

How to set your A4PEP account



To set up your account, click on the silhouette icon and select **My Account**. Fill in your contact information. Then go to the **Forum** tab and choose an option.

1. You can comment on or answer an existing post
2. Or you can **Create a New Post** and chose either **Start a Discussion** or **Ask a Question**.
3. Add a title and then your comment. You can add the various items shown at the bottom left of the screen.
4. When done, be sure to click on **Publish**.

How to navigate the **Discussion Forum** page


Here are the parts of the **Forum** page and what they mean.


1. The very top left of the blue widow lists the page and sub-pages you are in. If you see this on your screen:

Forums > Diane Ravitch Discussion > Ask a Question

It means that from the **Forums** level you went into the **Diane Ravitch Discussion** page and then into the **Ask a Question** page. You can click on any of the first two items and it will return you to that earlier page.

2. Next at the top of the Forum window is the Search function. Type in a word to search and the results will show below, in the same window. The **Sort by:** option offers six options to help you find what you are looking for.

In the search results window there will be three dots, one over another,  at the right hand edge. When you click on those three dots, you will see a dropdown list of six things you can do with that search result item.

3. At the top right corner of the **Forum** window is a gear icon.  Click on it and it will allow you to **Manage Categories**.