Active Forums



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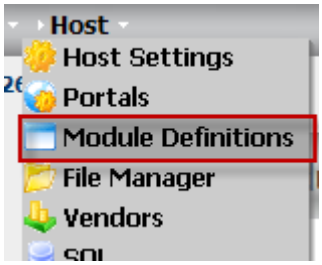
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Introduction

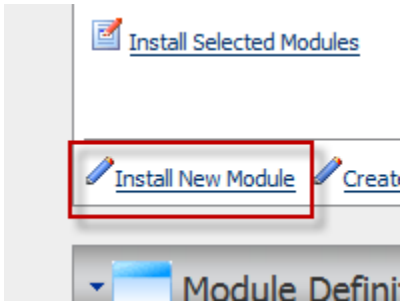
Thank you for your purchase of Active Forums! This guide offers the step-by-step process needed to set-up and administer your forums. The guide will then continue with an explanation of features and other information regarding the Forums.

Getting Started

1. Active Forums is designed to integrate seamlessly with DotNetNuke version 4.6 and higher. If your version is older than 4.6 please visit www.dotnetnuke.com and download the latest version of the framework.
2. Before you begin installation, you will need to download the Active Forums .zip file.
3. Log on to your portal using the "host" account.
4. Under the "host" drop-down menu, select the **Module Definitions** option.

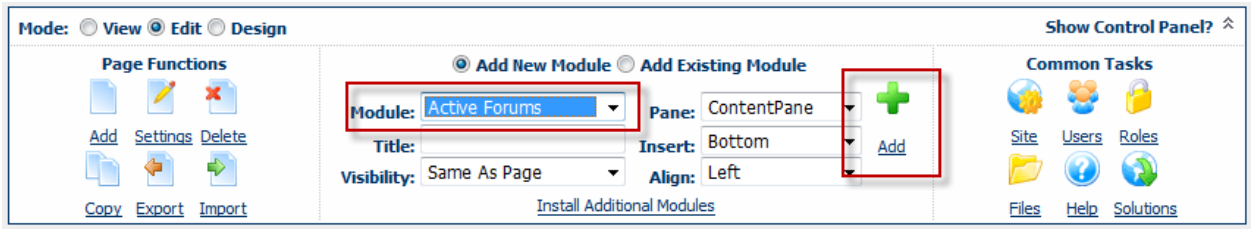


5. Scroll down and click on "Install New Module".



6. Here, you will find a "Browse" button that will allow you to search for and select the ActiveForums .zip file.
7. After you select the ActiveForums .zip file, click "Install New Modules" to begin the automated module installation process.
8. Once the module is finished installing, click **Return**.

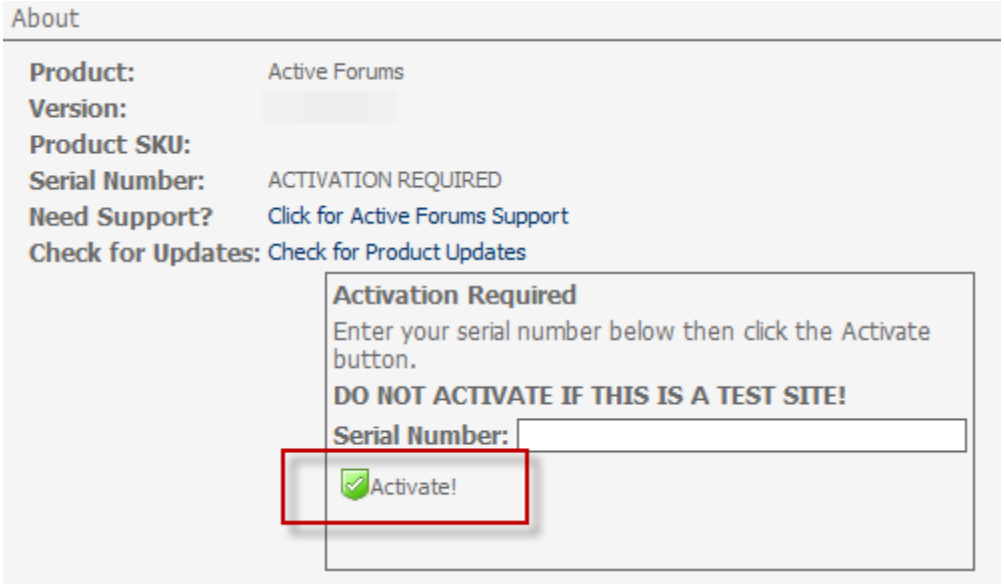
9. Now that the module is uploaded to your portal, you must determine what page you wish to display the forums. Create a new page or navigate to an existing page that you wish to use.
10. Using the Control Panel at the top of the page, select “Add New Module” and use the “Module” drop-down menu to select Active Forums. Select the desired pane and then click the “Add” button.



11. You will see the Active Forums module appear in the pane you selected. Please click the “Continue” button to access the control panel and begin setting up your forums.



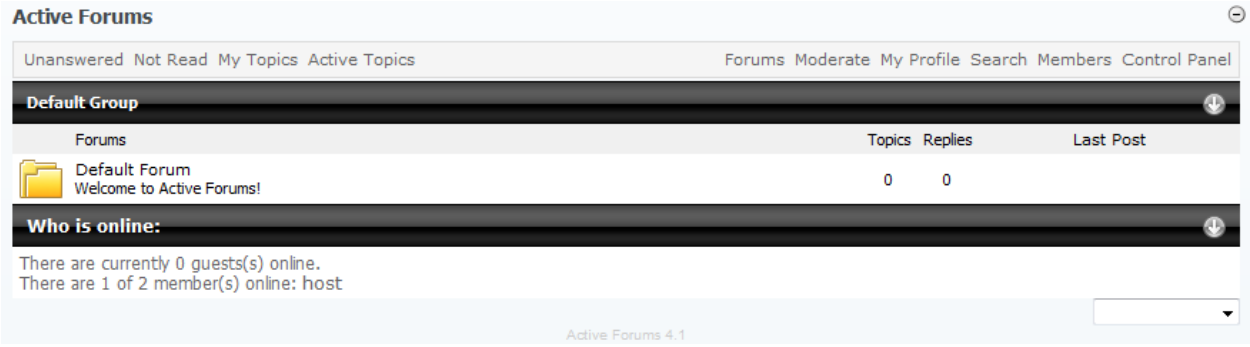
12. After accessing the control panel, the first step is to activate your software. Click the blue question mark icon labeled “About”. Enter your Active Forums serial number in the box and click **“Activate!”**



a. An active internet connection is required for this step.

b. **Do not activate** on test-site or temporary portals.

13. At this point, clicking "Exit" will take you to the main forum view. The module is fully functional at this time. There are many customization and administration options available. Each feature will be clarified in the next section.

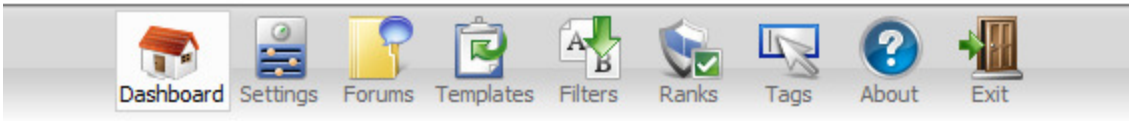


Note: If you receive any errors during this process, please copy and paste them into an email to support@activemodules.com. Our support staff will be glad to help resolve the issue.

Active Forums Features

Control Panel

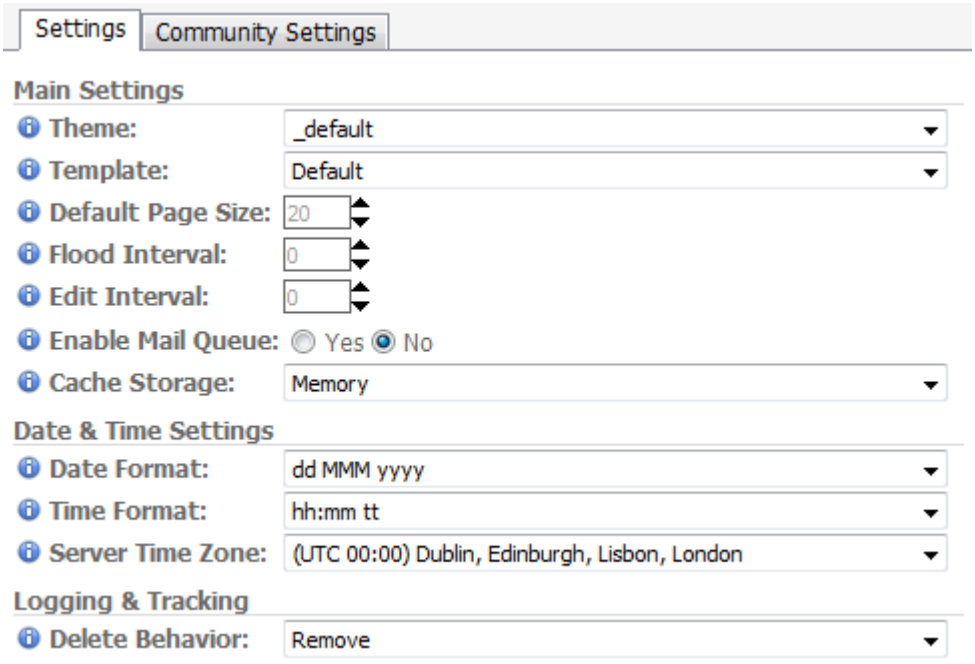
To navigate the various sub-menus in the control panel, simply click the different icons across the graphical menu located at the top of the module. On any page, clicking the blue disk will save changes and the green arrow will allow you to go back without saving.



The first screen you see when accessing the Control Panel is the "Dashboard" interface. This page displays a summary of the active topics, current users and other general forum statistics. This page is great for staying up to date on your forum community 's discussions.

The second screen is the "Settings" menu. There are many powerful and important options in this menu that warrant attention. The settings menu is divided into two tabs: "Settings" and "Community Settings."

Settings:



Theme – The drop down menu allows you to choose a color scheme for your forums.

Template – Choosing a different template will change the layout of your main forum view. There will be a detailed explanation of templates later in this guide.

Default Page Size – Clicking the up/down arrows will allow you to change how many topics are displayed on a page by default. Individual users can change their own page size if they choose.

Flood Interval – Enabling this option will put a timer (in seconds) that starts counting as soon as a user makes a post or reply. The user cannot make another post until the timer expires. This is an optional anti-spam feature.

Edit Interval – The number selected here denotes how many minutes a user has to edit their own posts after they have been submitted. Once the time runs out, the post can only be edited by administrators. Leaving the number at zero will give users the option to edit their own posts and topics with no time limit.

Enable Mail Queue – Sites with a large number of subscribers will want to enable this option in order to effectively manage the flow of emails from the forums. To enable this option, the portal must have the DotNetNuke scheduler enabled.

Cache Storage – This option allows you to choose whether the server stores temporary information in the memory or on the hard disk. Using memory to cache information will result in better performance.

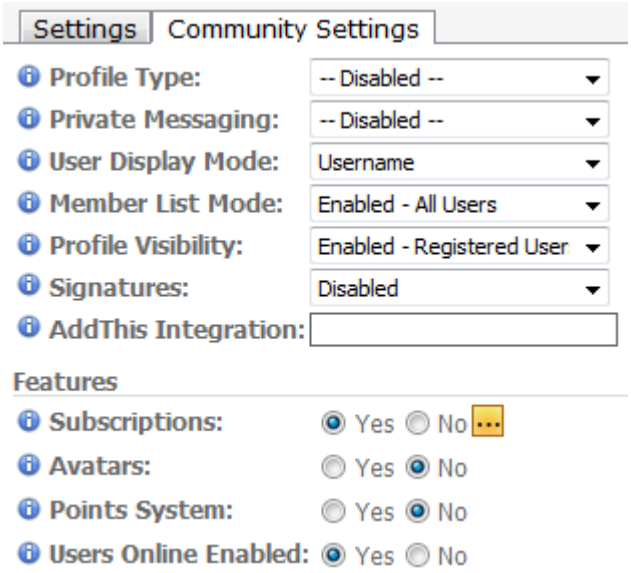
Date Format – Selecting different (d)ay, (M)onth, and (y)ear options will change how the date is displayed.

Time Format – Similar to the date, choosing different (h)ours, (m)inutes, and (s)econds will change how the time is displayed.

Server Time Zone – Use this to select the UTC time zone where the server is located (In almost all cases, leave this at 00:00).

Delete Behavior – Choosing “Recycle” will move deleted items to a recycle forum instead of permanently deleting them (This option is currently non-functional).

Community Settings:



Profile Type – Enabling basic profiles allows your users to add information describing themselves, such as location and interests. If your portal has Active Profile installed, you can integrate it into your forums with this option. A further description of profiles will appear later in this guide.

Private Messaging – Your portal must have a messaging module installed to enable this feature. Active Messaging would enable your forum users to send private messages to each other, while also integrating with Active Forums and Active Profile.

User Display Mode – This option allows you to change how your users' names are displayed.

Member List Mode – The member list is a directory of all registered users on your forums. This option allows you to restrict who can view this list based on user privileges.

Profile Visibility – Allows you to restrict access to profiles. Administrators can always see profiles and users can always access their own profile to change subscription settings.

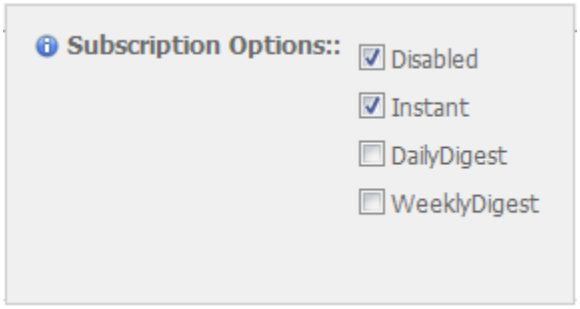
Signatures – A user's signature will be displayed under his or her posts Signatures are entirely customizable by the user, especially if you elect to allow HTML input.

Enabling HTML input under any circumstance may potentially open your portal to malicious security vulnerabilities.

AddThis Integration – AddThis is a very simple way to link your forums to many different social networking sites. The AddThis button will appear on your topics and allow users to quickly add it to their favorites or link it to other users. If you register a username with www.AddThis.com, you can enter it in this field and it will provide you with tracking statistics.

Subscriptions – This option will give your users the option to receive email updates every time the forum or specific topic receives new posts or changes. Clicking the small orange "…" box will expand the sub-options.

Subscription Options:



Disabled – Users will not automatically subscribe.

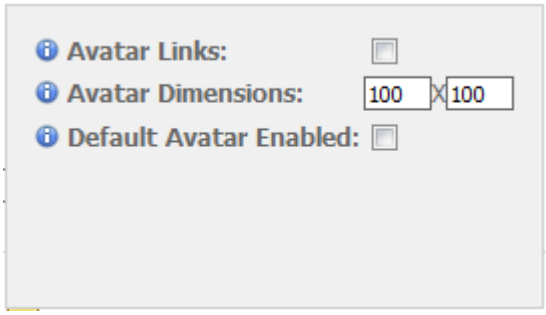
Instant – Users will receive an email whenever a post is made.

Daily Digest – An email will be sent to users once daily listing all changes to the topics they are tracking (This option is currently non-functional).

Weekly Digest – Similar to Daily, changes are listed in a weekly email (This option is currently non-functional).

Avatars – Enabling avatars will give users who want to express themselves the option to choose images to display beneath their usernames on forum posts they make. Users will have an option in their profile to upload an avatar of their choice.

Avatars Options:



Avatar Links – Clicking this option will add a line in a user's profile where they can directly link to an image hosted on a different website.

Avatar Dimensions – These numbers will place a limit on the size of user avatars.

Default Avatar Enabled – Enabling this will give the users an avatar if they do not choose one for themselves. This default_avatar.png image can be found in the themes folder and replaced with another .png file if you wish.

Users Online Enabled – Toggling this option will show/hide the Users Online display.



Points System – The points system is a way to encourage community involvement by awarding points to users for different actions on the forums. Once a user reaches pre-determined point levels they will advance in "Rank." More information on ranks will be discussed later in this guide.

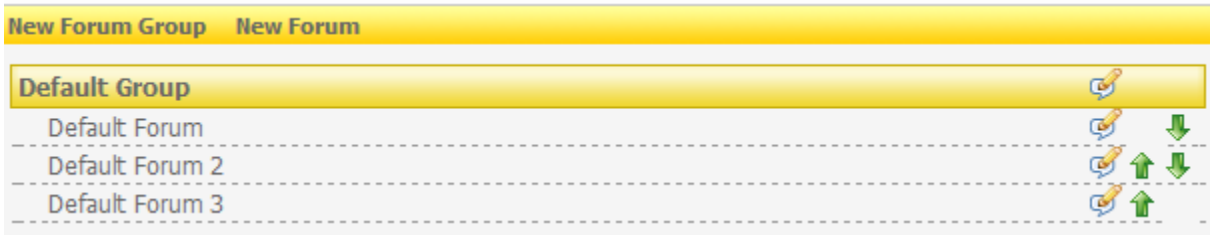
Points System Options:



This menu allows you to set point values for each activity.

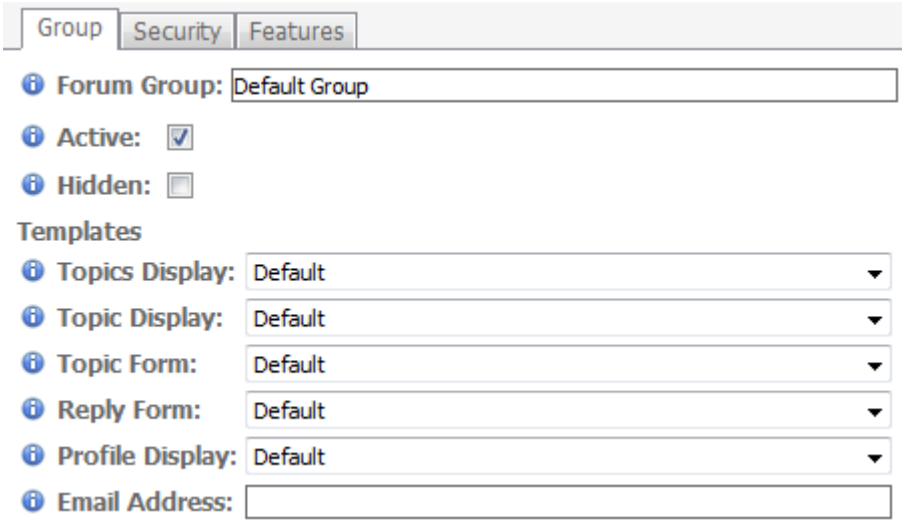
After you have chosen all the desired options in your settings, click the "Save" button and then click "Forums" to begin an in-depth customization of your forums layout. You will see a forum structure similar to the view you see while posting on your forums. Clicking any of the group or forum names will open their options. Individual forums can inherit settings from the group they belong to, or they can be configured separately. Clicking the green arrows will change the forum sort order.

Along the top there are options to create a "New Forum Group" or a single "New Forum."



Forum Groups are used to categorize forums. If you make a new group or wish to edit an existing group, there are many options on three different tabs to consider.

Group:



Forum Group – This is the name of the group that will be displayed in your forums.

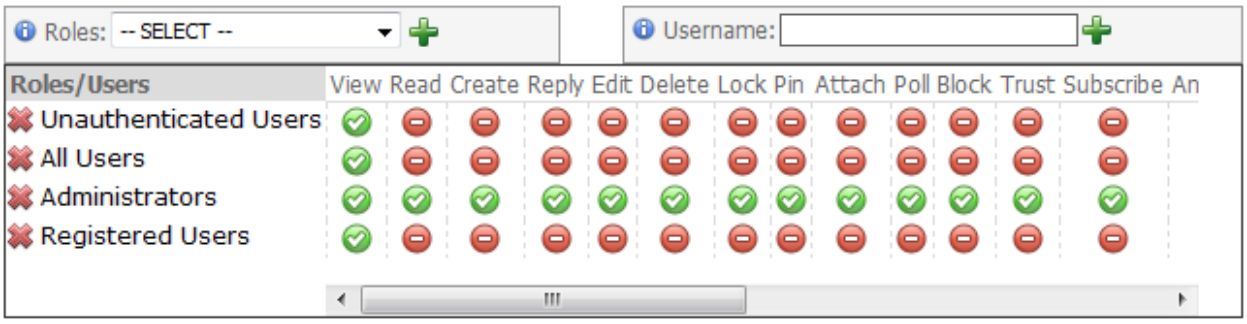
Active – Un-checking this box would disable the group.

Hidden – Making a forum hidden will completely remove it from the forum list for users who do not have permission to view it.

Templates – These different templates allow you to customize the layout of different parts of the forums.

Email Address – The address you enter here will show up in the "from" field on email notifications sent to users. If you are using the mail connector, make sure that the email you enter here is the same as the one you enter then the mail connector settings.

Security:

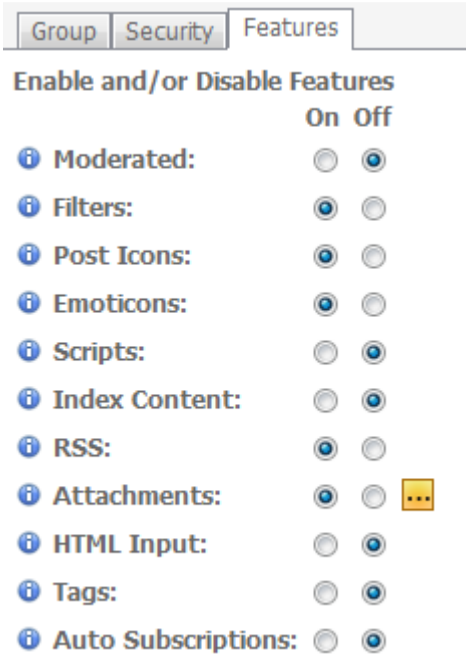


This tab allows you to restrict and allow user roles in each forum group. A green check will allow a user a specific action, whereas a red dash will not let the user perform the action. In a typical public forum, Administrators will have green checks all the way across, and all users will have green checks for View, Read, Create, Reply, Edit and Delete.

You can add a security role from the drop down box, or enter a specific user's name in the box on the right.

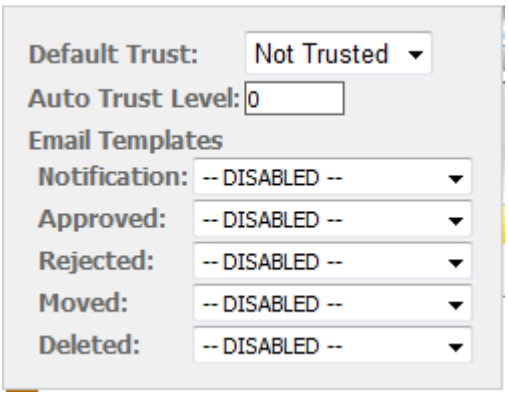
Clicking the red X next to a role or user will delete them from the list.

Features:



Moderated: Enabling moderation will give the administrators greater control over the forum. By default it will make all users' posts subject to approval before they appear. Alternatively, you can pick specific users who you decide need moderation, while all "Trusted" users will still have full access to post.

Moderation Options:



Default Trust – Changing this feature will determine how users are labeled when they view the forums.

Auto Trust Level – This number is the amount of posts a user must make before they automatically become a "Trusted User"

Email Templates – For general use, set "Notification" to "PostPending" and leave the rest disabled. You can enable other templates depending on how many emails you want users to receive. Make sure that you enabled these templates so that your users know why their posts are not showing up immediately.

Filters – Enabling filters will swap out pieces of text for other text, pictures, or code. The list of filters can be modified under the "Filters" tab in the Control Panel.

Post Icons – This option will allow users to select an icon from a list to display next to a new topic they create.

Emoticons – These images are faces that can add feeling to a users post. They can be added by clicking on them from a selection of faces or by adding the text filter, i.e. :)

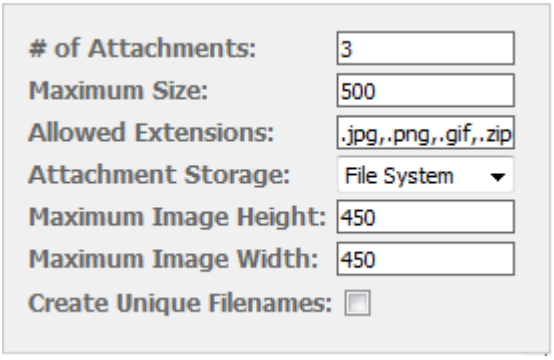
Scripts – Enabling scripts will allow users to include scripts in their posts. It is highly recommended that you trust the users that are given script execution access. There are many malicious scripts that can disable your website or steal private user information (disabled by default).

Index Content – Indexing the forum will allow the search box on your portal to return results from topics and posts on your forums.

RSS – This option allows users with RSS access to subscribe to the feed which lists updates and changed to the forum.

Attachments – Allows users to upload files with their topics or replies. Additional options limit what types of files are allowed.

Attachment Options:



 # Of Attachments – This number denotes the amount of attachments a user can put into a single post.

Maximum Size – Limits in Kilobytes (KB) the size of attachments.

Allowed Extensions – Different file types, separated by commas. Only images and .zip files are allowed by default.

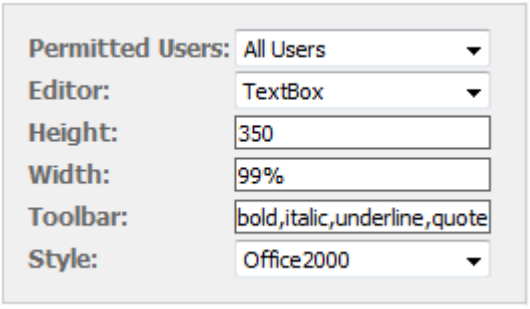
Attachment Storage – Determine if you want to store uploaded attachments directly to the File System (hard drive) or store them inside the portal's database.

Maximum Image Height and Width – Attached images will be resized to these set sizes (.png files cannot be resized automatically).

Create Unique Filenames – Checking this box will automatically rename stored attachments with a random name.

HTML Input – This feature allows users to format their posts using different editors and HTML tags. It should be noted that there is a potential for malicious users to exploit HTML code to execute scripts, even with scripts disabled (noted above) which automatically removes harmful code from posts.

HTML Input Options:



Permitted Users – This menu allows you to select what users are capable of using HTML tags in their posts. Enabling HTML only for registered users provides an extra line of defense against unauthorized scripts.

Editor – The default TextBox is very simple and easy to use; however, other options such as Active Editor provide more flexibility with formatting and HTML input.

Height and Width – This is the default size (pixel or percentage) of the editor input field.

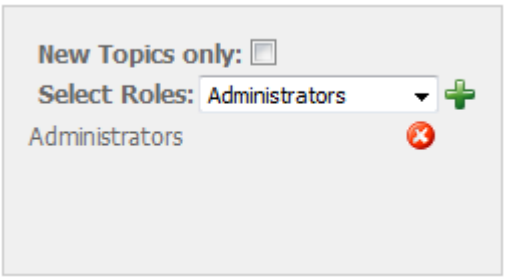
Toolbar – Adding options in this field will put more buttons on the editor's toolbar. Active editor supports more buttons including: Bold, Italic, Underline, Strikethrough, Superscript, Subscript, JustifyLeft, JustifyRight, JustifyCenter, JustifyFull, BulletedList, NumberedList, Indent, Outdent, Cut, Copy, Paste, Delete, Undo, Redo, InsertRule

Style – Changes the look of the text editor.

Tags – Allows the Post author to enter tags describing his post. Tags categorize posts and allow users to search topics more easily.

Auto Subscriptions – This menu lets you select roles to receive emails about new topics and posts automatically.

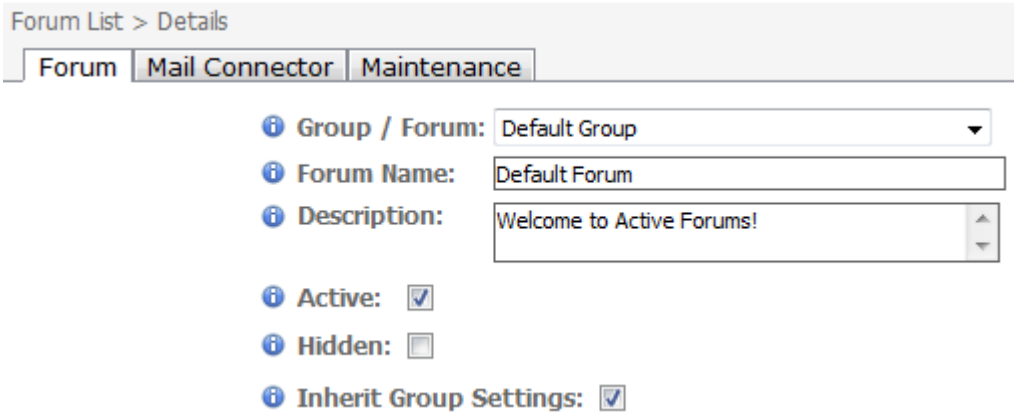
Auto Subscription Options:



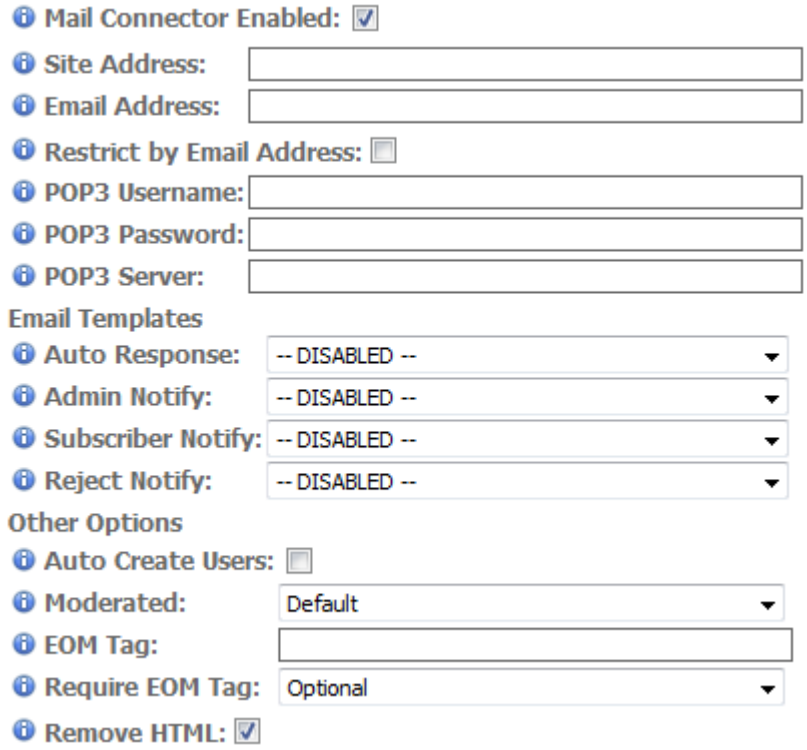
New Topics Only – Checking this box will only send emails pertaining to new topics, not replies to existing topics.

Select Roles – Choose the desired role from the drop-down menu and hit the plus sign. If you want to move a previously added role, simply click the red 'X'.

Individual Forums have the same options as groups, but can be configured independently or can share settings by checking the “Inherit Group Settings” button. Individual forums also have a “Description” which is basically a sub-title that will display on the forum listing. When creating a new forum, you must select which group you want it to belong to.



Mail Connector



The Active Forums Mail Connector (MC) integrates advanced email functionality into your forums. The mail connector will effectively bind to an email inbox allowing you and your users to create forum topics and replies from messages sent to that email account. This, used in conjunction with forum subscriptions, allows users to view and reply to topics without ever visiting the forums. This is an extremely useful feature for mobile smart phone users and other users with only email access.

Prerequisites:

Before you enable the MC, you will need to set up a few things. First, you will need to set up a unique email account that will be used exclusively by the MC. For example, if you were to put a personal email account into the MC settings, the MC would take every email in the inbox and turn it into a forum post. Since this function could be a huge privacy issue, we advise you to give MC its own account. If you want multiple forums on your page to be connected, you will need multiple email accounts.

Second, you will need to determine how you wish to have your subscriptions set up. If you have subscriptions disabled, then users will not get the full functionality out of the MC. Without subscriptions, users would only be able to post new topics, not read and write replies.

Setup:

After you have set up your subscription settings, go to the Control Panel -> Forums and select the options for the forum you wish to connect. First, you will need to add your MC email address into the box labeled “Email Address” on the first page of settings. This email address will be used for

replying to subscription notifications. Second, you will need to click the features tab and turn MC on. Click the orange … box and a list of settings will appear.

Site Address: This is the URL of your website. It must begin with the protocol (in most cases http://). For example, our site address is http://www.activemodules.com. If your site is using a sub-domain you will need to enter it. In most cases, you will simply want to look at what is in the browser address bar when you have the control panel open, and copy that (removing everything after .com/.net).

Email Address: In this box, you will put the address you entered in the forum settings, the email address that will be used exclusively by this forum's MC.

Restrict by email address: In most cases, it will not matter if you check this or not. However, if your email account is set up to use email aliases or something similar, you can pick which exact address you want the MC to post to the forums.

POP3 Username/Password: This is the username and password associated with the MC email address. The exact syntax will depend on how your mail server is configured.

POP3 Server: This is the mail server that the MC email account is stored on. The default port used to connect is 25, however you can specify a port by appending it to the server domain with a colon. Example mail.domain.com:64, where 64 is the port number you wish to connect with.

Email Templates: It is highly recommended that you enable each of the corresponding templates listed. Each one provides a bit of feedback to users when they are interacting with the MC. You can edit the templates in the Control Panel, but doing so is outside the scope of this guide.

Auto Create Users: Enabling this option will allow the MC to import messages from email addresses that are not registered on your website. It will create a basic DNN profile for the user, which should in turn send them a notification that they have been registered. With this feature disabled, the MC will simply delete all messages from unknown users and send them a rejection notification (if you enabled the template previously).

Moderated: It is recommended that you leave this on default, which will inherit the moderation settings from the forum settings.

EOM Tag: The end of message tag is a way to remove all the previous posts and other extraneous text from an email reply. If a user is replying to an email notification the received, they would type their response followed by the EOM tag you specify. The actual tag can be any ASCII string you enter into the box (/EOM, end, ---). The MC will simply scan incoming emails and remove anything after the tag is found.

Require EOM Tag: Changing this setting will enforce the use of the preset EOM tag. You can choose to require it on all messages, or only on replies.

Remove HTML: Enabling this option will cause the MC to strip all HTML mark-up from incoming emails. This can be useful if users are sending emails from clients such as Microsoft Outlook, which adds a lot of HTML formatting that does not translate well to a forum topic.

FAQ

Q: I set everything up correctly, but it will not automatically get emails from the inbox! What did I do wrong?
A: There is a slight issue with the DNN Scheduler, such that new additions to the scheduler will not start on their own. To fix this, go the Schedule under the Host menu and click the pencil next to Active.Modules.Forums.MC.MailConnectorScheduler, ACTIVE.MODULES.FORUMS.40. This will open up the options, but you simply need to click update, without changing anything. Doing so will "kick start" the scheduler and it should fire every 5 minutes after that.

Q: My scheduler is running, but the emails are not being posted to the forum.
A: There are a number of reasons why this might happen. If you are sending messages from an email address that is not associated with a username in the DNN user database, then you must enable Auto Create Users. If your email address is already registered, make sure your account has the proper permissions to post, or that your message is not waiting to be moderated.

Q: My scheduler history shows a 404 error or an invalid URI error.
A: These errors will show up when you enter an invalid site address into the MC settings. The MC is looking for an .aspx file at the address you entered, so it must be entered exactly right.

Q: What other functions does the MC have, besides sending and posting emails?
A: The MC also provides users a way to subscribe and unsubscribe to a forum simply by sending an email with the word SUBSCRIBE or UNSUBSCRIBE to the MC's email address.

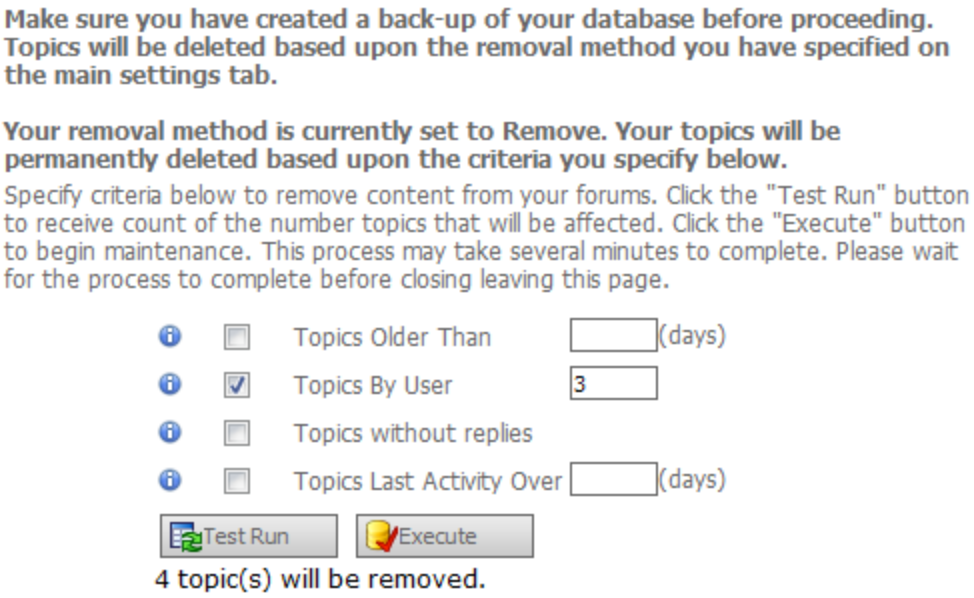
Q: I am using the host account, why are my emails not showing up?
A: Due to the host accounts ability to span several portals on the same site, the MC will have issues determining where to post it. It is highly recommended that you would use an Admin level or Moderator account instead of the Host account.

Q: I just sent an email, why isn't it posted yet?
A: The DNN scheduler only fires once every 5 minutes, so you might have to wait a few minutes for your message to appear on the forums.

Q: How do I add and image or attachment to my post?
A: If you attach a file to your email, the MC will take that file and attach it to your forum post, assuming you have permission to do so.

Maintenance

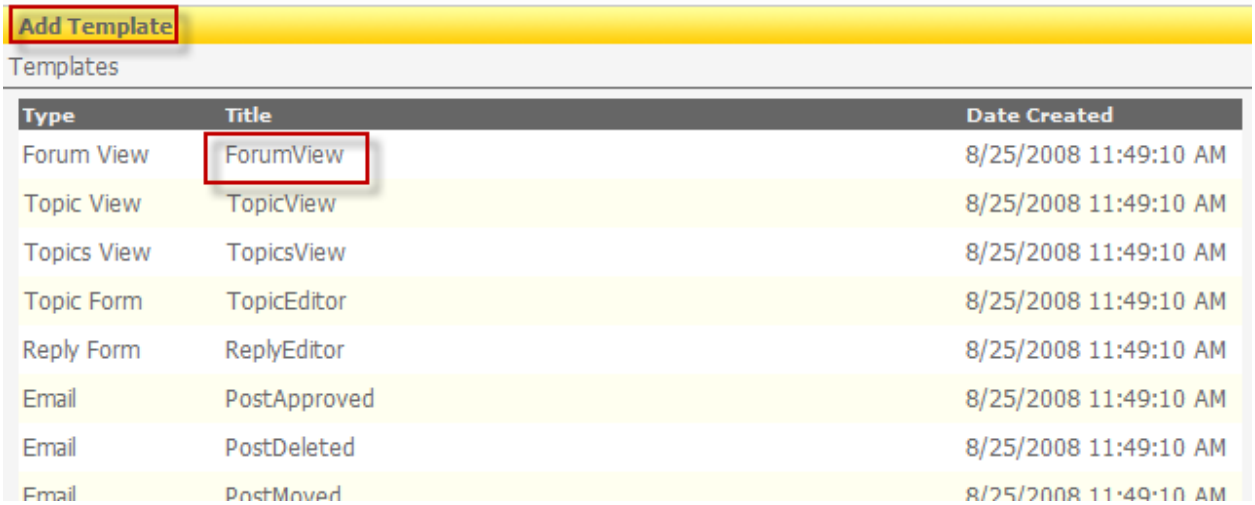
The Maintenance tab allows you to remove forum posts based on certain criteria. Please take the warnings seriously and create a back-up of your data before deleting posts.



There are four different ways to select which posts to remove, but if you select more than one they work together. For example, if you select “Topics older than 180 days” and “Topics by user 3” then it will only delete topics made by that user that are older than 180 days, not all topics by that user and all topics older than 180 days. If you wanted to delete them all, you would have to do it in two separate executions.

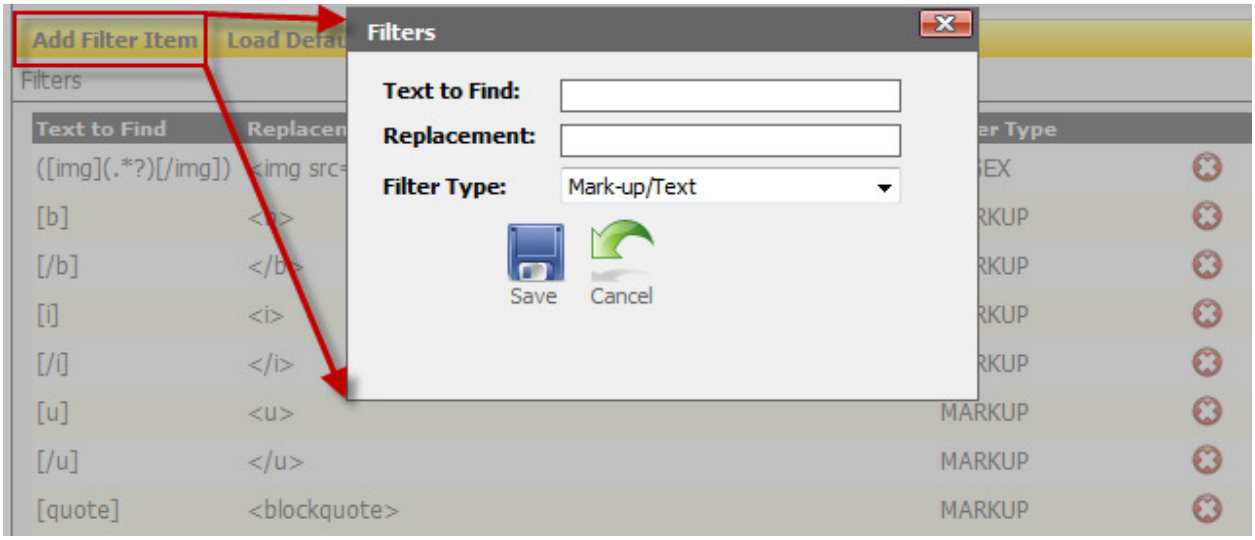
Templates

The “Templates” menu provides you with an interface to edit an existing template or add your own custom templates. Editing templates is for advanced users; however, to open one, simply click its name in the list. There is a guide for advanced template editing available for download with your Forums.



Filters

Filters are used to replace certain pieces of text with other words, images, or special HTML tags. A few filters come preloaded. These include [b] **for bold** [/b], [i] *for Italicized*[/i] and [u] <u>for underlined</u>[/u] text. The special [quote][/quote] tags will place included text in a special box that users will see as a quote from a previous post. Using [img]www.domain.com/image.jpg[/img] will insert an image into a users post without requiring them to upload it and add it as an attachment. All the emoticons are converted via text filters. To add your own custom filter, click "Add Filter Item."



Text to Find – This text is the string of text that will be replaced.

Replacement – This text is what will replace the previous text.

Filter Type – This option will depend on what type of replacement you want.

Mark Up / Text: Converting regular text to other words or HTML.

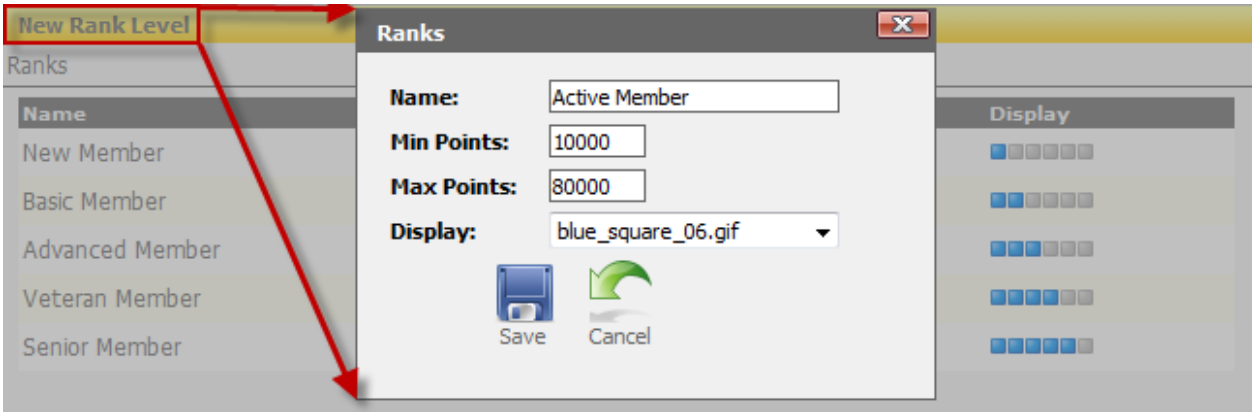
Emoticon: Adding your own smilies.

Regular Expressions: An extremely powerful tool for manipulating text and data.

Click the "Save" button when finished to return to filter menu.

Ranks

Ranks are a way to distinguish users and track their level of activity. Activity levels are measured by "The Points System" mentioned earlier. When a user achieves a rank, it will display the name and accompanying image under their username. To edit existing ranks, click on one rank in the list, which will bring up a small window. To add a new rank, click "New Rank Level."



Name – The name that will display by the username.

Min and Max points – As long as the user's points are between the min and max, they belong to this rank.

Display – The image that will show under the username.

To continue: Save, Delete or Cancel

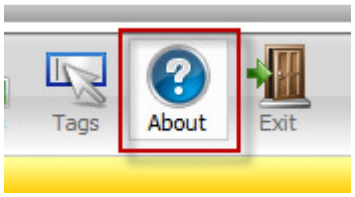
Note: Setting Min and Max values that contradict, i.e. 10-20 and 15-25 will simply disable ranks for users with point values 10-25.

Tags

Tags are special keywords that can be applied to posts in order to help categorize and organize them. Normally, the search function will scan words used in the title of a topic; however, the user's post might pertain to a subject that they have not specifically mentioned. Tagging a topic shows which subjects relate to the post. To add or edit a tag, just type in the keyword and click "Save". Later, when making a post a user can choose to use a created tag in conjunction with their subject.



You already visited the "About" tab when first activating your Active Forums license. On this tab, you can view the current version number you are running and the Serial Number you used to activate. There are also two links to products and support.



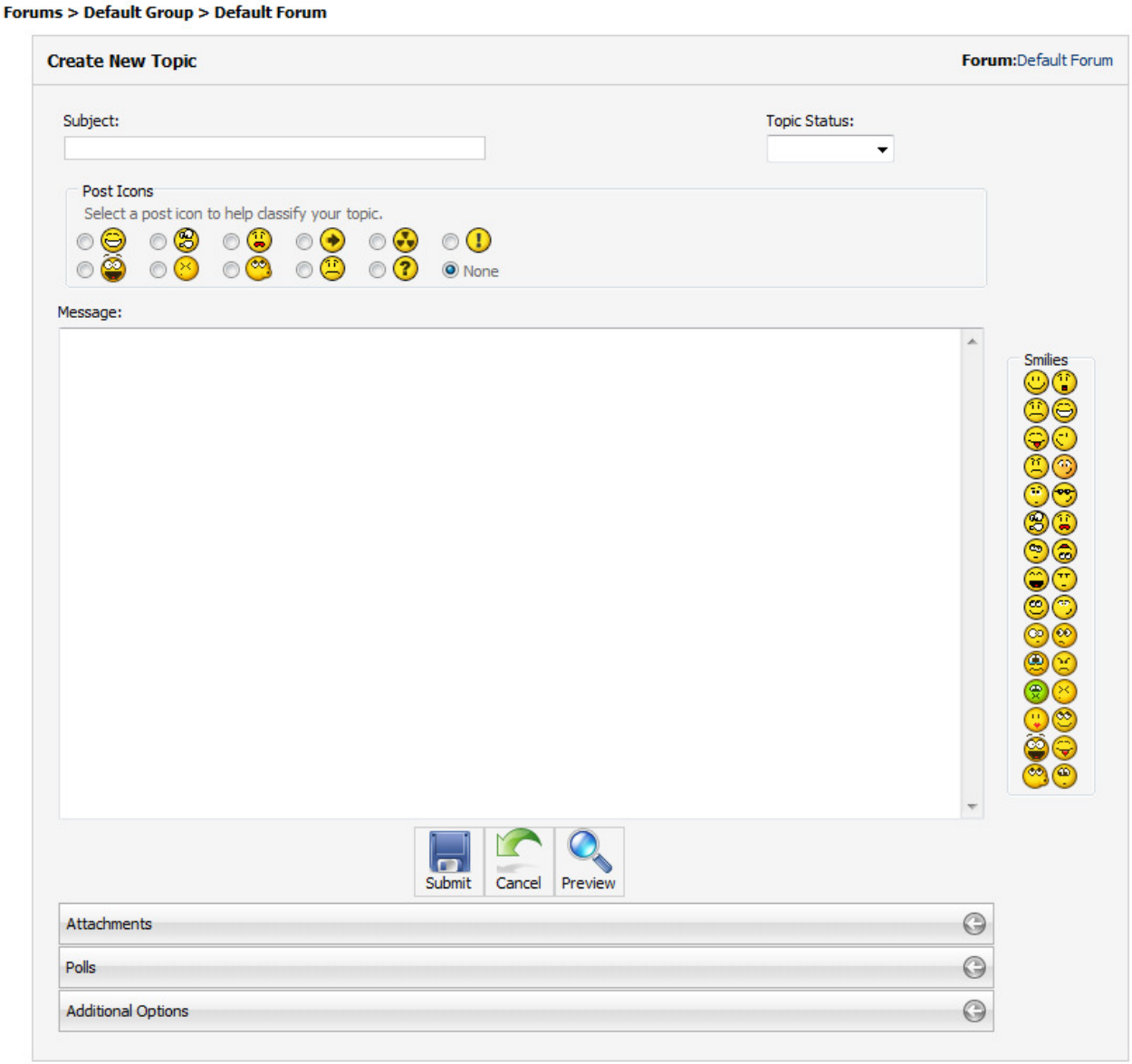
The "Exit" button will leave the control panel and move you to the main forums view.

Forums

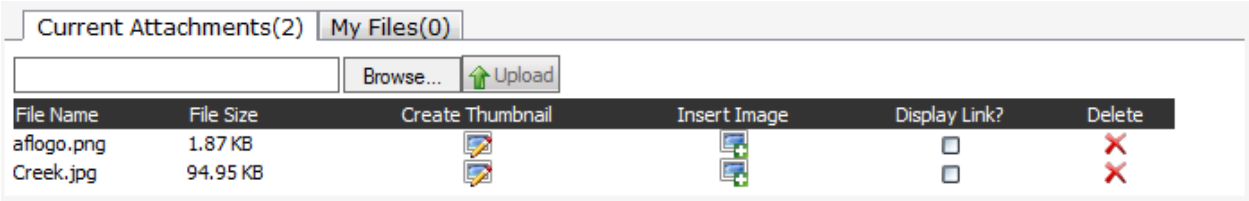
Groups contain forums, forums contain sub-forums and topics, topics contain posts. At any point if you need to get back to a previous page, you can click its name in the breadcrumbs link at the top.



- The first button you will use when posting in the forums is the “Add New Topic” button. Clicking this button will take you to the “Add New Topic” input interface.

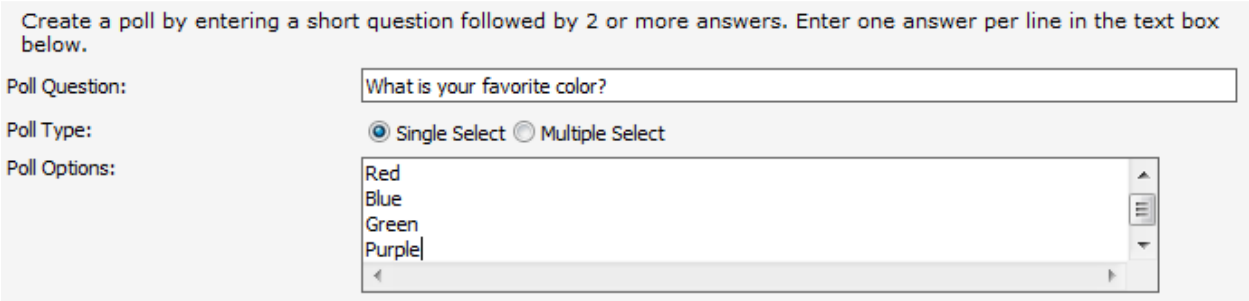


- The "Subject" is simply a short description of your post.
- The Topic Status is an optional method of further describing your post.
- Choosing a "Post Icon" can set your post apart from others in the forum listing.
- The "Message" box contains no character limit, so this is where you type the body of your post.
- Expanding the "Attachments" will allow you to browse and upload attachments to your post.

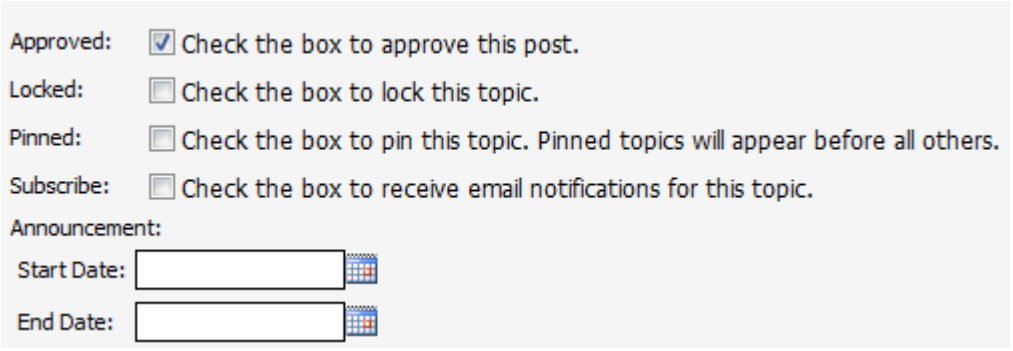


Clicking the "Create Thumbnail" button will create a smaller version of the same picture. Clicking "Insert Image" will input a text placeholder for your image. The image will appear in that position after you hit submit. The display link option will simply add a hyperlink to your file at the foot of your post. Files you have uploaded previously will be on the "My Files" tab, and can be added to your current post, without re-uploading.

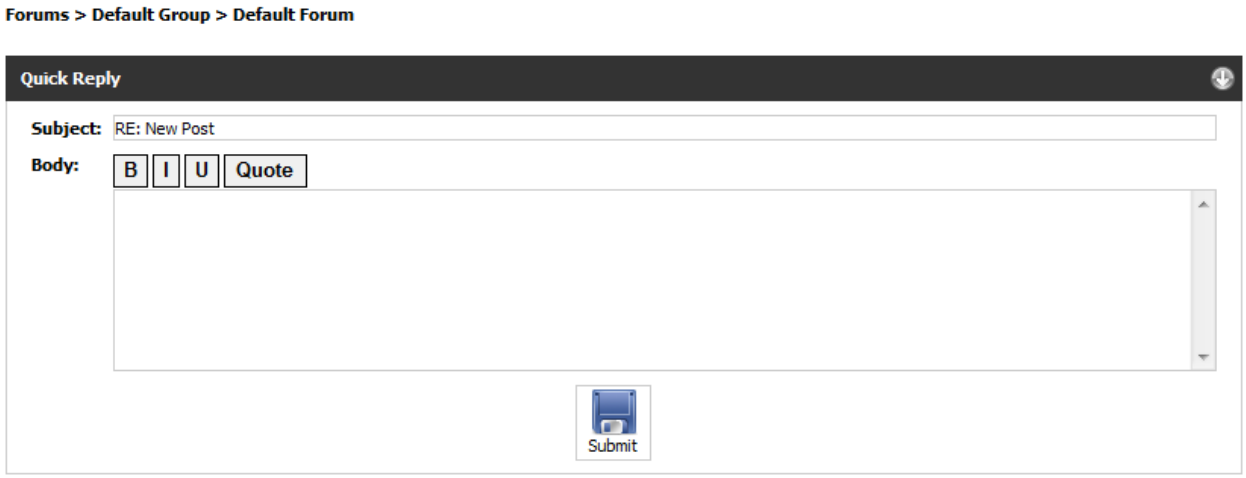
- Adding a "Poll" is achieved by naming it, choosing the answer type, and providing the choices in the "Poll Options" box. Each option must be on a separate line. Polls require that you have entered text into the body of your message, but if you wish to only have a poll, you can enter a blank character such as   and it will still allow you to submit your post.



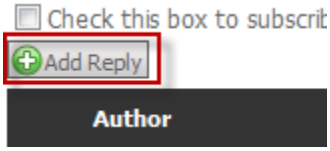
- Under Additional Options, The author of the post can decide to lock, pin, or announce the post. An announcement will appear in a section above the rest of your topics. It will only appear up there during the dates specified. Many of these options will only be available to certain security roles.



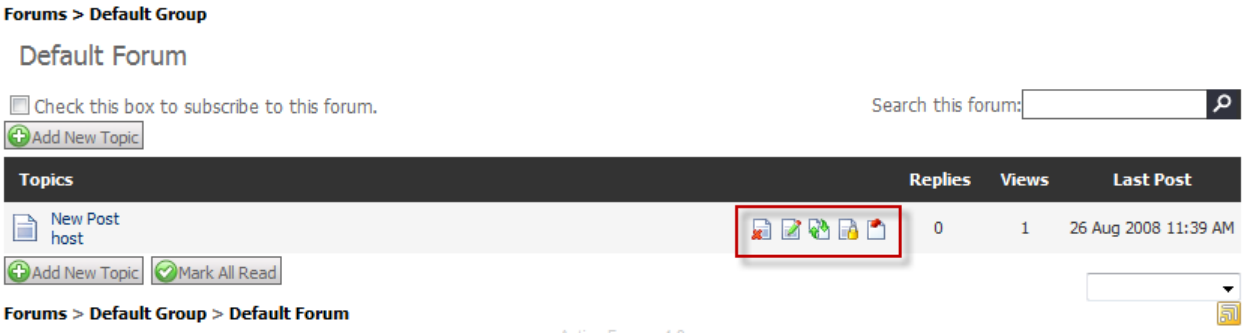
- After your post is completed, click “Submit” and it will appear in the forum. Now users can view and reply to it. There are two types of replies: standard and quick. A quick reply is accomplished by simply using the form at the bottom of the screen when viewing a post. Quick replying does not allow the user access to advanced formatting options.



- To use a standard reply, click the “Add Reply” button. This form is very similar to the Add New Topic interface. You can add Smilies, or if HTML is enabled, format your post however you desire. Attachments can be added to any reply; however, a poll can only be in the original topic post.



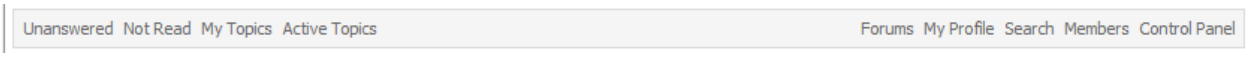
- There are several options once a message has been posted. Editing, Deleting, and Moving can all be accomplished by clicking the respective buttons. Locking a topic disables all replies. Pinning a topic will make it stay at the top of the topic list no matter how active it is. The replies and views count are a fast way to determine how active a particular topic is.



- When viewing a post, there are two buttons in the top right corner.
  - The printer will allow you to view a simplified version for printing.
  - The Envelope Button will allow you to send a link to that post to any email address.
- When browsing the forums, there are a few quick link buttons that will take you to the last post you read or the last post in the topic.

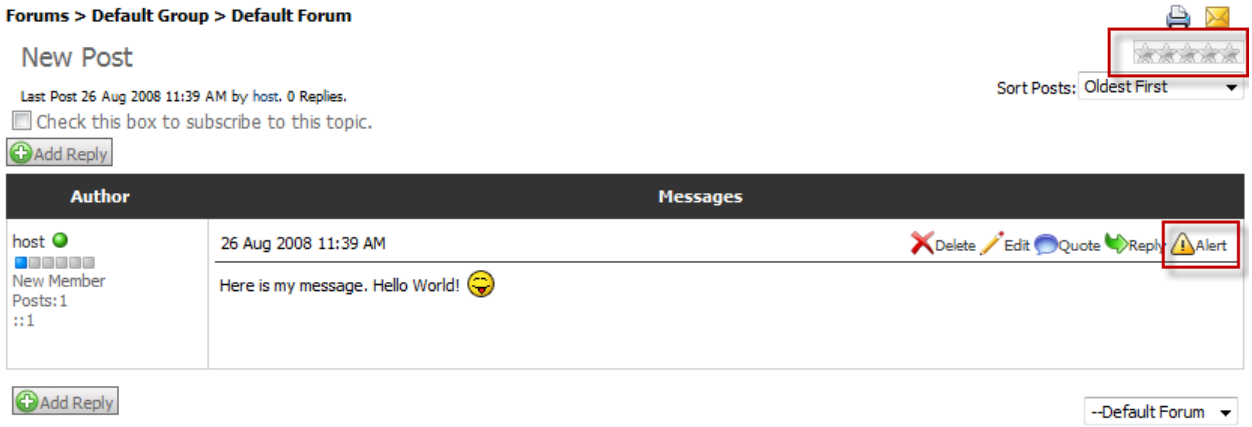
Links

There are a number of links above the forums. The links will change depending on what options you have enabled in the control panel and what type of account you are logged in under.



Moderation

- The Moderation link will take administrators and moderators to a special console where they Ca1n approve, move, edit, reject, or delete content from a moderated forum. If enabled, Moderators will also receive emails that will directly link them to this page, whenever new content needs approval. All forums have a few methods of user moderation.

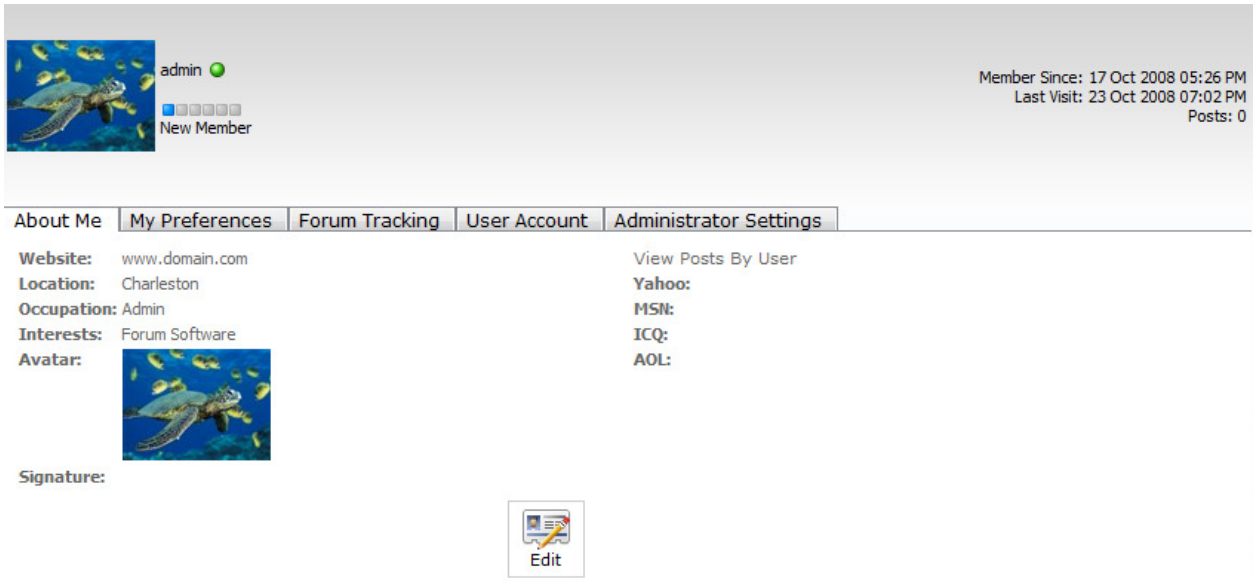


  - First, there is an “Alert” button that will send a message to moderators flagging a particular post that the user deems inappropriate.
  - Second, there is a set of five stars that users can click on to rate a post from one to five stars in quality. One being low quality, five being high quality.

My Profile

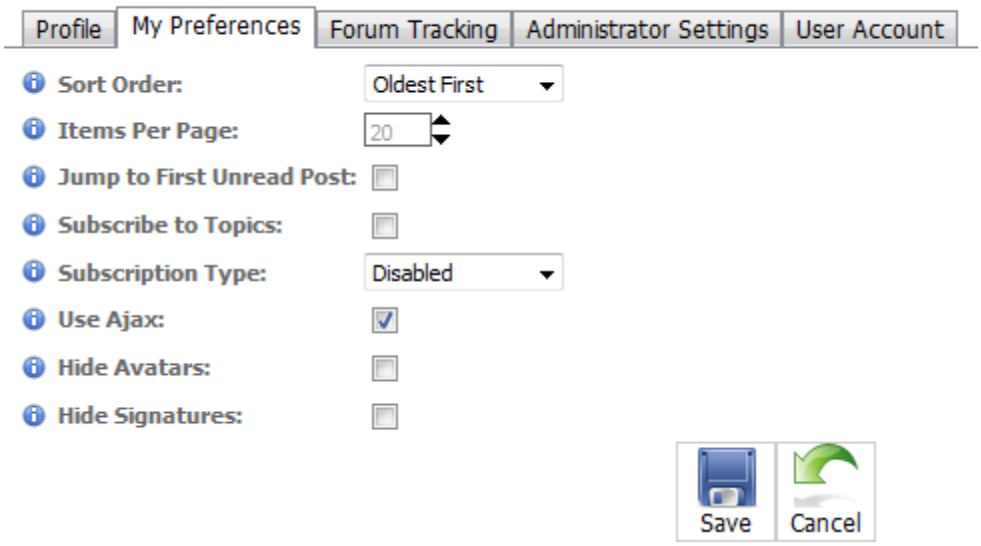
- Another very important link is the “My Profile” link. If profiles are enabled, this will take the user to an interface where they can edit their user information. Basic profiles are included and they contain the following information:

Profile:



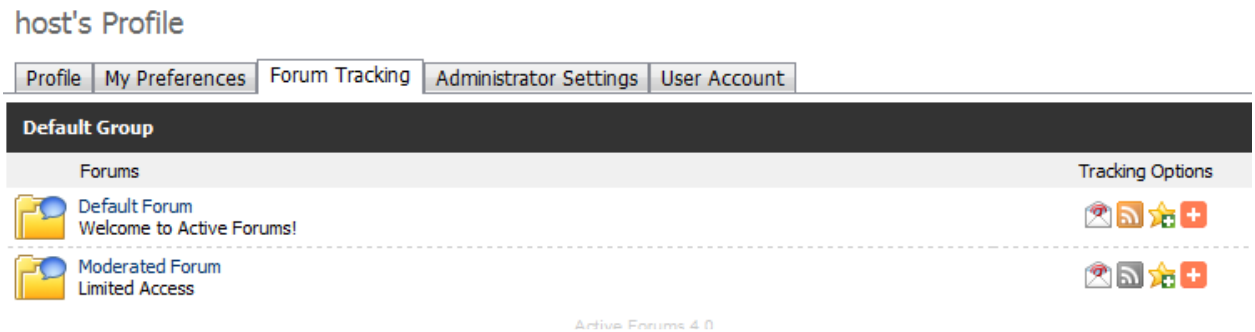
- **Member Since** – The date the user account was created.
- **Last Visit** – When the user last logged in.
- **Posts** – This number is the amount of posts and replies the user has made.
- **Website** – The user’s website, this can link to any website, not necessarily a private homepage.
- **Occupation, Location, Interests, Contact Info** – User defined text.
- **Avatar** – This is a small picture uploaded or linked by the user that will display beneath their user name.
- **Signature** – This text or HTML will show up under every post the user makes.

My Preferences:



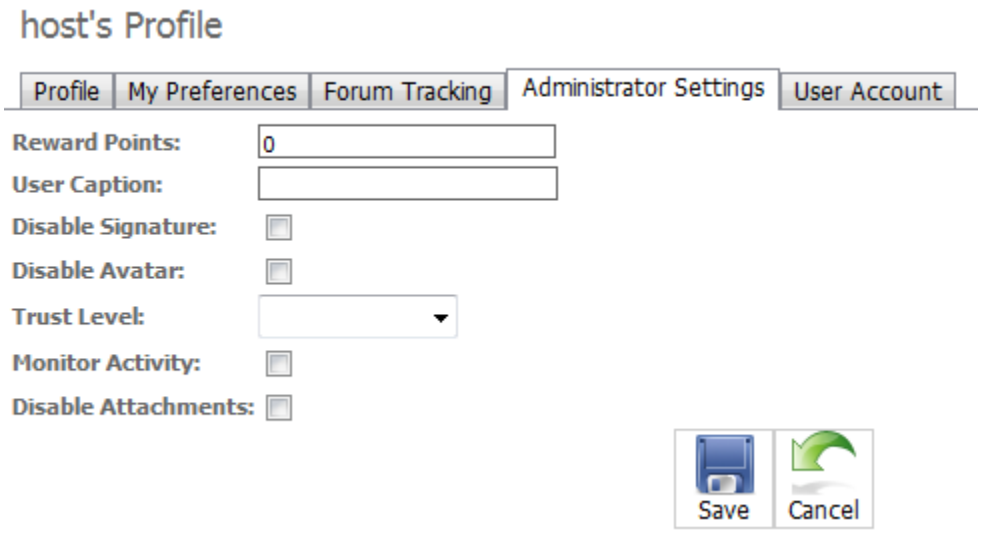
- **Sort Order** – This option will change whether posts are listed in forward or reverse chronological order.
- **Items per Page** – Determines the number of posts and topics shown on a single page.
- **Show Replies** – This option will show other posts when a user is drafting a response.
- **Jump To First Unread Post** – This option makes the browser skip over previously read posts.
- **Subscribe to Topics** – If enabled, a user will receive emails when topics are updated.
- **Subscription Type** – Different options depending on forum settings.
- **Use AJAX** – Improves interaction with forums. Recommended.
- **Hide Avatars and Signatures** – This option will block other users Avatars and Signatures.

Forum Tracking



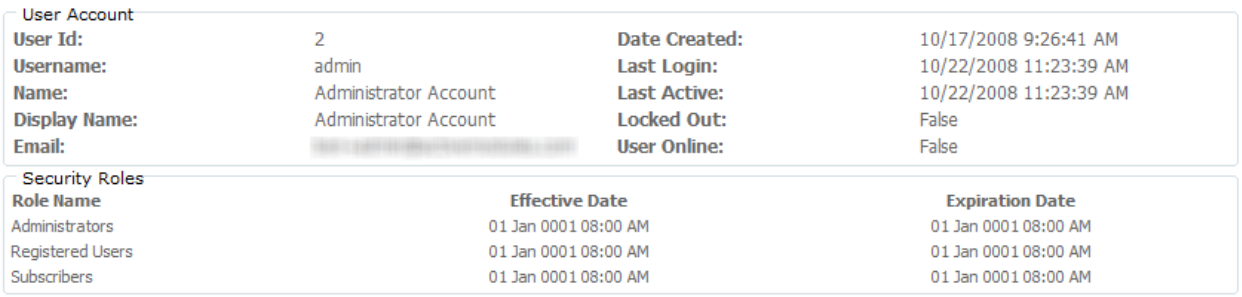
- This section allows you to manage your forum subscriptions and sharing options.

Administrator Settings:



- Only Administrators can view this page.
- **Reward Points** – Use this to change a user's rank based on the point system.
- **User Caption** – This short description will display beneath a user's name on their posts.
- **Disable Signature or Avatar** – Use this if the signature or avatar is inappropriate.
- **Trusted User** – Check to give a user certain access
- **Monitor Activity** – Sends email notifications whenever this user posts.
- **Disable Attachments** – Stops this user from attaching any files to posts or topics.

User Account



- This read-only tab allows administrators to view the user accounts associated with each forum user.

  - **Note:** These settings only apply to Basic profiles. Using Active Profile gives you much more customization and additional user information fields.

- The **Search** interface is a tool for finding a particular post based on keywords or a username. There are also a few links for quick searches. Unanswered, Not Read, My Topics and Active Topics will all go to separate lists of topics depending on what the user has viewed previously.



The "What's New" Module

This is a small module that you can add to any page that will list new topics as they appear on your forums.



Un-Installation guide:

1. Login as the "Host" account.
2. Choose "Module Definitions" from the drop-down host menu.
3. Locate Active Forums and click the pencil button next to it.
4. Check the "Delete Files" box if you wish to delete all forum posts and topics and then click "Uninstall"



5. Active Forums will be completely removed from your portal.

Note: If you plan on re-installing later or on a different server, contact us at support@activemodules.com for licensing details.

Support:

Thank you again for choosing Active Forums for your community needs. Please visit our web site, www.activemodules.com, for all the latest news and updates for our modules. Contact us immediately if you encounter any problems with Active Forums. You may also visit the support forums on our site which we monitor regularly. You may also send an email to support@activemodules.com. We know your site is important and will resolve your problem in a professional and timely manner. In some cases, we may ask to discuss the issue over the phone. In that case we will request a number and best time to call.