

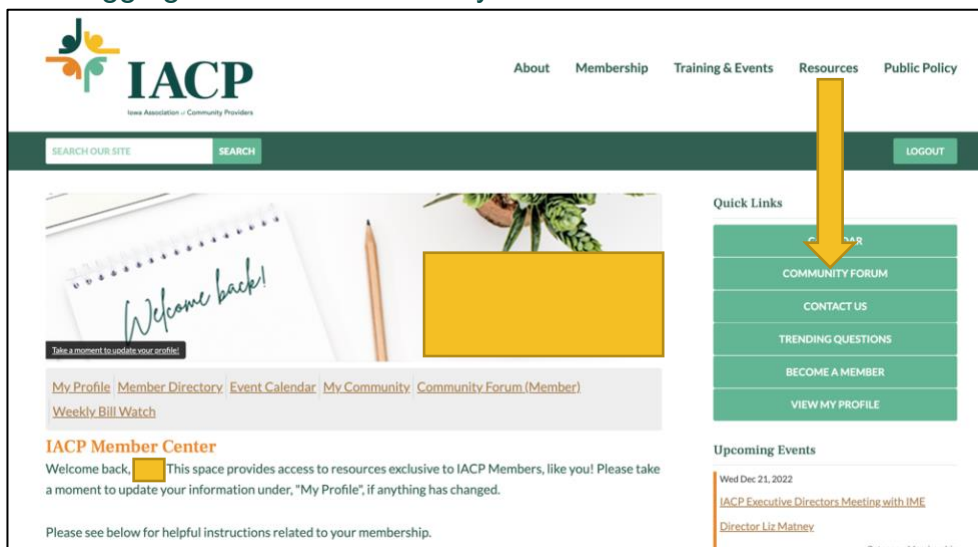
Posting to the Community Forum

Within IACP's Community Forum, IACP members can post inquiries for their colleagues across Iowa.


1. First log into the IACP website. <https://www.iowaproviders.org/> (Your user ID is most likely/should be your email address. You can [reset your password](#) from the login page. If you have any trouble, reach out to any IACP staff for assistance.



2. After logging in: Go to "Community Forum" under the "Quick Links" menu on the right.



3. Choose the appropriate forum board by clicking on the topic.

**IACP**
Iowa Association of Community Providers



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Community Forum

Board Index	Latest Posts	Forum Profile	My Posts	Pending Posts
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General

Forums	Topics	Posts	Last Post
 General Topics ←	53	67	
ICF ←			
 Conversation around provision of services in an ICF/ID setting.	1	0	

Job Postings

Forums	Topics	Posts	Last Post
Job Board ← This is a forum for members to post job opportunities within their organizations. Postings will remain visible for 60 days unless a longer timeline is requested by the member. Nonmembers can purchase a posting for \$150. Contact bnelson@iowaproviders.org for more information.	7	6	



4. Click **New Topic**



5. Be clear in the subject title.

Enter your inquiry in the space provided. Your message can be previewed using the "Preview" button at the bottom of the window.

Include your contact information in the post to allow members to respond directly should they not wish to reply within the forum.

Click "Submit".

A screenshot of the "New Topic" form. The form has a title bar that says "New Topic". It contains a "Subject:" label followed by a text input field with the text "Job Title - Organization". Below the subject field is a rich text editor with a toolbar and a large text area. The text area contains the placeholder text "Details about the job including contact info and any needed links to website". Below the text area are three sections: "Subscribe:" with radio buttons for "No" (selected) and "Yes"; "Attachments:" with a "Choose File" button and the text "No file chosen"; and "Comments:" with a text input field and an "Upload" button. At the bottom right of the form are three buttons: "Preview", "Submit", and "Cancel". A large yellow arrow points down from the "Submit" button.