

## WSCF Connection

Part of WSCF's strategy for connecting students, SCMs and senior friends in the Federation is WSCF Connection (<http://wscfconnection.ning.com/>). WSCF Connection is our very own social network where we can share events, make announcements, and have discussions on important issues.

We'd love for all SCMs in Europe to be part of WSCF Connection.

### How do I use WSCF Connection?

**You need to create a profile.** We recommend creating a profile for your SCM, as well as a personal profile for yourself. WSCF Europe has created its own profile – so that all the pictures, videos, and content we upload will stay regardless of a change in staff. You may want to consider this as an option if you are representing an SCM or Region.

On the right hand side of the **Main** page you will see a link to sign up for an account. You will have to verify your new account via email.

After verifying your account by clicking the link sent to your email you will have the opportunity to tell a little bit about yourself that will be shown on your profile called **My Page**. By clicking on **Settings** in the menu on the right hand side you will find options to change the privacy levels of your profile, connect your profile to your twitter account, change your email notification settings, upload a profile picture and to change the look of your personal profile page. When you are viewing **My Page** you have the ability to drag and drop and remove each box of data such as pictures, profile information, latest activity, etc.

In the menu you found the **Settings** you also will see notifications, email messages and friend requests. These features are hopefully self-explanatory.

You can add "status" updates on your profile that can easily be linked to your twitter account.

### What can we do on WSCF Connections:

First let's go through the menus on the top of the main page.

**Main:** This is the networks front page. You will find links to all the menu options that are listed below. It is a quick way to see new content that has been added in each section. There are two features on the main page not available elsewhere these are:

On the bottom right hand side of the screen there is a section called **Blog Posts**. This is place to make announcements that will be easily accessible on the main page. Things that should be posted here are News updates and announcements. You can comment on blog posts. **Forums** should be used if you wish to have a discussion with everyone – blog posts are only to make announcements.

**Promote WSCF Connections:** On the bottom left hand side of the main page you can see there is a box called **Badge** underneath the image click the link "Get Badge". You can now customize the look of your own advert that can be added to your website, and email signature by grabbing the HTML code.

**Send Invites:** This feature allows you to connect to your email account and invite people to join the network too. You can also manually enter email addresses.

**Members:** This page allows you to search for members and view your friends. This is a great way to find people who are from your region.

**Photos:** Here you have the option of viewing all the photos on the Ning site as well as just your own photos, albums, and favourite (there are links available at the top of the page). On the right hand side you can see the button **Add** this allows you to upload your own photos and create your own albums.

**Videos:** This is much the same as the photos section. You can upload your own videos by clicking on **Add** after they've been uploaded to Youtube, Hulu, Vimeo or another service.

**Forum:** This section shows all the discussion feeds that are going on. You can see the titles, the number of replies and the date of the last reply. This is a great place to have discussions with the whole network about issues, brainstorming sessions, or to share information. On the right hand side the **Add** button will allow you to create a new Forum. You will be redirected to a form to fill in all the needed information, as well as the option to upload corresponding materials. If you don't want to share the discussion with the whole group you have the option to host a forum with in a group (see **Groups**).

**Events:** This is a great way to promote your latest event, but more importantly it is a convenient way for the whole region to know what is happening in WSCF from local, national, regional and global level. When you sign into the Ning you will notice on the **Main** page that the right hand side has all the upcoming events. This will help to connect the work that we do especially if they are on similar topics!

To create an event click on the **Add** button on the top, right hand side of the **Events** page. You can then fill in the form provided with information such as the title, a picture, the dates, a description of the event, etc. The second step is to invite members of WSCF Connections to the event. The event will have "wall" where you and your guests can post questions and comments.

**Groups:** Anyone can set up a group on WSCF Connection. Once you've created a group by clicking the **Add** button on the right hand side of the Groups page you can fill in the form describing the purpose of the group then invite people to join. The settings on the group can vary, features include: Comments, discussion forum, text box(to upload videos, photos, html, etc), rss feed, privacy (Anyone can join or it can be set to be at the discretion of the moderator of the group), etc. A group is almost like a smaller version of the Connections site – except your content is only shared with the members of the group. This is a great way to share more specific information with a certain group of people. For example, in the WSCF Europe group we can share information only relevant for European students, and in the WSCF Staff and Officers group we can have discussions with the group about communication techniques or regional issues.

**Chat:** Finally, there is a chat menu (also located on the main page). You can see all those people who are online at that moment and chat with them there.

You will notice that on almost all the pages you can easily click on the links to share each post, event, or forum on Twitter or Facebook. I hope that this has been helpful. If you need any more advice or help getting your Ning profile started or if you want a detailed explanation of any of the features email [publications@wscf-europe.org](mailto:publications@wscf-europe.org) and I will help you out!