

How do I post a new question?

1. Make sure you are logged in to the MRPA website with your username and password.
2. Enter the desired forum (like Directors' or Aquatics).
3. Click **Add New Topic**.
4. Choose a subject for your question.
5. Fill in the message area.
6. If desired, upload corresponding documents.
7. If desired, check the box to receive notifications when anything is added to this topic.
8. Click **Submit**.

How do I log in?

In the upper right-hand corner of the browser, click on [Log In](#). Use your MRPA username and password. If you don't have this, you can always fill in the Forgot Your Password section to have a new one emailed to you. Be sure to use the email address on file with MRPA.

How do I receive emails whenever anything is posted in the entire forum?

1. Make sure you are logged in to the MRPA website with your username and password.
2. Enter the desired forum (like Directors' or Aquatics).
3. Check the box next to **Click here to subscribe to this forum**.
4. You will receive an email whenever something new is posted in this area.

I only want to receive emails when someone responds to the question I posted.

1. Make sure you are logged in to the MRPA website with your username and password.
2. Enter the desired forum (like Directors' or Aquatics).
3. Enter the desired question/topic area.
4. Check the box next to **Click here to subscribe to this topic**.
5. You will receive an email whenever something new is posted in this area only.

How do I stop receiving email notifications?

In each forum or topic area, ensure that the box next to **Click here to subscribe to this forum** is UNCHECKED. You can do this at any time to stop receiving email notifications.

Can I delete or edit my posting?

Users do not have access to edit or delete posts once they are up. If you would like to remove or change a posting, please email Content Manager Alison Spencer at aspencer@mrpaonline.org.

Can I upload documents with my question or answer?

Absolutely! A great feature of the Discussion Forums is the ability to share resources like forms, policies, brochures, etc. In the posting area, expand the **Attachments** section and upload a document. When you click **Submit**, the file will appear with your entry.

What happened to the old Discussion Groups?

This free-standing online format is replacing the old Discussion Group format of bi-weekly surveys, allowing for a more streamlined flow of information. There is no long waiting period to have a question sent to the group or receive a response.

Can I still access the archives?

You bet! The [Resource Center](#) will continue to have all the back-issues of Directors' Discussions posted. In addition, MRPA staff will be moderating the Forums and periodically capturing Question/Answers and put them in the Resource Area. Any files that are uploaded into the new Forum will also be included in the Resource Center.

The online Forums are also searchable, to help you find topics quickly!

How do I get more involved?

You can become part of our various interest groups, which will receive periodic updates and information on relevant topics through email. They are:

Directors' | Programmers' | Facilities | Aquatics | Parks