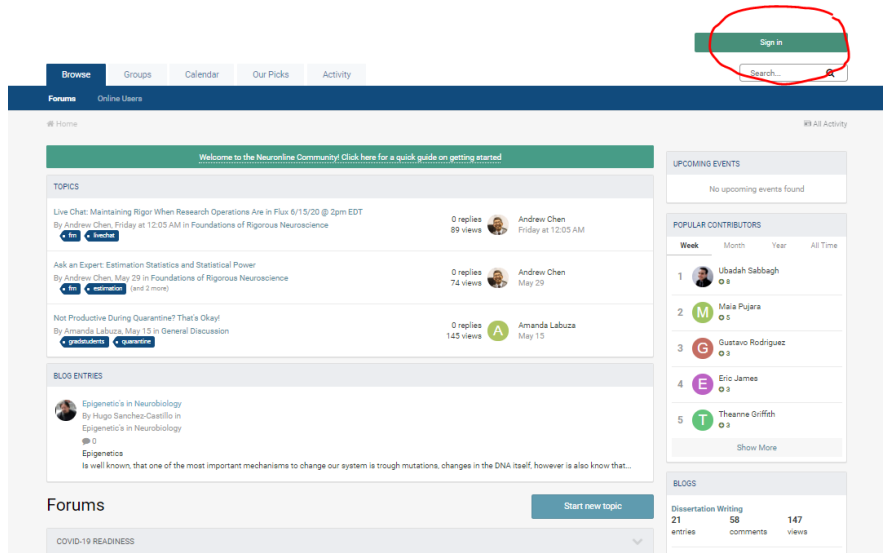


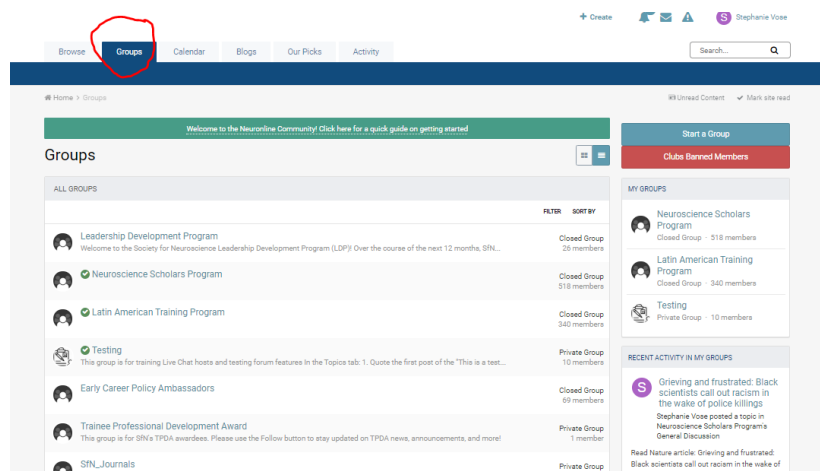
Invision Community User Guide

Getting started on the Neuronline Community:

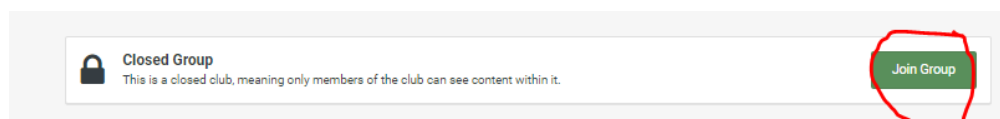
1. Navigate to Neuronline Community homepage: <https://community.sfn.org/>
2. Click the green **Sign In** button in the top righthand corner and log in using your SfN credentials
 - a. You must be signed in to access the Neuroscience Scholars Program (NSP) and Latin American Training Program (LATP) community groups.



3. To access a specific community group, select the **Groups** tab.

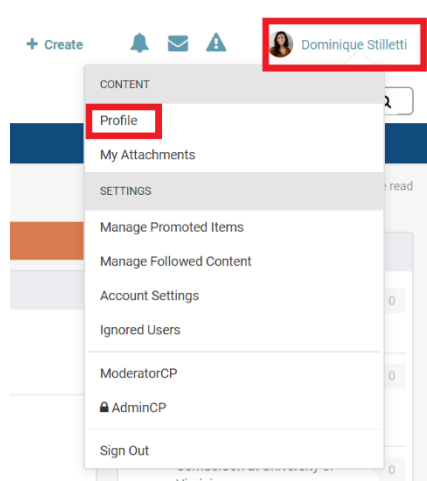


4. If you click on a community group and you receive a message that it is a Closed Group, first ensure you are logged in using your SfN credentials. If you are logged in and still do not have access, click the green **“Join Group”** button and SfN staff will admit you.

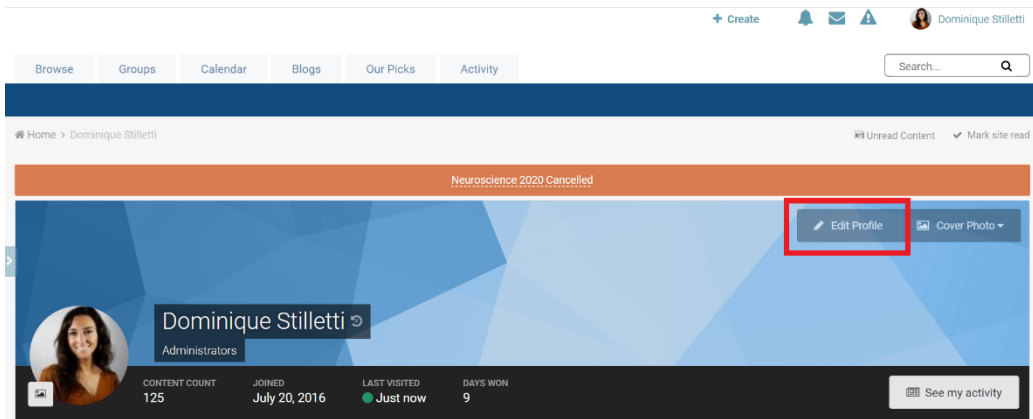


5. Update your Community profile

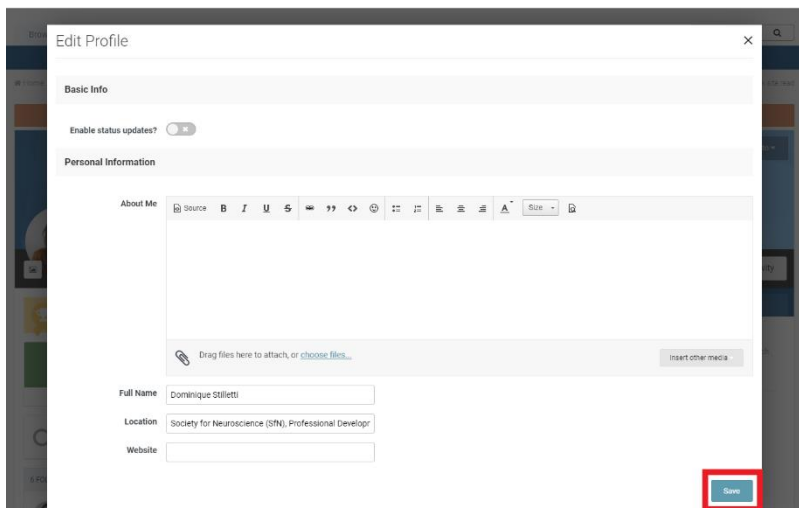
- a. Click on your name in the upper righthand corner. This action will produce a dropdown menu, from which you will select **“Profile.”**



- b. Once you are on your profile, click the **“Edit Profile”** button, located in your profile header.



- c. Here, you can update your person details, including your **“About Me,”** location and personal websites (i.e., LinkedIn). When your edits are complete, make sure you click the **“Save”** button in the bottom righthand corner.



What is the Neuronline Community?

- The Neuronline Community is the discussion and networking branch of Neuronline. This site hosts discussion forums where members can connect about scientific or professional development topics with other neuroscientists at every career stage.

How do I change my notifications settings?

1. Click on your username in the upper right hand corner
2. From the dropdown menu, select “Account Settings”
3. Click “Notification Settings” in the menu to the right under “Other Settings”

How do I find my Group (e.g.: Neuroscience Scholars Program, Leadership Development Program)?

- In the blue navigation bar near the top of the page, click on “Groups” and you will be taken a page with a list of all the Groups.

I can't access my specific Group, what should I do?

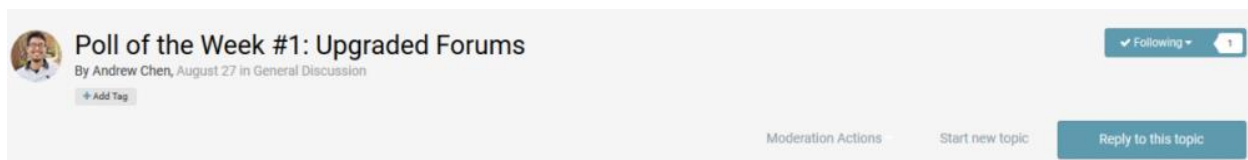
- Message/email your program administrator or Andrew Chen, Community Specialist at achen@sfn.org with your SfN username and email so they can add you to the group

Why can't I post?

- Make sure you're logged in; users are required to be logged into their SfN account and be a current member in order to post in a thread or create new ones.

How do I follow a category/topic/member?

- To follow a category or topic, click on the white “Follow” box in that category or thread



- To follow a member, click on their name to go to their profile, then click the “Follow Member” button next to their name.



Where do I find blog posts?

- On the blue navigation bar, click “Blogs” to see all the available blog topics

Am I allowed to write blog posts?

- Only Community Leaders can author Blog posts. If you’re interested in becoming a Community Leader, keep an eye out for applications opening in 2020!

Community Nomenclature

- Community: the site as a whole
- Category: the “container” for forums and subforums. E.g.: Annual Meeting, Scientific Research and Training
- Forum: General Discussion, Professional Development, Roommate Matching
- Subforum: Subdivision of a forum with more defined topics e.g.: Live Chats, Welcome Center & FAQs
- Topic: an individual post within a forum

The screenshot shows the 'Forums' section of a website. At the top, there is a 'Start new topic' button. Below it, a navigation bar shows 'COMMUNITY DISCUSSIONS'. The main content area features a 'General Discussion' forum with a description: 'A forum for general discussion and posting topics that do not fit into any other existing category.' To the right of this forum, it says '421 posts' and 'Poll of the Week #1: Upgra... By Andrew Chen Tuesday at 07:48 PM'. Below this, a list of topics is shown under the heading 'About the Online Chats category'. The topics include 'Abstract submission - institution is required in primary address?', 'Abstract submission', 'Abstract Submission 2019 Live Chat', '2018 Peer Review Week Q&A', and 'Abstract Submission Live Chat'. Each topic entry shows the number of replies and views, and the author's name and profile picture. Orange arrows point from text boxes labeled 'Category', 'Forum', 'Subforum', and 'Topic' to their respective elements in the screenshot.

Topic	Replies	Views	Author	Date
About the Online Chats category	5 replies	0 views	Amanda Kimball	Member at 10:44 AM
★ Abstract submission - institution is required in primary address?	2 replies	0 views	samuelsy	May 2
★ Abstract submission	5 replies	2 views	chubykin1	May 2
★ Abstract Submission 2019 Live Chat	56 replies	4 views	tanmoy.samaddar	April 30
● 2018 Peer Review Week Q&A	16 replies	1 view	christophe_bernard	October 1, 2018
● Abstract Submission Live Chat	36 replies	2 views	eal2166	April 18, 2018

How to post and reply to discussions in Community

Hello! This tutorial will teach you how to [log into the Community](#), access the NSP Group, and do various functions within Community

1) How to log into the Neuronline Community

Welcome to the new Neuronline Community!

We have updated our community technology and, as a result, some pages were moved or changed.

1 Sign in

Log in using your SfN username and password

2 Sign in

3 Username

4 Password

4 Sign in

FORUMS

COMMUNITY DISCUSSIONS

- General Discussion (426 posts)
- ANNUAL MEETING
 - Neuroscience 2019 (5 posts)
 - Roommate Matching (85 posts)
 - Science Knows No Borders (1 post)
- CAREER DISCUSSIONS
 - Professional Development (312 posts)

2) Click on the "Groups" tab on the blue navigation bar

Welcome to the new Neuronline Community!

We have updated our community technology and, as a result, some pages were moved or changed.

Groups

FORUMS

COMMUNITY DISCUSSIONS

- General Discussion (426 posts)
- ANNUAL MEETING
 - Neuroscience 2019 (5 posts)
 - Roommate Matching (85 posts)
 - Science Knows No Borders (1 post)
- CAREER DISCUSSIONS
 - Professional Development (312 posts)

ANNOUNCEMENTS

UPCOMING EVENTS

- Virtual Town Hall with Dr. Steward and Ugo Cohen (19 September 2019 1:00 PM - 2:00 PM)
- Virtual Conference: Next Generation Human Disease Models at Neuroscience 27 September 2019 11:00 AM - 1:00 PM
- Neuroscience 2019 (18 October 2019 - 22 October 2019)

3) Access the NSP Group by clicking on the “Neuroscience Scholars Program” link

The screenshot shows the SfN Groups page. At the top, there are navigation tabs for 'Browse' and 'Activity'. Below that, there are links for 'Forums', 'Groups', 'Calendar', 'Blogs', and 'Online Users'. A search bar is located in the top right corner. The main content area is titled 'Groups' and lists various groups under the heading 'ALL GROUPS'. The 'Neuroscience Scholars Program' group is highlighted with a red box and a red arrow pointing to it. Other groups listed include 'Community Leaders', 'Press Conference', 'Latin American Training Program', 'SfN Chapters', and 'Leadership Development Program'. On the right side, there are sections for 'ANNOUNCEMENTS', 'Start a Group', 'Clubs Banned Members', and 'MY GROUPS'.

4) Explore the different Group areas on the menu bar

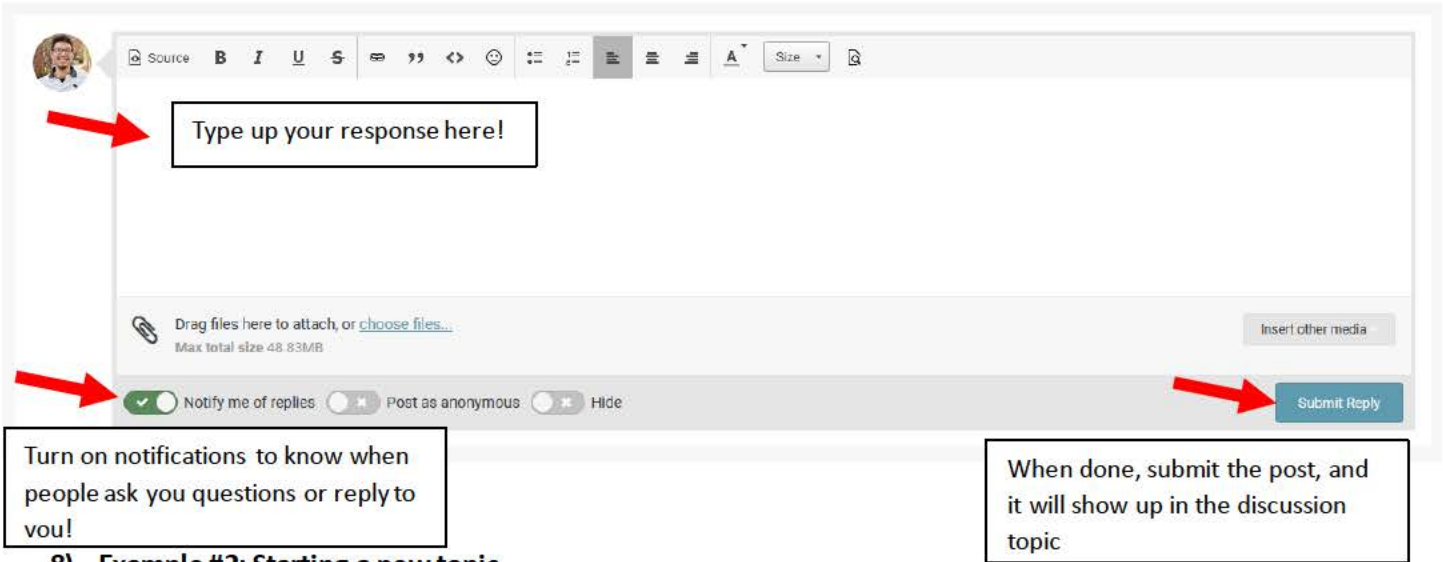
The screenshot shows the Neuroscience Scholars Program group page. The header area includes a group profile picture, the group name 'Neuroscience Scholars Program', and the group type 'Closed Group · 405 members'. Below the header is a menu bar with the following options: Overview, Activity, Members, Events, General Discussion, Live Chats, Webinars, and Annual Meeting. The menu bar is highlighted with a red box.

5) Find a forum or discussion to post in.

6) Example #1: Posting in an existing discussion

The screenshot shows the General Discussion forum page. At the top, there are options for 'Follow' and 'Mark forum as read'. Below that, there is a 'Start new topic' button. The forum content is displayed in a list format. The discussion titled 'Preparing the Next Generation of Neuroscience Leaders 2019' is highlighted with a red box and a red arrow pointing to it. Other discussions listed include 'Share Your Ideas About Scientific Culture in a Virtual Town Hall on September 19' and 'Webinar Announcement For The High-Risk, High-Reward Programs'.

7) Post your replies by scrolling down to the bottom of the page and clicking the Reply box or clicking "Quote" to reply to a specific post.



The screenshot shows a forum reply editor. At the top left is a user profile picture. Below it is a text input area with a red arrow pointing to it and a box containing the text "Type up your response here!". Below the text area is a file upload section with a red arrow pointing to it and a box containing the text "Turn on notifications to know when people ask you questions or reply to you!". At the bottom right is a "Submit Reply" button with a red arrow pointing to it and a box containing the text "When done, submit the post, and it will show up in the discussion topic".

Type up your response here!

Drag files here to attach, or [choose files...](#)
Max total size 48.83MB

Insert other media

Notify me of replies Post as anonymous Hide

Submit Reply

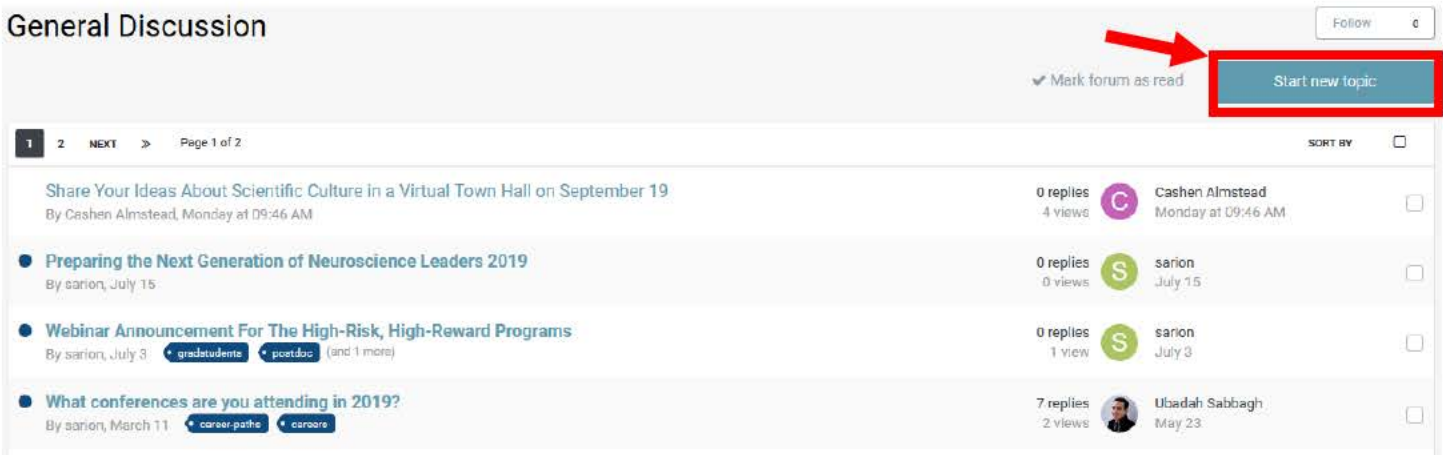
Turn on notifications to know when people ask you questions or reply to you!

When done, submit the post, and it will show up in the discussion topic

8) Example #2: Starting a new topic

9) In the forum, click "Start new topic"

General Discussion



The screenshot shows a forum page titled "General Discussion". At the top right is a "Follow" button. Below it is a "Mark forum as read" button and a "Start new topic" button, both with red arrows pointing to them. The "Start new topic" button is highlighted with a red box. Below the buttons is a list of forum posts. The first post is "Share Your Ideas About Scientific Culture in a Virtual Town Hall on September 19" by Cashen Almstead. The second post is "Preparing the Next Generation of Neuroscience Leaders 2019" by sarion. The third post is "Webinar Announcement For The High-Risk, High-Reward Programs" by sarion. The fourth post is "What conferences are you attending in 2019?" by sarion.

Follow

✓ Mark forum as read

Start new topic

1 2 NEXT > Page 1 of 2 SORT BY

Share Your Ideas About Scientific Culture in a Virtual Town Hall on September 19
By Cashen Almstead, Monday at 09:46 AM 0 replies 4 views C Cashen Almstead Monday at 09:46 AM

Preparing the Next Generation of Neuroscience Leaders 2019
By sarion, July 15 0 replies 0 views S sarion July 15

Webinar Announcement For The High-Risk, High-Reward Programs
By sarion, July 3 gradstudents pcedoc (and 1 more) 0 replies 1 view S sarion July 3

What conferences are you attending in 2019?
By sarion, March 11 career-paths careers 7 replies 2 views U Uliadah Sabbagh May 23

Create New Topic

Content | **Poll**

Title REQUIRED

1 Type in the title of your topic

Tags

[+ Choose...](#)

2 Select or create any tags you would like to help others find your topic

REQUIRED

Source **B** *I* U ~~S~~ **3** [Rich Text Editor Icons] Size [Dropdown]

Type up your response here!

Drag files here to attach, or [choose files...](#) Max total size 48.83MB Insert other media

Notify me of replies **4** Turn on notifications to know when people ask you questions or reply to you!

Post as anonymous

If you'd prefer to post anonymously, you can do so by checking the box here

5 When done, submit the post, and it will show up in the forum