




Support and Help Site - EMDESK

Project Forums

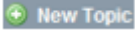

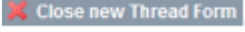
Under the *Forum* tab accessible through *Collaboration* on the bottom left of every screen, an internal project forum is available for all project users. You are able to start a new discussion or post replies on other threads.

All available discussion threads are listed on the left side panel. You can use the drop-down menu *Sort by* to sort the threads by *Date Descending* or *Date Ascending*.

Reply to a Thread or a Post

Click on one of the available discussion threads. The discussion with the thread and already sent replies will appear in the main area. To post a reply to the thread, click on  and the reply form appears. To post a reply to a post, click  and the reply form appears. Type in your reply before clicking the  button to submit the post.

Create a New Thread

By clicking on the  button, a new form will appear. In the New Topic form you can type in the headline and thread description. To submit, click the  button or to cancel the procedure click .

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