Subject: How to register in the User Forum to post comments Posted by DHS QRE Admin on Wed, 05 Mar 2014 16:07:22 GMT

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(Please follow all the steps for registering if you want to post to the Forum)

NOTE: The attachment lists these same instructions but also includes helpful screen shots.

- 1. All suggestions for revising DHS Core Questionnaires should be submitted via the DHS Program User Forum on Questionnaire Review. http://userforum.dhsprogram.com/(Registration is not required for reading the contents of the forum).
- 2. Registration is required to post to the Forum. Click on "Register" to register in the User Forum.
- 3. Read the rules and policies of the User Forum. If you agree to the terms, press the Agree button at the end of the page.
- 4. Provide the Registration Information that is Required.
- 5. At the bottom of the Registration page, under "Preferences" please provide a Signature. A Signature will appear at the bottom of your postings. While a signature is optional in the User Forum, we are asking that ALL people who post in the Questionnaire Review Forum provide a signature so that all postings are identified.

The Signature should include your Name and Organization.

- 6. Other Settings can remain at the default settings. Click "Register" at the bottom of the page.
- 7. After you Register, you will be sent an email from forums@dhsprogram.com to confirm your registration. Click on the URL provided in the email to confirm. (this step is necessary to avoid spam registrations).
- 8. You will then be able to post your input to the appropriate topic folder. You can also comment on other postings.
- 9. If you have questions, email us at dhsgre@dhsprogram.com

The Attachment repeats the above information, but also includes helpful screen shots.

File Attachments

1) 2_How_to_register_to_post_comments_5Mar2014.docx, downloaded 1077 times