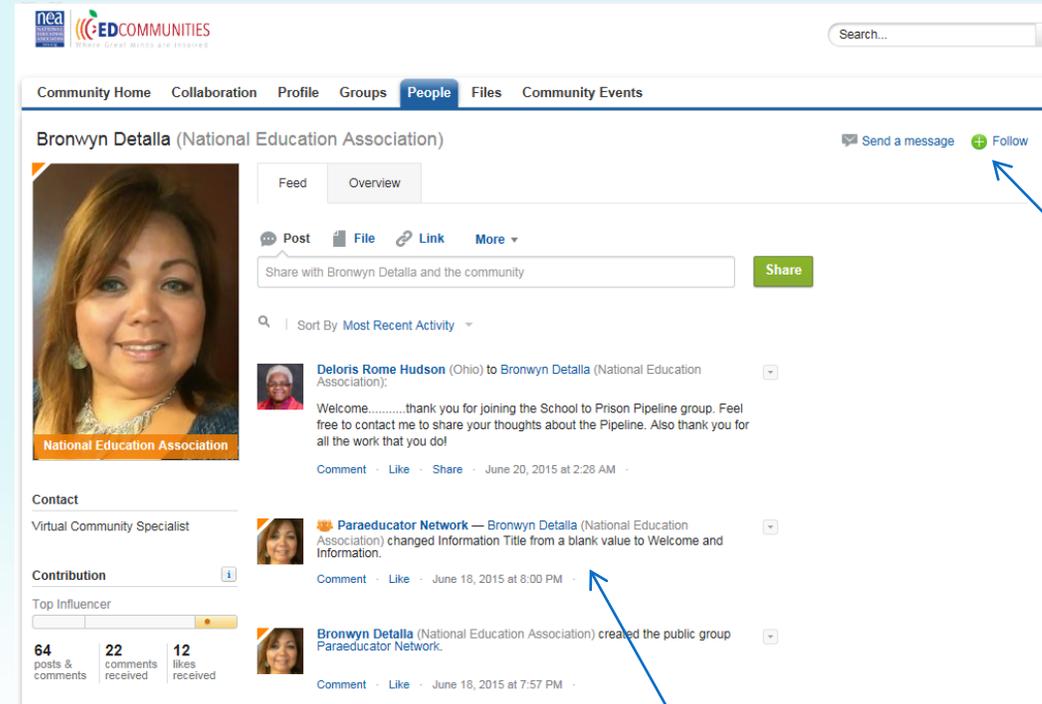
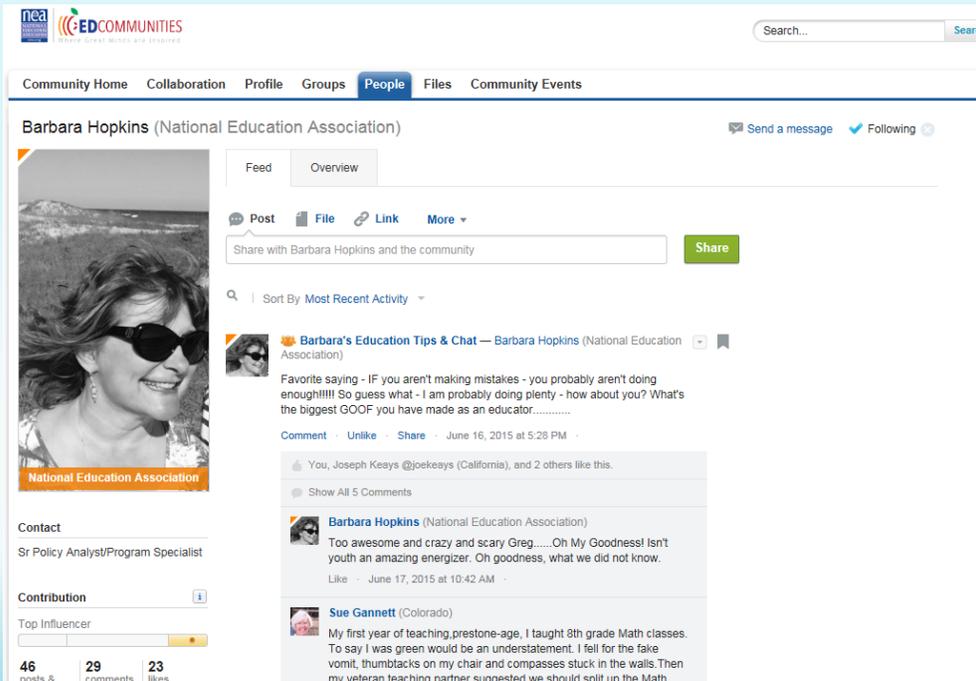
By “bookmarking” a post, you can “save” a post to refer to later. Everything you bookmark will be in your “Bookmarked” feed.



The Basics: People and Profiles

Each person has an NEA edCommunities profile – just like on social networks such as Facebook and Twitter. When you follow someone, you will get their posts in your “What I Follow” Collaboration feed.

You can read about your fellow educator in his/her profile to decide if you want to collaborate via post and/or follow. It's a great way to get connected to people you have never met before – and ones you have!



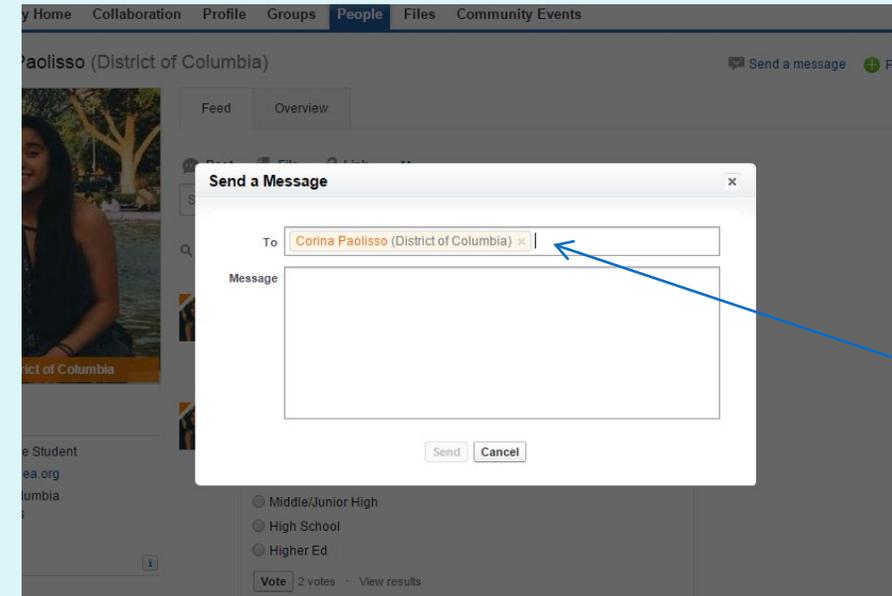
Follow people if you are interested in what they have to say!

Everything this person posts publicly goes into her feed

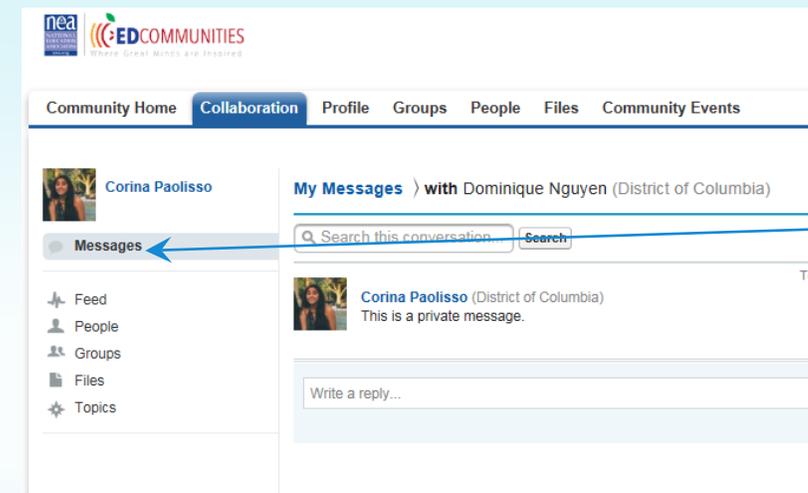
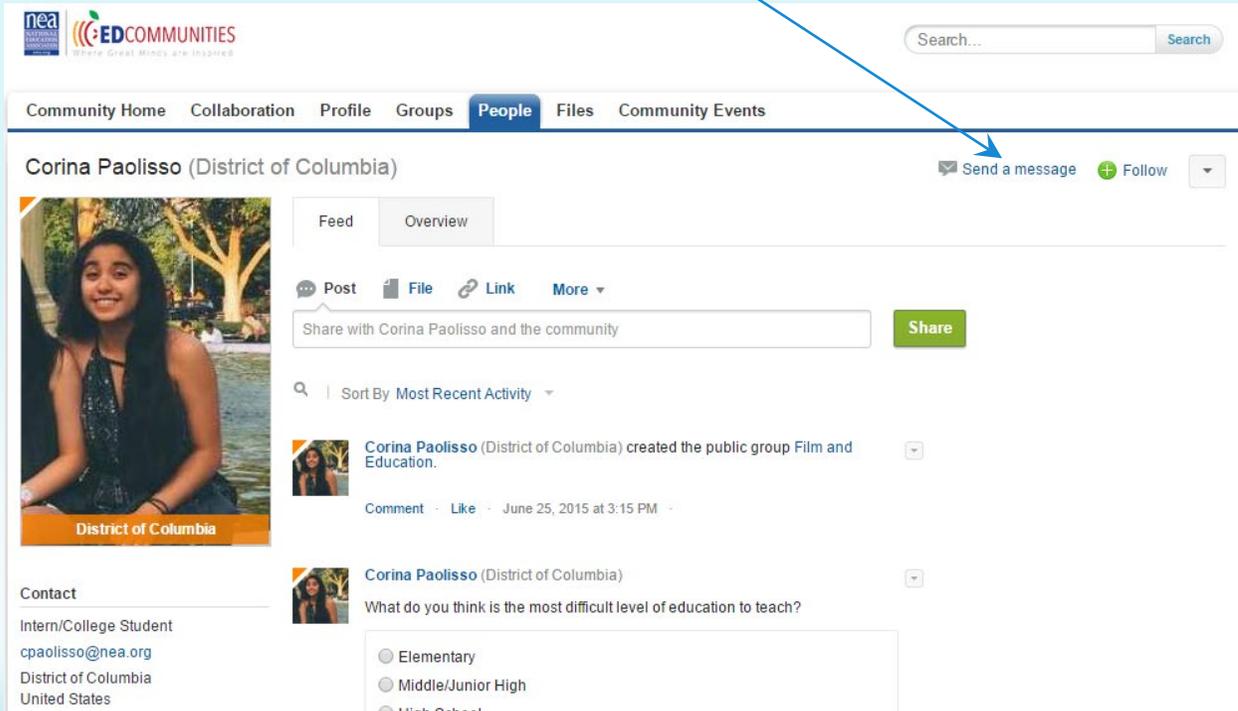
The Basics: Private Messages

You can also communicate with other people in a private message. Only people who are part of that conversation can see it.

To send a private message, visit the recipient's profile and click "Send a Message"



You can add others to a private message by typing their name into the "To:" field



Check your private messages in your Messages section of the Collaboration page

The Basics: Topics

Topics help organize posts in a feed, according to... their topics! You can tag your posts with topics. Popular topics can be discovered through the Topics feed, or through global search. If you follow a topic, posts tagged with that topic will appear in your feed.

Sharon Davison (Vermont)

I thought you all might be interested in reading my latest blog post on Digital Tools & Learning.

<http://bit.ly/1LCXN6W>

Thanks for sharing and posting any comments!

[New Blog Post: Kindergartenlife](#)
<http://bit.ly/1LCXN6W>

Topics: Digital Tools, Digital Citizenship, Kindergarten, [Kidblog](#), (3 more)

Comment · Like · Share · June 28, 2015 at 4:09 PM

nea ED COMMUNITIES
Where Great Minds are Inspired

Search... Search

Community Home Collaboration Profile Groups People Files Community Events

Corina Paolisso

Messages

Feed

People

Groups

Files

Topics

All Topics

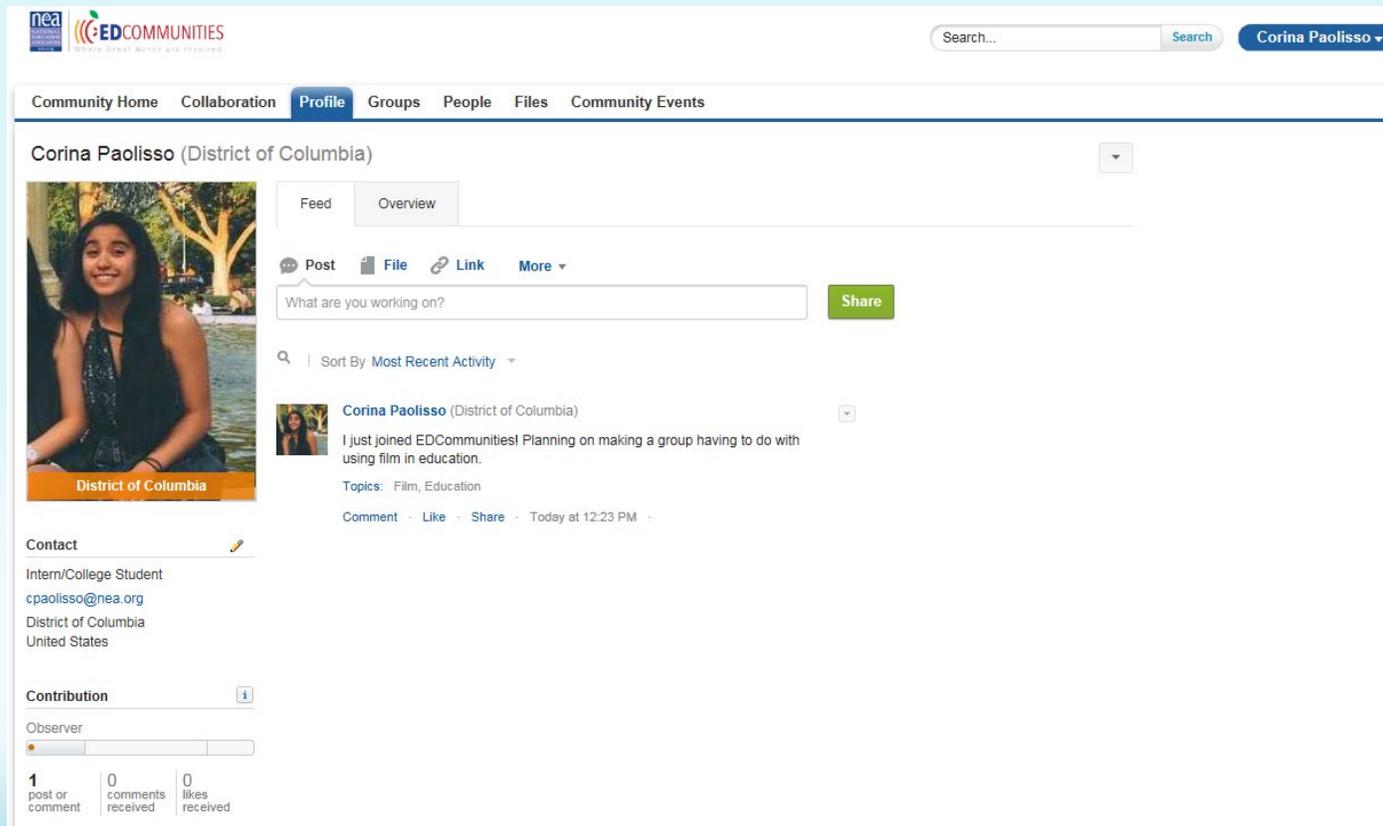
Topics

Search Topics | Show All sorted by People Talking About This ▾

Kindergarten	9 people talking	+ Follow
Student Engagement	9 people talking	+ Follow
Kindergarten Math	7 people talking	+ Follow
Common Core	6 people talking	+ Follow
Common Core State Standards	6 people talking	+ Follow
Professional Development	6 people talking	+ Follow
Caedchat	6 people talking	+ Follow

Fill Out Your Profile; Upload a Photo

Your profile is like your virtual business card. It's what people use to learn more about you, connect with your expertise, and to decide whether or not to help you / amplify your message. People are more likely to collaborate with people they trust – so make it easy to get to know you.



The screenshot shows the profile page for Corina Paolisso on the EDCommunities platform. The page includes a navigation bar with options like 'Community Home', 'Collaboration', 'Profile', 'Groups', 'People', 'Files', and 'Community Events'. The user's name 'Corina Paolisso (District of Columbia)' is displayed at the top. Below the name is a profile picture of a young woman and a bio section with a post that reads: 'I just joined EDCommunities! Planning on making a group having to do with using film in education.' The 'Contact' section lists her as an 'Intern/College Student' with the email 'cpaolisso@nea.org'. The 'Contribution' section shows she is an 'Observer'. At the bottom, there are statistics: '1 post or comment', '0 comments received', and '0 likes received'.

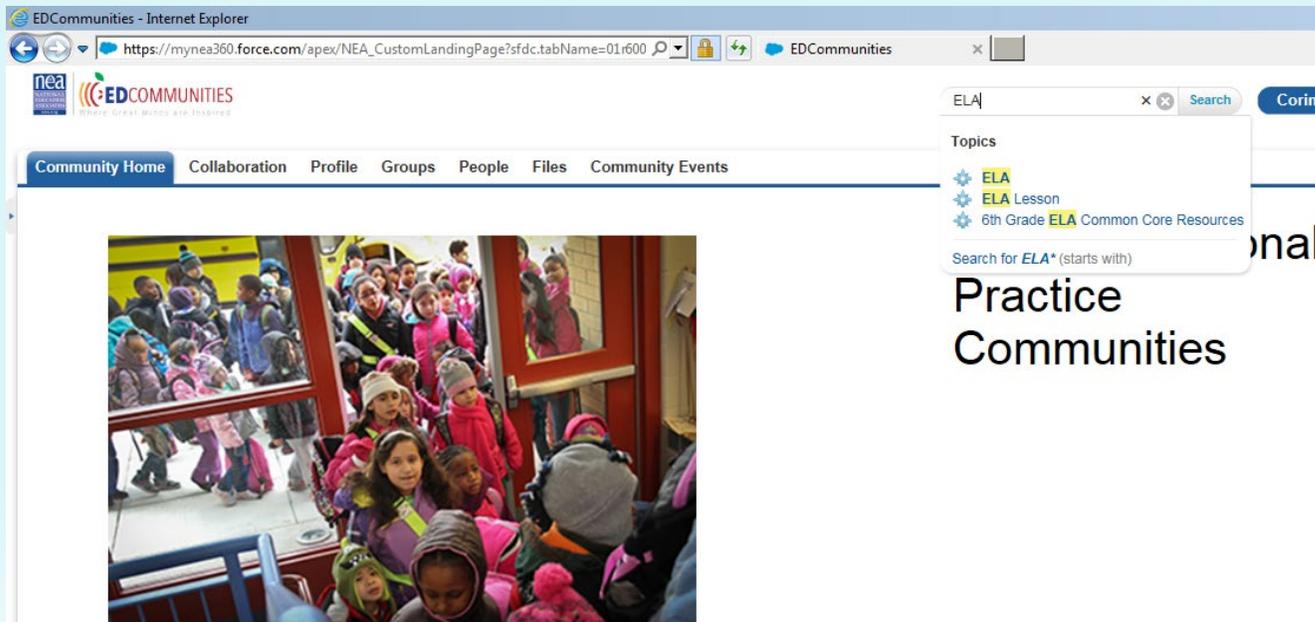
Things to do:

- ✓ Check that your title and contact info is correct
- ✓ Fill in your “About Me” section in the Overview tab – make sure to include your work, educational history, skills and links to your external blog, website, social media profiles
- ✓ Upload a photo: make sure it shows your face and is in good taste!

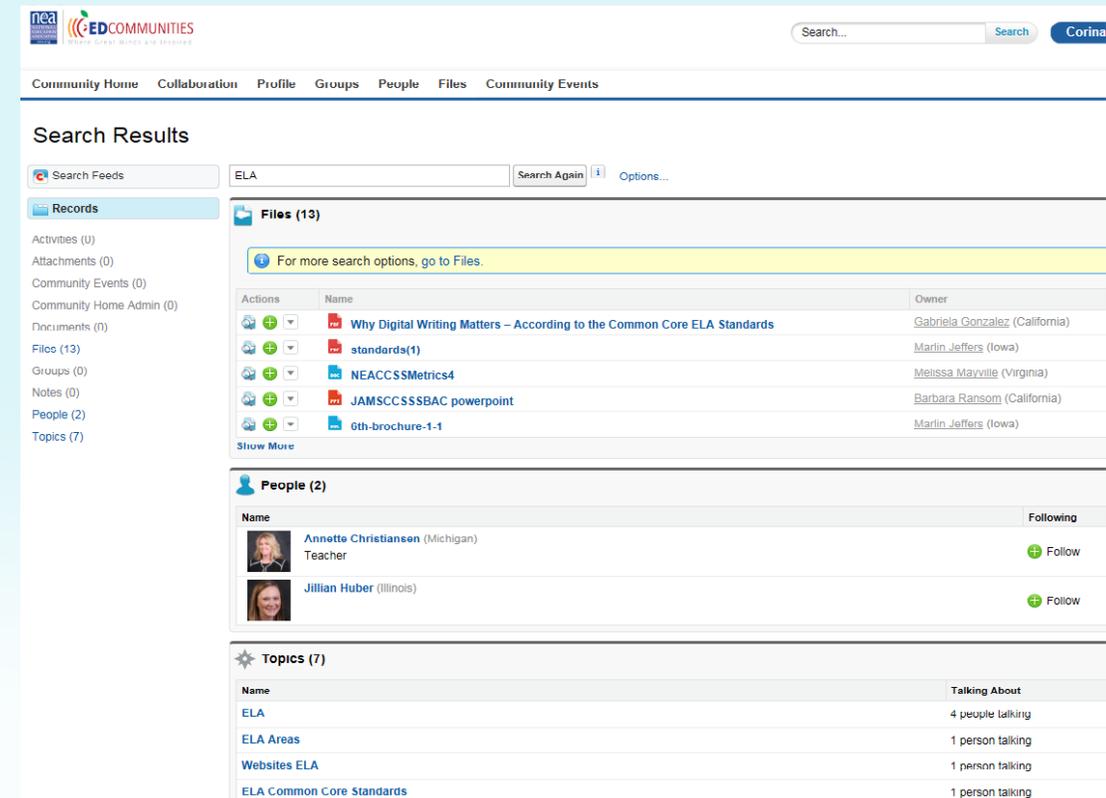
Top tip: Your “About Me” section is searchable, so be accurate so people can find you easily.

Use Global Search To Navigate NEA edCommunities

When looking for existing content or an answer to a question, try searching first. If what you're looking for doesn't exist, use your search results to find the right people and groups to post to.



The screenshot shows the NEA edCommunities website interface. At the top, there's a search bar with 'ELA' entered. A dropdown menu is visible with suggestions: 'ELA', 'ELA Lesson', and '6th Grade ELA Common Core Resources'. Below the search bar, the text 'Practice Communities' is partially visible. The website header includes navigation tabs: 'Community Home', 'Collaboration', 'Profile', 'Groups', 'People', 'Files', and 'Community Events'. A large image of a group of children in a classroom is shown on the left side of the page.



The screenshot displays the search results page for 'ELA'. The page is divided into several sections:

- Search Feeds:** A search bar with 'ELA' and a 'Search Again' button.
- Records:** A list of search results categorized by type: Activities (0), Attachments (0), Community Events (0), Community Home Admin (0), Documents (1), Files (13), Groups (0), Notes (0), People (2), and Topics (7).
- Files (13):** A table listing search results for files. The table has columns for 'Actions', 'Name', and 'Owner'.

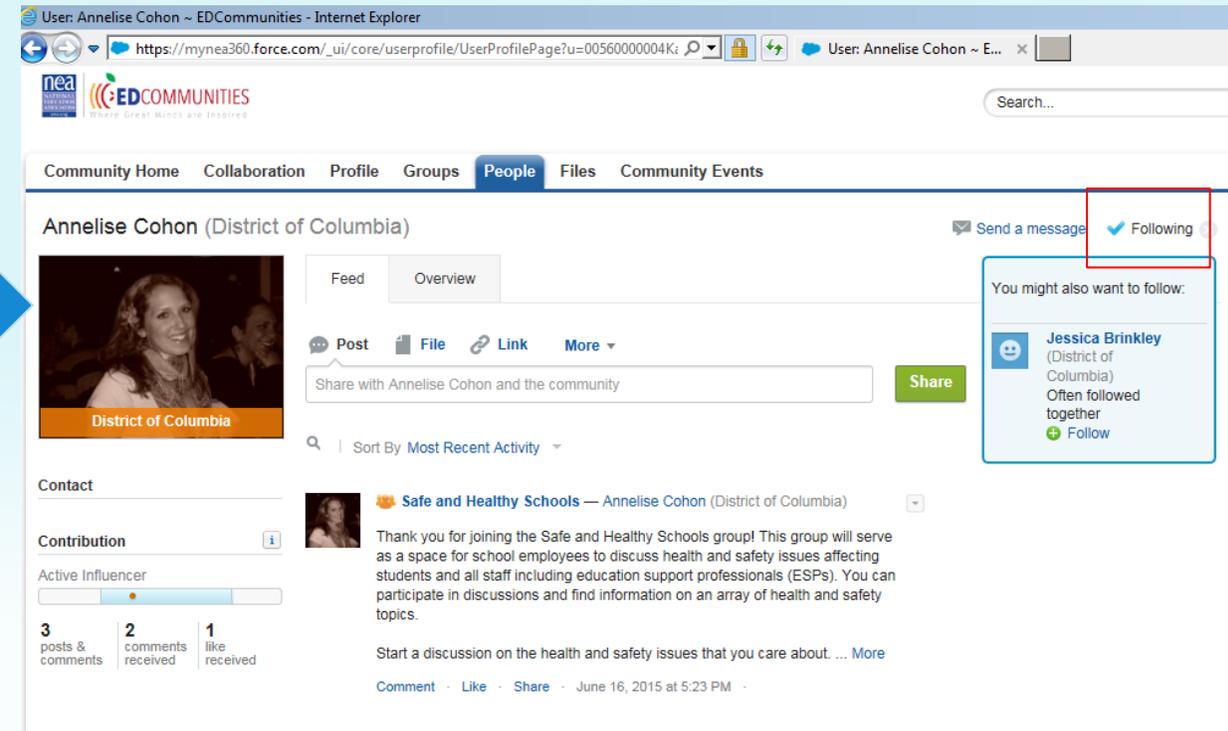
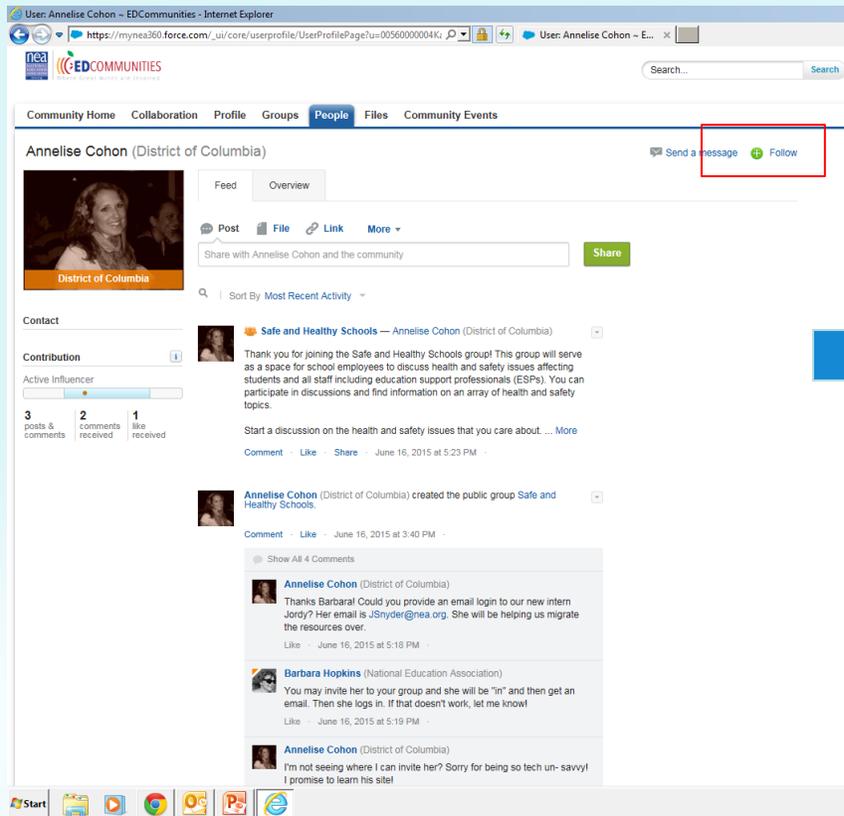
Actions	Name	Owner
[Icons]	Why Digital Writing Matters – According to the Common Core ELA Standards	Gabriela Gonzalez (California)
[Icons]	standards(1)	Marlin Jeffers (Iowa)
[Icons]	NEACSSMetrics4	Meissa Mayville (Virginia)
[Icons]	JAMSCSSSBAC powerpoint	Barbara Ransom (California)
[Icons]	6th-brochure-1-1	Marlin Jeffers (Iowa)
- People (2):** A list of search results for people. The table has columns for 'Name' and 'Following'.

Name	Following
Annette Christiansen (Michigan) Teacher	[Follow]
Jillian Huber (Illinois)	[Follow]
- Topics (7):** A list of search results for topics. The table has columns for 'Name' and 'Talking About'.

Name	Talking About
ELA	4 people talking
ELA Areas	1 person talking
Websites ELA	1 person talking
ELA Common Core Standards	1 person talking

Make Your Feed Meaningful By Following....

You have full control of what goes into your feed. Content that shows up in your feed depends on the people, groups and objects you follow. You can follow pretty much anything with the Follow button.



.... And By Joining Groups

Recall that group membership is a key ingredient in your feed usefulness – you have complete control of what you get in your feed by joining groups.

Where to find groups to join?

- ✓ Global search is a great way to find groups – search for keywords of interest
- ✓ Watch feeds and group memberships of people you follow to see where they are active
- ✓ Check out which groups are active (see below)

nea ED COMMUNITIES
Where Great Minds are Inspired

Community Home Collaboration Profile **Groups** People Files Community Events

Groups [New Group](#)

Recently Viewed
My Groups
Active Groups
My Archived Groups

Active Groups

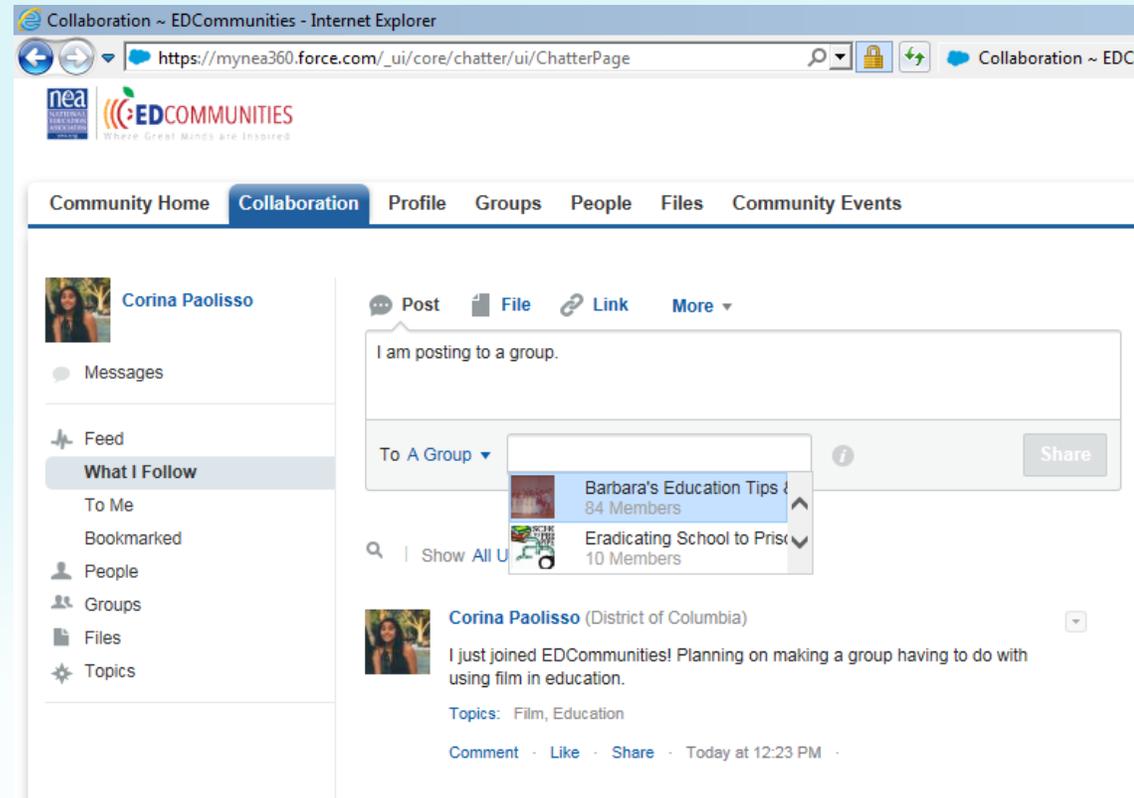
Type a Group Name...

Group ↑	Last Activity	Membership
 21st Century Classroom I ma an educator that loves to infuse technology into learning. I am a member/presente... 50 Members Owner: Peter Moran (Pennsylvania)	11:11 AM	+ Join
 Assessment of Student Learning Welcome to the Assessment for Learning group! I am excited that you are here and look ... 85 Members Owner: Natalie McCutchen (Kentucky)	10:39 AM	+ Join

You can find new groups to join through the left navigation. To join, click the “Join” button

Post To A Group

To make sure the right people receive your post and it gets saved to the right place for reference later, post to a group. You can post to a public group or a private group. Only members of the private group will be able to see it.



To post to a group, just navigate to the group directly, or post right from your publisher. Just pick the “To: A Group” from the pick list and start typing the group name. A few options will come up from groups you follow

Post To Profiles

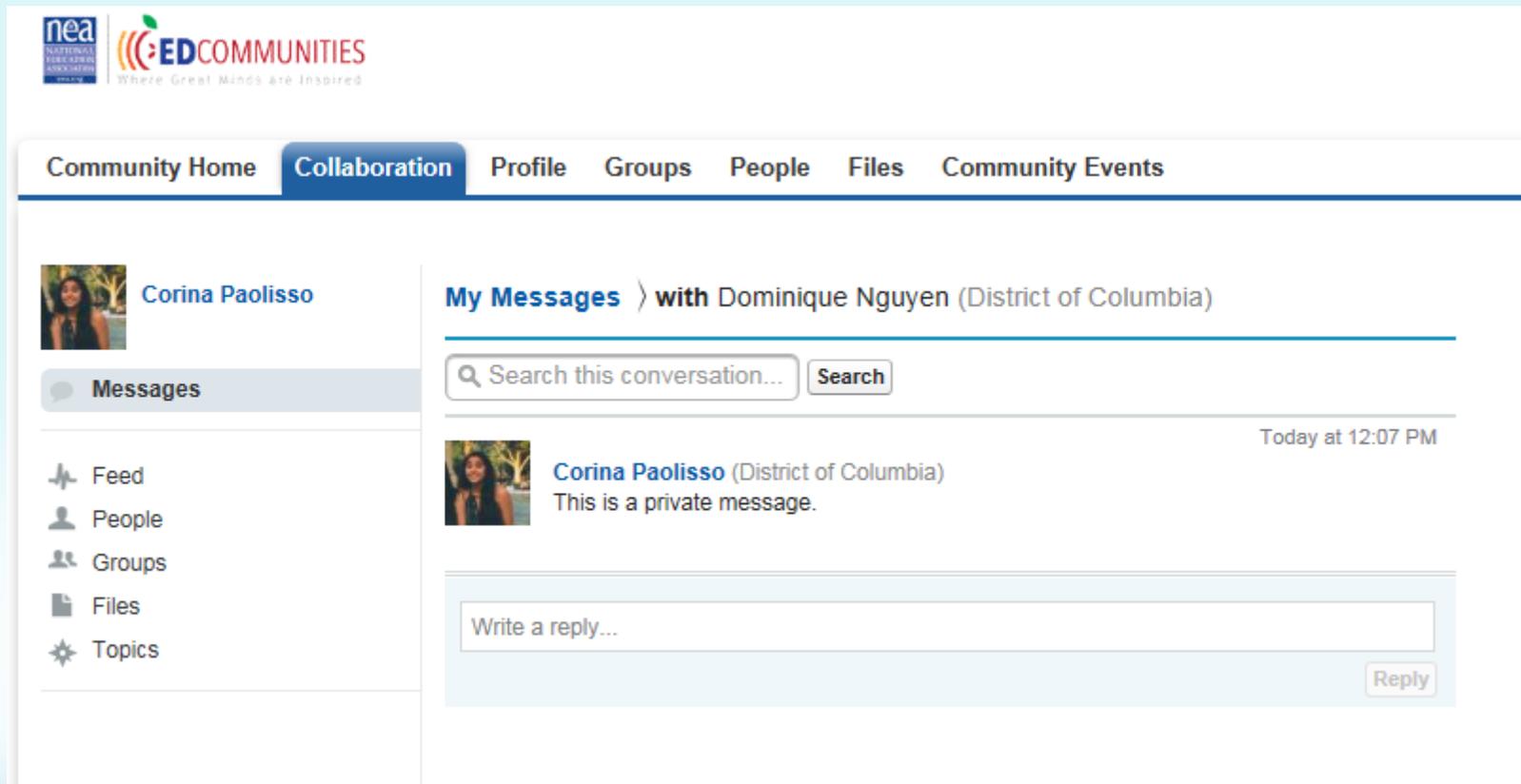
When you don't have a particular group to post to, you can post to your followers. Anyone following you will see it in their feed. If you post to someone else's profile, people following that person will get it in their feeds as well.

The screenshot displays the EDCommunities profile page for Corina Paolisso (District of Columbia). The page features a navigation bar with options: Community Home, Collaboration, Profile (selected), Groups, People, Files, and Community Events. A search bar is located in the top right corner. The profile header shows the name 'Corina Paolisso (District of Columbia)' and a dropdown arrow. Below the header, there are tabs for 'Feed' and 'Overview'. A post form is visible, containing the text 'I'm so excited to be joining all these groups! Can't wait to collaborate!' and a 'Share' button. The post is set to be shared 'To My Followers'. The profile information includes 'District of Columbia' and 'Contact' details: Intern/College Student, cpaolisso@nea.org, District of Columbia, United States. A recent post is shown with the text 'I just joined EDCommunities! Planning on making a group having to do with using film in education.' and 'Topics: Film, Education'. The post is dated 'Yesterday at 12:23 PM' and has options for 'Comment', 'Like', and 'Share'.

Pro tip: Anything you post here will be visible for everyone

... Or Post Privately

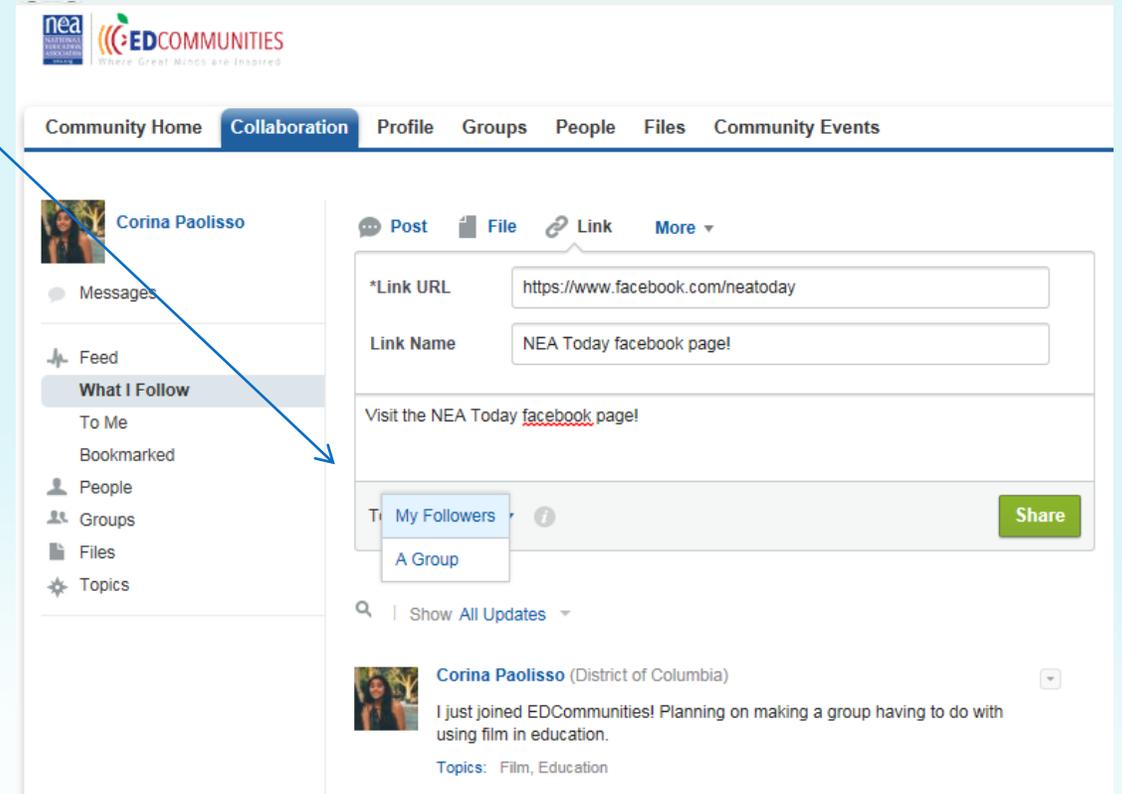
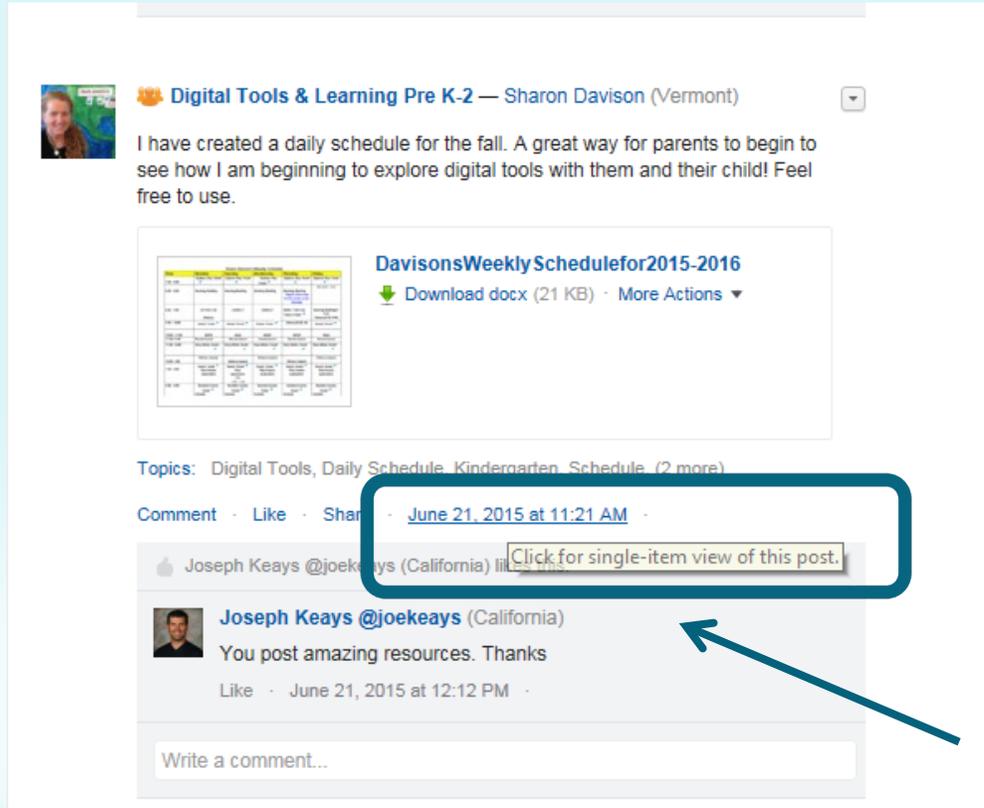
Sometimes, you just want to share something with a few people in private. To do so, just post a private message – you can message with one or several people.



The screenshot displays the NEA ED Communities interface. At the top left, the NEA logo and the ED Communities logo with the tagline "Where Great Minds are Inspired" are visible. A navigation bar includes "Community Home", "Collaboration" (highlighted), "Profile", "Groups", "People", "Files", and "Community Events". On the left side, a user profile for Corina Paolisso is shown with a "Messages" tab selected. The main content area is titled "My Messages > with Dominique Nguyen (District of Columbia)". It features a search bar with the text "Search this conversation..." and a "Search" button. Below this, a message from Corina Paolisso (District of Columbia) is shown, dated "Today at 12:07 PM", with the text "This is a private message." At the bottom, there is a text input field labeled "Write a reply..." and a "Reply" button.

Sharing a Post

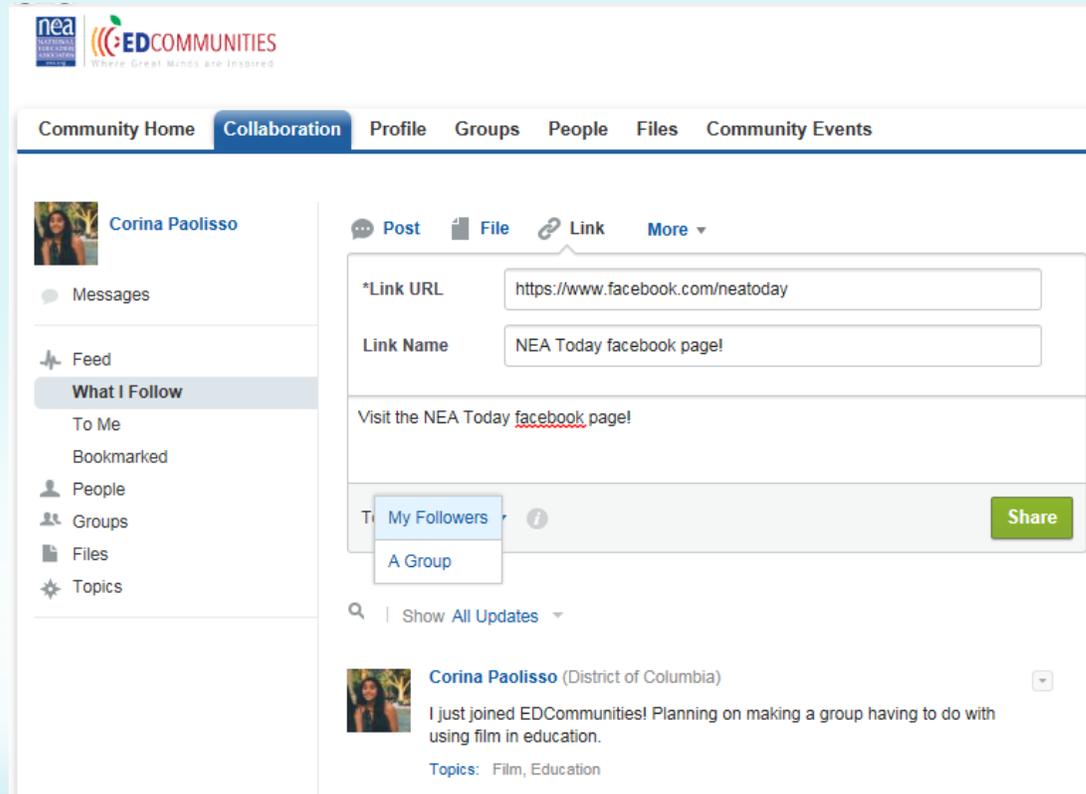
- When you want to send a link of a Post to someone
- Share a link of a website to your followers or a group



Hover over the date & time stamp allows you to click into a single post/comment or if you right click you can save the URL and share it directly with people

Posting a Link

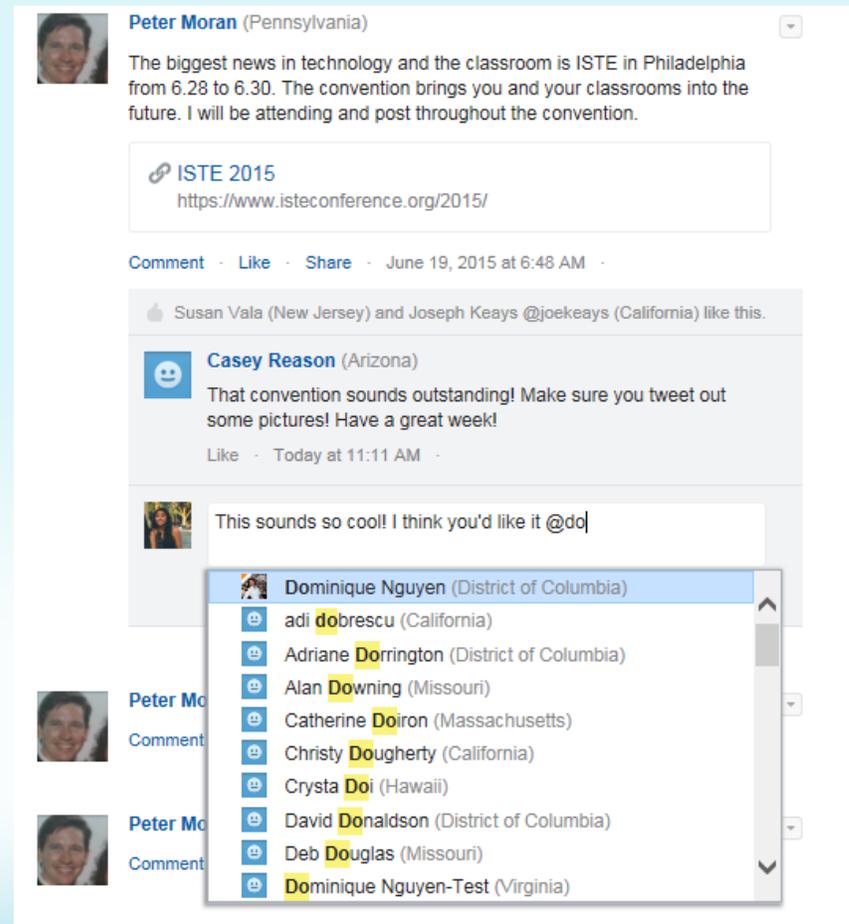
- Share a link you find valuable to your followers or a group by clicking on the “Link” tab and posting the URL of the website, giving a link name, and then possibly providing a short description.



The screenshot displays the EDCommunities interface. At the top, the NEA logo and 'EDCOMMUNITIES' branding are visible. A navigation bar includes 'Community Home', 'Collaboration' (selected), 'Profile', 'Groups', 'People', 'Files', and 'Community Events'. On the left, a sidebar for user 'Corina Paolisso' shows options like Messages, Feed, What I Follow, and People. The main content area shows the 'Link' posting form with fields for '*Link URL' (https://www.facebook.com/neatoday) and 'Link Name' (NEA Today facebook page!). A preview shows the text 'Visit the NEA Today facebook page!'. Below the form, a dropdown menu for 'To' is open, showing 'My Followers' and 'A Group'. A green 'Share' button is present. At the bottom, a post from Corina Paolisso is visible, stating 'I just joined EDCommunities! Planning on making a group having to do with using film in education.' with topics 'Film, Education'.

@ Mention The Right People Publicly

To increase the likelihood of the right people seeing your group or profile post, guide their attention to it with an @ mention.

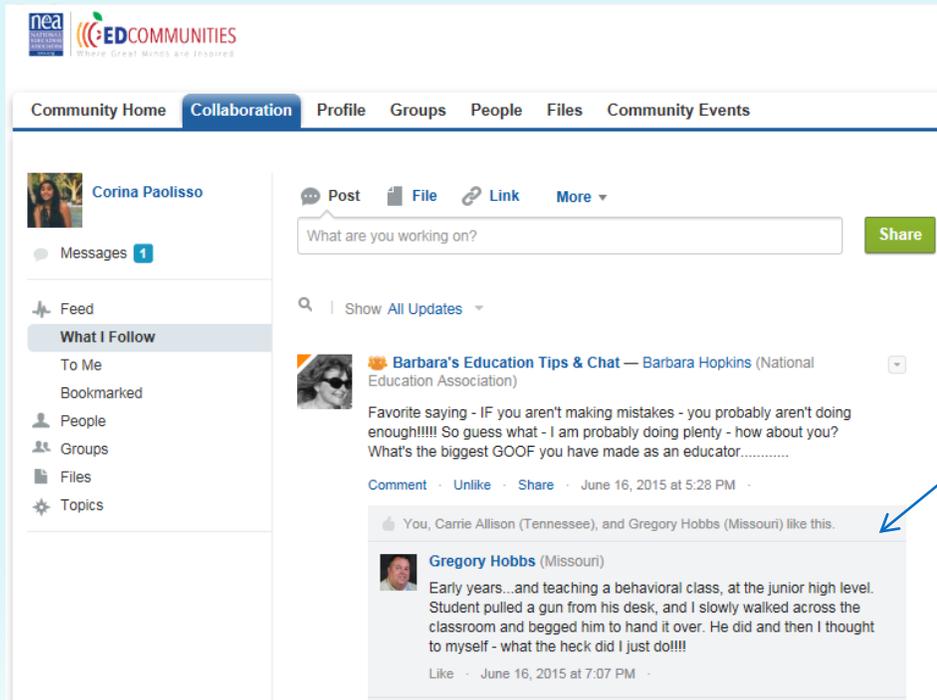


The screenshot shows a Facebook post by Peter Moran (Pennsylvania) about the ISTE 2015 conference. The post includes a link to the conference website. Below the post, Susan Vala (New Jersey) and Joseph Keays (California) have liked it. Casey Reason (Arizona) has commented, encouraging Peter to tweet out pictures. A comment by Peter Moran is partially visible at the bottom, containing the text "This sounds so cool! I think you'd like it @dqj". A dropdown menu is open over this comment, listing several users with their names and locations, including Dominique Nguyen (District of Columbia), adi dobrescu (California), Adriane Dorrington (District of Columbia), Alan Downing (Missouri), Catherine Doiron (Massachusetts), Christy Dougherty (California), Crysta Doi (Hawaii), David Donaldson (District of Columbia), Deb Douglas (Missouri), and Dominique Nguyen-Test (Virginia).

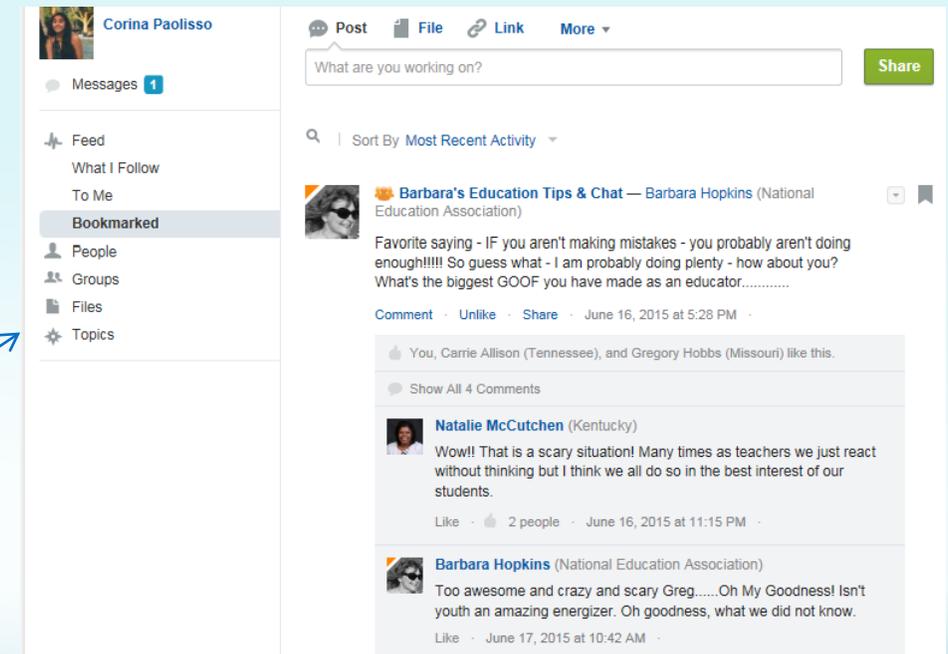
Like and Bookmark Posts

Sometimes a simple “like” is enough. It’s a great and low-friction way to let people know that you:

- Agree
- Like what they are saying
- Acknowledge receipt of the message

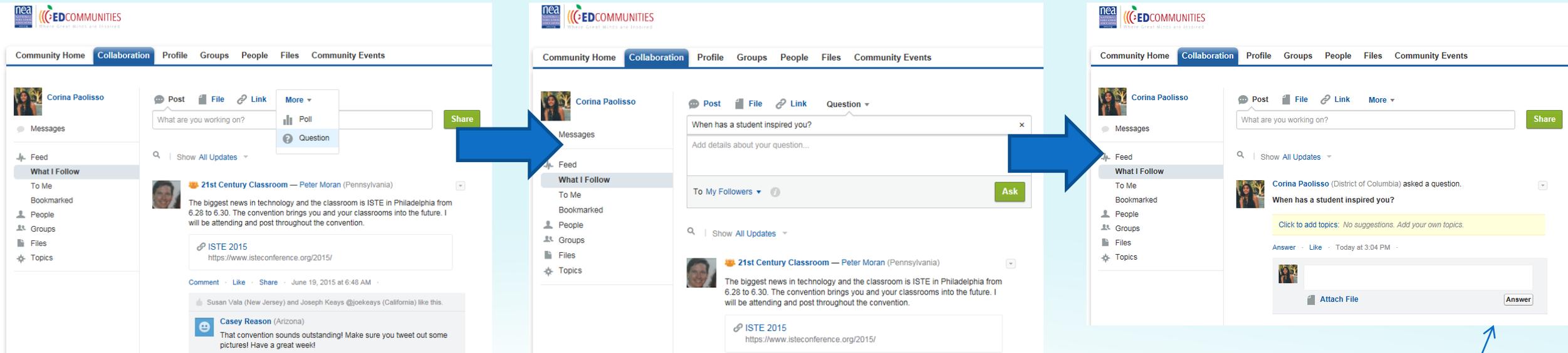


Bookmark posts that you want to access later, or perhaps drill into more detail when you have more time.



Asking a question

In NEA edCommunities, you can post a question to your followers or a group and people can click “Answer” to respond to the question.



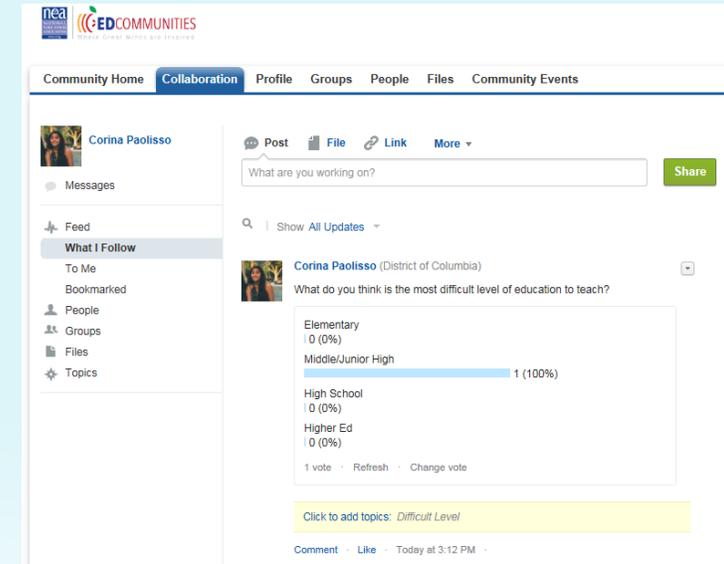
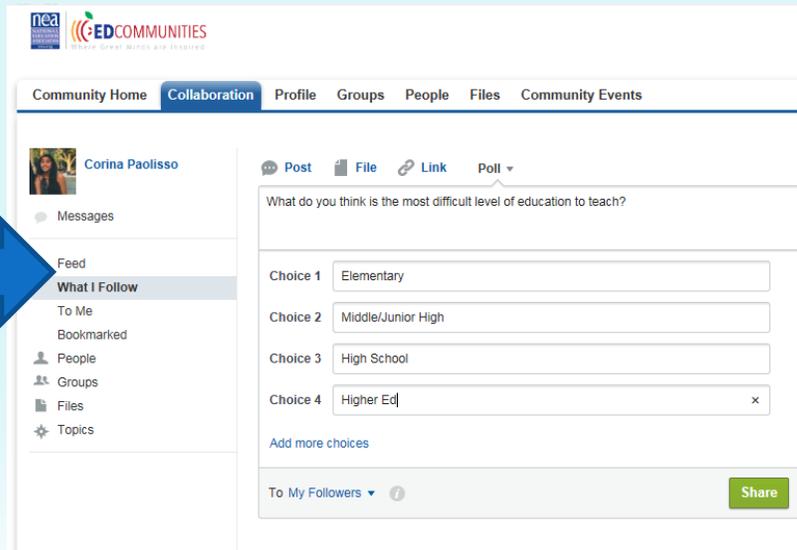
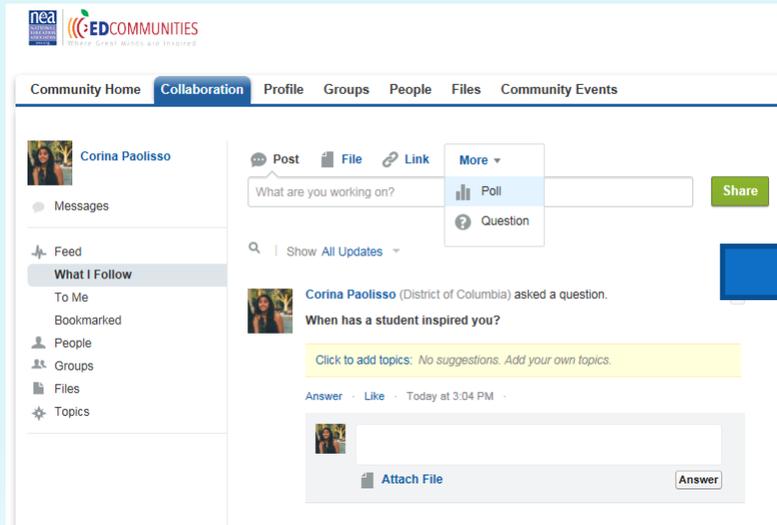
First: click the “More” tab and then click “Question”

Then type in your question and add details if you like!

Now your followers or group members can click “Answer” to respond to your question!

Creating a Poll

You can also create a poll in which you provide the question and the multiple answers your followers or group members can vote on.



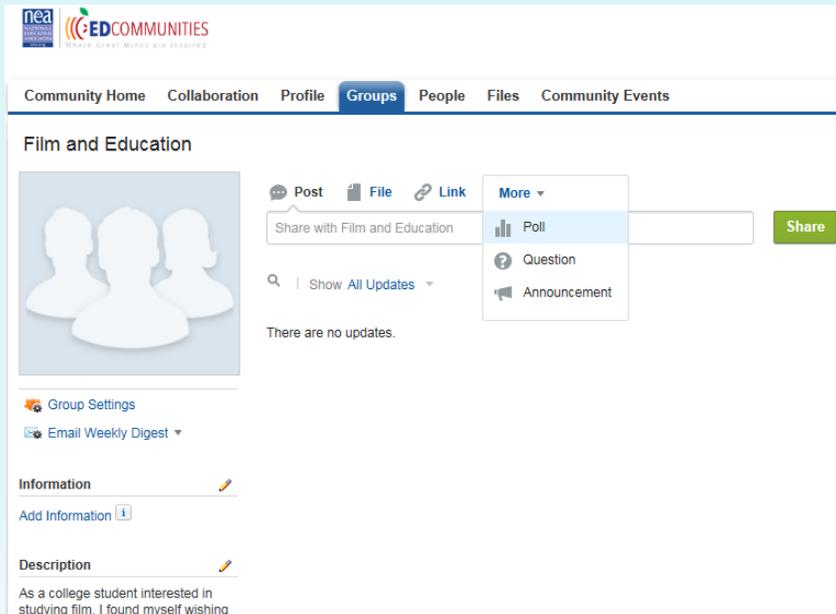
Click the “More” tab and click on “Poll.”

Input question and answer choices

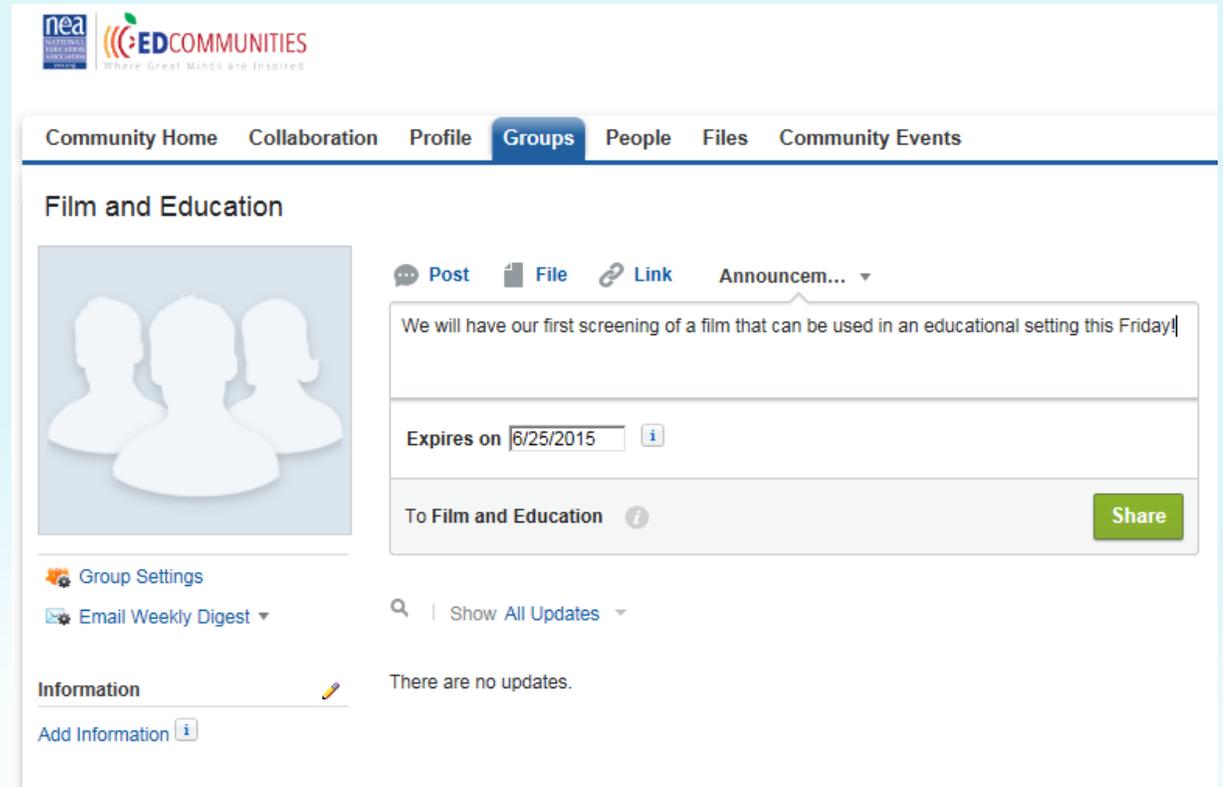
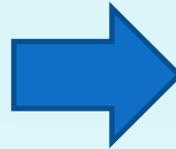
Your followers and members can vote on choices and even change their vote.

Announcements

- If you are a group owner or manager, you can post announcements to your group members.



Open the “More” tab
and click
“Announcement”

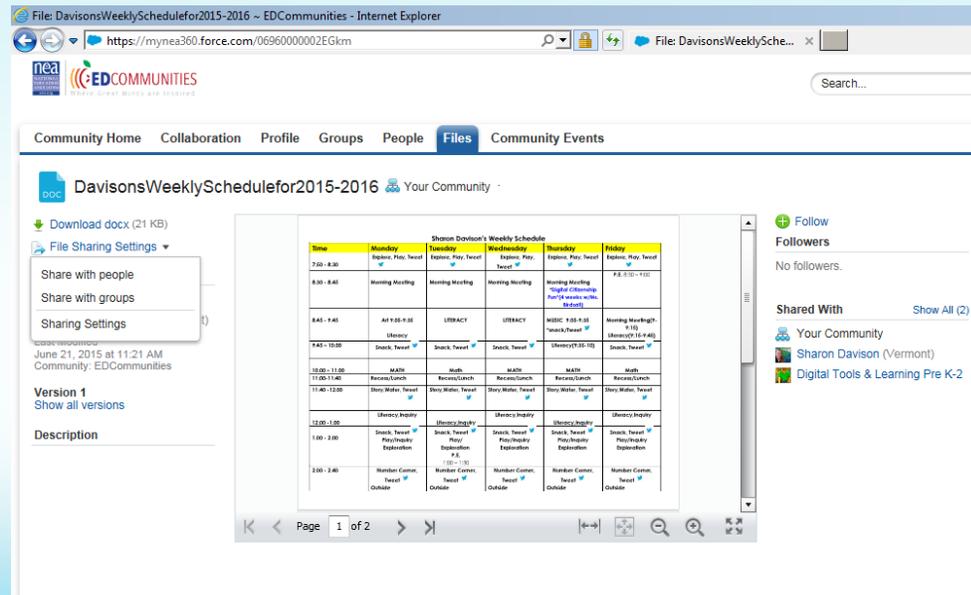
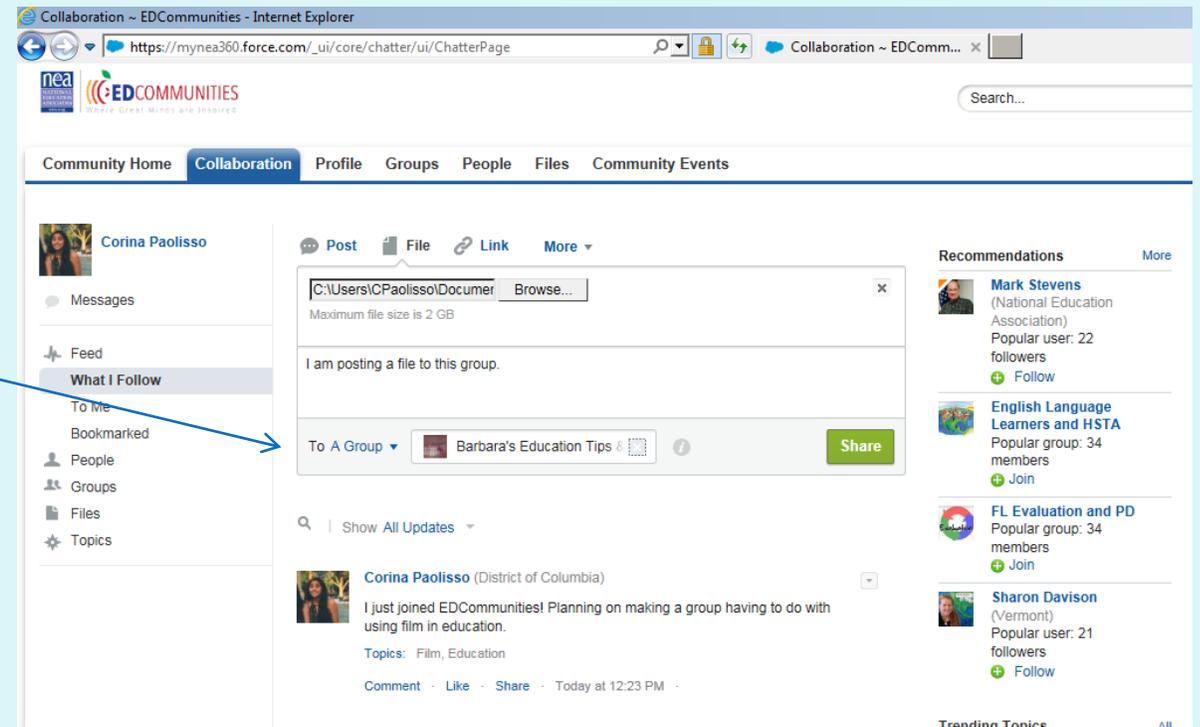


Make your announcement and
choose an expiration date!

Upload Files

Upload any file to NEA edCommunities. You can upload directly into a group post.

You can decide which groups and people can access or edit the file by clicking the "Sharing Settings button."



Knowledgeable People

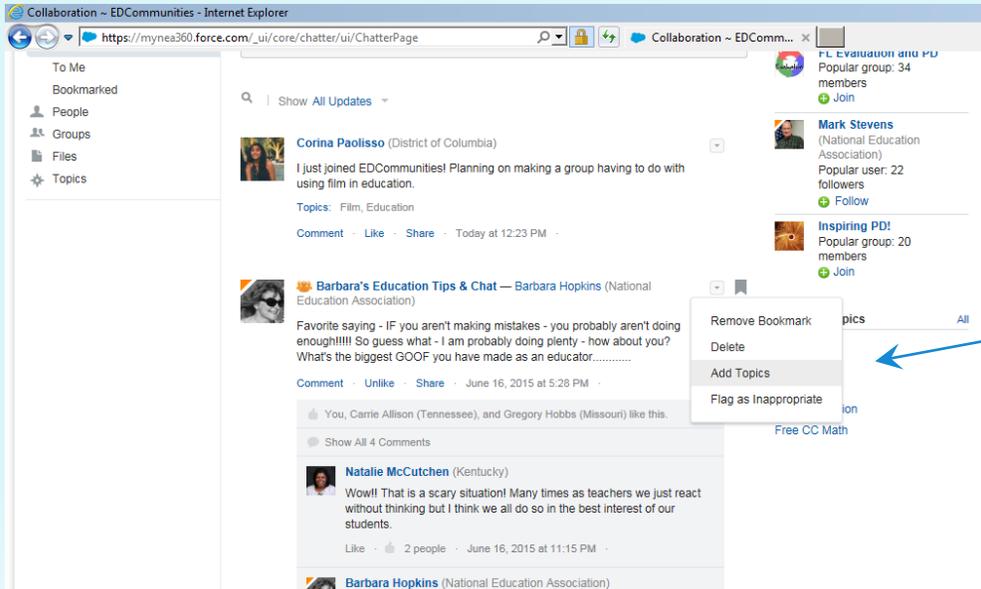
Knowledgeable people helps you find expertise in your organization as well as giving the option to endorse people for their knowledge on a Topic.

On the topics page you can see all the knowledgeable people related to that Topic. You can endorse them by clicking on the endorse under their name. If you think that there are additional Knowledgeable people you can click the **Endorse People** link, search for them and then endorse their knowledge in relation to the Topic.

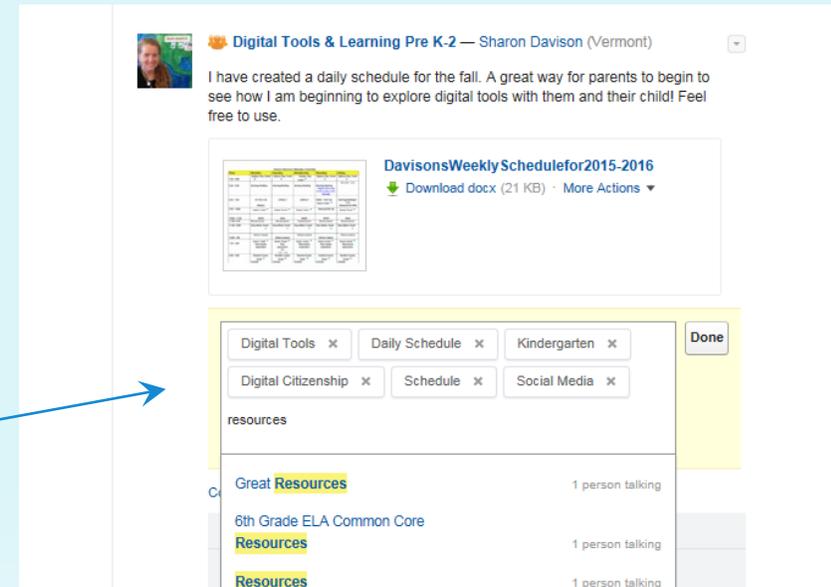
If people endorse you on a topic, it will show up in the “Knowledgeable About” section of your Overview.

Use Topics

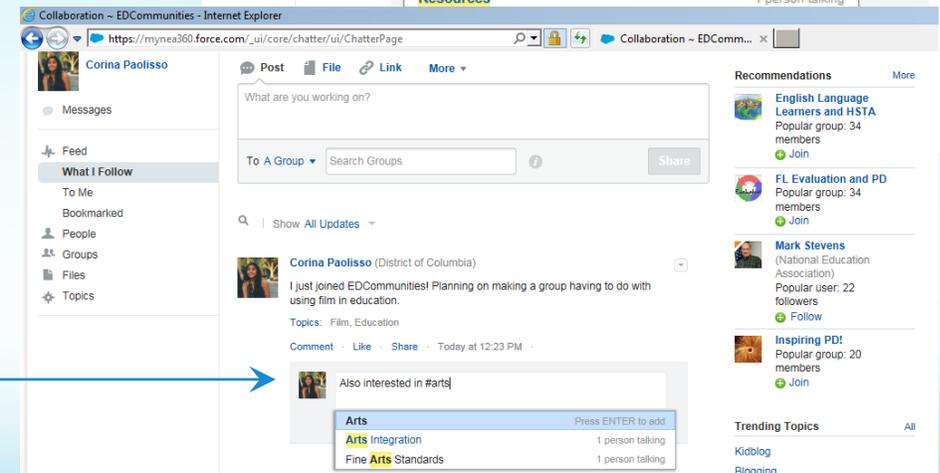
Topics help organize information, so remember to use them when posting, so that others can find your content. You can add a topic at the time of posting or after. If applicable, always include grade level and subject/topic.



To add a topic after the post, use the edit topic menu – the system will suggest topics based on what's in the message. Use that or create a topic of your own

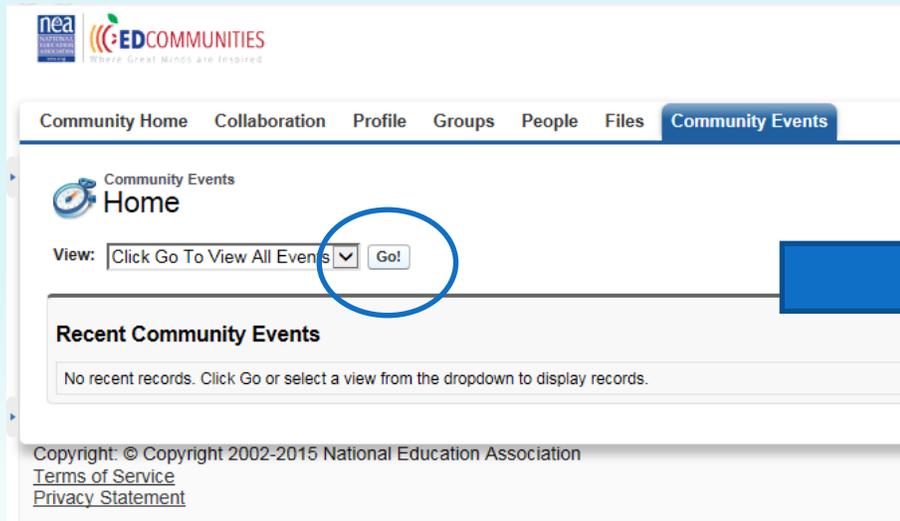


Or you can add a topic right when you're posting the message. Just add the #topic using a hash mark (#), and the system will suggest a topic. Use that or another topic.



Community Events

If you click the Community Events tab, you can find the various events educators are hosting. First, you have to click the “Go” button. After that, you will see the list of Community Events with their corresponding information.



Community Home Collaboration Profile Groups People Files **Community Events**

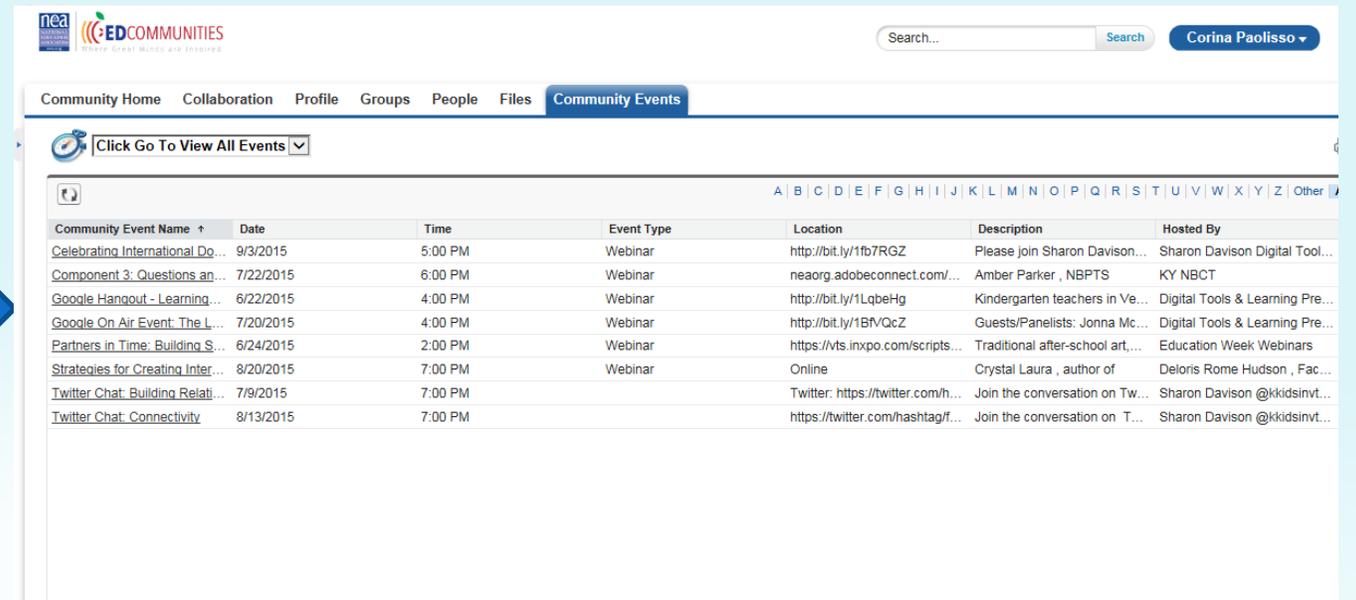
Community Events Home

View: **Click Go To View All Events** Go!

Recent Community Events

No recent records. Click Go or select a view from the dropdown to display records.

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Community Home Collaboration Profile Groups People Files **Community Events**

Click Go To View All Events

Community Event Name	Date	Time	Event Type	Location	Description	Hosted By
Celebrating International Do...	9/3/2015	5:00 PM	Webinar	http://bit.ly/1fb7RGZ	Please join Sharon Davison...	Sharon Davison Digital Tool...
Component 3: Questions an...	7/22/2015	6:00 PM	Webinar	neaorg.adobeconnect.com/...	Amber Parker , NBPTS	KY NBCT
Google Hangout - Learning...	6/22/2015	4:00 PM	Webinar	http://bit.ly/1LqbeHg	Kindergarten teachers in Ve...	Digital Tools & Learning Pre...
Google On Air Event: The L...	7/20/2015	4:00 PM	Webinar	http://bit.ly/1BNVQcZ	Guests/Panelists: Jonna Mc...	Digital Tools & Learning Pre...
Partners in Time: Building S...	6/24/2015	2:00 PM	Webinar	https://vts.inxpo.com/scripts...	Traditional after-school art...	Education Week Webinars
Strategies for Creating Inter...	8/20/2015	7:00 PM	Webinar	Online	Crystal Laura , author of	Deloris Rome Hudson , Fac...
Twitter Chat: Building Relati...	7/9/2015	7:00 PM		Twitter: https://twitter.com/h...	Join the conversation on Tw...	Sharon Davison @kkidsinv...
Twitter Chat: Connectivity	8/13/2015	7:00 PM		https://twitter.com/hashtag/f...	Join the conversation on T...	Sharon Davison @kkidsinv...

If you'd like to host an event, email:
contactedcommunities@mynea360.org

Manage Your Email Notifications

You can manage your email settings for each group from within the group, or within My Settings.

Community Home Collaboration Profile **Groups** People Files

Social Studies K-12

Post File Link More

Share with Social Studies K-12

Show All Updates

Jason Gunning (Maryland)
This website is great for all K-12 studies fun and entertaining. I h... the stories with my students nex...

Go Social Studies Go
<http://www.gosocialstudies>

Comment Like Share To

- Email Weekly Digest
- Every Post
- Daily Digest
- ✓ Weekly Digest
- Turn Off Group Email
- Email Settings >>

Search... Search

Corina Paolisso

- My Settings
- Logout

My Settings

- Location Settings
Date, time, and language
- Security Settings
User name, password and security
- Approved Connections
Apps authorized to access this account
- Email Settings**
Personal and group notifications

Close

Email Settings

Choose to receive EDCommunities emails so you don't miss important updates.

- Receive emails

Follows

- Follows me

Posts or Likes

- Posts on my profile
- Shares a post I made
- Likes a post or a comment I made

Mentions, Messages, or Endorsements

- Mentions me in a post
- Mentions me in a comment
- Sends me a message
- Endorses me on a topic

Comments

- Comments on my status or a change I made
- Comments on a post on my profile
- Comments after me
- Comments on an item I bookmarked
- Comments on an item I like

Flags

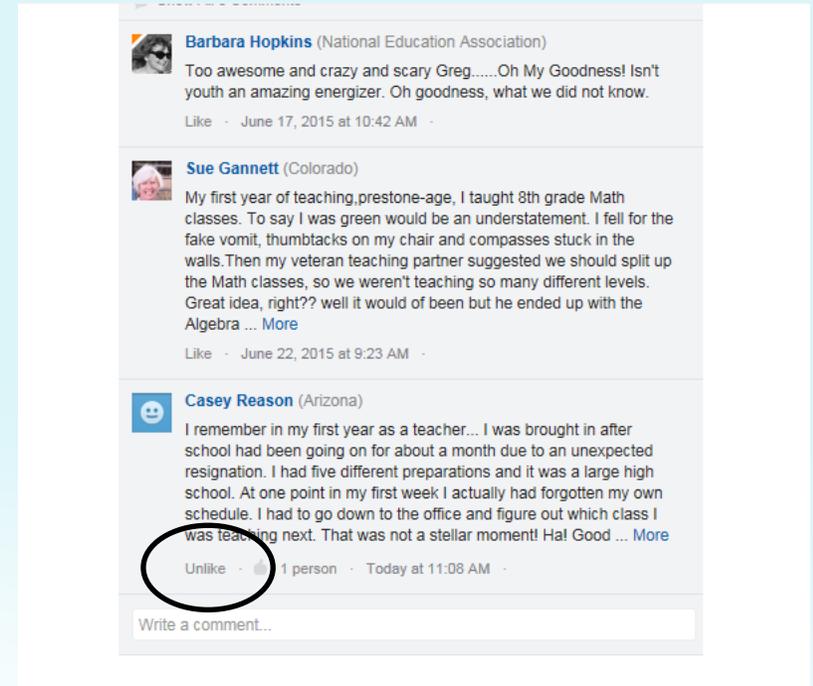
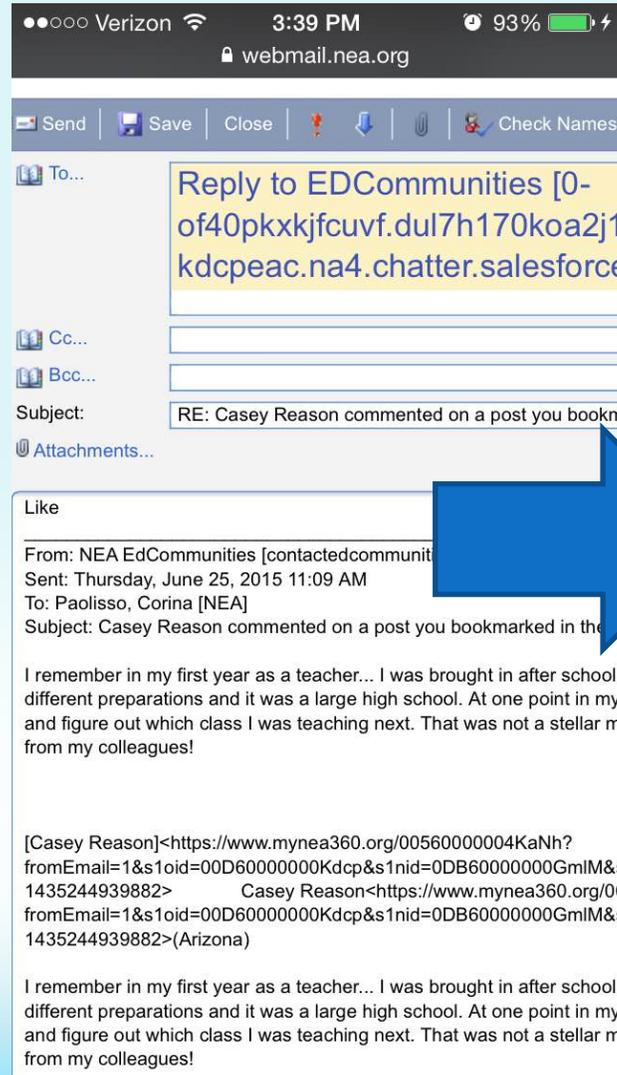
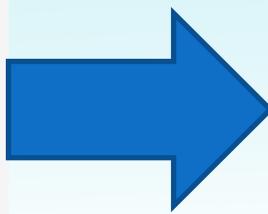
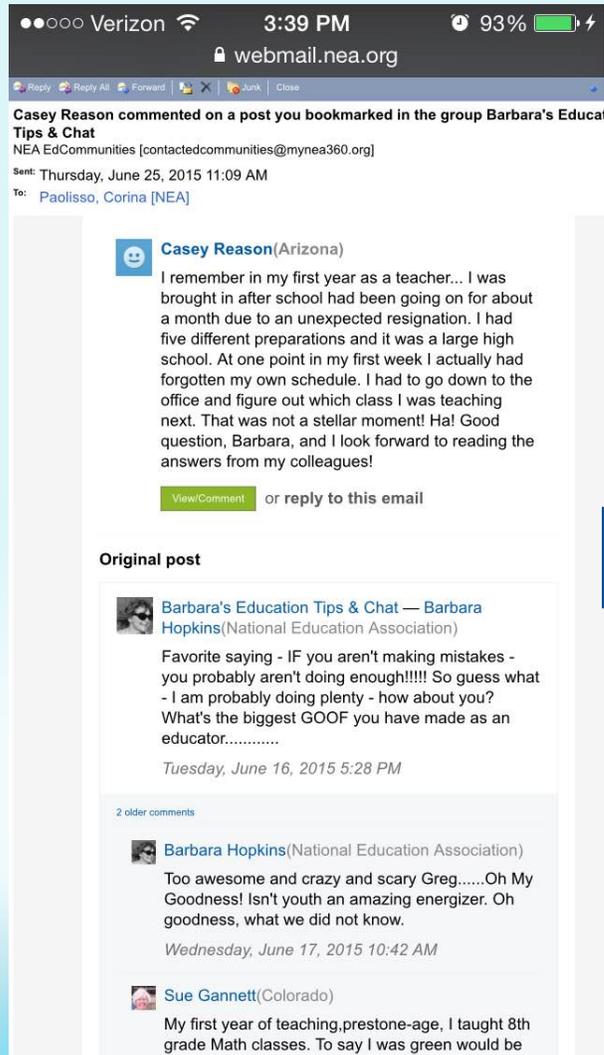
- Flags an item as inappropriate ⓘ

Groups ↑	Frequency
English Language Learners and HSTA	Weekly Digests ▼
FL Evaluation and PD	Weekly Digests ▼
Social Studies K-12	Weekly Digests ▼

Save Cancel

Respond Right From Email

You can respond to posts, and even like posts, straight from your email notifications. Just click “Reply” and type in your comment.



Respond Right From Email Actions

Action	Type of Email	Text to Include in Your Reply	Limits
Bookmark a post	Someone posted to your profile or a group, mentioned you in a post, or shared your post	bookmark	N/A
Comment on a post	Someone posted, commented on your post, also commented after you, or mentioned you in a post or comment	The text of your comment	1,000 chars max
Follow someone	Someone posted, commented on your post, also commented after you, or mentioned you in a post or comment	follow	N/A
Like a comment	Someone commented on your post or also commented after you	like or +1	N/A
Like a post	Someone posted to your profile or a group, mentioned you in a post, or shared your post	like or +1	N/A
Respond to an NEA edCommunities message	Someone sent you a message	The text of your response	10,000 chars max
Unfollow someone	Someone posted, commented on your post, also commented after you, or mentioned you in a post or comment	unfollow	N/A
Unlike a post	Someone posted, commented on your post, or also commented after you on a post that you previously liked	unlike or -1	N/A

Six Things To Get Started

1. Fill out your profile and upload a picture
2. Set your email settings
3. Follow fellow educators and members
4. Join a group surrounding topics you are interested in
 1. If there's not a group, start one!
5. Follow important files
6. Do a search on a topic
 1. Follow the topic
 2. Join some groups
 3. Follow some experts

Not Sure What To Post?

Here are some easy things to get you started:

1. Introduce yourself
2. Working on something?
 - Search on existing content
 - Post a file to get early feedback
3. Post a question to start conversation
4. Post an article or something interesting
5. Answer a question from the feed or group
 1. Answer yourself
 2. @ mention someone who may know answer
6. Share what you're working on each week to your team group
 - @ mention people, use group and topic

Collaborate From Anywhere

- The site works on mobile devices and tablets as well as on a computer or laptop, so you can always be ready to collaborate and share resources with other educators.



Thank you and enjoy!

For additional assistance, please email contactedcommunities@mynea360.org