Getting Started in PPP's e-community

What is the e-community?

PPP's e-community is a web-based networking hub for PPP members and a centralized resource of information published by PPP and shared by its members and partners. The frequent community activities listed below will help you begin to use the community. If you have questions, please contact Barbara Yeager at byeager@pppnet.org

To get to the PPP e-community

Click the **Community** tab on PPP's homepage at www.pppnet.org.

Click sign-in at the top of the screen and use your last name as the username and your PPP ID number as the password. If you do not know your PPP ID number, click "Forgot Your Password?" on the sign-in screen. The number will be e-mailed to you.

You will be prompted to edit your profile during your first visit. Click "Accept and Enter" at the bottom of the "Please Update Your Information" screen to return to the community welcome page.

Frequent community activities

To update your profile, click Edit My Profile at the top of the screen. Upload a photo and bio, enter subject tags to help you connect with others who share your interests, add your professional credentials (CFP, CFRE, CAP, CSPG, CPA, etc.) You may return to your profile at any time to add or change information.

To search for a document in any community library that is open to all members, use the search field at the top of the screen. Type keywords or an author's name in the search field and select 'Libraries' from the search options, then click Go. The search function covers all libraries that are accessible to the whole community, including conference papers and articles from The Journal of Gift Planning. Documents stored in libraries for groups whose membership is restricted will not be located using the search function. To find these documents, click My Groups at the top of the screen and select the appropriate group, then click Library in the blue group menu to reach the directory of documents and folders in the group's library.

To search for a person in the community, enter the first and last name in the search field and select 'People' from the search options, then click Go. You can also search 'People' for credentials (CFRE, CFP, etc.), or for keywords from job titles (major gifts, vice president, etc.)

To join a group that is open to the community (e.g., The Journal of Gift Planning group), click the Groups tab and select All Groups. Click the name of the group and then click 'Join now.' As a group member, you can choose to receive updates when new content is posted in the group.

To participate in a forum discussion, locate the group where the forum is housed, then click Forum in the group menu on the left side of the screen. Use the list of threads to identify a specific discussion topic. You can also use the search field at the topic of the screen to locate topics by selecting 'Forums' in the search options. The search function locates forums that are open to all members, but it does not locate forums in groups with restricted membership.

To start your own forum discussion, locate the PPP Members group and click on Forum in the blue group menu on the left side of the screen. Click the New Forum button and enter a topic for the forum, then post a query to start the discussion. You can use the forum tools to subscribe to a forum so that you will receive daily or weekly updates via e-mail.

To rate or comment on articles in a library, forum or blog posts, or other content in the e-community, look for the Rate/Add Comment option. You can rate a resource without commenting. Your profile information will automatically be attached to your ratings and comments.