How Do I Use the STEAM Discussion Forums?

Click on **Forums** in the top menu bar. Our **STEAM Team Forums** are grouped by grade levels with additional forums for interest groupings including administrators & policy makers, business & community and an international forum for those interested in STEAM who are based outside the U.S. You must be logged in as a STEAM Team Member (STEAM-trained or paid membership) to have access to the Forums. For information on membership, click here: [http://steamedu.com/programs/membership-levels/](http://steamedu.com/programs/membership-levels/)

**Reading and Posting on Forums**

Click on the forum you are interested in and you will see a page of topics started by other forum members. You can search the forum for keywords or titles, reply to topics, or start your own topic if you don’t see what you’re looking for.

Please keep your forum posts professional and on-topic. Any posts with hyperlinks will be held for admin moderation. It is not possible to send attachments via posts. The forums are not a place to post advertisements for products or services, but if you would like to purchase advertising space on our main forums page, please email us at marketing@steamedu.com.

**Making Friends and Using Private Messaging**

Go to the Forums page and make a few Forum Friends by clicking on the names of post contributors (besides STEAM admins) and request to “Make Friends” (if you cannot see this button, that user cannot be contacted).

You will receive an email when they accept your request. You can see your Friends by clicking on **Forum Friends** under the Forums menu.

Go to the top menu bar and click on **Forum Messages** under the Forums menu. Here you can send private messages to your Forum Friends and see any messages they’ve sent to you. Click on New Message below. Choose which Friends you would like to share the message with (start typing their names in the empty box below). When done, click on New Message again to send. When you receive an email, click on the email title (not sender’s name) to open it. *Please note that, due to server traffic, private messaging may not be instantaneous.*

**Edit Profile**

To see all of your activity as well as to edit your profile information, go to the top menu bar and click on **My Profile**. Click on **Public Profile** to view your public forum profile with your post activity. You can change your avatar picture on the **Profile** tab by clicking on the picture and uploading a new photo.

Click on **Account** to edit your user name (this can be different from your actual name) and change your forum privacy and contact settings. Make sure “Allow Others to Contact Me” is checked if you want to be able to send and receive messages. We recommend keeping your “Who can see my profile?” setting to “All Members” so that others will be able to make a Friend Request. They can only see your public profile with your user name and avatar, not the more detailed information in the Profile tab. We recommend keeping your "Who can see my activity?" setting to "Just me". If you choose "Just Friends" or "All Members", then they will be able to see all of your private messages, comments and Posts when they view your public profile.

**Subscribe or Unsubscribe to Posts**

On the forum page, click on the link at the bottom of the page to subscribe or unsubscribe to the posts you are interested in. This will send you an email alert when anyone has added a reply to the topic. You can also unsubscribe from posts on this page.