

Wix - Forum Use Instructions

What is a Forum?

Simply stated, forums create a sense of online community where people with like-minded interests (modeling and flying different types of aircraft) share thoughts and ideas on the things they enjoy in life.

How will GAMA RC Use a Forum?

Our intent is to utilize our forum for three (3) different aspects of our club:

- 1) **General Discussion** – general discussions of things happening in our club or in radio control flying in general (e.g. do we need to find a new flying field, how is 5G going to affect us, hosting an upcoming event like a swap meet or competition, what can we do to increase our membership, what are we doing about the driveway, how do I go about getting some training, could we do something like this with our website, etc.).
- 2) **Questions and Answers** – we see this as more of the technical area of our club. A great place to share ideas and solve problems (e.g. how do I put an FPV camera on my aircraft, what are the best goggles for FPV, where is the best place to buy some items I need, I found a really cool way to do something, etc.).
- 3) **Wanted to Buy/Sell/Swap** – this is a great place for members to offer things they would like to sell, or post things they wish to buy or swap. We suggest that when you create a post in this area that you place BUY, SELL, or SWAP in the title of your post. Posting is free form and you can even attach photographs or videos in your post. Best of all, ANY member can post, edit and delete their post without the need to get the webmaster to do it for you .

Are there specific rules about posting on our Forum?

Yes.

- 1) Try best to post your item in the correct category as described above
- 2) If posting an item in the Buy/Sell Swap area be sure to post contact information and price.
- 3) Etiquette –
 - a) **Be respectful** - Everyone has a right to their ideas and opinions.
 - b) **Stay on topic** - Try to keep posts relevant to the theme of the forum.
 - c) **Check for duplicate content** - Someone might have already created a post similar to yours, or answered your question.
 - d) **Maintain your posts** – if you have already purchased, sold or swapped your item please delete your post(s); if your post no longer has value please delete it. We want to keep our forum current and as brief as possible.
 - e) **Thanks** for being a part of this community and sharing your voice.

How Do I Post Something?

- First, you must be a member of the club to gain access to the Forum.
- Second – where do I find the forum on our website? In the “Members Only > Forum (includes Buy/Sell/Swap)” area

- Any member can post
- When you enter the Forum you will see three (3) categories: General Discussion, Questions & Answers and Wanted to Buy/Sell/Swap. Be sure to click on the correct topical area (you tap on the category title).
- This will take you to the Category discussion you chose. You will see in LARGE bold letters what category you are in.
- You will see all active posts for that category.
- Our default sort is “Newest” so that you can see the most recent post in that category. But you can change it for yourself to be Recent Activity, Newest, Most Comments, Most Views, Most Likes
- You may see “More actions”. Hopefully you do not. But if you do, hopefully it is grayed out or does not work if you click on it. This is a field for the Moderator (Webmaster) only.

Create a New Post

- You will see a button (mid-tone gray in color) entitled “Create New Post”. Simply click on it to create a new post. This is a brand-new post not a comment on a previous post.
- Enter a Title, in as few words as possible, that in a sense is the subject of your post
- At the bottom of the page, you will see several icons. Click on the iconised camera if you wish to include a photo, a video, a file, a divider, a code snippet (**please do not use a code snippet**). For posting photos, videos and files you will be directed to your computer’s “Find It” or “Explorer” system for you to locate the file you wish to include in your post. Simply find the file and then “Open”. You will have a number of potential editing tools appear above your file when it appears in your forum post. You can experiment with them if you like but for brevity sake We will not describe them in this procedure.
- When you have completed your “Your New Post” simply click on the mid -tone Gray button in the bottom right corner entitled “Publish” and it will appear in the forum as you requested.
- If you want to cancel your post instead of posting it simply click on the button in the bottom right entitled “Cancel” just to the left of the “Publish” button.
- You should see your new post at the top of the stack for that category.

Delete One of Your Posts

- Locate your post
- Click the three (3) vertical buttons to the far right of your post and tap on the “Delete Post” item where there is also an icon of a trash can.
- You will see a window appear that says, “Delete Post” with a reminder that “Deleting this post will delete all of the comments associated with it too”. If you are ok to delete it simply click on the “Delete” button.
- If you do not wish to proceed to cancel your post simply click on the “Cancel” button just to the left of the “Delete” button
- It should now disappear from the Forum.
- **THIS IS IMPORTANT THAT YOU DELETE YOUR POST, AND ASSOCIATED COMMENTS, AS SOON AS IT IS NO LONGER RELEVANT TO KEEP OUR FORUM TIDY**

Edit Your Posts

- Locate your post
- Click the three (3) vertical buttons to the far right of your post and tap on the “Edit Post” item where there is also an icon of a pencil.

- Simply go into your post and make whatever changes you wish to make
- When you have completed your “Your Updated Post” simply click on the mid-tone Gray button in the bottom right corner entitled “Update” and it will appear in the forum as you requested.
- If you want to cancel your post instead of posting it simply click on the button in the bottom right entitled “Cancel” just to the left of the “Update” button.

Comment on a Post

- Locate the post you wish to comment on
- Click on the title of the post to open it up
- After reviewing this post if you wish to place a comment for all members to see regarding this post do the following:
- Click on the mid-tone gray “Comment” button in the top right of that post
- Type in your comment (you can use the photo, video, file buttons as described previously)
- If you wish to “Publish” your comments simply click on the mid-tone gray “Publish” button in the lower right hand corner of your comment.
- If you do not wish to post this comment simply click on the “Cancel” button to the left of the “Publish” button
- NOTE: You can edit and delete your comment following that same procedure as

Locating “My Posts”

- To make it easy to find all of your posts so that you can delete them when they no longer have value on the Forum simply click on the “My Posts” clickable text when you first go into the Forum. It is located to the right of “Categories” and right under the blue heading “Forum”