

Discussion Forums

The forums allow Church members to interact with each other through the website during the week. They are only available to members so visitors to the site will not be able to access the data. They are a great way for having church community throughout the week and can be for anything. Forum examples include : Praise Reports, Prayer Requests, Discussions, Debate, Things for Sale.

To add/edit or delete forums Site Managers should go to 'Forums' from the Control Panel menu.



Adding a Forum

To add a forum press the 'Add a Forum' button from the forum menu where you will then be asked to enter a name and description for the forum. Once this done press 'Add' to create the new forum which will then be available to site members.

Moderators

Every forum should have at least 1 moderator who is responsible for ensuring that forums do not contain any inappropriate content. Every post in the forum will have a button allowing any member to report it if they think that it is unsuitable or inappropriate. Reported posts will be removed from the forum and will be passed onto the moderator who can then delete or reinstate the reported post. Forum moderators will see a note in their personal menu informing them that a post has been reported. From there they will then be able to delete or reinstate the forum post.

The image on the right shows the properties of a forum 'Prayer Requests' which is viewed in the Control Panel. At the moment there are two forum moderators – Laura Bush and Laura Campbell.

Pressing the 'Edit Forum Moderators' button would display a form allowing extra moderators to be added to the forum.

Pressing 'Edit' would allow you to change the name and description of the forum.

Group Forums

Every group within the Church can have their own forum which is only accessible to members of that group. To create a forum for a group you will need to go to the group section of the site - see the tutorial on Groups for more information.