

Using The Community

Posting a question in the **Community** allows you to interact with your peers, our staff and HR professionals. Responses could help you find an answer in less than 24 hours. And the responses are likely to be professionally candid, with other members sharing advice and best practices based on their own personal experiences.

Share your Community activity with friends on Facebook and followers on Twitter.

Post your questions quickly – choosing the relevant category and typing a quick description. Remember, you can always post anonymously!

In **Overview**, get quick stats on what the **Community** looks like today.

There are **7 categories** where you can post questions and share expertise:

1. Breaking News
2. Compensation and Benefits
3. General HR
4. Hiring
5. Onboarding
6. People Management
7. Termination

Look for the **double call-out's** to see where conversation is happening and **single call-outs** for where a response is still needed.

The screenshot shows the HR Insights Community interface. At the top, there's a navigation bar with 'Home » Community' and a search bar. Below the navigation, there's a 'Welcome to the Community' section with a 'Post Something!' button. The main content area is divided into several category sections: 'Breaking News', 'Compensation and Benefits', 'General HR', and 'Hiring'. Each section lists recent posts with their titles, authors, and response counts. To the right, there's an 'Overview' section showing statistics for categories, posts, responses, and members. Callout boxes provide detailed instructions for each of these elements.

The Community has some basic Guidelines for our members to follow, read them below or find them in the bottom right hand corner of the Community home page.

1. **Search for your question before posting**, it may have been already answered!
2. Vote on the best answers with a green arrow up. The less than stellar ones? Red arrow down.
3. We don't want to see anything sexually explicit; no hate speech, stalking, or personal attacks; **nothing spammy**; no profanity; and **no ranting**! We are a productive and enlightened group of people, whining never achieves anything.
4. If you see anybody abusing the community flag 'em and we'll make sure it's stopped immediately.

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The **Community** is built flexibly so you can post and interact wherever and whenever you want:

Vote on the best responses by clicking the **green** up-arrow and the not-so-great responses with a **red** down-arrow.

Share interesting Community posts with your social networks on both **Twitter** and **Facebook**.

Flag this post if it defies the Community Guidelines.

To **Respond to this Post**, simply enter your comments into the text box and click on the orange button to **Submit Response**.

In order to **Post Something** new, from the main Community page or the Lifecycle pages, you must include a **Topic, Title** and **Post** content.

You have the option to **Post and Respond Anonymously** if you prefer to not have any profile information publicly associated to your comments.

Remember, you can always read and follow activity in the Community but in order to ask and respond to questions, you must be logged in to your user account.