



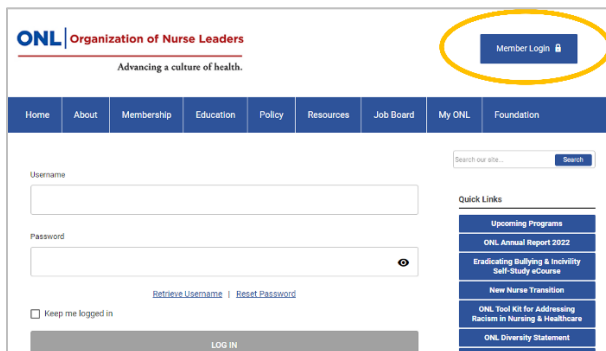
## Member Community Forums

Through MyONL, the exclusive online portal for ONL members, nurse leaders across the region can connect with one another virtually through our Member Community Forums. This is an exciting opportunity for members to ask questions, share insights, build relationships, and collaborate across organizations!

### Frequently Asked Questions

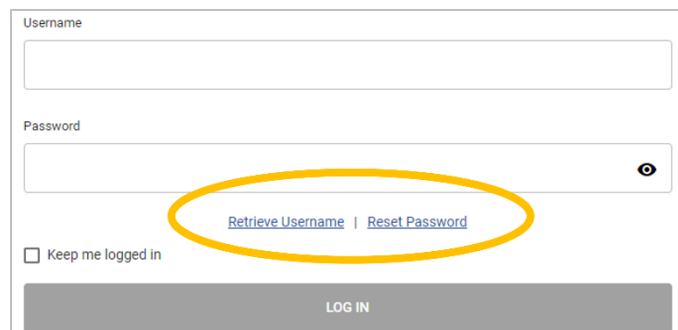
#### How do I access the MyONL Member Community Forums?

Visit [www.onl.org](http://www.onl.org) and log in with your member credentials. Once you are logged in, navigate to the Forums section under MyONL on the navigation menu.



#### What are my member credentials for logging in?

If you're not sure of your login credentials, you can retrieve your username and, if needed, reset your password by visiting the login screen at [www.onl.org/login](http://www.onl.org/login). Below the login fields you will see links you can click for retrieving your username or resetting your password.



## Can I stay logged in so that I do not have to sign in each time I visit the website?

Yes, to remain logged in beyond 60 minutes of inactivity, please check the “Keep me logged in” checkbox on the login screen.

## What forums are available and what are they for?

Once on the Forum page, you'll see a list of the Forums available.

- **The Member-to-Member Forum** is a forum for sharing and collaboration between ONL members. Have a question about policy or practice at other organizations? Have a resource or insight to share? Want to connect with fellow ONL members across the region? This is the place!
- **The Member-to-ONL Team Forum** is a way to connect with ONL staff. If you have a question for us, or a suggestion or thought to share, feel free to post that here.
- **The CNO/Executive Forum** is a place for CNOs and executives to speak candidly and share ideas. This forum is visible to CNOs, executives, and the ONL Board.
- Our available forums may evolve over time as different member interests percolate in the forum discussions and may be so robust as to need a dedicated discussion area.

Forums	Topics	Posts	Last Post
<b>Member-to-Member</b> A forum for member discussions! Have a question about policy or practice at other organizations? Have a resource or insight to share? Want to connect with fellow ONL members across the region? You're in the right place!	0	0	
<b>Member-to-ONL Team</b> Have a question or thought to share with the ONL team? Use this forum to connect with us.	0	0	

## How can I participate?

When you click on a forum, you can:

- **Post a New Topic:** This is how you raise a new question or share a new idea for which there might not already be a relevant topic thread.
- **Reply to a Topic:** This is how you interact with a post made by a fellow ONL member.
- **Subscribe to a Topic:** This allows you to opt-in to receive emails when any reply is made to a particular topic. You will automatically be notified of new topics, but you must opt-in to being notified of replies to existing topics should you wish to receive those emails.
- **Favorite a Topic:** This will add the topic to your My Favorites list. This list is available anytime under My Posts and can act as a running list of your topics of interest. Unlike "Subscribe," you won't receive emails when you favorite a topic, so this is a less intrusive way of staying up to date on topics relevant to you.

### Will I get emails notifying me of new forum content?

Yes, each time a new topic is added to the forum you will get an automated email with the content of the post and a link to log in.

However, you will *not* automatically get notified of comments on an existing topic unless you choose to subscribe to that particular topic. This way, we limit the amount of email you receive on topics that are not of interest to you.

### How can I add attachments to my post?

Want to share a policy document or other attachment with your post? Follow these steps:

1. Click on “Choose File” next to Attachments below the post entry field. Select the file you wish to attach and click “Open.”
2. Click the dark gray “Upload” button to add the attachment to your post.
3. Click “Submit” when you have finished writing your post and adding the attachment to publish your post.

The screenshot shows the 'New Topic' form. At the bottom, the 'Attachments:' section has a 'Choose File' button (circled with a 1). To its right is an 'Upload' button (circled with a 2). At the bottom right of the form are 'Preview', 'Submit', and 'Cancel' buttons, with the 'Submit' button circled with a 3.

### I'm not an ONL member. Can I access the forums?

The ONL Member Community Forums are only open to ONL members. To become a member, visit [www.onl.org/new-member-application](http://www.onl.org/new-member-application).

***Have another question? Contact us at [info@oonl.org](mailto:info@oonl.org).***