#### What is a Community Forum?

It's a resource for members to connect and engage in conversation about some of the most prevalent topics that impact commercial real estate. The Community Forum is made up of several topics in which members can share written content, images, files, and links.

The topics currently set up are:

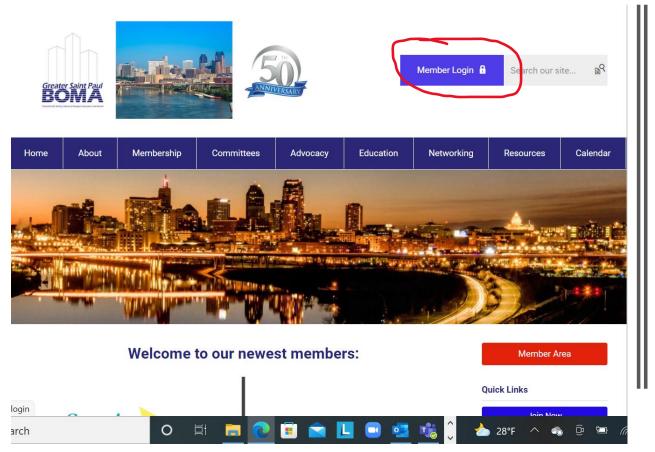
- GSP BOMA Membership Meetings & Seminars
- COVID Impact on Commercial Real Estate
- > Facility Operations
- > Tenant Relations
- Purchasing and Vendors
- Public Sector

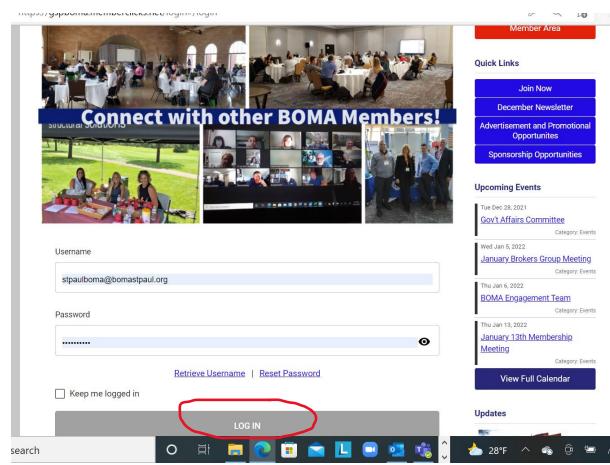
These topics are live right now and members can go into each one to read, comment, and post! And if there is an important topic that you don't see, let us know so we can add it.



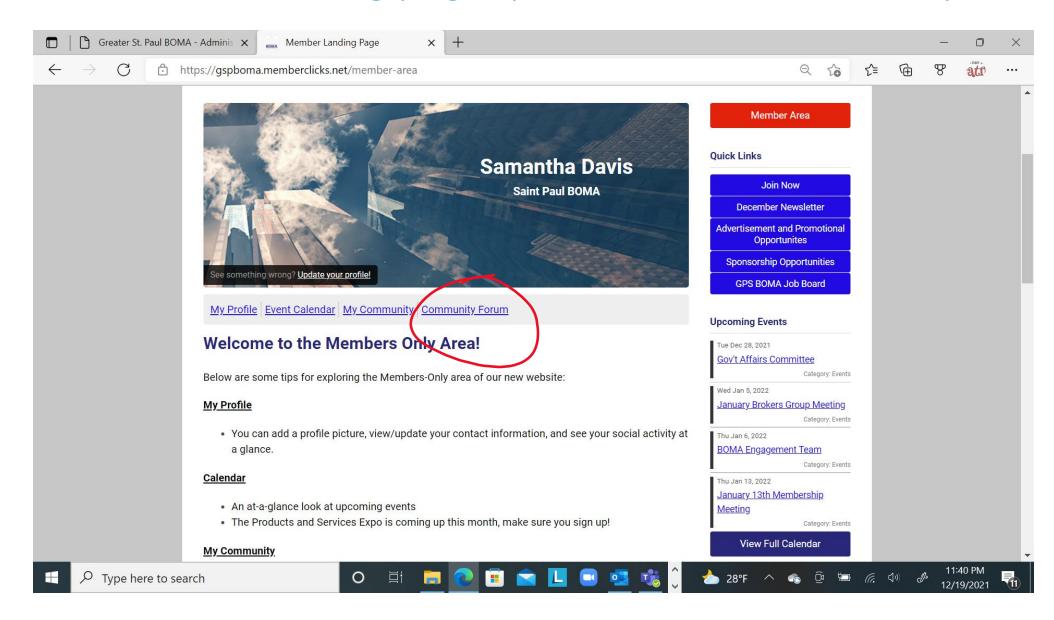
### How do you access the Community Forum?

The first step is to log in to your member account:

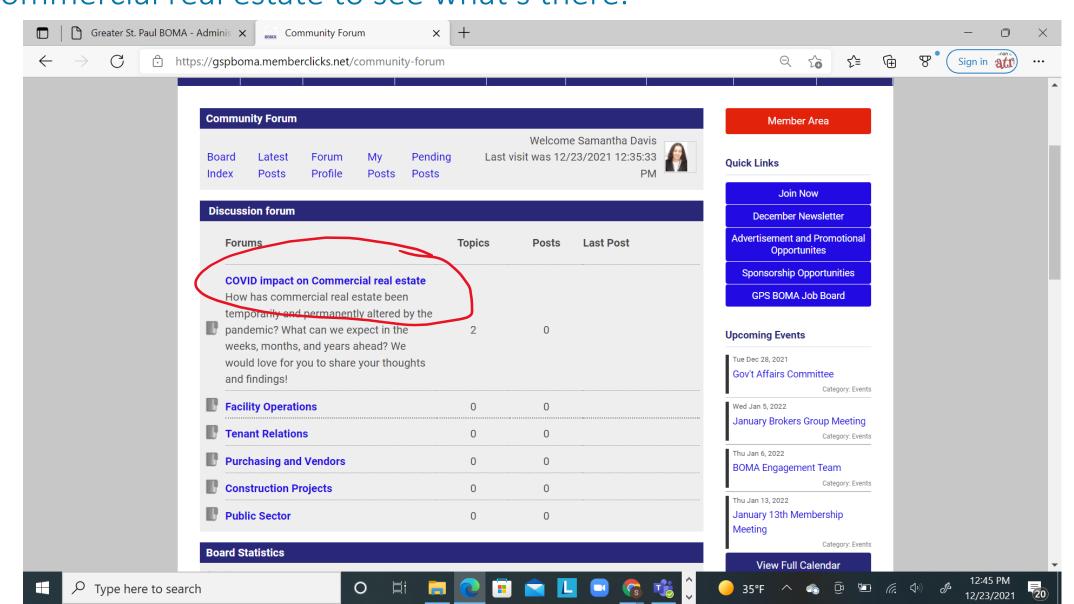




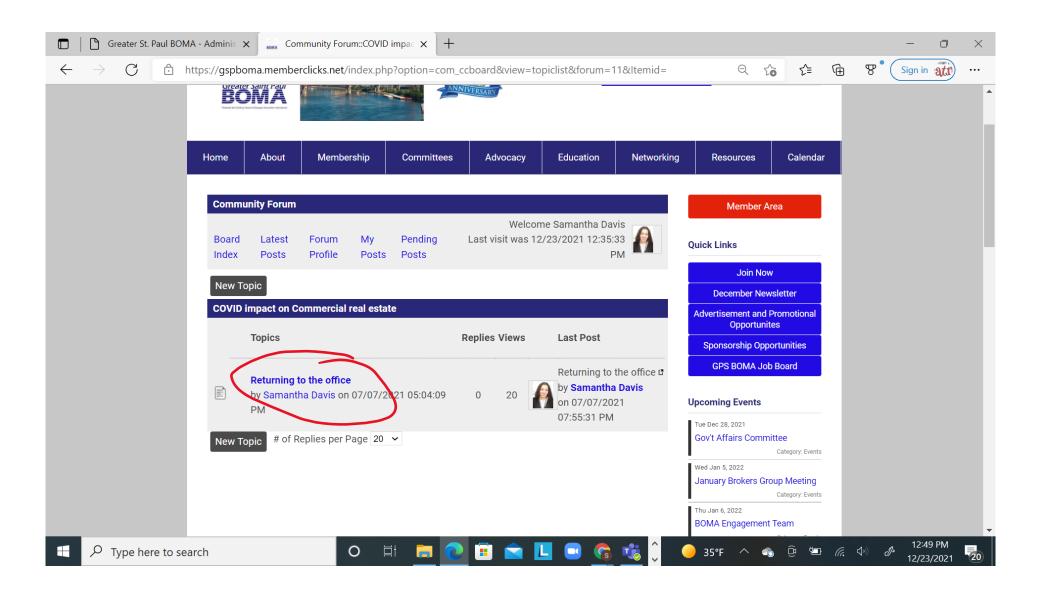
### From the member landing page, you click on "Community Forum"



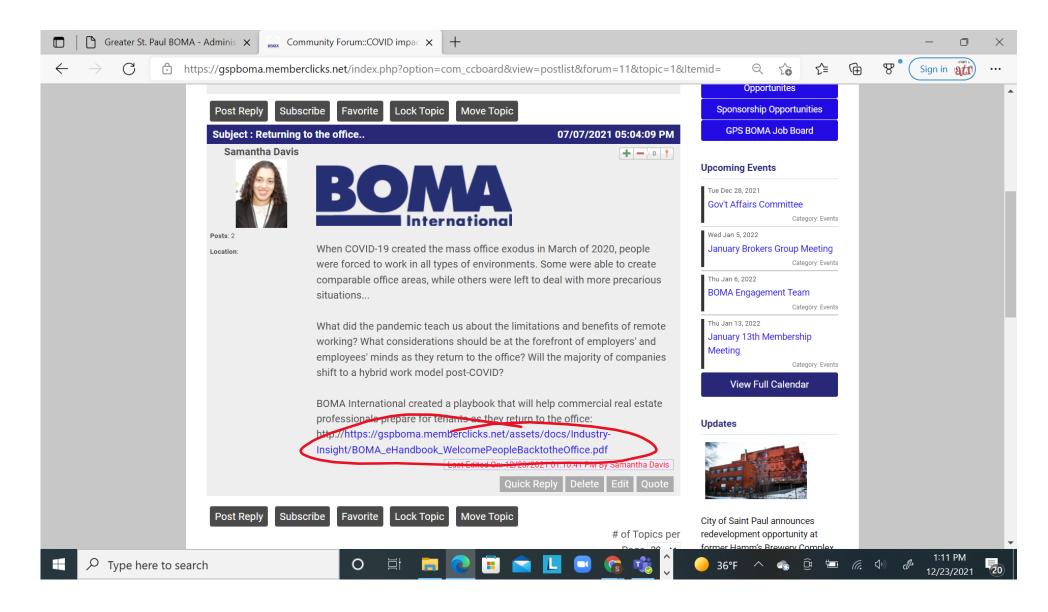
Now you can see the different topics and click into whichever one you would like to read and/or post in. Let's click into "COVID Impact on commercial real estate to see what's there.



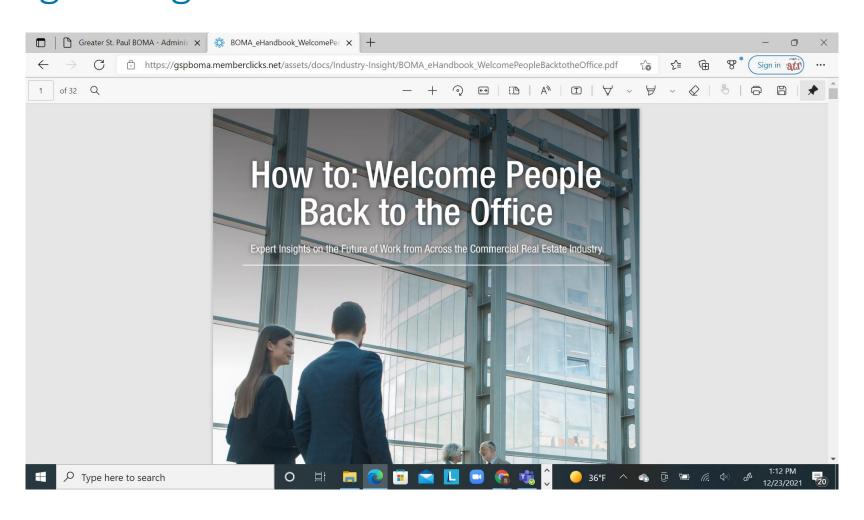
We can now see that Samantha Davis has created a post called "Returning to the office". Let's click on it to see what information is there.



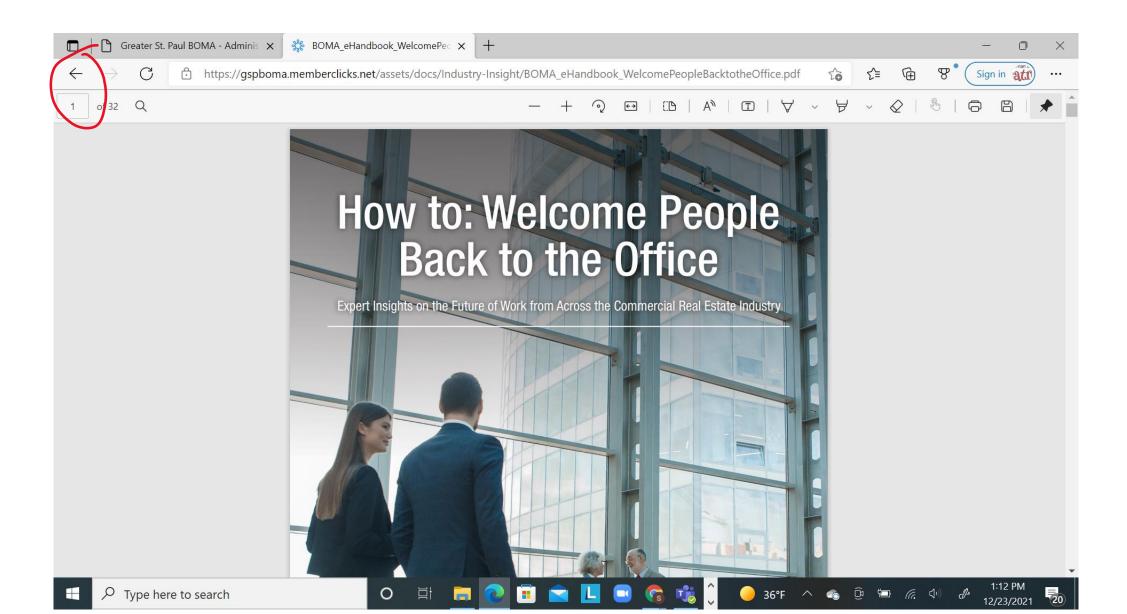
### You'll notice in the post there is a link to more information.



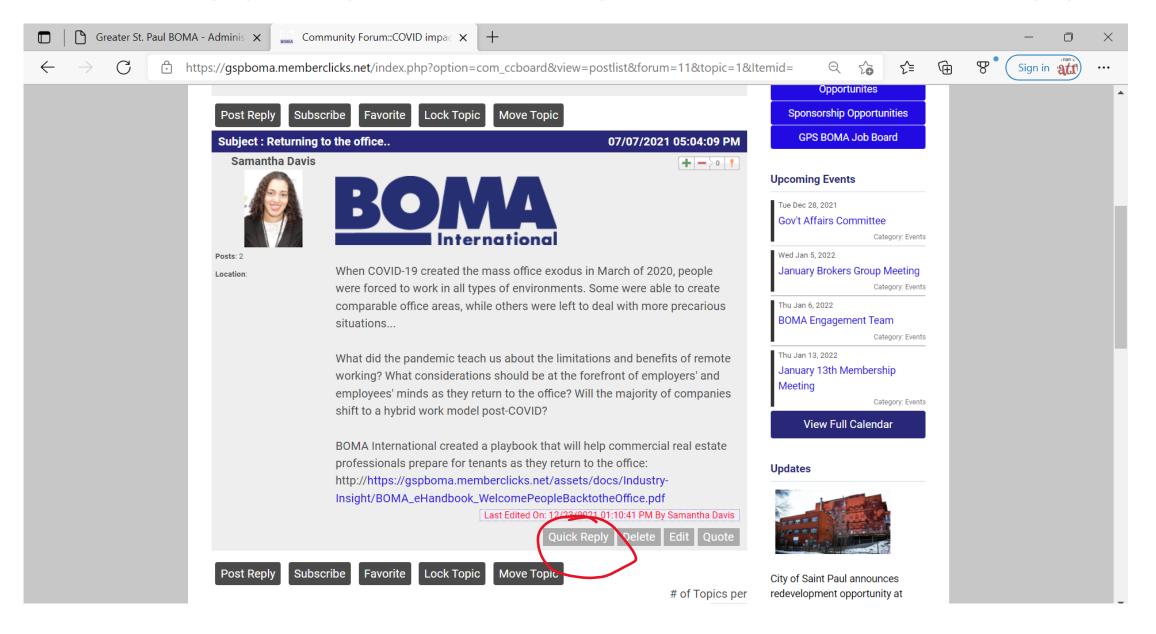
The link leads to a PDF with more in depth information. You can only see the first page here but the document is 32 pages long.



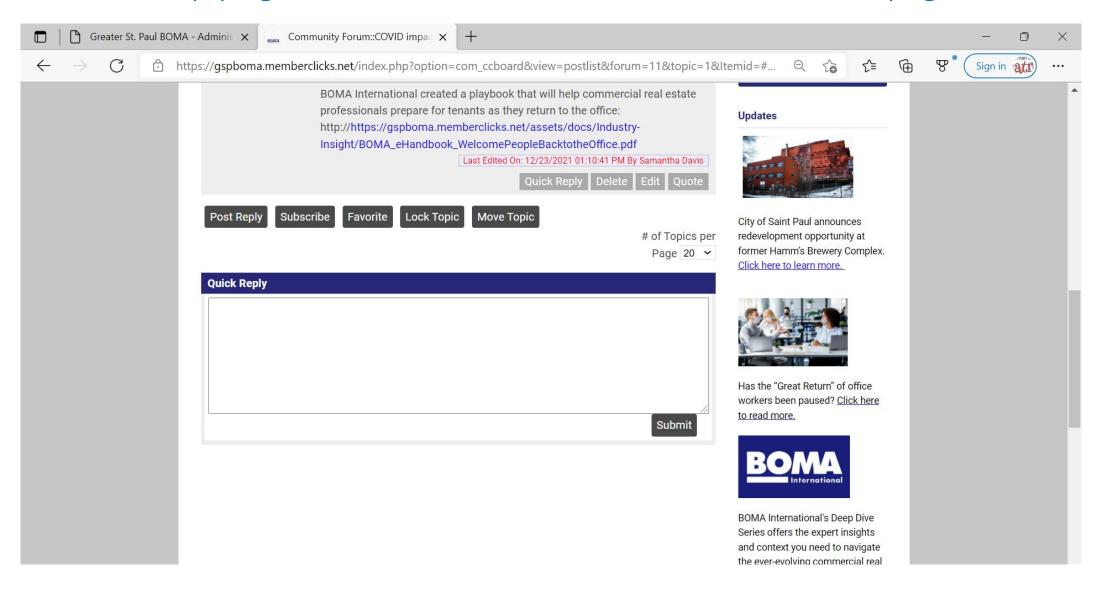
### You can click the left arrow to be taken back to the post



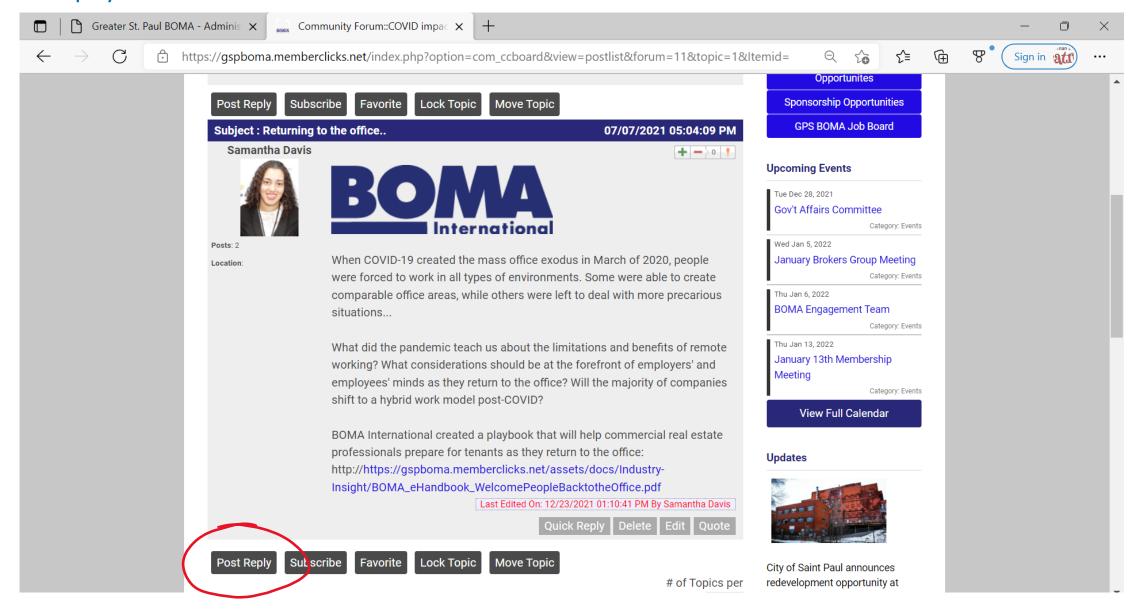
### You can reply to a post in two ways. Let's look at "Quick Reply".



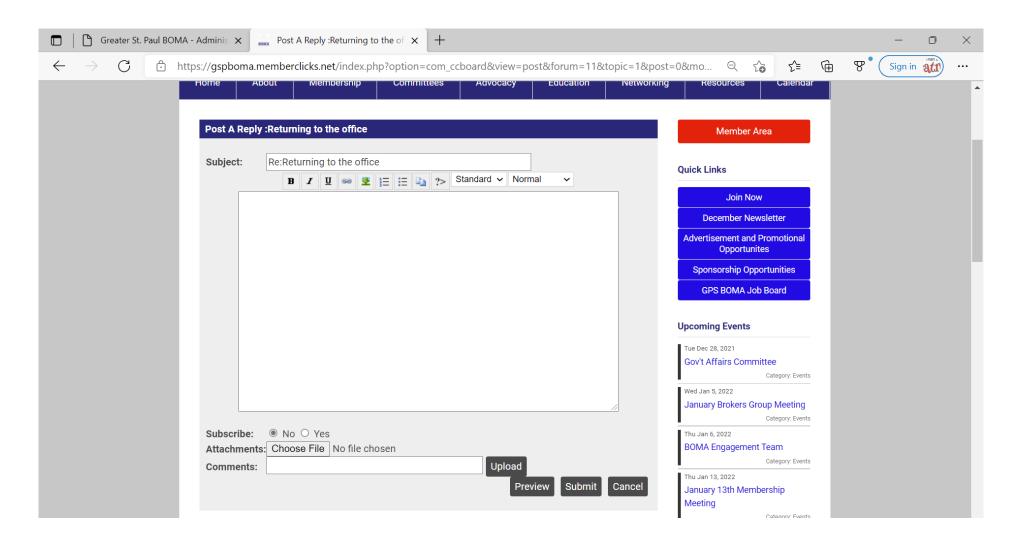
You're taken to a text box where you can type a response. You'll notice there isn't a way to add any links or attach a document. That's where the other method of replying comes in. Let's have a look at it on the next page!



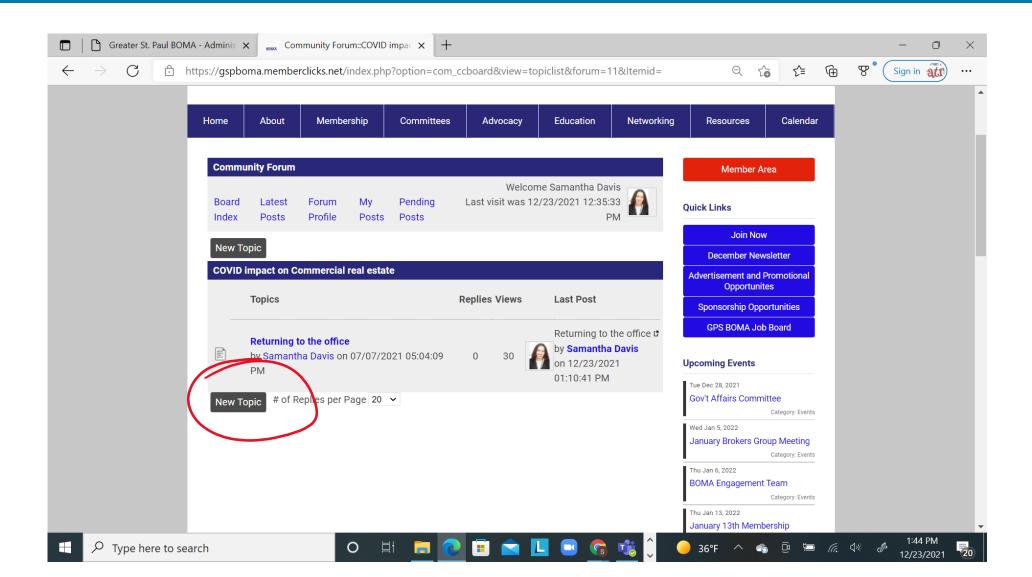
### To add a response with links or PDF attachments, click on "Post Reply"



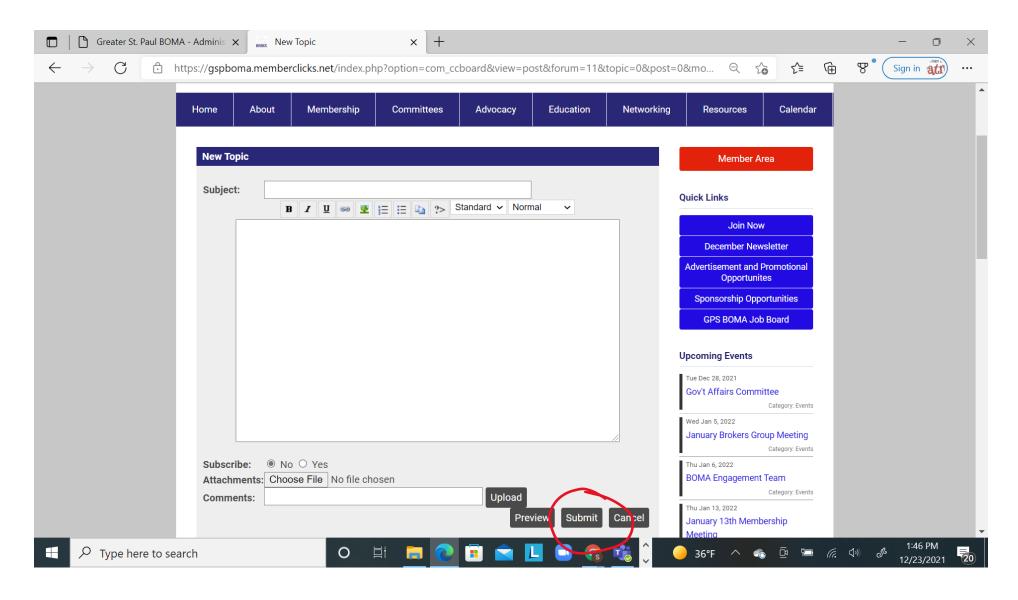
Now you're at a place where you can add more information to your response by adding a link or attachment. The easiest way to add a link is to simply copy and paste the exact URL into the textbox.



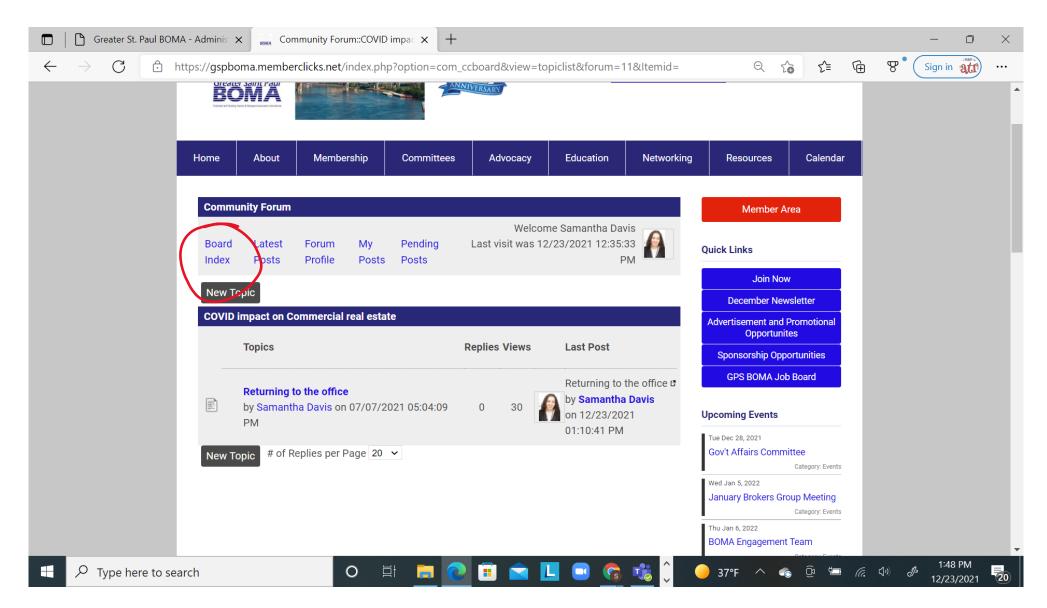
### If you would like to create your own post, just click on "New Topic".



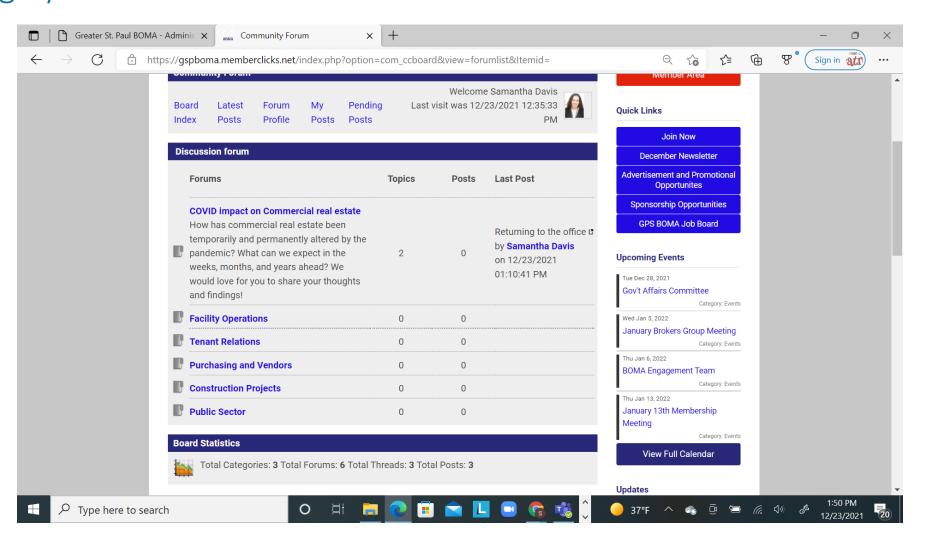
Now you can add a subject, type a description, add links, and attach documents. Then hit submit.



## To get back to the list of other Community Forum topics, you'll click "Board Index"



Now you can click into the other topics and use the same engagement methods outlined in the previous slides. The other topics do not yet have any content because the Community Forum is a new feature. That's why we encourage you to add content!



# We hope you find the Community Forum feature of our site useful for sharing industry insight!

Questions or concerns? Is there an important topic that's missing?

Don't hesitate to contact:

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