

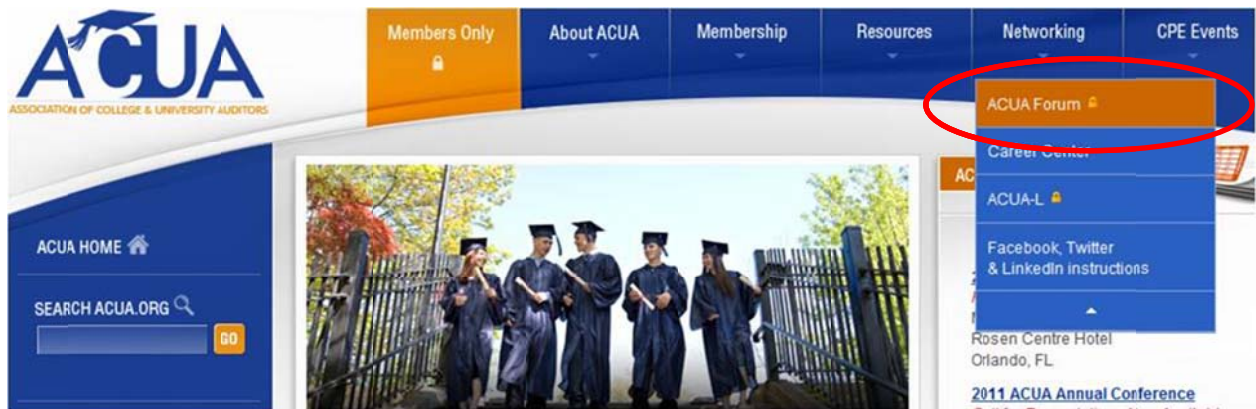
The **ACUA Forum** is a great on-line networking and communication tool for all members. It allows members to carry on threaded message discussions or conduct quick polls regarding topics of their choosing. Conversations within the ACUA Forum are grouped into Forums and then Topics within Forums. There are currently six Forums available:

- General Discussions
- Healthcare -Special Interest Group
- Information Systems - Special Interest Group
- Compliance - Special Interest Group
- Fraud & Investigations - Special Interest Group
- Community Colleges – Special Interest Group

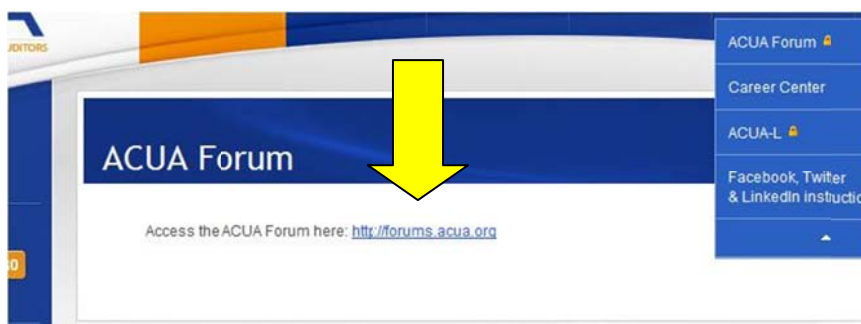
Instructions on how to get started: If you have difficulties, please contact the ACUA Executive Office help desk at acua-info@goamp.com or 913/895-4620.

Step 1 – Getting started for the first time

- Browse to the **ACUA Home Page** (<http://www.acua.org>)
- Login with your member ID and password
- Click on Networking and scroll down to ACUA Forum



- Click on the link for the Forum



Step 2 – Using the ACUA Forum

To create a new post or reply to topics follow the steps below:

- Choose a forum by clicking on the forum name in the list



ACUA Forums					
	Forums	Topics	Replies	Last Post	
	General Discussions Post messages with questions, ideas, musings, etc. here so that other ACUA members can read and respond.	6	6		11/9/2010 8:50:12 AM By Tanshanika Smith In: RE: Teammate EWP and MS...
	Healthcare - Special Interest Group	2	0		6/24/2010 7:28:26 AM By Phillip Hurd In: How many IT auditors do...
	Information Systems - Special Interest Group	1	0		6/24/2010 7:00:16 AM By Phillip Hurd In: Ipad hack
	Compliance - Special Interest Group	2	0		7/27/2010 9:06:29 AM By Susan Jago In: Society of Corporate...
	Fraud & Investigations - Special Interest Group	2	3		7/28/2010 7:55:59 AM By Susan Jago In: RE: Fraud/Crime Survey
	Community Colleges - Special Interest Group	1	0		6/24/2010 7:03:11 AM By Phillip Hurd In: Comprehensive list?

- Message Options

Home > ACUA Forums > Healthcare - Special Interest Group

NEW TOPIC
 NEW POLL
 QUICK POST

Healthcare - Special Interest Group

	Toics	Replies	Views	Last Po
	How many IT auditors do you have on Staff? By Phillip Hurd	0	14	
	Accredadation. By Phillip Hurd	0	4	

- o Click on a message
 - Review the content
 - OR
 - Reply to that message

- Create a New Topic
 - Click on the button titled 'New Topic' and create your message
- Create a New Poll
 - Click on the button titled ' New Poll'
 - Post your Poll Question
 - List your possible answers
 - Post the content of your message
 - Provide tags – popular topics
 - You may Preview and then Post the New Poll
- Quick Post
 - Click on the button titled 'Quick Post' and create your message
 - There is less space for content for this type of message

Step 3 – Subscribe to a Forum(s)

You may subscribe to an entire Forum or an individual topic within that Forum. You may read all posts without subscribing.

- Choose a Forum by clicking on the Forum name in the list
- Click Forum Options in the upper right hand corner of the Forum
- Click Subscribe to Forum.
 - Decide if you want to interact in passive mode or active mode



Passive Mode

- Post and reply to any topic
- Create and vote in member polls
- To read replies and posts you must visit the ACUA website and access the ACUA Forums. You will NOT receive email notification of new topics or posts.

Active Mode

- Post and reply to any topic
- Create and vote in member polls
- Receive email notification when new topics or replies are posted (you will still need to log on to the website and access the Forums to reply to posts)
- Select the notification option you prefer and click "subscribe"

Step 4 – Additional features for the ACUA Forum



- Search the program for topics of interest
- Review the multiple Tag topics
- Post events to the calendar
- See what members are currently using ACUA Forum
- Contact members
- Update and review your profile
- Check your messages
- See recent posts
- See popular topics
- Send private messages or emails to an individual that has posted

Step 5 – Additional ACUA Forum

If you would like a new Forum (not just a topic within a Forum) to be created, please contact the ACUA Office at www.acua-info@goamp.com and we will set up a new Forum for you.