



BRICS USER GUIDE

Forums





CHAPTER 13 - FORUMS

he Forum module is a place where researchers can discuss and share ideas within their respective BRICS community. The forum is made up of different Forum Topics where researchers can post content, view content posted by others, and comment on each other's content. This will assist our researchers with knowledge sharing, problem solving, and collaboration.

We strive to keep our content non-offensive for our user base and will be monitoring the forum for any inappropriate content that may be posted.



13.1 Navigating the Forums

In this section we will cover how to <u>find the forum module</u>, navigating between forum topics, and viewing posts/comments, and search posts.



- 1. Log into your BRICS instance and select the Forum module from either the top navigation bar or the module icon.
- 2. On the forum module page, click on "View Forum Topics" in the left navigation. This will expand the list of Forum Topics to view.
- 3. There are multiple options to navigate to a Forum Topic:

ft Home	Workspace ProFoRMS Subject Mana	agement Data Dictionary Data Repository	Query Meta Study Account Manageme	nt Forum
Menu 🗧	🕒 Forum			
Forum 🗸 🗸	Forum Click to expan	nd	nent on other nocts. The BRICS Operations learn will be	moderation the forum for any inservice/ate content.
General Discussion Query Tool Data Repository 🗸	Select a Topic - Select One -	VIEW POSTS RE	SET TOPICS CREATE FORUM POST	Search
Imaging Submission	General Discussion		5 posts	Last updated on 2023-06-13
Genomics Submission Clinical Assessments Submission	Query Tool		0 posts	Last updated on
Data Dictionary 🗸 🗸	V Data Repository	3 subtopics	0 posts	Last updated on
Imaging	Imaging Submission		0 posts	Last updated on
Genomics Clinical Assessments	Genomics Submission		0 posts	Last updated on
Cross Mapping	Clinical Assessments Subr	nission	0 posts	Last updated on
Subject Management	✓ Data Dictionary	3 subtopics	0 posts	Last updated on
Meta Study ProFoRMS	Imaging		0 posts	Last updated on
Create Forum Post	Genomics		0 posts	Last updated on
Search Forum	Clinical Assessments		0 posts	Last updated on



- a. Select from the left navigation that we expanded in the previous step.
- b. Use the "Select a Topic" dropdown menu and then click the "View Posts" button.

с.	Select one of	the forum	topics in the	main section	of the page.
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Forum 🗸	Forum			
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Data Repository 🗸 🗸		•		
Imaging Submission	General Discussion		5 posts	Last updated on 2023-06-13
Genomics Submission Clinical Assessments Submission	Query Tool		0 posts	Last updated on
Data Dictionary 🗸 🗸	✓ Data Repository	3 subtopics	0 posts	Last updated on
Imaging	Imaging Submission		0 posts	Last updated on
Genomics Clinical Assessments	Genomics Submission		0 posts	Last updated on
Cross Mapping	Clinical Assessments Submissio	n	0 posts	Last updated on

4. After selecting a Forum Topic, you will see the breadcrumb bar at the top of the page indicating which topic you are currently viewing. Also note that the Form Topic you selected will now be highlighted in the left navigation.

ff Home	Workspace ProFoRMS Subject Management Data Dictionary Data Repository Query Meta Study Account Management Forum
Menu 🗧	G Forum
Forum 🗸	Ecoum > General Discussion
View Forum Topics 🗸 🗸	Forum
General Discussion	Welcome to the Forum, a place for users to discuss and share ideas. You can post content and comment on other posts. The BRICS Operations team will be moderating the forum for any inappropriate content.
Query Tool	Select a Topic
Data Repository >	General Discussion VIEW POSTS RESET TOPICS CREATE FORUM POST Search Q
Data Dictionary	
Cross Mapping	POst 1 GENERAL DISCUSSION Alex Trudov Posted on 2023-04-27 0 replies Last reply on
Subject Management	Post 1
Meta Study	
ProFoRMS	Lorem ipsum General, pscussion Christina Nguyen Posted on 2023-06-13 0 replies Last reply on
Create Forum Post	Lorem issum dolor sit amet, consecteur adipiscing ells, edd de elusmod tempor incididunt ut labore et olore magna alliqua. Ut enim ad minim veniam, quia nostrud exercitation ullamos laboris nist ut alliquip ex ea commodo consequat. Dias aute une doror in repetendenti n violuptete veit esse citual donore eu tugia ruital paraiatar. Excepteur sint concecent quipdatant ano prodent, sunt in cugia qui ofinica deserunt molti arami id est laborum.Lorem ipsum dolor sit amet, consectetur adipiscing ellt, sed do elusmod tempor incididunt ut labore et dolore magna alliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamos laboris [Show More]
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13.1.2 Viewing posts and comments

1. Follow the previous section to navigate to a Forum Topic. From there you will see a list of posts that users have created.

In this view you will see the: *title of the post, the Forum Topic it was posted in, the name of the user who posted it, when it was posted, the number of replies that post has, the date of the last reply to that post, and a preview of the content of the post.*

ft Home	Workspace ProFoRMS	Subject Management	Data Dictionary	Data Repository	Query I	Meta Study	Account Management	Forum	
Menu 💝	5 Forum								
Forum 🗸	Eorum > Query Tool								
View Forum Topics 🗸 🗸	Forum								
General Discussion	Welcome to the Forum, a pla	ce for users to discuss and t	share ideas. You can pos	t content and comm	ent on other pos	ts. The BRICS	Operations team will be more	derating the forum f	for any inappropriate content.
Query Tool	Select a Topic								
Data Repository >	Query Tool		VIEW	POSTS	ET TOPICS	CREATE F	DRUM POST	Search	Q
Data Dictionary 🗲									
Cross Mapping	My Post Title		QUERY	TOOL	atrick Smith		Posted on 2023-07-19	1 replies	Last reply on 2023-07-19
Subject Management	My post content								

2. Click on the title of a post to view the content and comments on that post.

ft Home	Workspace ProFoRMS Subject Management Data Dictionary Data Repository Query Meta Study Account Management
Menu 💝	G Forum
Forum 🗸	Forum > General Discussion > View Post
View Forum Topics 🗸 🗸	Forum
General Discussion	Welcome to the Forum, a place for users to discuss and share ideas. You can post content and comment on other posts. The BRICS Operations team will be moderating the forum for any inappropriate content.
Query Tool	Select a Topic
Data Repository >	General Discussion VIEW POSTS BACK TO FORUM CREATE FORUM POST Search Q
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Create Forum Post	
Search Forum	
	Comments
	Add a new comment
	My comment title
	Posted by Smith, Patrick on 2023-07-19
	My comment



13.1.3 Searching posts

1. Navigate to the "search forum" page by using the left navigation menu.

fi Ho	me	Workspace	ProFoRMS	Subject Management	Data Dictionary	Data Repositor	y Query	Meta Study	Account Management	Forum
Menu		🕤 For	um							
Forum		Forum	1							
View Forum Topics		Welcome	the Forum, a play	on for users to discuss and a	hare ideas. You can	post content and con	oment on other	posts. The BBICS	Operations team will be mo	derating the forum for any inappropriate content.
Create Forum Post									eperanono reant nin ee me	ooraanig noo ooraan ooraang maggeogramo ooraanii.
Search Forum		Select a	Торіс							
		General	Discussion		VIE	W POSTS	ESET TOPICS	CREATE	FORUM POST	Search Q

- To search for posts from all forum topics, then skip this step and continue to step 3. Otherwise, navigate to the desired Forum Topic then continue to step 3. Reference <u>13.1.1</u> for steps to navigate to your Forum Topic.
- 3. On the right there is a search box that will search based on title, content, and author. Enter your query into the text box and press enter or click the search icon to get your results.

ń	Home	Workspace	ProFoRMS	Subject Management	Data Dictionary	Data Reposito	ry Query	Meta Study	Account Management	Forum	
Menu		5	rum								
Forum View Forum Topic Create Forum Post Search Forum	* >	Forum Welcome to Select a - Select	the Forum, a plan Topic One -	te for users to discuss and s	hare ideas. You can	post content and co	RESET TOPICS	CREATE I	S Operations team will be mo	derating the forum for Search	any inappropriate content.
		My Post T My post con	itle		Q	JERY TOOL	Patrick Smith		Posted on 2023-07-19	# replies	Last reply on 2023-07-19



13.2 Creating/Editing/Removing Posts and Comments

13.2.1 Creating posts

1. Navigate to the Forum Module select the Create Forum Post button.

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Menu 💝	Forum								
Forum View Forum Topics Create Forum Post Search Forum	Forum Welcome to the Forum, a place fo Select a Topic - Select One -	r users to discuss and sh	are ideas. You can p	ost content and comm	eent on other po	osts. The BRICS of CREATE FOR	perations team will be mod	terating the forum for any inappropriate content.	
	General Discussion Query Tool Data Repository		3 8	ubtopics		5; 1; 0;	posts posts	Last updated on 2023-06-13 Last updated on 2023-07-19 Last updated on	

- 2. On the Create New Post page fill out the following information:
 - a. Select the Forum Topic you wish to post to
 - b. Enter the Post Title
 - c. Enter the Post Content
 - d. Click the Post button.

n 1	lome	Workspace	ProFoRMS	Subject Management	Data Dictionary	Data Repository	Query	Meta Study	Account Management	Forum	
Menu		🕒 For	rum								
Forum View Forum Topics		Forum > Cri	ate New Post								
Create Forum Post Search Forum		Weicome to	the Forum, a pla	ice for users to discuss and i	ihare ideas. You can p	ost content and comm	ent on other	posts. The BRICS	Operations team will be mo	derating the forum for any inappropriate (content.
	_	Create a	New Post								
	a	Select Topic	- Select	One -		~					
	-	Post Title *	•								1
	C	 Post Content 	nt -								
		, ;	BI	EEB							
	<u> </u>	POST		CANCEL							



13.2.2 Editing/Deleting Posts

1. Navigate to the Post you wish to Edit/Delete and click on the Edit/Delete buttons. **Note:** *You will only have access to edit/delete posts you have created.*

ft Home	Workspace ProFoRMS	Subject Management	Data Dictionary	Data Repository	Query	Meta Study	Account Management	Forum	
Menu 💝	🕣 Forum								
Forum 🗸	Forum > General Discussion	> View Post							
View Forum Topics 🗸 🗸	Forum								
General Discussion	Welcome to the Forum, a p	lace for users to discuss and	share ideas. You can p	ost content and com	ment on other p	osts. The BRIC	S Operations team will be m	oderating the forum for a	ny inappropriate content.
Query Tool	Select a Topic								
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Data Dictionary >	Mr. Frint Prost				10-10-1		Bested on 2022 Of		Last and 1 - 2022 00 01
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Subject Management	Interesting content I ha	we							
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ProFoPMS									
Create Forum Post	Comments								
Search Forum	Add a new comment								
	_								
	Do you have m	ore information of how yo	u						
	Posted by Smith,	Patrick on 2023-08-01							
	I am trying to acco	omplish similar results and wo	uld love more info on h	ow you achieved this	result.				

2. If you chose to edit, fill out the same information as when you filled out the form and click Save Changes.

Ealt Post				
Select Topic	General Discussion	\sim		
Post Title				
My Updated Fir	st Post			
Post Content *				
4 , #	B <i>I</i> ≣ ≣ ∃			
Interestin	g content I have			
Adding m	ore context to my coment			

13.2.3 Creating comments

1. Navigate to the post you wish to create a comment for and scroll down to the Comment section. To create a comment do the following steps:



- a. Click on "Add a new comment".
- b. Fill out the Comment Title section.
- c. Fill out the Comment Content section.
- d. Click the Submit button.

Create Forum Post	Comments
Search Forum 🗧	Add a new comment
l l	Comment Title *
· · · · ·	Do you have more information of how you
	Comment *
	ち ク 臣王王
	I am trying to accomplish similar results and would love more info on how you achieved this result.
<u> </u>	SUBMIT CANCEL

2. Afterwards the post will reload, and you will see your comment in the comment section.

ft Home	Workspace ProFoRMS	Subject Management	Data Dictionary	Data Repository	Query	Meta Study	Account Management	Forum	
Menu 💝	Forum								
Forum 🗸	Forum > General Discussio	a > View Post							
View Forum Topics 🗸 🗸	Forum								
General Discussion	Welcome to the Forum, a	place for users to discuss and	share ideas. You can p	cost content and comm	ent on other po	sts. The BRICS	Operations team will be m	oderating the forum for a	ny inappropriate content.
Query Tool	Select a Topic								
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Data Dictionary 🗲	Mr. Erict Prost				(T)(T)(1)		Dested as 2022 02	Al Loopling	Lost
Cross Mapping	Smith Patrick				GENERAL D	1900991014	Posted on 2023-08	-or replies	Last reply on 2023-08-01
Subject Management	Interesting content I h	ave							
Meta Study	EDIT POST	DELETE POST							
ProFoPMS									
Create Forum Post	Comments								
Search Forum	Add a new comment								
	Do you have m	nore information of how yo	u						
	Posted by Smith,	Patrick on 2023-08-01							
	I am trying to acc	omplish similar results and wo	uld love more info on I	now you achieved this	result.				



13.2.4 Editing/Deleting Comments

1. Navigate to the comment you wish to edit and click the edit or delete button. **Note:** *You will only have access to edit/delete comments you have created.*

ft Home	Workspace ProFoRMS	Subject Management	Data Dictionary	Data Repository	Query	Meta Study	Account Management	Forum	
Menu 💝	Forum								
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View Forum Topics 🗸 🗸	Forum								
General Discussion	Welcome to the Forum, a pla	ce for users to discuss and s	share ideas. You can pos	t content and comme	ant on other po	sts. The BRICS	Operations team will be mod	derating the forum for a	ny inappropriate content.
Query Tool	Select a Topic								
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Cross Mapping	Smith Patrick				GENERAL	1300351014	Posted on 2023-08-0	1 Trepues	Last reply on 2023-08-01
Subject Management	Interesting content I have	e							
Meta Study	EDIT POST	DELETE POST							
ProFoRMS									
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	Do you have mo	re information of how you	u						
	Posted by Smith, P	atrick on 2023-08-01							
	I am trying to accor	nplish similar results and wor	uld love more info on how	r you achieved this r	esult.				

2. If editing the comment, follow the same steps as when creating the comment.

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	Eait Comment					
<u>a.</u>	Comment Title*					
	Do you have more information of how you					
<u>b.</u>	Comment*					
	★ ∅ E E E E					
	I am trying to accomplish similar results and would love more info on how you achieved this result.					
<u>c.</u>	SUBMIT					
	Do you have more information of how you Posted by Smith, Patrick on 2023-08-01					
	I am trying to accomplish similar results and would love more info on how you achieved this result. Edit I Deleta					