

Instructions for Registering for the Sunflower User Group Message Board

August 11, 2009



Created by: Jessica Dzara
Last updated: September 9, 2009

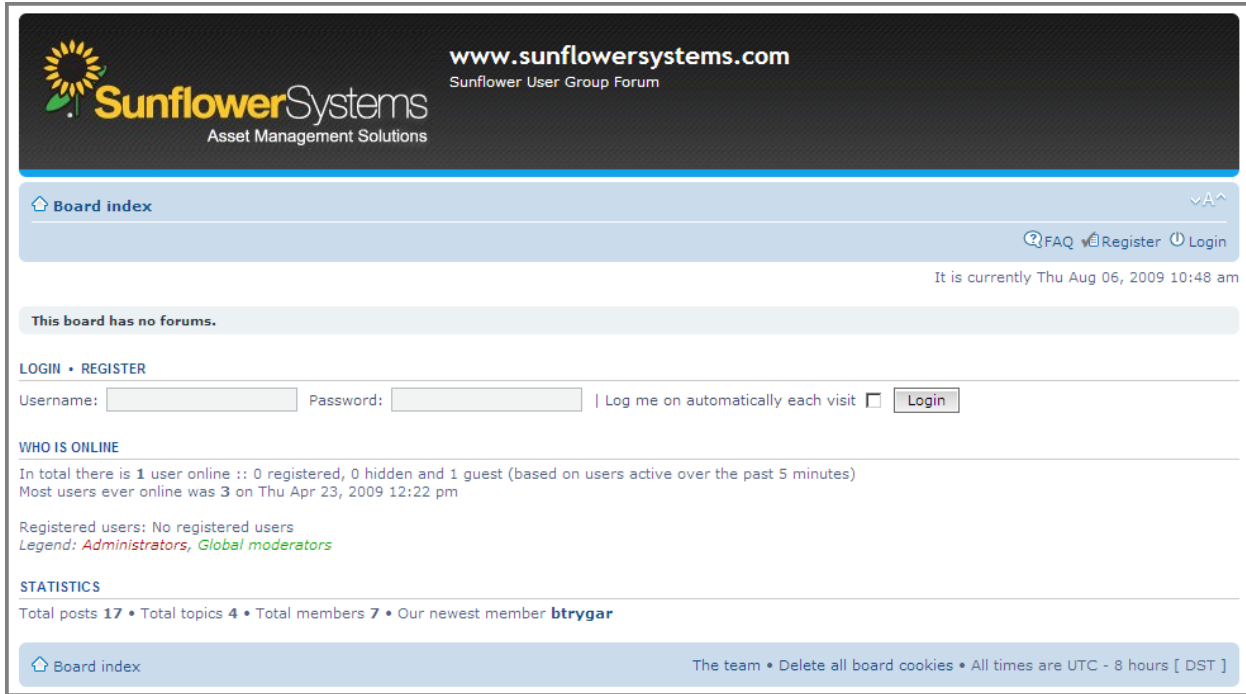
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Register for the Message Board

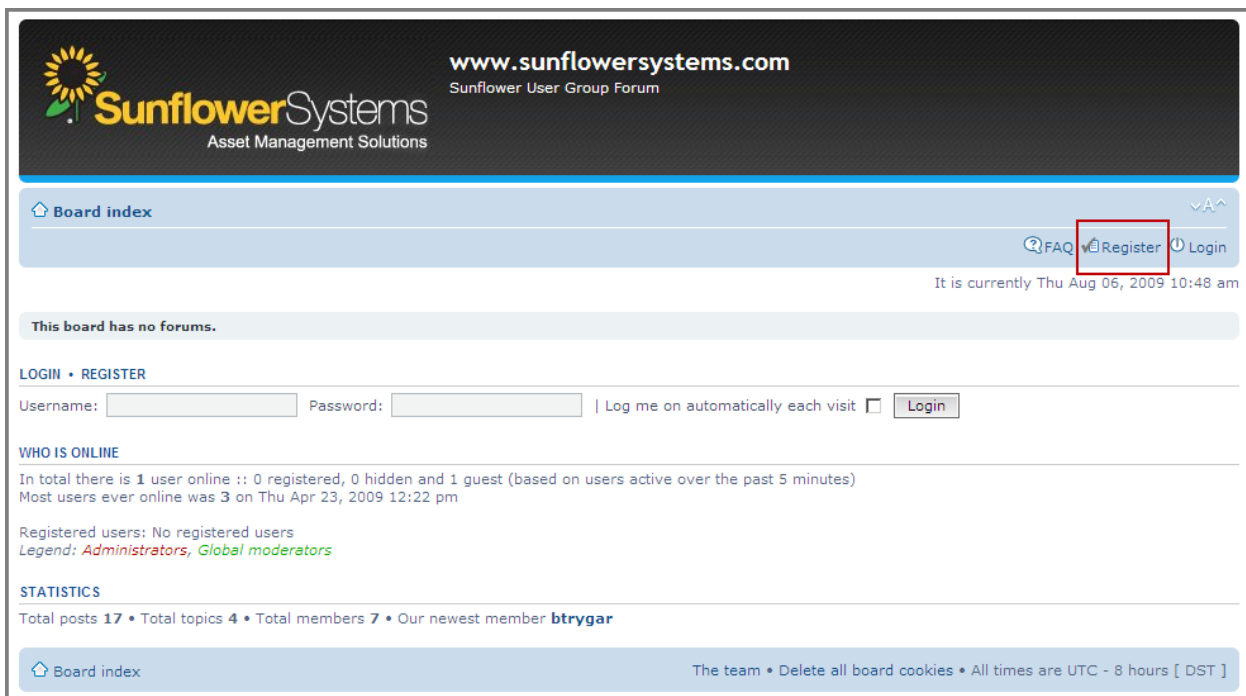
1. Copy and paste <http://www.sunflowersystems.com/phpBB3/index.php> into your web browser.

Note: It is recommended that you save this web address in your favorites.



The screenshot shows the homepage of the Sunflower Systems forum. At the top, there is a logo for Sunflower Systems and the website URL www.sunflowersystems.com. Below the logo, there is a navigation bar with a "Board index" link and a "Register" link. The "Register" link is highlighted with a red box. Below the navigation bar, there is a message that says "This board has no forums." and a "LOGIN • REGISTER" section with a login form. Below the login form, there is a "WHO IS ONLINE" section and a "STATISTICS" section. At the bottom, there is a footer with a "Board index" link and a "The team" link.

2. Click on the **Register** icon.



This screenshot is identical to the one above, but the "Register" link in the navigation bar is highlighted with a red box, indicating the next step in the process.

3. Read the terms and conditions of registration. Then, click on the **I agree to these terms** button.

Board index

FAQ Register Login

www.sunflowersystems.com - Registration

By accessing "www.sunflowersystems.com" (hereinafter "we", "us", "our", "www.sunflowersystems.com", "http://www.sunflowersystems.com/phpBB3"), you agree to be legally bound by the following terms. If you do not agree to be legally bound by all of the following terms then please do not access and/or use "www.sunflowersystems.com". We may change these at any time and we'll do our utmost in informing you, though it would be prudent to review this regularly yourself as your continued usage of "www.sunflowersystems.com" after changes mean you agree to be legally bound by these terms as they are updated and/or amended.

Our forums are powered by phpBB (hereinafter "they", "them", "their", "phpBB software", "www.phpbb.com", "phpBB Group", "phpBB Teams") which is a bulletin board solution released under the "General Public License" (hereinafter "GPL") and can be downloaded from www.phpbb.com. The phpBB software only facilitates internet based discussions, the phpBB Group are not responsible for what we allow and/or disallow as permissible content and/or conduct. For further information about phpBB, please see: <http://www.phpbb.com/>.

You agree not to post any abusive, obscene, vulgar, slanderous, hateful, threatening, sexually-orientated or any other material that may violate any laws be it of your country, the country where "www.sunflowersystems.com" is hosted or International Law. Doing so may lead to you being immediately and permanently banned, with notification of your Internet Service Provider if deemed required by us. The IP address of all posts are recorded to aid in enforcing these conditions. You agree that "www.sunflowersystems.com" have the right to remove, edit, move or close any topic at any time should we see fit. As a user you agree to any information you have entered to be stored in a database. While this information will not be disclosed to any third party without your consent, neither "www.sunflowersystems.com" nor phpBB shall be held responsible for any hacking attempt that may lead to the data being compromised.

I agree to these terms I do not agree to these terms

Board index The team • Delete all board cookies • All times are UTC - 8 hours [DST]

4. Enter your Registration Information:

- Username
- E-mail address
- Confirm e-mail address
- Password
- Confirm password
- Language is automatically populated with British English
- Time zone

www.sunflowersystems.com - Registration

Please note that you will need to enter a valid e-mail address before your account is activated. The administrator will review your account and if approved you will receive an e-mail at the address you specified.

Username:
Length must be between 3 and 20 characters.

E-mail address:

Confirm e-mail address:

Password:
Must be between 6 and 30 characters.

Confirm password:

Language:


Timezone:

- 5. For security purposes, copy the **Confirmation code** in the code field (Note that the Confirmation code will be different than the screenshot below).

CONFIRMATION OF REGISTRATION

To prevent automated registrations the board requires you to enter a confirmation code. The code is displayed in the image you should see below. If you are visually impaired or cannot otherwise read this code please contact the Board Administrator.

Confirmation code:



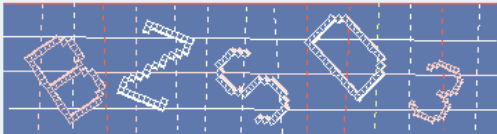
Enter the code exactly as it appears. All letters are case insensitive, there is no zero.

- 6. Click on the **Submit** button.

CONFIRMATION OF REGISTRATION

To prevent automated registrations the board requires you to enter a confirmation code. The code is displayed in the image you should see below. If you are visually impaired or cannot otherwise read this code please contact the Board Administrator.


Confirmation code:



BZSD3

Enter the code exactly as it appears. All letters are case insensitive, there is no zero.

- 7. A message appears to inform you that your account has been created but not yet approved.

 **www.sunflowersystems.com**
Sunflower User Group Forum

[Board index](#) v A ^

[FAQ](#) [Register](#) [Login](#)

Information

Your account has been created. However, this board requires account activation by the administrator group. An e-mail has been sent to them and you will be informed when your account has been activated.

[Return to the index page](#)

[Board index](#) The team • Delete all board cookies • All times are UTC - 8 hours [DST]

8. Check your email account. Your email confirms the message from step 7. The administrator of the forum will have received a notification of your registration as well, which will be confirmed or denied.

```
Welcome to www.sunflowersystems.com forums

Please keep this e-mail for your records. Your account information is as
follows:

-----
Username: jdzaraTEST
Password: XXXXXX

Board URL: http://www.sunflowersystems.com/phpBB3
-----

Your account is currently inactive, the administrator of the board will
need to activate it before you can log in. You will receive another e-mail
when this has occurred.

Please do not forget your password as it has been encrypted in our database
and we cannot retrieve it for you. However, should you forget your password
you can request a new one which will be activated in the same way as this
account.

Thank you for registering.

--
Thanks, The Management
```

9. After the administrator has reviewed your request you will receive a second email.

```
Hello jdzaraTEST,

Your account on "www.sunflowersystems.com" has now been activated, you may
login using the username and password you received in a previous e-mail.

--
Thanks, The Management
```

10. Copy and paste <http://www.sunflowersystems.com/phpBB3/index.php> into your web browser.
Note: It is recommended that you save this web address in your favorites.

www.sunflowersystems.com
Sunflower User Group Forum

Sunflower Systems
Asset Management Solutions

Board index

FAQ Register Login

It is currently Thu Aug 06, 2009 11:09 am

This board has no forums.

LOGIN • REGISTER

Username: Password: | Log me on automatically each visit

WHO IS ONLINE

In total there is 1 user online :: 0 registered, 0 hidden and 1 guest (based on users active over the past 5 minutes)
Most users ever online was 3 on Thu Apr 23, 2009 12:22 pm

Registered users: No registered users
Legend: Administrators, Global moderators

STATISTICS

Total posts 17 • Total topics 4 • Total members 8 • Our newest member **jdzaraTEST**

Board index The team • Delete all board cookies • All times are UTC - 8 hours [DST]

11. Enter your **Username** and **Password**. Then click the **Login** button.

www.sunflowersystems.com
Sunflower User Group Forum

Sunflower Systems
Asset Management Solutions

Board index

FAQ Register Login

It is currently Thu Aug 06, 2009 11:09 am

This board has no forums.

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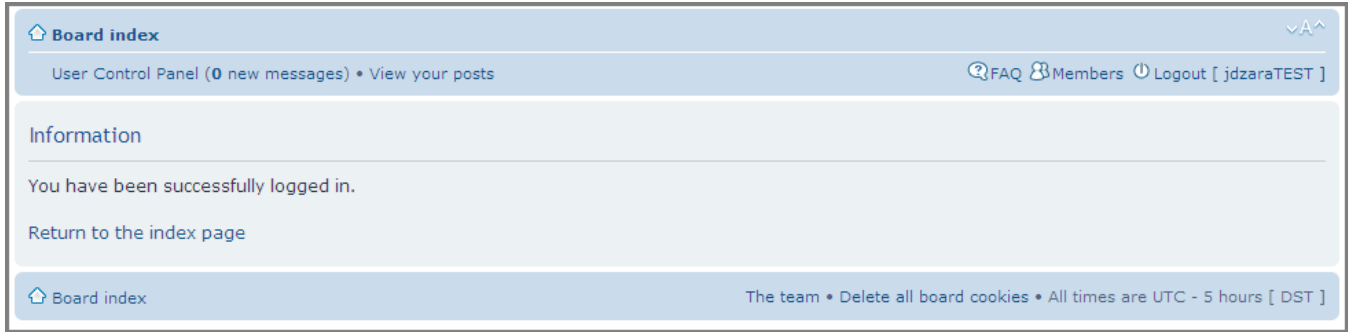
Registered users: No registered users
Legend: Administrators, Global moderators

STATISTICS

Total posts 17 • Total topics 4 • Total members 8 • Our newest member **jdzaraTEST**

Board index The team • Delete all board cookies • All times are UTC - 8 hours [DST]

12. A temporary screen appears for a few seconds to indicate a successful login attempt.



The screenshot shows a forum's user control panel. At the top left is a 'Board index' link with a home icon. Below it, the text reads 'User Control Panel (0 new messages) • View your posts'. On the right side, there are links for 'FAQ', 'Members', and 'Logout [jdzaraTEST]'. A section titled 'Information' contains the message 'You have been successfully logged in.' and a link to 'Return to the index page'. At the bottom, there is another 'Board index' link and a footer with 'The team • Delete all board cookies • All times are UTC - 5 hours [DST]'.

13. The Index page appears automatically.




The screenshot shows the forum's index page. At the top is a black banner with the Sunflower Systems logo (a sunflower) and the text 'www.sunflowersystems.com Sunflower User Group Forum' and 'Sunflower Systems Asset Management Solutions'. Below the banner is a navigation bar with 'Board index', 'User Control Panel (0 new messages) • View your posts', and 'FAQ Members Logout [jdzaraTEST]'. The main content area shows the current date and time: 'It is currently Thu Aug 06, 2009 2:12 pm' and 'Last visit was: Thu Aug 06, 2009 2:12 pm'. A 'Mark forums read' link is on the right. A message states 'This board has no forums.' Below this is a section titled 'WHO IS ONLINE' with the text 'In total there is 1 user online :: 1 registered, 0 hidden and 0 guests (based on users active over the past 5 minutes) Most users ever online was 3 on Thu Apr 23, 2009 3:22 pm'. It lists 'Registered users: jdzaraTEST' and a legend for 'Administrators' and 'Global moderators'. A 'STATISTICS' section shows 'Total posts 17 • Total topics 4 • Total members 8 • Our newest member jdzaraTEST'. At the bottom, there is a 'Board index' link and a footer with 'The team • Delete all board cookies • All times are UTC - 5 hours [DST]'.

Edit your Account Settings

1. Copy and paste <http://www.sunflowersystems.com/phpBB3/index.php> into your web browser.

Note: It is recommended that you save this web address in your favorites.



Sunflower Systems
Asset Management Solutions

www.sunflowersystems.com
Sunflower User Group Forum

[Board index](#) v A ^

[FAQ](#) [Register](#) [Login](#)

It is currently Thu Aug 06, 2009 11:09 am

This board has no forums.

LOGIN • REGISTER

Username: Password: | Log me on automatically each visit

WHO IS ONLINE

In total there is **1** user online :: 0 registered, 0 hidden and 1 guest (based on users active over the past 5 minutes)
Most users ever online was **3** on Thu Apr 23, 2009 12:22 pm

Registered users: No registered users
Legend: *Administrators*, *Global moderators*

STATISTICS

Total posts **17** • Total topics **4** • Total members **8** • Our newest member **jdzaraTEST**

[Board index](#) The team • Delete all board cookies • All times are UTC - 8 hours [DST]

2. Enter your **Username** and **Password**. Then click the **Login** button.

The screenshot shows the top of a forum page for Sunflower Systems. The header includes the logo and the website URL www.sunflowersystems.com. Below the header is a navigation bar with a "Board index" link and utility links for "FAQ", "Register", and "Login". The page indicates the current time as "Thu Aug 06, 2009 11:09 am" and states "This board has no forums." A red rectangular box highlights the login section, which contains a "LOGIN • REGISTER" link, input fields for "Username:" and "Password:", a checkbox for "Log me on automatically each visit", and a "Login" button. Below the login box, the "WHO IS ONLINE" section shows 1 user online (0 registered, 0 hidden, 1 guest) and "Registered users: No registered users". The "STATISTICS" section shows 17 posts, 4 topics, and 8 members, with the newest member being "jdzaraTEST".

3. A temporary screen appears for a few seconds to indicate a successful login attempt.

The screenshot shows the user control panel after a successful login. The top navigation bar includes "Board index", "User Control Panel (0 new messages) • View your posts", and utility links for "FAQ", "Members", and "Logout [jdzaraTEST]". The main content area is titled "Information" and displays the message "You have been successfully logged in." followed by a link to "Return to the index page". The footer navigation bar includes "Board index" and utility links for "The team", "Delete all board cookies", and "All times are UTC - 5 hours [DST]".

4. The Index page appears automatically.

The screenshot shows the top navigation bar of the Sunflower Systems forum. The header includes the Sunflower Systems logo and the website URL www.sunflowersystems.com. Below the header, there is a navigation menu with a "Board index" link and a "User Control Panel" link. The "User Control Panel" link is highlighted with a red box. Other navigation links include "FAQ", "Members", and "Logout [jdzaraTEST]". The page also displays the current date and time, the last visit time, and a "Mark forums read" button. A message states "This board has no forums." Below this, there is a "WHO IS ONLINE" section showing 1 user online and a "STATISTICS" section showing 17 total posts, 4 total topics, and 8 total members.

5. Click on the **User Control Panel** icon at the top of the page.

This screenshot is identical to the one above, but with a red rectangular box highlighting the "User Control Panel" link in the navigation menu. The rest of the page content, including the header, navigation links, and forum statistics, remains the same.

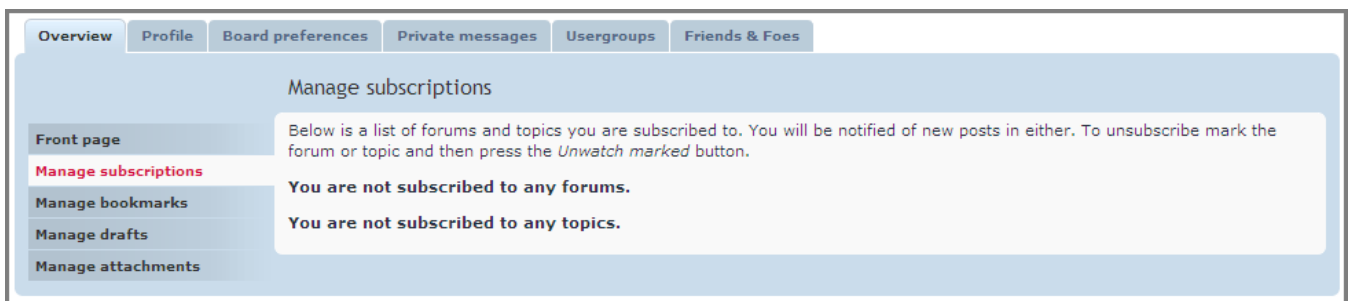
- 6. The **Overview** tab automatically displays. It allows you to review high-level information about your account including your forum subscriptions, bookmarks, drafts and attachments.



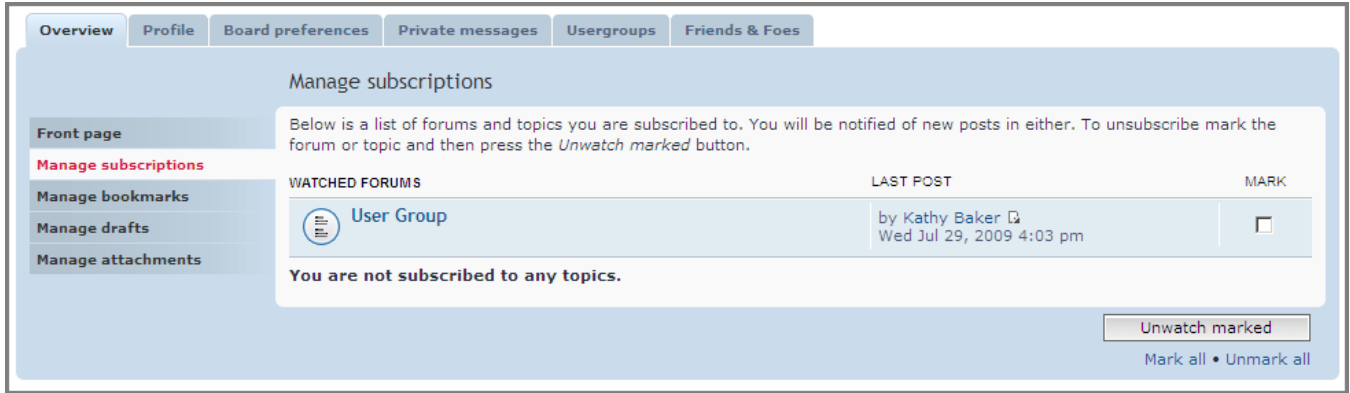
- 7. The **Front page** sub-tab provides general information regarding when you joined the message board, the last time you visited the message board and information about your posts to the message board.



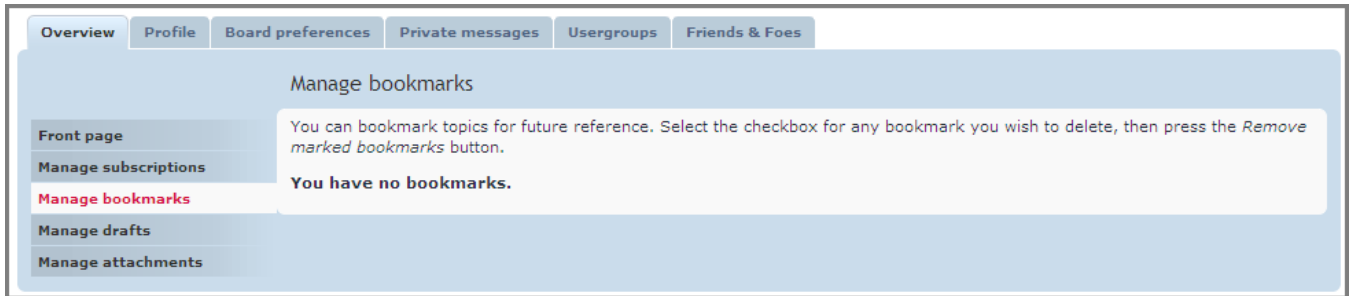
- 8. The **Manage subscriptions** sub-tab provides information about which forums and topics you are subscribed to.



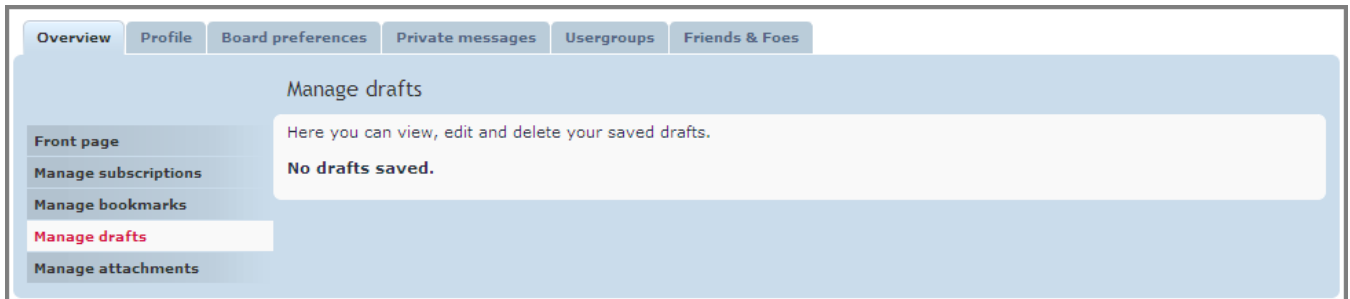
9. **Note for later:** Once you have subscribed to the User Group, it will appear as a watched forum in this tab.



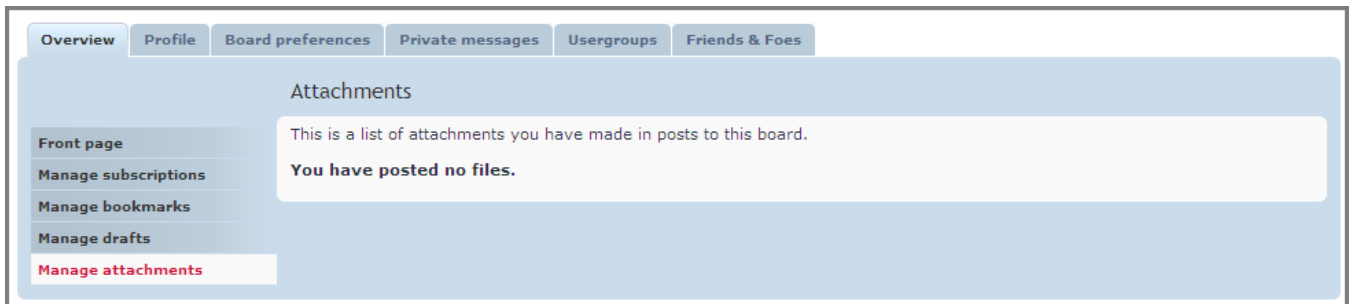
10. The **Manage bookmarks** sub-tab provides information about any bookmarks you may have.



11. The **Manage drafts** sub-tab provides information about any drafts you may have saved.



12. The **Manage attachments** sub-tab provides information about any attachments you may have posted.



13. Click on the **Profile** tab. The **Profile** tab allows you to edit your profile, signature, avatar and account settings.

Overview Profile Board preferences Private messages Usergroups Friends & Foes

Edit profile

Please note that this information may be viewable to other members. Be careful when including any personal details. Any fields marked with a * must be completed.

- ICQ number:
- AOL Instant Messenger:
- MSN Messenger:
- Yahoo Messenger:
- Jabber address:
- Website:
- Location:
- Occupation:
- Interests:

Reset Submit

14. The **Edit profile** sub-tab automatically displays. Enter any additional profile information and then click on the **Submit** button to save any changes.

Overview Profile Board preferences Private messages Usergroups Friends & Foes

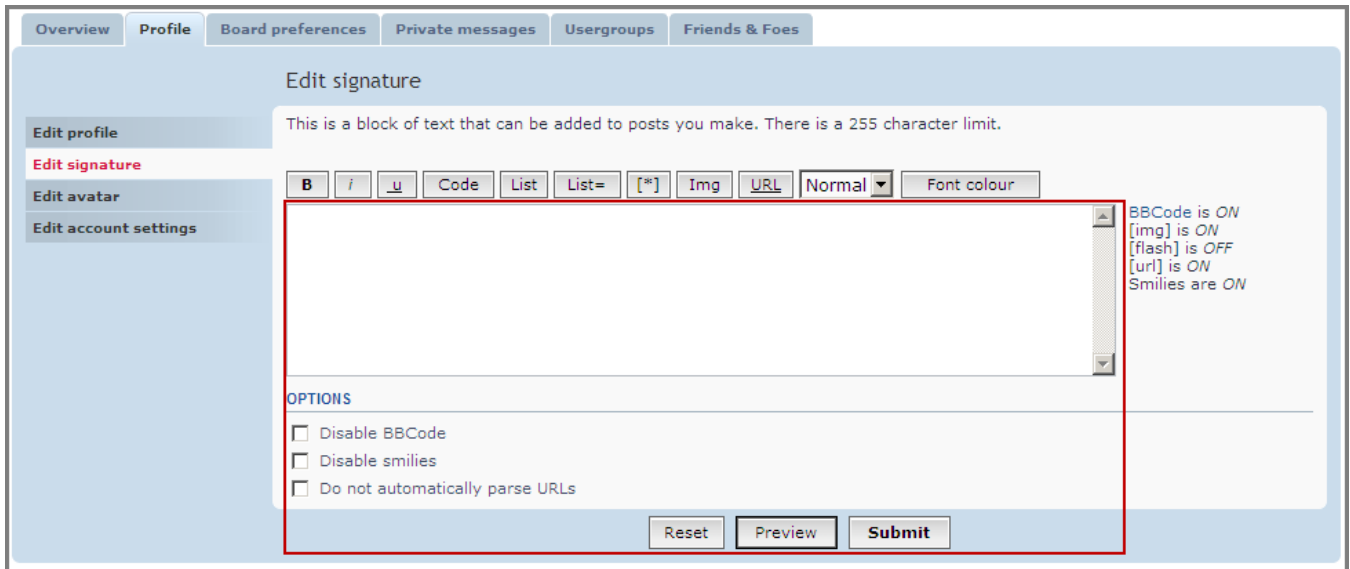
Edit profile

Please note that this information may be viewable to other members. Be careful when including any personal details. Any fields marked with a * must be completed.

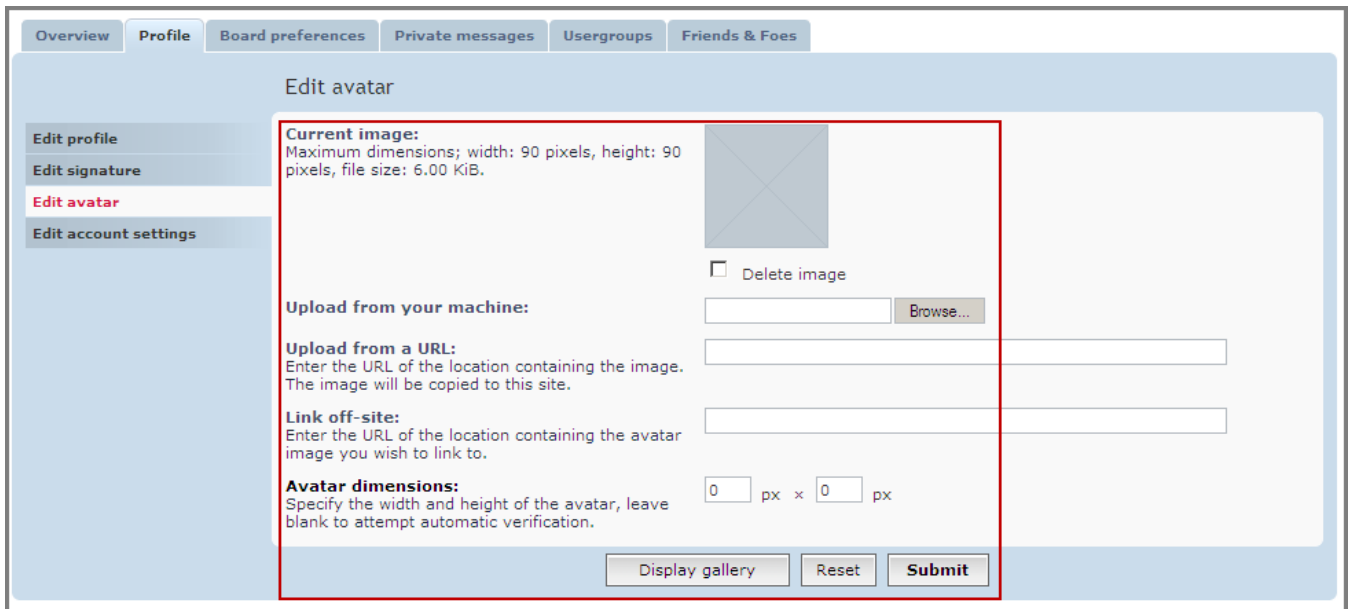
- ICQ number:
- AOL Instant Messenger:
- MSN Messenger:
- Yahoo Messenger:
- Jabber address:
- Website:
- Location:
- Occupation:
- Interests:

Reset Submit

15. The **Edit signature** sub-tab allows to you enter signature information to include with your messages. Click **Submit** to apply your edits.



16. The **Edit avatar** sub-tab allows you to insert an avatar image. Click **Submit** to apply your edits.



17. The **Edit account settings** sub-tab allows you to update email address and password data. Click **Submit** to apply and save the edits.

18. Click on the **Board preferences** tab. The **Board preferences** tab allows you to set notifications, privacy information, posting defaults and display options.

19. The **Edit global settings** sub-tab allows you to edit global preferences. Click **Submit** to apply edits.

The screenshot shows the 'Edit global settings' sub-tab. The left sidebar contains three options: 'Edit global settings' (highlighted in red), 'Edit posting defaults', and 'Edit display options'. The main content area is titled 'Edit global settings' and contains several sections with radio button options and dropdown menus. A red box highlights the right side of the form, including the radio buttons and dropdown menus. At the bottom of the form are 'Reset' and 'Submit' buttons.

Overview Profile **Board preferences** Private messages Usergroups Friends & Foes

Edit global settings

Users can contact me by e-mail: Yes No

Administrators can e-mail me information: Yes No

Allow users to send you private messages: Note that administrators and moderators will always be able to send you messages. Yes No

Hide my online status: Changing this setting won't become effective until your next visit to the board. Yes No

Notify me on new private messages: Yes No

Pop up window on new private message: Yes No

My language: British English

My board style: prosilver

My timezone: [UTC - 5] Eastern Standard Time

Summer Time/DST is in effect: Yes No

My date format: The syntax used is identical to the PHP date() function. Thu Aug 06, 2009 2:41 pm

Reset Submit

20. The **Edit posting defaults** sub-tab allows you to edit default settings for when you post messages. Click **Submit** to apply edits.

The screenshot shows the 'Edit posting defaults' sub-tab. The left sidebar contains three options: 'Edit global settings', 'Edit posting defaults' (highlighted in red), and 'Edit display options'. The main content area is titled 'Edit posting defaults' and contains four sections with radio button options. A red box highlights the right side of the form, including the radio buttons and the 'Reset' and 'Submit' buttons at the bottom.

Overview Profile Board preferences **Private messages** Usergroups Friends & Foes

Edit global settings

Edit posting defaults

Edit display options

Enable BBCode by default: Yes No

Enable smilies by default: Yes No

Attach my signature by default: Yes No

Notify me upon replies by default: Yes No

Reset Submit

21. The **Edit display options** sub-tab allows you to edit display options. Click **Submit** to apply edits.

The screenshot shows the 'Edit display options' sub-tab within the 'Board preferences' section. The interface includes a sidebar with navigation options: 'Edit global settings', 'Edit posting defaults', and 'Edit display options' (which is highlighted). The main content area is titled 'Edit display options' and contains several settings:

- Display images within posts:** Radio buttons for 'Yes' (selected) and 'No'.
- Display Flash animations:** Radio buttons for 'Yes' (selected) and 'No'.
- Display smilies as images:** Radio buttons for 'Yes' (selected) and 'No'.
- Display signatures:** Radio buttons for 'Yes' (selected) and 'No'.
- Display avatars:** Radio buttons for 'Yes' (selected) and 'No'.
- Enable word censoring:** Radio buttons for 'Yes' (selected) and 'No'.
- Display topics from previous days:** A dropdown menu set to 'All Topics'.
- Display topics ordering by:** A dropdown menu set to 'Post time'.
- Display topic order direction:** A dropdown menu set to 'Descending'.
- Display posts from previous days:** A dropdown menu set to 'All posts'.
- Display posts ordering by:** A dropdown menu set to 'Post time'.
- Display post order direction:** A dropdown menu set to 'Ascending'.

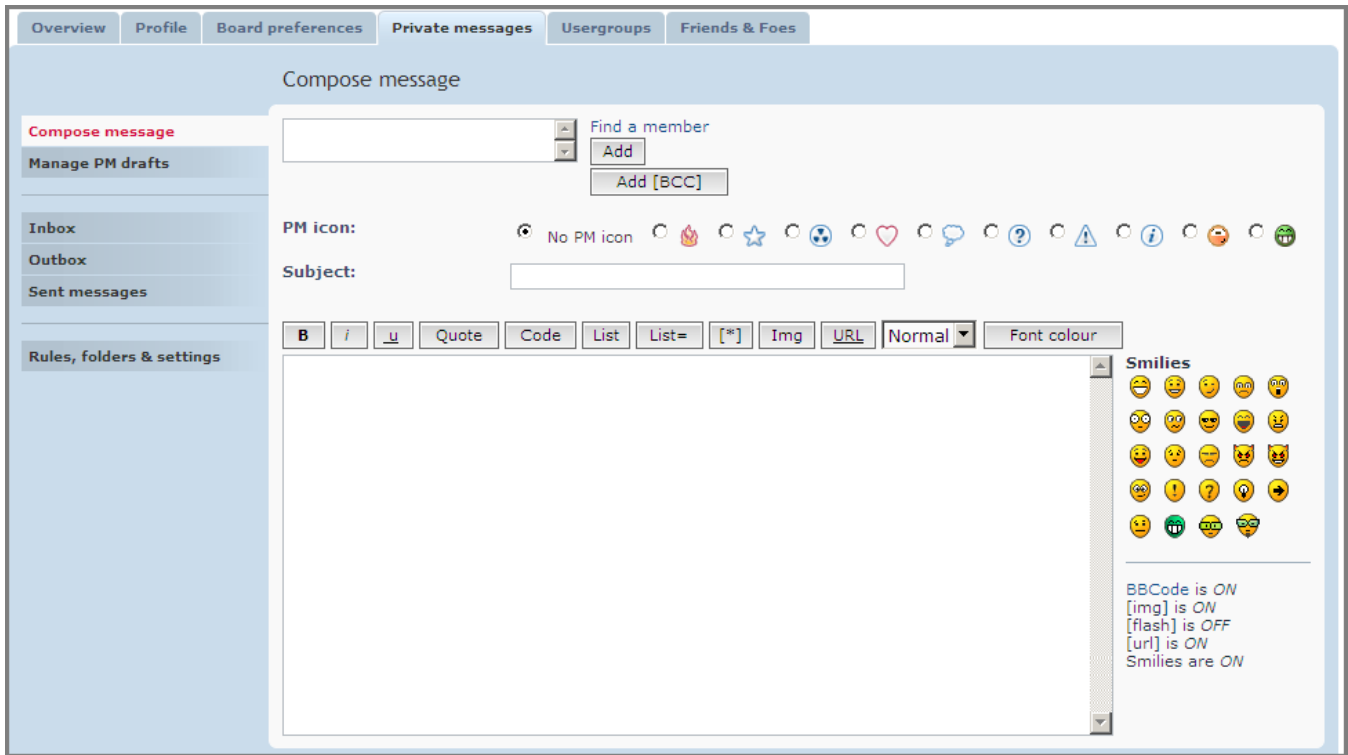
At the bottom of the settings area are two buttons: 'Reset' and 'Submit'.

22. Click on the **Private** messages tab. The **Private messages** sub-tab allows you to manage and compose messages.

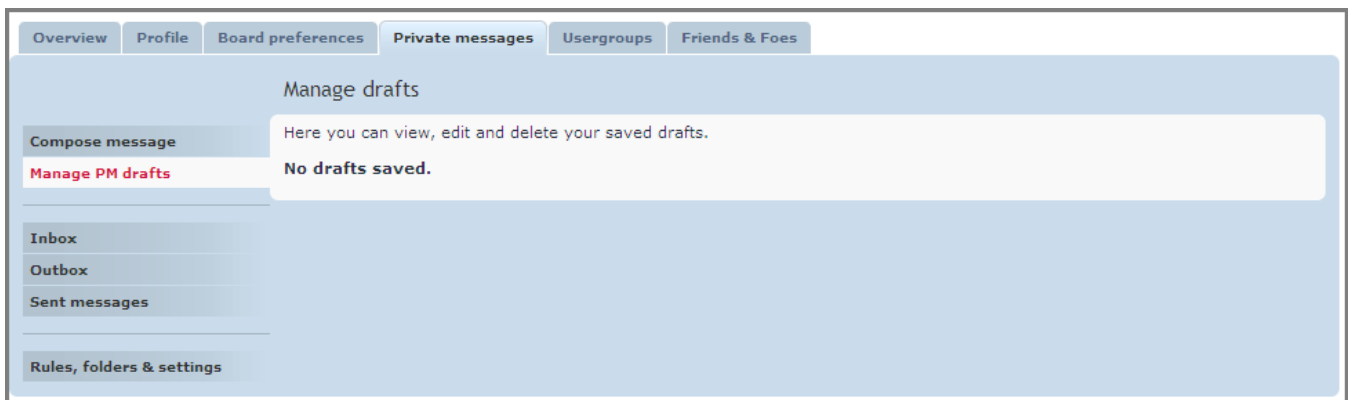
The screenshot shows the 'Compose message' sub-tab within the 'Private messages' section. The interface includes a sidebar with navigation options: 'Compose message' (highlighted), 'Manage PM drafts', 'Inbox', 'Outbox', 'Sent messages', and 'Rules, folders & settings'. The main content area is titled 'Compose message' and contains the following elements:

- A search box labeled 'Find a member' with an 'Add' button and an 'Add [BCC]' button.
- PM icon:** A row of icons including 'No PM icon', a flame, a star, a globe, a heart, a speech bubble, a question mark, a warning triangle, an information icon, a smiley, and a green plus icon.
- Subject:** A text input field.
- Formatting toolbar:** Buttons for bold (B), italic (i), underline (u), Quote, Code, List, List=, [*], Img, URL, Normal (dropdown), and Font colour.
- Smilies:** A grid of various smiley icons.
- BBCode status:** A list of settings: BBCode is ON, [img] is ON, [flash] is OFF, [url] is ON, and Smilies are ON.

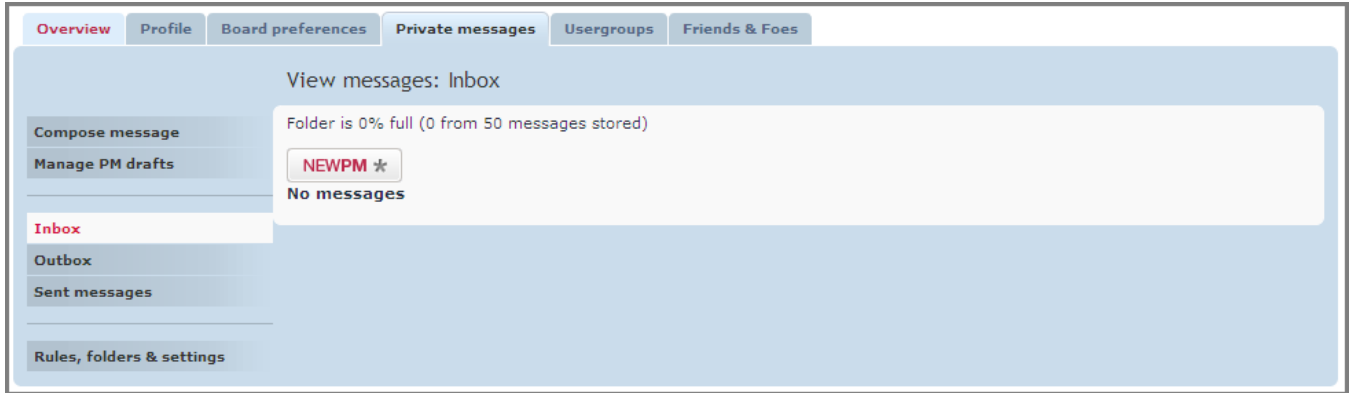
23. The **Compose message** sub-tab automatically display. This sub-tab allows you to compose and send private messages to another member of the message board. Click **Submit** to send your private message.



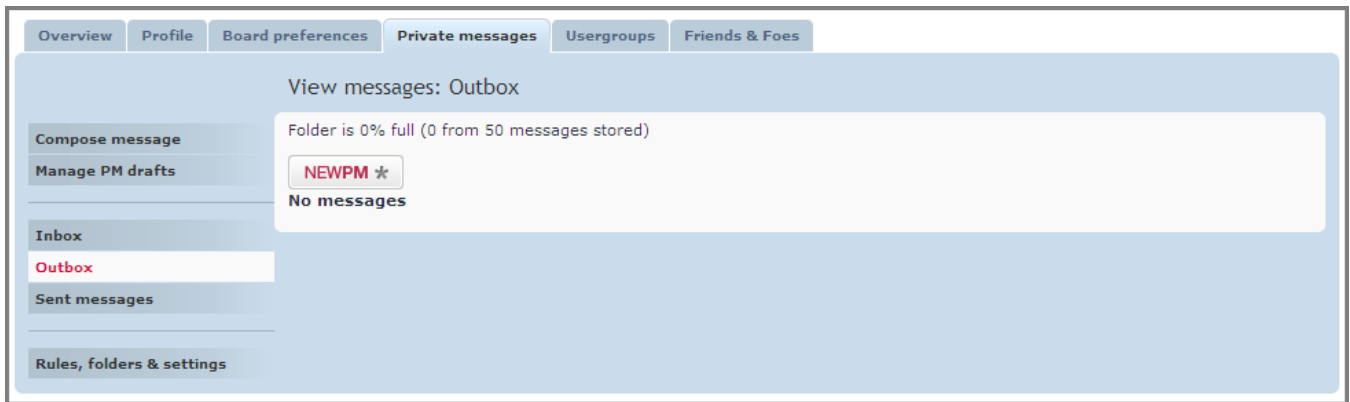
24. The **Manage PM drafts** sub-tab allows you to manage your private message drafts.



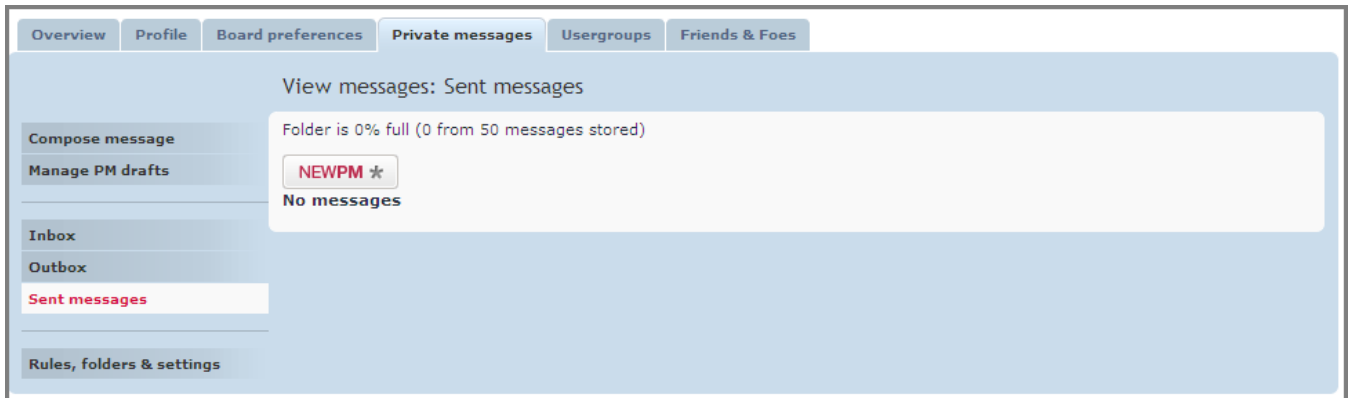
25. The **Inbox** sub-tab allows you to view all private messages in your inbox.



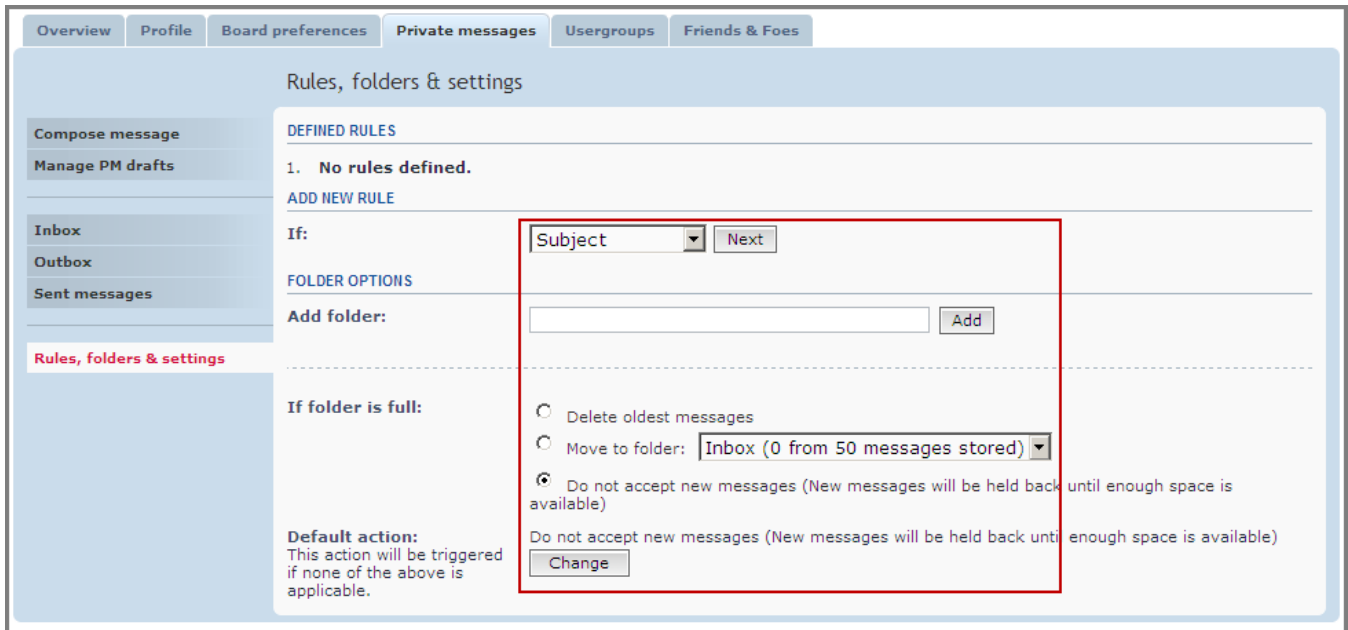
26. The **Outbox** sub-tab allows you to view all private messages that you have sent but have not yet been delivered.



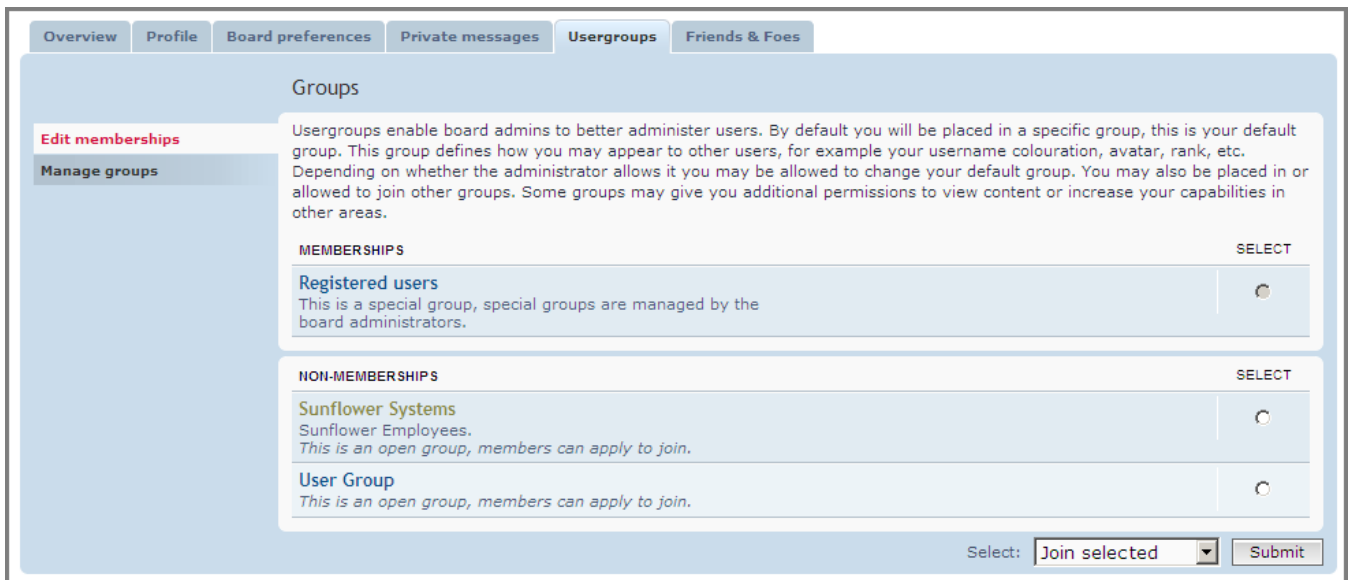
27. The **Sent messages** sub-tab allows you to view all private messages that have been successfully sent.



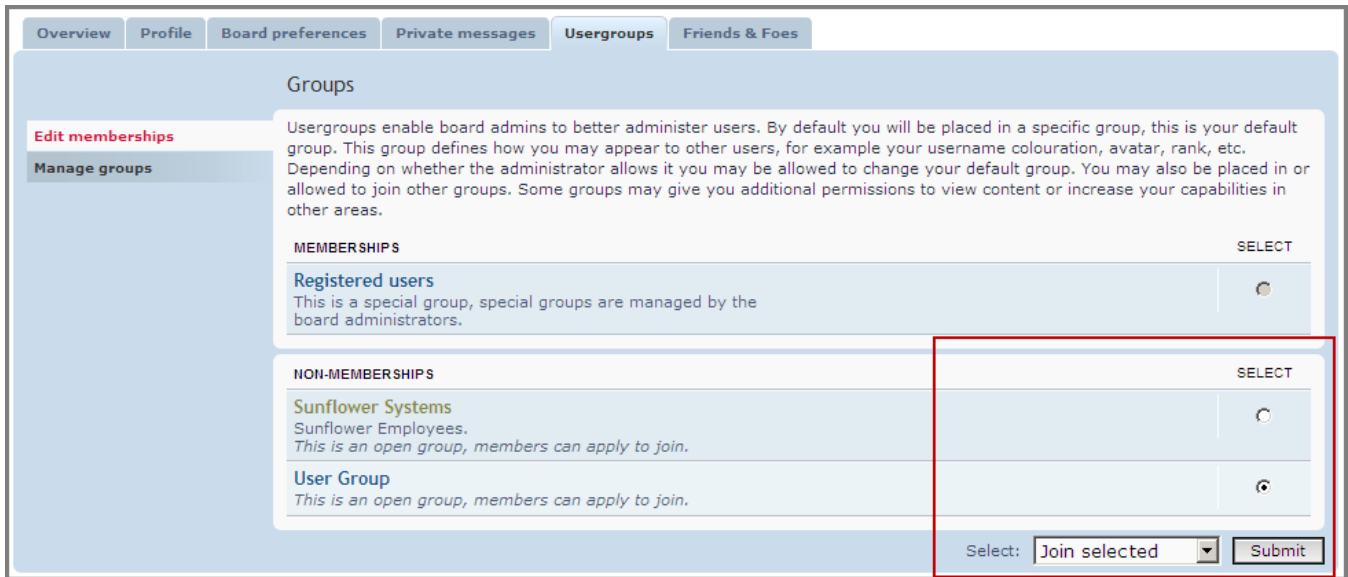
28. The **Rules, folders & settings** sub-tab allows you to define and add rules for private messages as well as manage folders. Click **Change** to apply edits.



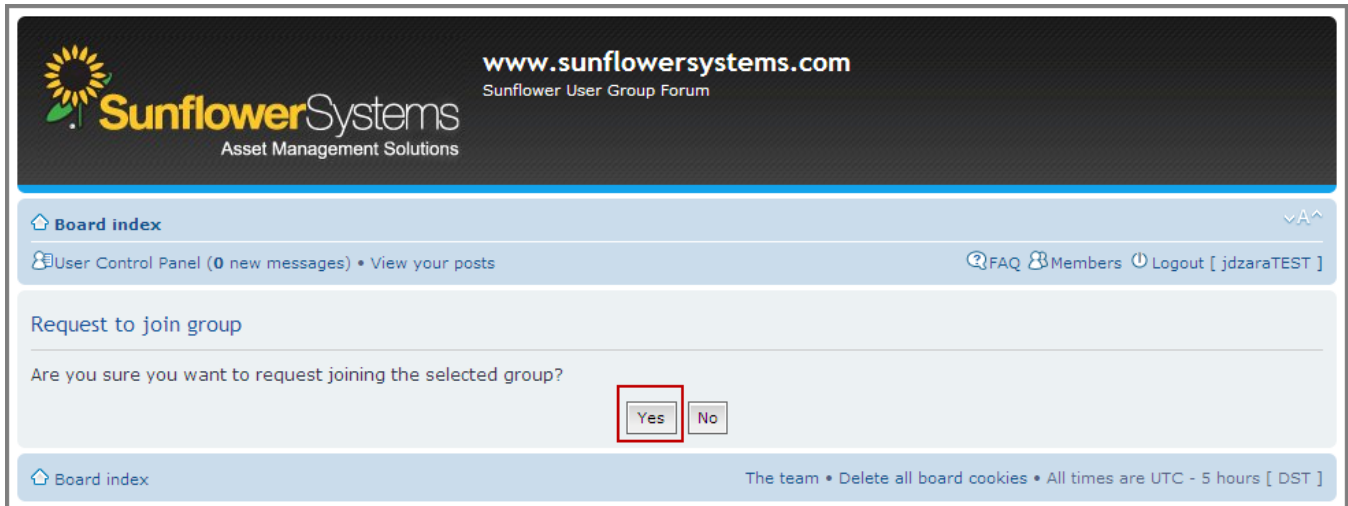
29. Click on the **Usergroups** tab. The **Usergroups** tab allows you to edit your memberships and manage your groups.



30. The **Edit memberships** sub-tab automatically displays. This sub-tab allows you to join, resign or demote selected group memberships. To join the **User Group** selected the User Group radio button, select **Join Selected** from the drop down menu and click **Submit** to requests a membership to this group.



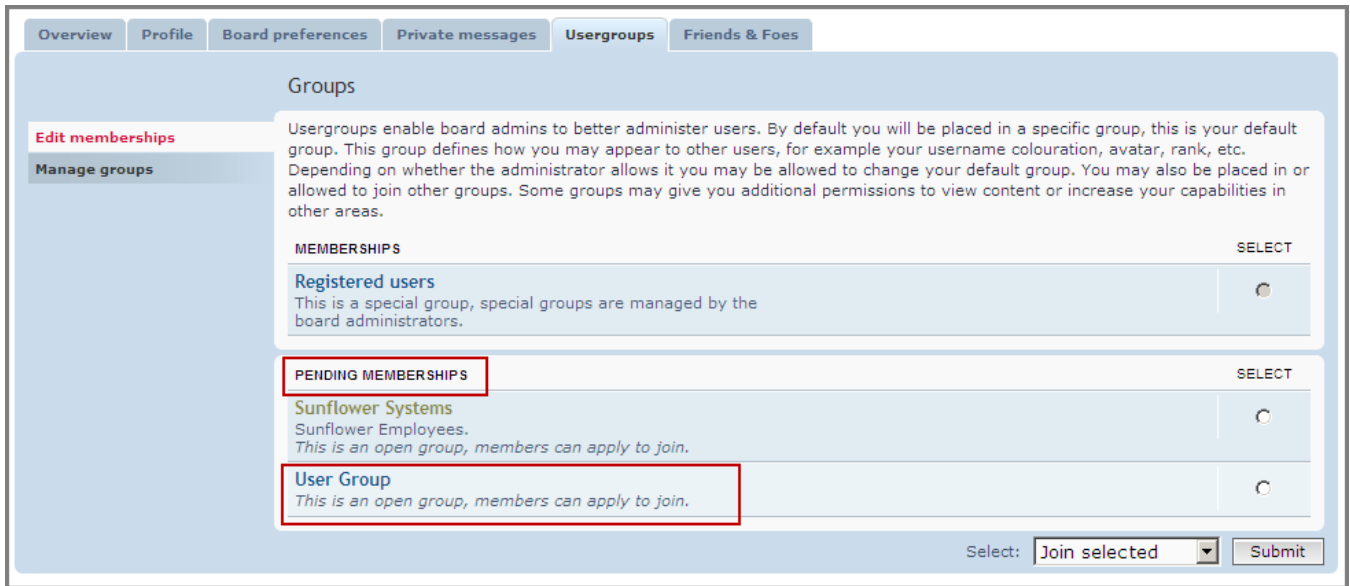
31. A window will pop up asking you to confirm that you would like to requests to join the group. Click **Yes** to confirm this.



32. A temporary window displays for a few seconds to indicate that you have successfully requested group membership.



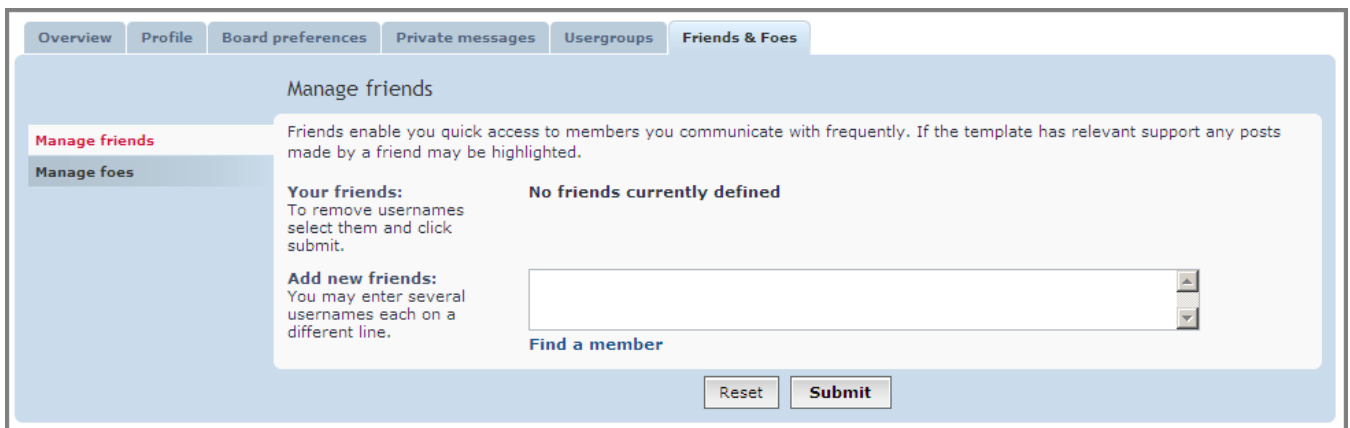
33. The system automatically takes you back to the **Edit memberships** sub-tab. Notice that the requested membership to the User group is now under Pending Memberships.



34. Click on the **Manage groups** sub-tab. This allows you to manage any groups that you are the leader of.



35. Click on the **Friends & Foes** tab. The **Friends & Foes** tab allows you to manage your friends and foes.



36. The **Manage friends** sub-tab is automatically displayed and allows you to add new friends. Click **Submit** to apply edits.

The screenshot shows the 'Manage friends' sub-tab selected in the 'Friends & Foes' section. The interface includes a navigation menu at the top with tabs for Overview, Profile, Board preferences, Private messages, Usergroups, and Friends & Foes. On the left, there are sub-tabs for 'Manage friends' (highlighted in red) and 'Manage foes'. The main content area is titled 'Manage friends' and contains the following text: 'Friends enable you quick access to members you communicate with frequently. If the template has relevant support any posts made by a friend may be highlighted.' Below this, there are two sections: 'Your friends:' with instructions to remove usernames, and 'Add new friends:' with instructions to enter usernames on separate lines. A search box is present with a 'Find a member' label and a 'Submit' button. A red box highlights the search box and the 'Submit' button. At the bottom, there are 'Reset' and 'Submit' buttons.


37. Click on the **Manage foes** sub-tab. This tab allows you to add new foes. Click **Submit** to apply edits.

The screenshot shows the 'Manage foes' sub-tab selected in the 'Friends & Foes' section. The interface includes a navigation menu at the top with tabs for Overview, Profile, Board preferences, Private messages, Usergroups, and Friends & Foes. On the left, there are sub-tabs for 'Manage friends' and 'Manage foes' (highlighted in red). The main content area is titled 'Manage foes' and contains the following text: 'Foes are users which will be ignored by default. Posts by these users will not be fully visible. Personal messages from foes are still permitted. Please note that you cannot ignore moderators or administrators.' Below this, there are two sections: 'Your foes:' with instructions to remove usernames, and 'Add new foes:' with instructions to enter usernames on separate lines. A search box is present with a 'Find a member' label and a 'Submit' button. At the bottom, there are 'Reset' and 'Submit' buttons.

Subscribe to a Forum

1. Copy and paste <http://www.sunflowersystems.com/phpBB3/index.php> into your web browser.

Note: It is recommended that you save this web address in your favorites.



www.sunflowersystems.com
Sunflower User Group Forum

Asset Management Solutions

[Board index](#) v A ^

[FAQ](#) [Register](#) [Login](#)

It is currently Thu Aug 06, 2009 11:09 am

This board has no forums.

LOGIN • REGISTER

Username: Password: | Log me on automatically each visit

WHO IS ONLINE

In total there is **1** user online :: 0 registered, 0 hidden and 1 guest (based on users active over the past 5 minutes)
Most users ever online was **3** on Thu Apr 23, 2009 12:22 pm

Registered users: No registered users
Legend: *Administrators*, *Global moderators*

STATISTICS

Total posts **17** • Total topics **4** • Total members **8** • Our newest member **jdzaraTEST**

[Board index](#) The team • Delete all board cookies • All times are UTC - 8 hours [DST]

2. Enter your **Username** and **Password**. Then click the **Login** button.

The screenshot shows the top of a forum page for Sunflower Systems. The header includes the logo and the text "www.sunflowersystems.com Sunflower User Group Forum". Below the header is a navigation bar with "Board index", "FAQ", "Register", and "Login" links. A timestamp indicates it is currently Thu Aug 06, 2009 11:09 am. A message states "This board has no forums." Below this is a login/register section with a red border around the "LOGIN • REGISTER" header and the input fields for "Username:" and "Password:". There is also a checkbox for "Log me on automatically each visit" and a "Login" button. Further down, there are sections for "WHO IS ONLINE" (showing 1 user online) and "STATISTICS" (showing 17 posts, 4 topics, and 8 members).

3. A temporary screen appears for a few seconds to indicate a successful login attempt.

The screenshot shows the user control panel after a successful login. The header includes "Board index", "User Control Panel (0 new messages)", and "View your posts". There are also links for "FAQ", "Members", and "Logout [jdzaraTEST]". The main content area is titled "Information" and contains the message "You have been successfully logged in." followed by a link to "Return to the index page". The footer includes "Board index" and "The team • Delete all board cookies • All times are UTC - 5 hours [DST]".

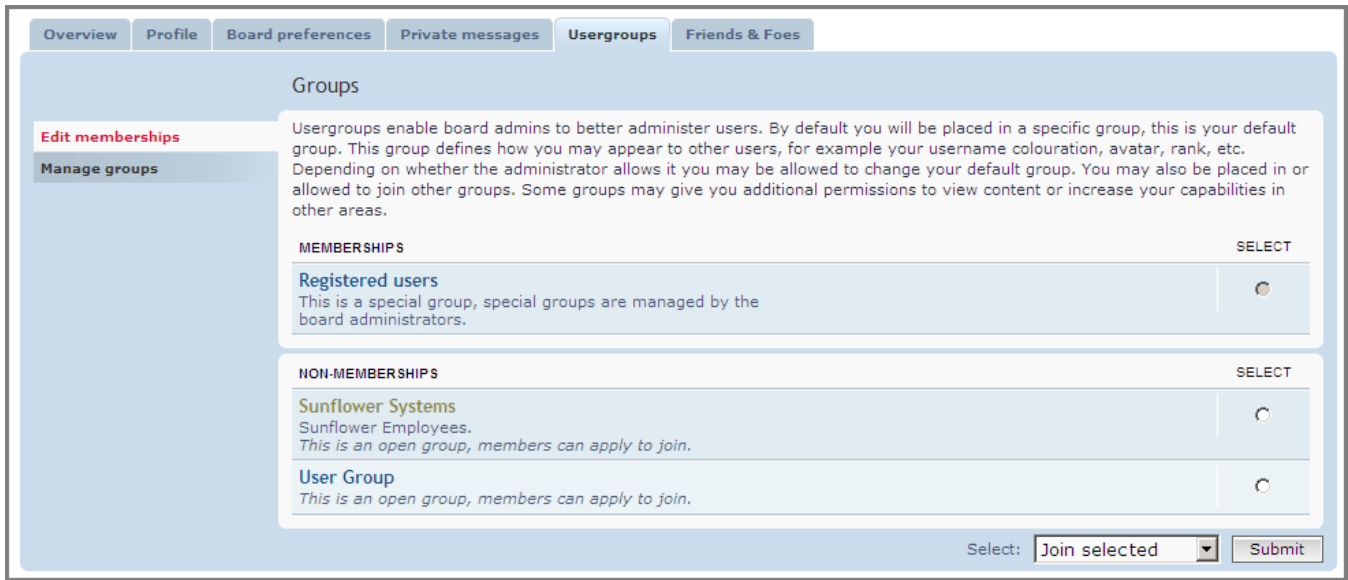
4. The Index page appears automatically.

The screenshot shows the top navigation bar of the Sunflower Systems forum. The header includes the Sunflower Systems logo and the website URL www.sunflowersystems.com. Below the header, there is a navigation menu with a "Board index" link. A secondary navigation bar contains a "User Control Panel" link (highlighted with a red box in the next screenshot), a "View your posts" link, and utility links for "FAQ", "Members", and "Logout [jdzaraTEST]". The main content area displays the current date and time, the user's last visit, and a message stating "This board has no forums." Below this, there are sections for "WHO IS ONLINE" and "STATISTICS". The footer contains a "Board index" link and additional utility links.

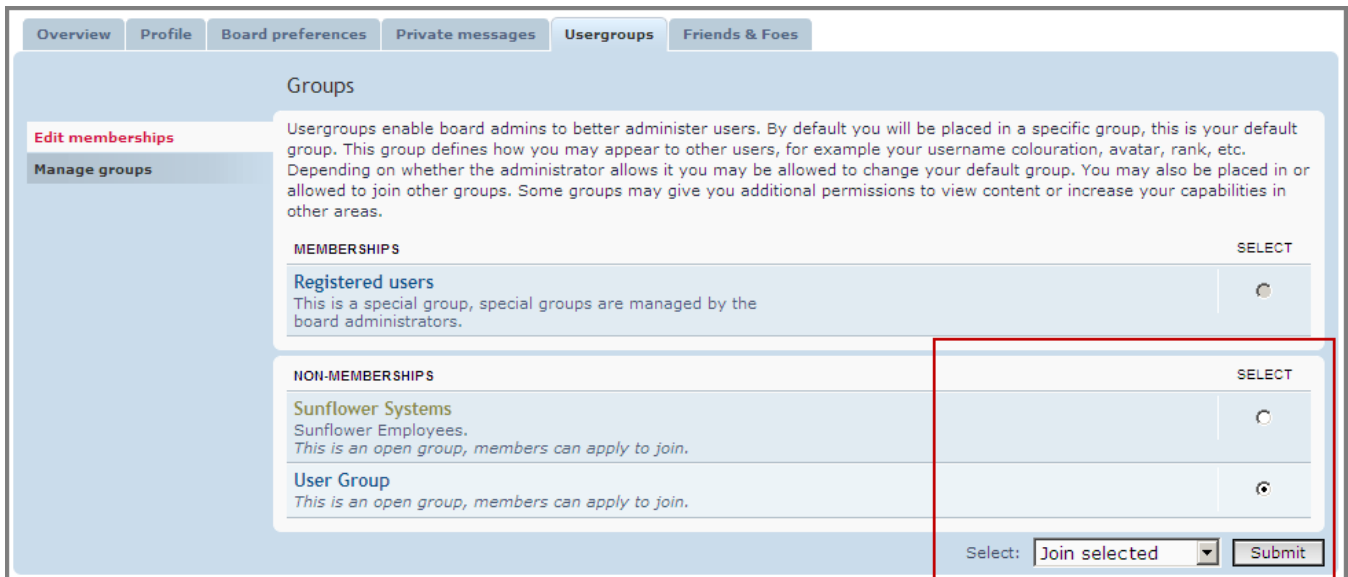
5. Click on the **User Control Panel** icon at the top of the page.

This screenshot is identical to the previous one, but the "User Control Panel" link in the secondary navigation bar is highlighted with a red rectangular box. The rest of the page content, including the header, navigation, main content, and footer, remains the same.

- 6. Click on the **Usergroups** tab. The **Usergroups** tab allows you to edit your memberships and manage your groups.



- 7. The **Edit memberships** sub-tab automatically displays. This sub-tab allows you to join, resign or demote selected group memberships. To join the **User Group** selected the User Group radio button, select “**Join Selected**” from the drop down menu and click **Submit** to requests a membership to this group.



- 8. A window will pop up asking you to confirm that you would like to requests to join the group. Click **Yes** to confirm this.



- 9. A temporary window displays for a few seconds to indicate that you have successfully requested group membership.



- 10. An email will automatically be sent to the group leader to accept or deny your request. Once accepted, you will be able to view your forums by clicking on the **Board Index** icon at the top of your screen.



- 11. Click on the **User Group** forum.



12. The existing topics automatically display.

The screenshot shows a forum page titled "User Group". At the top left, there is a "NEWTOPIC*" button and a search box with the text "Search this forum..." and a "Search" button. On the top right, it says "Mark topics read • 3 topics • Page 1 of 1". Below this is a table of topics with columns for "TOPICS", "REPLIES", "VIEWS", and "LAST POST".

TOPICS	REPLIES	VIEWS	LAST POST
Sunflower User Conference - Friday, August 21! by Kathy Baker » Wed Jul 29, 2009 11:57 am	7	8	by Kathy Baker Wed Jul 29, 2009 4:03 pm
Message Board Documentation Comments / Suggestions by Kathy Baker » Mon Jul 27, 2009 11:17 am	1	4	by jdzara Mon Jul 27, 2009 11:21 am
Testing Email Notifications - Topic started 6/8/09 by Kathy Baker » Mon Jun 08, 2009 2:22 pm	4	9	by jdzara Mon Jul 27, 2009 10:55 am

At the bottom of the table, there are filters: "Display topics from previous: All Topics", "Sort by Post time", "Descending", and a "Go" button.

13. Click on **Subscribe forum** icon at the bottom of the page to receive notifications when new posts have been made to the forum.

This screenshot shows the same forum page as above, but with additional content below the topic list. The "Subscribe forum" button is highlighted with a red box. Below the topic list, there is a "NEWTOPIC*" button and "Mark topics read • 3 topics • Page 1 of 1". A "Return to Board index" link is on the left, and a "Jump to: User Group" dropdown menu with a "Go" button is on the right. Below that, the "WHO IS ONLINE" section shows "Users browsing this forum: jdzaraTEST and 0 guests". The "FORUM PERMISSIONS" section lists various actions that the user can perform in the forum. At the bottom, there is a navigation bar with "Board index" and "Subscribe forum" (highlighted), and a footer with "The team • Delete all board cookies • All times are UTC - 5 hours [DST]".

14. A temporary window pops up for a few seconds to indicate that you have subscribed to the forum.







The screenshot shows a temporary notification window with a light blue background. It has a title "Information" and a horizontal line. The text inside says "You have subscribed to be notified of new posts in this forum." Below this, there is a link "Return to the forum last visited".

15. The forum topics are automatically displayed again.

User Group

NEWTOPIC* Search this forum... Search

Mark topics read • 3 topics • Page 1 of 1

TOPICS	REPLIES	VIEWS	LAST POST
 Sunflower User Conference - Friday, August 21! by Kathy Baker » Wed Jul 29, 2009 11:57 am	7	8	by Kathy Baker  Wed Jul 29, 2009 4:03 pm
 Message Board Documentation Comments / Suggestions by Kathy Baker » Mon Jul 27, 2009 11:17 am	1	4	by jdzara  Mon Jul 27, 2009 11:21 am
 Testing Email Notifications - Topic started 6/8/09 by Kathy Baker » Mon Jun 08, 2009 2:22 pm	4	9	by jdzara  Mon Jul 27, 2009 10:55 am

Display topics from previous: All Topics Sort by Post time Descending Go

16. You will receive an email notification upon acceptance into this forum

```
Congratulations,  
  
Your request to join the "User Group" group on "www.sunflowersystems.com"  
has been approved.  
Click on the following link to see your group membership.  
  
http://www.sunflowersystems.com/phpBB3/ucp.php?i=groups&mode=membership  
  
--  
Thanks, The Management
```

Post a New Topic

1. Copy and paste <http://www.sunflowersystems.com/phpBB3/index.php> into your web browser.

Note: It is recommended that you save this web address in your favorites.



Sunflower Systems
Asset Management Solutions

www.sunflowersystems.com
Sunflower User Group Forum

[Board index](#) v A ^

[FAQ](#) [Register](#) [Login](#)

It is currently Thu Aug 06, 2009 11:09 am

This board has no forums.

LOGIN • REGISTER

Username: Password: | Log me on automatically each visit

WHO IS ONLINE

In total there is **1** user online :: 0 registered, 0 hidden and 1 guest (based on users active over the past 5 minutes)
Most users ever online was **3** on Thu Apr 23, 2009 12:22 pm

Registered users: No registered users
Legend: *Administrators*, *Global moderators*

STATISTICS

Total posts **17** • Total topics **4** • Total members **8** • Our newest member **jdzaraTEST**

[Board index](#) The team • Delete all board cookies • All times are UTC - 8 hours [DST]

2. Enter your **Username** and **Password**. Then click the **Login** button.

The screenshot shows the top of a forum page for Sunflower Systems. The header includes the logo and the website URL www.sunflowersystems.com. Below the header is a navigation bar with a "Board index" link and utility links for "FAQ", "Register", and "Login". The page indicates the current time as "Thu Aug 06, 2009 11:09 am" and states "This board has no forums." A red rectangular box highlights the login section, which contains a "LOGIN • REGISTER" header, input fields for "Username:" and "Password:", a checkbox for "Log me on automatically each visit", and a "Login" button. Below the login box are sections for "WHO IS ONLINE" (showing 1 user online) and "STATISTICS" (showing 17 posts, 4 topics, and 8 members).

3. A temporary screen appears for a few seconds to indicate a successful login attempt.

The screenshot shows the user control panel after a successful login. The top navigation bar includes "Board index", "User Control Panel (0 new messages) • View your posts", "FAQ", "Members", and "Logout [jdzaraTEST]". The main content area is titled "Information" and displays the message "You have been successfully logged in." followed by a "Return to the index page" link. The footer navigation bar is identical to the previous screenshot.

4. The Index page appears automatically.

www.sunflowersystems.com
Sunflower User Group Forum

Search... Search
Advanced search

Board index

User Control Panel (0 new messages) • View your posts

FAQ Members Logout [jdzara]

It is currently Wed Sep 09, 2009 2:46 pm
[Moderator Control Panel]

Last visit was: Fri Aug 21, 2009 3:05 pm

View unanswered posts • View new posts • View active topics

Mark forums read

FORUM	TOPICS	POSTS	LAST POST
User Group	1	1	by jdzara Fri Aug 14, 2009 4:36 pm

WHO IS ONLINE

In total there is **1** user online :: 1 registered, 0 hidden and 0 guests (based on users active over the past 5 minutes)
Most users ever online was **4** on Mon Aug 10, 2009 5:40 pm

Registered users: **jdzara**
Legend: Administrators, Global moderators

5. Click on the **User Group** forum icon.

www.sunflowersystems.com
Sunflower User Group Forum

Search... Search
Advanced search

Board index

User Control Panel (0 new messages) • View your posts

FAQ Members Logout [jdzara]

It is currently Wed Sep 09, 2009 2:46 pm
[Moderator Control Panel]

Last visit was: Fri Aug 21, 2009 3:05 pm

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Most users ever online was **4** on Mon Aug 10, 2009 5:40 pm

Registered users: **jdzara**
Legend: Administrators, Global moderators

6. Click on the **NEWTOPIC** button to post a new topic of discussion.

7. Enter a topic **Subject** in the subject field and enter the question or discussion in the body area.

8. Optionally, you have the opportunity to change your options, upload an attachment or create a poll by selecting on the appropriate tab. Note, you will want to click on “Notify me when a reply is posted” in order to receive email notifications as members respond to your post(s).

Options | **Upload attachment**

- Disable BBCode
- Disable smilies
- Do not automatically parse URLs
- Attach a signature (signatures can be altered via the UCP)
- Notify me when a reply is posted

Options | **Upload attachment**











If you wish to attach one or more files enter the details below.

Filename:

File comment:

9. Click the **Submit** button to post your discussion.

POST A NEW TOPIC

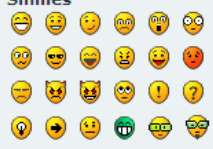
Topic icon: None          

Subject:

B **i** **u** **Quote** **Code** **List** **List=** **[*]** **Img** **URL** **Normal** **Font colour**

This is a new topic for testing purposes.

Smilies



BBCode is ON
[img] is ON
[flash] is OFF
[url] is ON
Smilies are ON

10. A temporary window appears for a few seconds to let you know that your message has been posted successfully.

Information

This message has been posted successfully.

[View your submitted message](#)

[Return to the forum last visited](#)

11. The system automatically returns you to your posted topic.

The screenshot shows a forum interface. At the top left, the topic title "TESTING" is displayed in blue. Below it, there is a "POSTREPLY" button with a left-pointing arrow, a search box containing the text "Search this topic...", and a "Search" button. On the right side, it says "1 post • Page 1 of 1". The main post area has a light blue background. The post title "TESTING" is at the top left of this area. To its right are buttons for "EDIT", "DELETE" (represented by a trash can icon), "WARNING" (represented by a triangle with an exclamation mark), and "QUOTE". The user's name "jdzaraTEST" is at the top right, with a blue "ONLINE" status indicator. Below the name, it says "Posts: 1" and "Joined: Thu Aug 06, 2009 2:02 pm". There is a "PM" button with a person icon. The post content reads: "by jdzaraTEST » Thu Aug 06, 2009 3:41 pm" followed by "This is a new topic for testing purposes." At the bottom left of the post area is another "POSTREPLY" button, and at the bottom right, it says "1 post • Page 1 of 1".

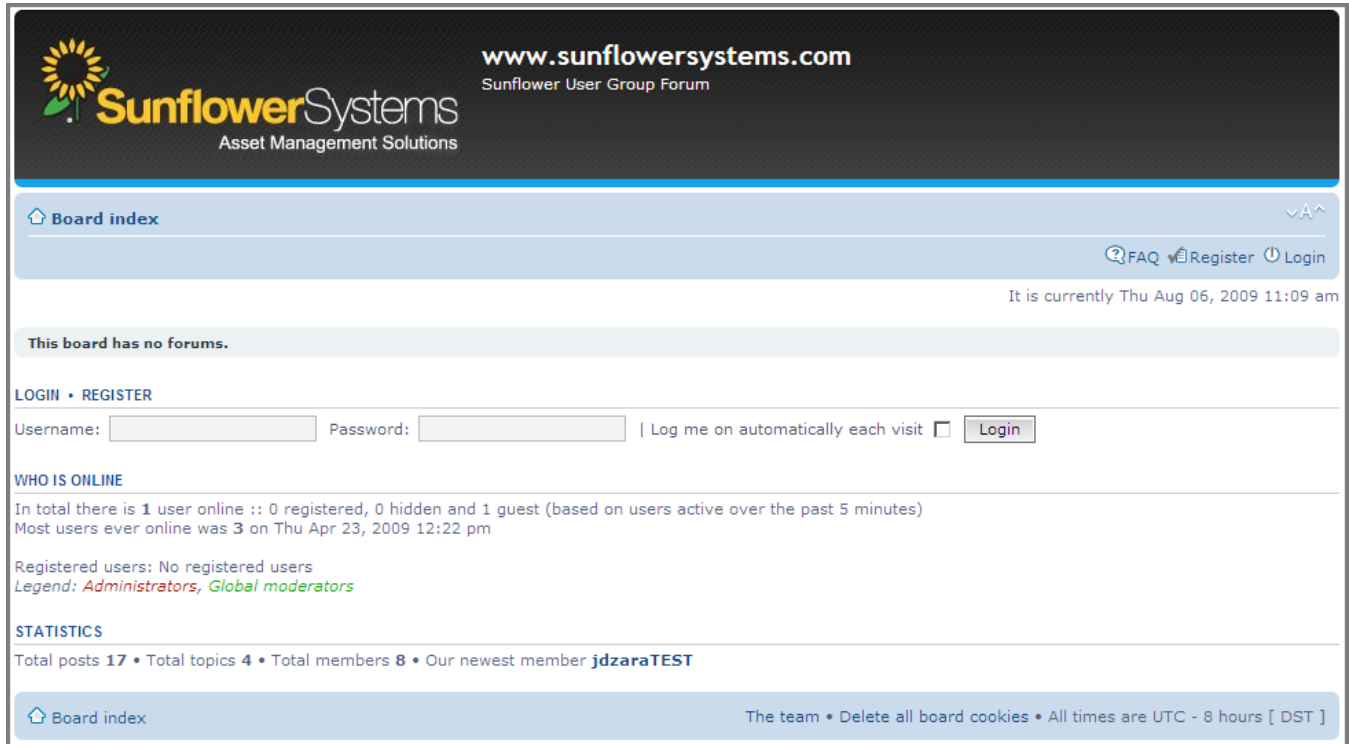
12. If you are watching this forum, you will receive an email notification to let you know that a new topic has been posted to the forum.

The screenshot shows an email notification. It starts with "Hello jdzara,". The main body of the email says: "You are receiving this notification because you are watching the forum, "User Group" at "www.sunflowersystems.com". This forum has received a new topic since your last visit, "TESTING". You can use the following link to view forum, no more notifications will be sent until you visit the forum." Below this is a blue hyperlink: <http://www.sunflowersystems.com/phpBB3/viewforum.php?f=21>. The next paragraph says: "If you no longer wish to watch this forum you can either click the "Unsubscribe forum" link found in the forum above, or by clicking the following link:" followed by another blue hyperlink: <http://www.sunflowersystems.com/phpBB3/viewforum.php?uid=53&f=21&unwatch=forum>. The email ends with "--" and "Thanks, The Management".

Post a Comment on a Topic

1. Copy and paste <http://www.sunflowersystems.com/phpBB3/index.php> into your web browser.

Note: It is recommended that you save this web address in your favorites.



The screenshot displays the Sunflower Systems forum interface. At the top, the logo for Sunflower Systems (Asset Management Solutions) is on the left, and the website URL www.sunflowersystems.com and "Sunflower User Group Forum" are on the right. Below the header is a navigation bar with a "Board index" link and a search icon. To the right of the navigation bar are links for "FAQ", "Register", and "Login". The current time is shown as "It is currently Thu Aug 06, 2009 11:09 am". A message states "This board has no forums." Below this is a "LOGIN • REGISTER" section with input fields for "Username:" and "Password:", a checkbox for "Log me on automatically each visit", and a "Login" button. The "WHO IS ONLINE" section reports "In total there is 1 user online :: 0 registered, 0 hidden and 1 guest (based on users active over the past 5 minutes)" and "Most users ever online was 3 on Thu Apr 23, 2009 12:22 pm". It also notes "Registered users: No registered users" and provides a legend for "Administrators" and "Global moderators". The "STATISTICS" section shows "Total posts 17 • Total topics 4 • Total members 8 • Our newest member **jdzaraTEST**". At the bottom, there is another "Board index" link and a footer with "The team • Delete all board cookies • All times are UTC - 8 hours [DST]".

2. Enter your **Username** and **Password**. Then click the **Login** button.

The screenshot shows the top of a forum page for Sunflower Systems. The header includes the logo and the website URL www.sunflowersystems.com. Below the header is a navigation bar with a "Board index" link and utility links for "FAQ", "Register", and "Login". The page indicates the current time as "Thu Aug 06, 2009 11:09 am" and states "This board has no forums." A red rectangular box highlights the login section, which contains a "LOGIN • REGISTER" header, input fields for "Username:" and "Password:", a checkbox for "Log me on automatically each visit", and a "Login" button. Below the login box are sections for "WHO IS ONLINE" (showing 1 user online) and "STATISTICS" (showing 17 posts, 4 topics, and 8 members).

3. A temporary screen appears for a few seconds to indicate a successful login attempt.

The screenshot shows the user control panel after a successful login. The top navigation bar now includes a "User Control Panel (0 new messages) • View your posts" link, along with "FAQ", "Members", and "Logout [jdzaraTEST]" links. The main content area is titled "Information" and displays the message "You have been successfully logged in." followed by a "Return to the index page" link. The footer navigation bar remains the same as in the previous screenshot.

4. The Index page appears automatically.

www.sunflowersystems.com
Sunflower User Group Forum

Search... Search
Advanced search

Board index

User Control Panel (0 new messages) • View your posts

FAQ Members Logout [jdzara]

It is currently Wed Sep 09, 2009 2:46 pm
[Moderator Control Panel]

Last visit was: Fri Aug 21, 2009 3:05 pm

View unanswered posts • View new posts • View active topics

Mark forums read

FORUM	TOPICS	POSTS	LAST POST
User Group	1	1	by jdzara Fri Aug 14, 2009 4:36 pm

WHO IS ONLINE

In total there is **1** user online :: 1 registered, 0 hidden and 0 guests (based on users active over the past 5 minutes)
Most users ever online was **4** on Mon Aug 10, 2009 5:40 pm

Registered users: **jdzara**
Legend: Administrators, Global moderators

5. Click on the **User Group** forum icon.

www.sunflowersystems.com
Sunflower User Group Forum

Search... Search
Advanced search

Board index

User Control Panel (0 new messages) • View your posts

FAQ Members Logout [jdzara]

It is currently Wed Sep 09, 2009 2:46 pm
[Moderator Control Panel]

Last visit was: Fri Aug 21, 2009 3:05 pm

View unanswered posts • View new posts • View active topics

Mark forums read

FORUM	TOPICS	POSTS	LAST POST
User Group	1	1	by jdzara Fri Aug 14, 2009 4:36 pm

WHO IS ONLINE





In total there is **1** user online :: 1 registered, 0 hidden and 0 guests (based on users active over the past 5 minutes)
Most users ever online was **4** on Mon Aug 10, 2009 5:40 pm

Registered users: **jdzara**
Legend: Administrators, Global moderators

6. Click on the message you would like to post a comment to.

User Group

NEWTOPIC* Search this forum... Search Mark topics read • 4 topics • Page 1 of 1





TOPICS	REPLIES	VIEWS	LAST POST
 TESTING by jdzaraTEST » Thu Aug 06, 2009 3:41 pm	0	1	by jdzaraTEST Thu Aug 06, 2009 3:41 pm
 Sunflower User Conference - Friday, August 21! by Kathy Baker » Wed Jul 29, 2009 11:57 am	7	8	by Kathy Baker Wed Jul 29, 2009 4:03 pm
 Message Board Documentation Comments / Suggestions by Kathy Baker » Mon Jul 27, 2009 11:17 am	1	4	by jdzara Mon Jul 27, 2009 11:21 am
 Testing Email Notifications - Topic started 6/8/09 by Kathy Baker » Mon Jun 08, 2009 2:22 pm	4	10	by jdzara Mon Jul 27, 2009 10:55 am

Display topics from previous: All Topics Sort by Post time Descending Go

7. Click on the **POSTREPLY** button.

TESTING

POSTREPLY Search this topic... Search 1 post • Page 1 of 1

TESTING     jdzaraTEST 

by jdzaraTEST » Thu Aug 06, 2009 3:41 pm

This is a new topic for testing purposes.











PM

1 post • Page 1 of 1

8. Enter your response message and click the **Submit** button to post your reply.

TESTING

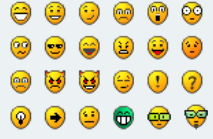
POST A REPLY

Post icon: None          

Subject:

B *i* u Quote Code List List= [*] Img URL Normal Font colour

Response to testing post.

Smilies 

BBCode is ON
[img] is ON
[flash] is OFF
[url] is ON
Smilies are ON

Topic review

Save Preview **Submit**

9. A temporary screen appears for a few seconds to inform you that your message has been posted successfully.

Information

This message has been posted successfully.

[View your submitted message](#)

[Return to the forum last visited](#)

10. The system automatically returns you to the topic and you can view yours and all other responses to the post.

TESTING

[POSTREPLY](#) 2 posts • Page 1 of 1

TESTING * [EDIT](#) [!](#) [QUOTE](#)

by [jdzaraTEST](#) » Thu Aug 06, 2009 3:41 pm

This is a new topic for testing purposes.

[jdzaraTEST](#) ONLINE
Posts: 2
Joined: Thu Aug 06, 2009 2:02 pm
[PM](#)

Re: TESTING * [EDIT](#) [*](#) [!](#) [QUOTE](#)

by [jdzaraTEST](#) » Thu Aug 06, 2009 3:50 pm

Response to testing post.

[jdzaraTEST](#) ONLINE
Posts: 2
Joined: Thu Aug 06, 2009 2:02 pm
[PM](#)

Display posts from previous: Sort by