# Communicate. Participate. Collaborate.

The IAIA Hub is YOUR members-only community for all things impact assessment.

Getting to know like-minded peers can be a great way to expand your network, learn more about the industry, and stay updated.

Network, share your knowledge, get career advice, and hone your leadership skills. Give back to your association and your peers.

Make a difference and leave your footprint.



#### YOUR PROFESSIONAL IA COMMUNITY

# Quick Start Guide

Use the Hub community to connect with other IAIA members who share your passion.

Get involved with topics that matter to you by joining special-interest Sections.

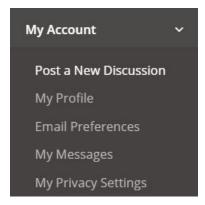
Establish yourself as a knowledge leader by contributing to Section projects, such as publications and webinars.





### **Getting started is easy!**

The menu on the left side of the screen has most of the tools to navigate through the community.



# Your profile syncs from IAIA

Your profile details, such as photo, country, professional expertise, etc., automatically filter in from your IAIA account. Want a new photo? Click over to your **Member Compass** (members.iaia.org) to make profile updates, and they will sync over.

You can also change your photo here in the Hub (under the *My Account* drop down menu, select *My Profile*). But that method keeps the update in the Hub only -- it will not carry back over to your IAIA website account.

Please be sure to always maintain professional courtesy and post things that will add value to the community. Check out the *Etiquette* page for general community posting guidelines.

#### Post a new Discussion

**OPTION 1:** In the left menu under *My Account*, click *Post a New Discussion*. A dialog will appear. First select the group you wish to post the discussion to. Next enter the subject line and details of your post. You can attach files or add inline images. Click *Post* and you are done!

**OPTION 2:** When you are within a Section group, navigate to the group's *Discussions* tab and click Post New Discussion. Then just follow the steps above.

**OPTION 3:** Each group has a secret email address — and if you send an email to it, the message automatically posts as a discussion in that group! Stay tuned — more info will be shared as our community grows.

#### **Discussions vs. Announcements**

Want a conversation? *Discussions* allow members and staff to respond to you. Alternatively *Announcements* are a one-way megaphone (like news from IAIA HQ).

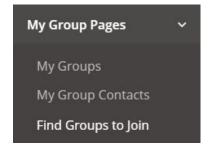
When in doubt, post *Discussions*!

# Join a Section Group



In the left menu, expand *My Group Pages*, then click *Find Groups to Join*. All IAIA special-interest Sections have a group in the Hub. Find one (or many!) that looks interesting, and click *Join Group*.

Now you can contribute, discuss, and receive updates on the topics you enjoy.



# Get updates to your inbox

All groups are set to send daily notifications to group members. You will get an email summarizing the day's posts. Want instant notifications or fewer messages? Change these settings at any time in *Email Preferences*.

# Send a private message

You can contact other members here in the community. Under *My Account*, click *My Messages*. Click *Compose Message*. Enter the subject of your message, then start typing the person'sname. As suggestions appear, click on the desired name. Enter message details and click *Send Message*.