## **Towers at Valley Run Owners Forum**

## Overview

The forum (also known as a mail list) provides a means for owners to discuss topics where the discussion is shared amongst all members and everyone gets a chance to 'speak'.

A Google group has been set up for owners to discuss or co-ordinate anything of interest to them (related to Valley Run – for other topics you can create your own group).

Items that come to mind are

- Co-ordinate a building yard sale
- Share useful information about suppliers or contractors
- Share information about common issues in units/building or replacement parts.
- Discuss issues raised at council meetings
- Discuss any impacts from County or State legislation

## How it works

There are two ways to access the form.

- By email
- By web

The easiest is probably the web approach, and that will be explained. It is also possible to subscribe via email and have the messages that are sent to the forum sent to a personal email address.

Typically the way this works is that someone will post (write) a message with a particular topic (subject), such as 'How about an end of month yard sale'. In the body they could put any additional details about timing, setup, what help is needed. When they post the message it will appear on the forum. When other members access the form they will read the posting and then can post their own response, such as 'I would be interested, I can supply 2 tables'. This reply would then show up along with the original message. A third person would then see the prior two messages and could post their own response.

Following this approach, conversations about multiple topics can take place amongst all the owners.

## How to access

Google groups works best for members that have a gmail (Google mail) account. To create a gmail account access the web using a web browser such as Internet Explorer, Firefox or Safari. Go to <a href="https://www.google.com">www.google.com</a> and click the menu item at the top for Gmail

On the Gmail login page look for the option on the top right to "Create an account" and follow the prompts to create an account. Make a note of the account name you selected (????@gmail.com) and your password, you will need this to access email on Gmail or the forum.

To access the Towers Owners Group enter the following in the browser address bar <a href="https://groups.google.com/d/forum/tvr27000">https://groups.google.com/d/forum/tvr27000</a>

An alternative is to go to the Google groups home page (<u>www.googlegroups.com</u>) and search for the group "tvr27000".

When you get to this page (assuming you are logged into your gmail account) you will see the following message

tvr27000

You must be a member of this group to view and participate in it.

Apply for membership or contact the owner.

This group is private and only for owners at Towers of Valley Run, so anyone needs to 'Apply for membership'.

When "Apply for membership" is clicked there will be an option for how to participate in the group. The two of interest are the following (for now ignore abridged / digest)

- No Email This means you will login to the web page to view the discussion.
- Email This means you want each message posted by members sent to your email address.

A nickname can be selected, this will show up as your name with each message you post. In the message area please provide your actual name and unit number so that we can screen out any non-owners.

At this point a group manager needs to approve the membership. This will typically happen over-night.

The next time the group address above is accessed, the forum should be visible (assuming you are already logged in). If you are not logged in there will be a link "Sign in to view this group". Remember that the user name is the full email address (including @gmail.com).

Once logged in a list of topics will be displayed. Clicking on any topic will show the postings on that topic by different owners. If you would like to add something, type your response in the "reply" box and hit the button to the right. Remember, when the button is pressed your comment goes out to **everyone**, is that really what you want to say?

Please before posting read the "posting rules" topic. Please keep the conversation civil, it is very easy for forums to devolve into name calling, which is not beneficial to anyone.

If you need help with this feel free to call me, Neill (302) 798-5105 / email neillcs1@claytonprop.com.

Get the conversation started !!!