



E-Business Discussion Forums Guide

E-Business Version 5.0 SP2

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Chapter 1

Discussion Forums Overview

Introduction

This guide provides an overview of Aptify E-Business Discussion Forums. An organization can use this feature to create on-line communities that allow Web Site users to exchange information and express opinions concerning topics related to an organization's mission or of interest to an organization's members.

Discussion Forums allow users to post new messages or reply to existing threads. The Aptify E-Business sample site also supports two views for forum messages (standard and threaded).

Note that this guide describes the Discussion Forums functionality as it is implemented in the E-Business sample site. A Web developer can easily modify these pages or create new pages that leverage the same functionality. See the *Aptify E-Business Developer Guide* for details.

The Discussion Forums application is added to Aptify when you install E-Business. See the *Aptify E-Business Installation Guide* for instructions.

This chapter covers the following topics:

- [Discussion Forum Services](#): This section provides an overview of the services that appear in the Discussion Forums application.
- [Discussion Forum Topics](#): The section provides an overview of the other chapters in this guide.

Discussion Forum Services

Within Aptify, the Discussion Forums application includes the following services related to the discussion forum functionality. Note that the Discussion Forums application is added to Aptify automatically after installing E-Business.

- [Discussion Forum Messages](#) — This service stores the messages posted to discussion boards by Web Users.
- [Discussion Forum Moderators](#) — This service, which is reserved for future use, will identify a Web User as a moderator for a particular forum.
- [Discussion Forum Subscriptions](#) — This service stores information about Web Users who have requested to receive periodic emails containing information about the latest posts to the E-Business site.
- [Discussion Forum Users](#) — This service, which is reserved for future use, will be used in conjunction with the Discussion Forum moderator functionality to control who can post to a forum and when posts can be displayed.
- [Discussion Forums](#) — This service stores the forums that users can access over an E-Business site.

Discussion Forum Topics

This guide provides information on working with discussion forums in the Aptify system. This information is divided into the following chapters:

- [Using Discussion Forums](#) — This chapter provides information on how internal users and Web Users can access and interact with discussion forums on an E-Business site.
- [Discussion Forum Forms](#) — This chapter provides detailed reference information on every field and tab in the services discussed in this guide.

Chapter 2

Using Discussion Forums

Introduction

This chapter describes the Aptify E-Business Discussion Forums functionality and how users can access forums on-line, create forums, and post messages.

It contains the following topics:

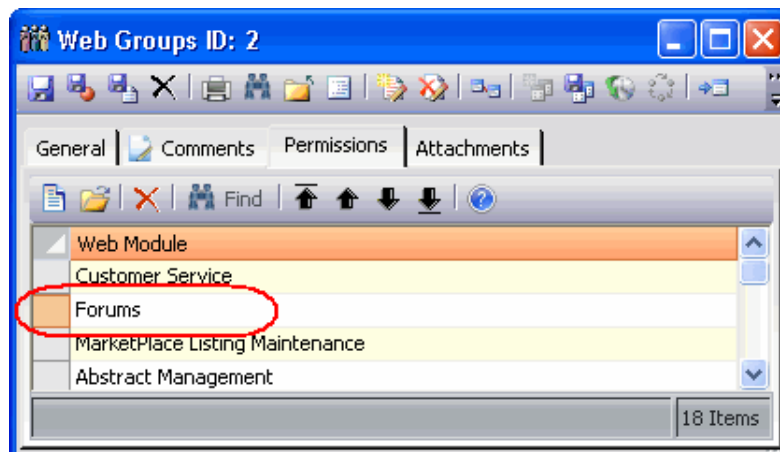
- [Accessing Discussion Forums](#)
- [Creating Forums](#)
- [Adding Forum Messages](#)
- [Subscribing to Forum Email Alerts](#)

Accessing Discussion Forums

The Discussion Forums application uses the standard E-Business Web Module security model to control access to forums. In order to access the Discussion Forum pages on the E-Business sample site, a Web User must be in a Web Group that has permissions to the Forums Web Module. Also, Aptify needs Web Menus records that link to the appropriate Forum pages. Alternatively, to allow anonymous access to Discussion Forums, the Forums Web Module should be configured to *Allow Public* and not *Apply Group Security*. In this case, additional security can be set at the Discussion Forum level using the **Access** field (described later in “Controlling Access to Specific Forums” on page 12).

By default, the *Forums* Web Module is available to members of the *Customers* Web Group, as shown in Figure 2.1. Also, when a person creates a new Web User from an E-Business site, that Web User is automatically added to the Customers Web Group by default.

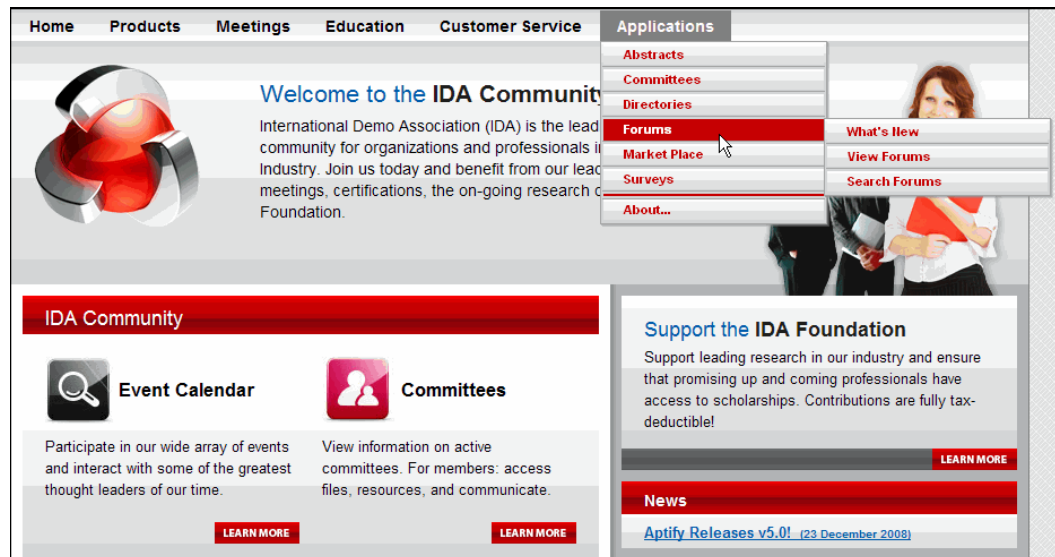
Figure 2.1
Permissions to
Forums
Module



See the *Aptify E-Business Developer Guide* for more information on E-Business page security, Web Modules, Web Menus, and Web Users.

Once a person has established a Web User account that has access to the Forums module, the Forums application becomes available in the E-Business sample site's Application drop-down menu (as shown in Figure 2.2).

Figure 2.2
Forum Web
Menu Option



Selecting the **Forums** menu item displays the following three options in a sub-menu:

- [What's New](#)
- [View Forums](#)
- [Search Forums](#)

Note that selecting the *Forums* item directly is the same as selecting the *View Forums* option.

A user only can see the forums to which he or she has access. See “Controlling Access to Specific Forums” on page 12 for details.

What's New

This menu item opens the */Forums/whatsnew.aspx* sample site page. From this page, a Web User can easily identify the forums that have had recent activity. By default, the page shows information about the forums that have had activity in the last day. However, the Web User can also select a different time frame from the drop-down list (such as posts in the last week or last 3 months) and click the **Refresh** button to load the appropriate data for the time period specified.

Selecting a Forum's hyperlink on this page opens the discussion page for that forum (see "Adding Forum Messages" on page 19 for information on the standard discussion page).

This page uses the `spGetRecentForumPostingInfo` database object to retrieve forum information. This is a Database Objects record in Aptify.

Figure 2.3
What's New
Page

Forum	Most Recent	# New Postings
Business	1/29/2009 6:31:40 AM	5

View Forums

This menu option opens the */Forums/default.aspx* sample site page. It displays the active, top-level forums (that is, discussion forums with no parent) that are marked as *Browsable* in the Discussion Forums record (see “Creating Forums from Aptify” on page 13 and “Discussion Forums” on page 43). Whether a discussion forum is active or not depends on its Status and its Start and End Dates. Also, forums will not appear if the user does not have access to it (see “Controlling Access to Specific Forums” on page 12).

The number of posts currently in each forum appears in parentheses to the right of the forum name.

Also, a link to the Search Forum page (see “Search Forums” on page 10) and a link to the Forum Subscription page (see “Subscribing to Forum Email Alerts” on page 28) appear at the bottom of the page.

Selecting a top-level forum on this page opens the discussion page for that forum and displays links to any child forums (see “Adding Forum Messages” on page 19 for information on the standard discussion page).

Figure 2.4
Default
Forums Page

Search Forums

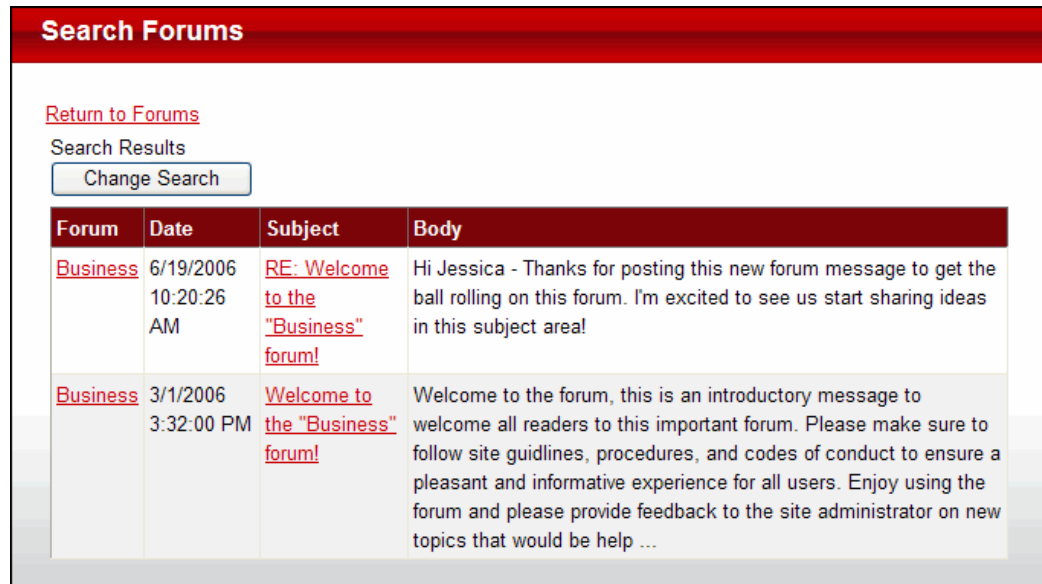
This menu item opens the */Forums/search.aspx* sample site page. From this page, a Web User can use keywords to search the subject or message body of recent posts. The following is an overview of how a Web User can use this page:

1. A Web User selects the **Application > Forums > Search Forums** web menu option on the E-Business sample site.
2. If searching across all forums, the user leaves the **All Forums** box checked. If searching a particular forum, the user unchecks the box (which then loads the Forum selection grid shown in Figure 2.5) and selects the appropriate forum.

Figure 2.5
Specify Search
Criteria

3. The user enters search keywords in the **Subject Containing** and/or **Body Containing** fields. If information is entered in both fields, a post must match both criteria to be returned as a search result.
4. The user selects the time frame for posts to search. The default is to search posts in the last 1 day but the drop-down list includes additional options from 2 Days to 3 Months.
5. The user clicks the **Search** button and the E-Business site displays the set of matching posts. Note that a qualifying message only appears if the Web User has access to the message's forum (see "Controlling Access to Specific Forums" on page 12).

Figure 2.6
Search Results



The screenshot shows a web interface titled "Search Forums". At the top left, there is a link "Return to Forums" and the text "Search Results" above a "Change Search" button. Below this is a table with four columns: Forum, Date, Subject, and Body. The table contains two search results for the "Business" forum.

Forum	Date	Subject	Body
Business	6/19/2006 10:20:26 AM	RE: Welcome to the "Business" forum!	Hi Jessica - Thanks for posting this new forum message to get the ball rolling on this forum. I'm excited to see us start sharing ideas in this subject area!
Business	3/1/2006 3:32:00 PM	Welcome to the "Business" forum!	Welcome to the forum, this is an introductory message to welcome all readers to this important forum. Please make sure to follow site guidelines, procedures, and codes of conduct to ensure a pleasant and informative experience for all users. Enjoy using the forum and please provide feedback to the site administrator on new topics that would be help ...

6. The user can perform one of the following actions to open a search result or start again:
- **Click Forum Hyperlink:** Clicking the forum's hyperlink opens the discussion page for that forum (see "Adding Forum Messages" on page 19 for information on the standard discussion page).
 - **Click Subject Hyperlink:** Clicking the subject hyperlink for a particular post opens that message in a new browser window.
 - **Click Change Search Button:** A user can click this button to return to the Search screen to modify the search criteria.

Controlling Access to Specific Forums

Whether or not a forum is available on an E-Business site for a particular Web site visitor depends on the forum's Access setting and the visitor's Web Group affiliations. For each Discussion Forums record, an organization can specify an **Access** type, which determines the set of Web site visitors who can read, post, and reply to messages in that forum.

This field supports the following options:

- **Anonymous:** When a forum is set to this option, all visitors to an E-Business Web site can read messages in this forum, but only Web Users logged into the site can post messages and reply to existing messages.
- **Registered:** When a forum is set to this option, only Web Users logged into the site can read, post, and reply to messages. New Discussion Forums records are set to Registered by default.
- **Restricted:** When a forum is set to this option, the forum further restricts access to the forum depending on a Web User's Web Group affiliations. A Web User logged into the site can read, post, and/or reply to messages depending on his or her membership in the Web Groups specified on the Forum's Groups tab. For example, if a Web User is not in any of the Groups specified on the Forums record, then that user will not have access to the forum. Or, if a Web User is in a group that has Read and Reply but not Post access, then no Post button will appear in the message grid when the user accesses that forum. See "Groups Tab" on page 45 for more information.

Figure 2.7
Discussion
Forums
Record's
Groups Tab

Group	Read	Post	Reply
Customers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Committees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
MarketPlace Administrator	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Note that the Access field is in addition to whatever security is configured for the Forum Web Module. For example, if the Forum Web Module uses Group Security, then Web site visitors will be unable to access Anonymous forums. See the *Aptify E-Business Developer Guide* for information on Web Module security.

Creating Forums

This section describes the methods for adding new forums when using the E-Business sample site. This includes creating forums within Aptify or using the E-Business site.

- [Creating Forums from Aptify](#)
- [Creating Forums from an E-Business Site](#)

Creating Forums from Aptify

An Aptify user can create new discussion forums as needed from the Discussion Forums service. Follow these steps:

1. Launch the Aptify Windows application if not already running.
2. If not already subscribed to it, add the **Discussion Forums** application to your desktop.
3. Open a new record from the Discussion Forums service.
4. Enter a **Name** for the forum.
5. Select the **Type** of forum (Category or Forum).
 - A Forum type is a forum that can include messages. A Category generally does not have its own messages but is provided to categorize forums and create a hierarchy. However, note that in the E-Business sample site, all Discussion Forums can support messages (even those marked as Category).
6. If you are creating a sub-forum to an existing forum, enter the existing forum in the **Parent** field.
7. Enter a **Description** of the new forum.
8. If you do not want to display this Forum in the forum listing, remove the check mark from the **Browsable** box.
 - For example, when accessing the default Forums page (*/Forums/default.aspx*), a top-level forum will not appear unless this box is checked. Likewise, once a top-level forum is selected, child forums will only appear if this box is checked on the child forum's record.
9. Specify the **Access** type for the forum. This determines the type of Web site visitors who can access the forum.
 - New Discussion Forums records are set to **Registered** by default.
 - If you select the Restricted option, also specify the permissions for one or more Web Groups who should be permitted access to the forum on the Groups tab. See "Controlling Access to Specific Forums" on page 12 for details.
10. Specify the forum's current **Status**.

- The available options are Active, Pending, Suspended, and Cancelled. In the sample site, a forum does not appear on the Forums pages unless it is Active. Likewise, non-Active forums are not accessible using the Search Forum functionality.
11. Enter a **Start Date** and an **End Date** for the forum, if desired.
 - Today's date automatically populates in the Start Date field.
 - A forum is not available on the E-Business site unless today's date falls within the range specified by the Start and End Dates. Likewise, the system does not display search results for forums that are not currently active based on the date range.

The **Moderated** field is reserved for future use.

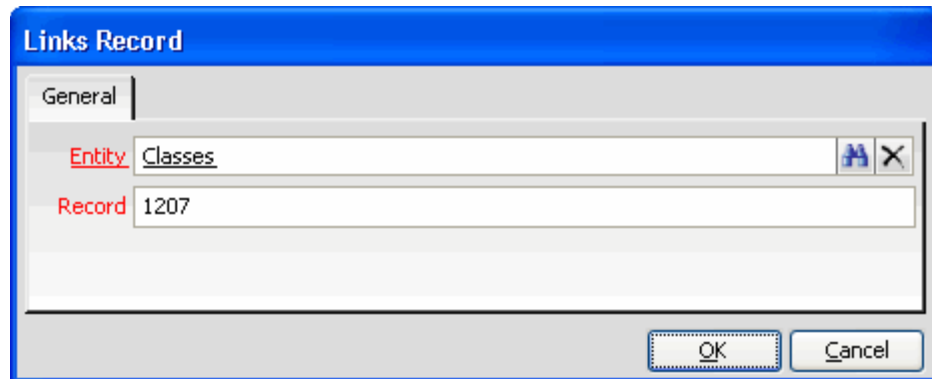
Figure 2.8
New
Discussion
Forums
Record

The screenshot shows a web browser window titled "New Discussion Forums Record". The browser's address bar and toolbar are visible at the top. Below the browser window, there is a tabbed interface with tabs for "General", "Comments", "Links", "Groups", and "Attachments". The "General" tab is selected. The form fields are as follows:

- Name:** New Discussion Forum
- Type:** Forum (dropdown menu)
- Parent:** Marketing (dropdown menu)
- Description:** This is a new discussion forum.
- Browsable:**
- Moderated:**
- Access:** Registered (dropdown menu)
- Status:** Active (dropdown menu)
- Start Date:** 1/29/2009 (calendar icon)
- End Date:** (empty field with calendar icon)

12. Enter any additional information on the **Comments** tab.
13. If creating a forum that is specific to another area of the E-Business site (such as Class forum), click the **Links** tab and specify the record to which the forum should be linked. For example, to create a forum for a class, open a Links record and enter *Classes* in the **Entity** field and the ID of the class's record in the **Record** field.

Figure 2.9
Links Record



The screenshot shows a dialog box titled "Links Record" with a blue header. Below the header is a tab labeled "General". There are two text input fields: the first is labeled "Entity" and contains the text "Classes"; the second is labeled "Record" and contains the number "1207". At the bottom right of the dialog are two buttons: "OK" and "Cancel".

- The Discussion Forum’s Links tab stores any links between a forum and other records in Aptify. For the E-Business sample site, this tab is primarily used to link a Meeting-specific, Committee Term-specific, or Class-specific forum to its respective Meeting, Committee Term, or Class page.
- Note that the E-Business site can generate this link automatically when a Web User creates a forum (see “Creating Forums from an E-Business Site” below for details).

14. Save the record.

Creating Forums from an E-Business Site

Forums that link to Meetings, Committee Terms, or Classes can be created directly from the E-Business site, as described in the following sections:

- [Creating Forums for Meetings and Committee Terms](#)
- [Creating Forums for Classes](#)

Creating Forums for Meetings and Committee Terms

When a Web User accesses the Forum link on a Meeting’s or Committee Term’s information page, the E-Business site automatically creates a forum for that meeting/committee term if one does not exist already.

Figure 2.10
Meeting's
Forum Option

The screenshot shows a web page for a meeting titled "Managing the Sampco Way" at "The Brown Palace" on "Sunday, July 04, 2010 to Sunday, July 04, 2010". The page features a navigation menu at the top with links for Home, Products, Meetings, Education, Customer Service, and Applications. On the left, there is a "Quick Links" section with "Meetings Center" and a search bar. Below that is a section for "Attend IDA Annual" with a "LEARN MORE" button. The "IDA Community" section includes links for "Meetings" and "Catalog". The main content area has a "Meeting Information" header and a "General" link circled in blue. Other links include "Schedule", "Speakers", "Travel", and "Register Now - \$350.00". A "General Information" section on the right provides details about the event, noting it was sold out last year and is still available.

The generated Discussion Forums record is a top-level, non-browsable forum linked to the meeting or committee term by a Links sub-type record to the meeting's Product record or the Committee Terms record (this is visible on the forum's Links tab; see "Links Tab" on page 46 for details).

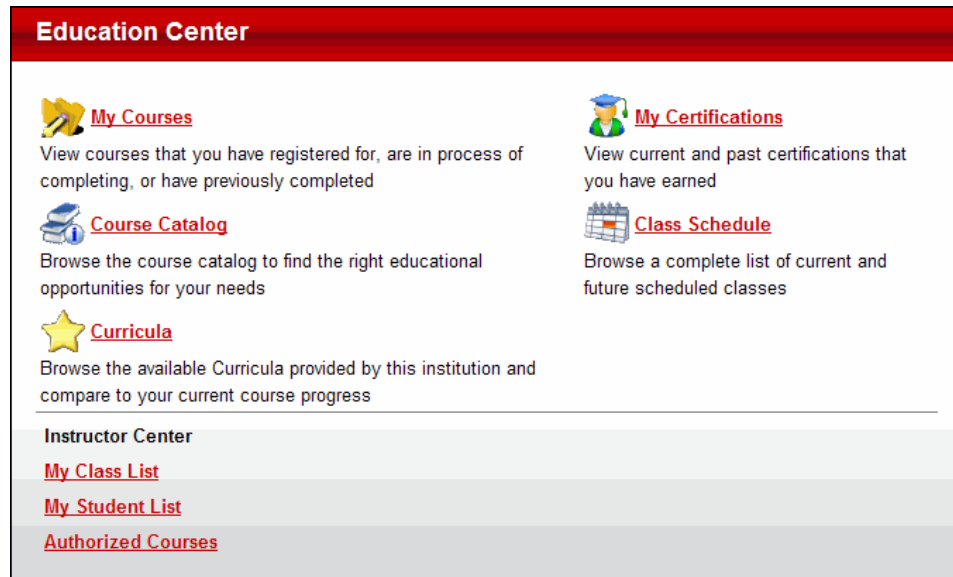
Creating Forums for Classes

This functionality requires the Education Management add-on application.

The following steps provide an overview of how an instructor can create a discussion forum for his or her class from the E-Business site:

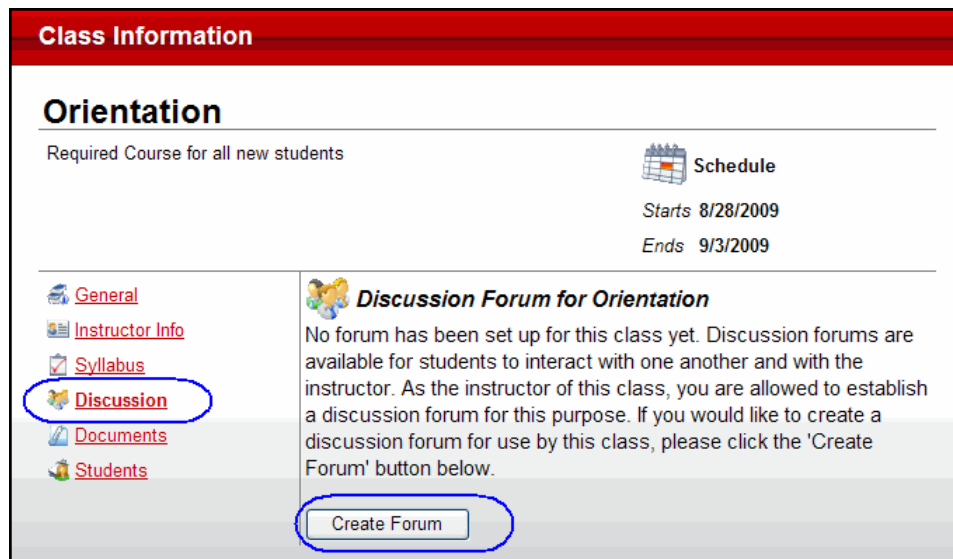
1. The instructor connects to the E-Business site and logs in.
2. The instructor selects the **Education** heading in the E-Business web menu to open the Education Center, which includes the Instructor Center option, shown in Figure 2.11.
 - The instructor's Web User must be a member of a Web Group that has access to the Education Web Module in order to have access to the Education pages.
 - The Instructor Center appears when the Web User is linked to a Persons record who is listed on the Instructors tab on one or more Courses records in Aptify.

Figure 2.11
Instructor
Center Option



3. The instructor selects the **Instructor Center** hyperlink to open the Instructor Center page, which provides access to the instructor's class list.
4. The instructor selects the **My Class List** hyperlink in the Instructor Center.
5. The instructor selects the class that needs a forum from the list shown on the My Class Lists screen.
6. The instructor clicks the **Discussion** hyperlink on the left side of the Class page to load the discussion forum details for that class.

Figure 2.12
Class's
Discussion
Page (No
Current
Forum)



7. If a forum does not yet exist for the class, the instructor can create one by clicking the **Create Forum** button.

- When the instructor clicks this button, the E-Business site automatically creates a top-level, non-browsable Discussion Forums record (linked to the Classes record on the Discussion Forum record's Links tab), and the instructor and registered students can immediately start posting to the forum.

Figure 2.13
Class's
Discussion
Page (With
Forum)

The screenshot displays a web interface for a class. At the top, there is a red header bar with the text "Class Information". Below this, the main content area is titled "Orientation" and includes the text "Required Course for all new students". To the right of this text is a "Schedule" link with a calendar icon, showing "Starts 8/28/2009" and "Ends 9/3/2009". On the left side, there is a vertical navigation menu with links for "General", "Instructor Info", "Syllabus", "Discussion", "Documents", and "Students". The "Discussion" link is highlighted. To the right of the navigation menu, there is a section titled "Discussion Forum for Orientation" with a globe icon. Below this title are three buttons: "New Post", "Reply", and "Threaded View" with a dropdown arrow.

Adding Forum Messages

This section describes how Web Users post and view messages in an E-Business Discussion Forum. It includes the following sections:

- [Reading Messages](#): Describes how E-Business Web Users can read messages in a discussion forum and view attachments.
- [Adding Messages and Attachments](#): Describes how E-Business Web Users can add messages and attachments to discussion forums.
- [Creating Messages from Aptify](#): Describes how users can create messages directly within Aptify without connecting to the E-Business site.

Reading Messages

When a Web User accesses a discussion forum (such as by selecting a forum from the forum hierarchy view on the */Forums/Forum.aspx* sample site page or by accessing a Meeting, Committee Term, or Class that has an associated forum), the E-Business sample site displays a forum's messages using the *ForumMessageGrid* user control. This control supports two layouts for displaying messages:

- **Threaded View:** Messages are displayed in a nested hierarchy where replies are displayed under the top-level post. The top-level posts are displayed in reverse chronological order (newest message appears on top). To expand a message to see its replies, a Web User clicks the plus (+) sign to the left of a message. To see the text of a message, the Web User selects it from the list. The currently selected message is then highlighted in yellow and its text appears below the list of posts.

Figure 2.14
Threaded View

Discussion Forum

Engineering [Manage Subscriptions](#)
 Parent Forum: [Top Level](#)
 General Engineering Forum

Subject	From	Sent	# Replies
ASP.NET Reference Book	Ian Beck/Demo Company	2/10/2009 2:05 PM	2
Engineering Forum	Luke Tate/Danube Partners	2/1/2009 11:47 AM	1
Welcome to the "Engineering" forum!	Jessica Aaronson/Demo Company	1/15/2009 3:32 PM	1

Subject: ASP.NET Reference Book Sent: 2/10/2009 2:05 PM
 From: Ian Tate Attachments: No Attachments
 Does anyone know where I can get a good reference book on ASP.NET? -Thanks, Ian

- **Standard View:** Messages are displayed in reverse chronological order (newest message appears on top) regardless of a message's topic or its relationship to other messages. To see the text of a message, the Web User selects it from the list. The currently selected message is then highlighted in yellow and its text appears below the list of posts.

Figure 2.15
Standard View

Discussion Forum

Engineering [Manage Subscriptions](#)
 Parent Forum: [Top Level](#)
 General Engineering Forum

Subject	From	Sent	# Replies
RE: ASP.NET Reference Book	Ian Beck/Demo Company	2/12/2009 12:00 PM	0
RE: ASP.NET Reference Book	Luke Tate/Danube Partners	2/11/2009 11:59 AM	0
ASP.NET Reference Book	Ian Beck/Demo Company	2/10/2009 2:05 PM	2
RE: Engineering Forum	Jessica Aaronson/Demo Company	2/3/2009 11:49 AM	0
Engineering Forum	Luke Tate/Danube Partners	2/1/2009 11:47 AM	1
RE: Welcome to the "Engineering" forum!	Ian Beck/Demo Company	1/17/2009 10:20 AM	0
Welcome to the "Engineering" forum!	Jessica Aaronson/Demo Company	1/15/2009 3:32 PM	1

Subject: RE: ASP.NET Reference Book Sent: 2/12/2009 12:00 PM
 From: Ian Tate Attachments: No Attachments
 Thanks. Any other suggestions? I would be interested in getting a couple of different books.

Note that Web Users can also perform keyword searches of a forum's messages using the **Search** field located in the top area of the Discussion Forum Messages grid. The search function examines the subject and body fields of the forum's messages to find messages that match the specified keywords.

Viewing Attachments

If a message has one or more attachments, a **View** button appears below the *Attachments:* item in the message header (as shown in Figure 2.16; note that the button reads **View/Add** if the Web User originally posted the message, as shown in Figure 2.24).

Figure 2.16
Message with
Attachment

Subject	From	Sent	# Replies
New Sample Post	Luke Tate/Danube Partners	2/12/2009 12:07 PM	0
ASP.NET Reference Book	Ian Beck/Demo Company	2/10/2009 2:05 PM	2
Engineering Forum	Luke Tate/Danube Partners	2/1/2009 11:47 AM	1
Welcome to the "Engineering" forum!	Jessica Pintaro/Folk och fä HB	1/15/2009 3:32 PM	1

Subject:	New Sample Post	Sent:	2/12/2009 12:07 PM
From:	Luke Tate	Attachments:	1 File attached

This is a sample new post.


Clicking the **View** button displays the list of attachments for the message. Clicking an attachment name opens that attachment in the Web User's browser (the user is prompted with the option to open the file or save it to a location on the local computer).

Figure 2.17
Message
Attachment

Subject	From	Sent	# Replies
New Sample Post	Luke Tate/Danube Partners	2/12/2009 12:07 PM	0
ASP.NET Reference Book	Ian Beck/Demo Company	2/10/2009 2:05 PM	2
Engineering Forum	Luke Tate/Danube Partners	2/1/2009 11:47 AM	1
Welcome to the "Engineering" forum!	Jessica Pintaro/Folk och fä HB	1/15/2009 3:32 PM	1

Subject:	New Sample Post	Sent:	2/12/2009 12:07 PM
From:	Luke Tate	Attachments:	1 File attached

This is a sample new post.

File	Description	Updated On	Size
 SampleAttachment.txt		2/12/2009	KB

Adding Messages and Attachments

The following is an overview of how a Web User can post a new top-level message or a reply to a discussion forum (assuming the user has permissions to post and/or reply to messages, as described in “Controlling Access to Specific Forums” on page 12):

1. The Web User clicks the **New Post** button at the top of the message list. This refreshes the forum page and displays the Subject and Body input fields.
 - If replying to an existing message, the Web User selects the original post from the message grid and then clicks the **Reply** button. In this case, the Subject input field automatically displays **RE: [original message subject]**.
2. The Web User enters a **Subject** for the message and its **Body** content.

Figure 2.18
New Post

The screenshot shows a web forum interface for the 'General Engineering Forum'. At the top, there are three buttons: 'New Post', 'Reply', and 'Threaded View'. The 'New Post' button is circled in blue. Below the buttons is a table with four columns: 'Subject', 'From', 'Sent', and '# Replies'. The table contains three rows of messages. Below the table is a 'New Post' form with a 'Subject:' field containing 'New Sample Post' and a 'Message:' field containing 'This is a sample new post.'. At the bottom of the form, there are two buttons: 'Save' and 'Cancel'. The 'Save' button is circled in blue.

Subject	From	Sent	# Replies
ASP.NET Reference Book	Ian Beck/Demo Company	2/10/2009 2:05 PM	2
Engineering Forum	Luke Tate/Danube Partners	2/1/2009 11:47 AM	1
Welcome to the "Engineering" forum!	Jessica Pintaro/Folk och få HB	1/15/2009 3:32 PM	1

New Post
Subject:
New Sample Post
Message:
This is a sample new post.

Save Cancel

3. The Web User clicks **Save** to post to the discussion forum.
 - The new message is displayed in the Discussion Forum message grid, as shown in Figure 2.19.

Figure 2.19
New Post
Added to
Forum

General Engineering Forum			
<input type="button" value="New Post"/> <input type="button" value="Reply"/> Threaded View			
Subject	From	Sent	# Replies
New Sample Post	Luke Tate/Danube Partners	2/12/2009 12:24 PM	0
ASP.NET Reference Book	Ian Beck/Demo Company	2/10/2009 2:05 PM	2
Engineering Forum	Luke Tate/Danube Partners	2/1/2009 11:47 AM	1
Welcome to the "Engineering" forum!	Jessica Pintaro/Folk och få HB	1/15/2009 3:32 PM	1

Subject:	New Sample Post	Sent:	2/12/2009 12:24 PM
From:	Luke Tate	Attachments:	No Attachments

This is a sample new post.

- The E-Business site automatically created a Discussion Forum Messages record for the new message (with a Status of Posted), as shown in the example in Figure 2.20.

Figure 2.20
Corresponding
Discussion
Forum
Messages
Record

Discussion Forum Messages ID: 69	
General Comments Moderation Attachments	
Web User	<input type="text" value="LukeT"/>
Subject	<input type="text" value="New Sample Post"/>
Body	<input type="text" value="This is a sample new post."/>
Parent	<input type="text"/>
Forum	<input type="text" value="Engineering"/>
Status	<input type="text" value="Posted"/>
Date Entered	<input type="text" value="2/12/2009 12:24:06 PM"/>

- To add an attachment to this post, the Web User clicks the **Add** button that appears below the Attachments header item (see Figure 2.19).
- The Web User enters the location of the file to attach in the **File** field. The user can also click the **Browse...** button to browse for the file on the local computer or network.
- The Web User enters a **Description** of the attachment.
- The Web User clicks **Upload** to add the attachment to the post.

Figure 2.21
Specify File to Attach

General Engineering Forum

New Post Reply Threaded View

Subject	From	Sent	# Replies
New Sample Post	Luke Tate/Danube Partners	2/12/2009 12:24 PM	0
ASP.NET Reference Book	Ian Beck/Demo Company	2/10/2009 2:05 PM	2
Engineering Forum	Luke Tate/Danube Partners	2/1/2009 11:47 AM	1
Welcome to the "Engineering" forum!	Jessica Pintaro/Folk och få HB	1/15/2009 3:32 PM	1

Subject: New Sample Post Sent: 2/12/2009 12:24 PM
From: Luke Tate Attachments: No Attachments

This is a sample new post.

To upload a file, fill in the information shown below

File

Description

- Aptify automatically adds the file as an attachment to the Discussion Forum Messages record. The file appears on that record's Attachments tab (as shown in Figure 2.22).

Figure 2.22
Attachment Added to Record

Discussion Forum Messages ID: 69

General | Comments | Moderation | Attachments

Name	Last Updated
SampleAttachment.txt	2/12/2009 12:37:34 PM

- The Web User can add additional attachments to the message as necessary by specifying another file name and clicking the **Upload** button.

Figure 2.23
Add or View
Message
Attachments

General Engineering Forum

New Post Reply Threaded View

Subject	From	Sent	# Replies
New Sample Post	Luke Tate/Danube Partners	2/12/2009 12:24 PM	0
ASP.NET Reference Book	Ian Beck/Demo Company	2/10/2009 2:05 PM	2
Engineering Forum	Luke Tate/Danube Partners	2/1/2009 11:47 AM	1
Welcome to the "Engineering" forum!	Jessica Pintaro/Folk och få HB	1/15/2009 3:32 PM	1

Subject: New Sample Post Sent: 2/12/2009 12:24 PM
 From: Luke Tate Attachments: No Attachments

This is a sample new post.

File	Description	Updated On	Size
SampleAttachment.txt		2/12/2009	KB

To upload a file, fill in the information shown below

File

Description

- Note that a Web User can add additional attachments to a prior message at any time by returning to that post and clicking the **View/Add** button (see Figure 2.24) to return to the screen shown in Figure 2.23.

Figure 2.24
View/Add
Button

General Engineering Forum

New Post Reply Threaded View

Subject	From	Sent	# Replies
New Sample Post	Luke Tate/Danube Partners	2/12/2009 12:24 PM	0
ASP.NET Reference Book	Ian Beck/Demo Company	2/10/2009 2:05 PM	2
Engineering Forum	Luke Tate/Danube Partners	2/1/2009 11:47 AM	1
Welcome to the "Engineering" forum!	Jessica Pintaro/Folk och få HB	1/15/2009 3:32 PM	1

Subject: New Sample Post Sent: 2/12/2009 12:24 PM
 From: Luke Tate Attachments: **1 File attached**

This is a sample new post.

Creating Messages from Aptify

In general, most discussion forum messages should be created by a Web User from an E-Business Web site. However, it is possible to create messages directly from Aptify if necessary. Follow these steps:

1. Launch the Aptify Windows application if not already running.
2. If not already subscribed to it, add the **Discussion Forums** application to your desktop.
3. Open a new record from the Discussion Forum Messages service.
4. Specify the **Web User** on whose behalf the post is being added. This field links to the Web Users service.
5. Enter the **Subject** for the message.
6. Add the text of the message in the **Body** field.
7. If this message is in response to another post, enter the parent message in the **Parent** field.
8. Specify the **Forum** under which this message will appear. This field links to a Discussion Forums record.
9. Set **Status** to **Posted**.
 - By default, Aptify creates new messages with a status of Posted. On an E-Business sample site, Web Users cannot view a message that has a Status of Removed or Pending.
 - Also, note that the system will use the Pending and Removed options in conjunction with the moderator functionality to be implemented in the future (new messages would have a Status of Pending and would not display on the site until approved). However, an organization can currently use these options to manually remove inappropriate posts from a Discussion Forum without deleting the underlying Discussion Forum Messages record.
10. Enter the date and time for the post in the **Date Posted** field.

Figure 2.25
New
Discussion
Forum
Messages
Record

New Discussion Forum Messages Record

General | Comments | Moderation | Attachments

Web User: IanB

Subject: New Discussion Forum Post

Body: This is a new discussion forum post added from the Aptify Windows application.

Parent:

Forum: Engineering

Status: Posted

Date Entered: 2/09/2009 3:45 PM

11. Click the **Comments** tab and enter any additional information concerning this message.
12. Save the record.
13. Click the **Attachments** tab and attach any relevant documents for the post, if applicable. These attachments will be visible to Web Users from the E-Business site.

The Moderation tab is reserved for future use. See “Moderation Tab” on page 38 for more information.

Subscribing to Forum Email Alerts

The Aptify Discussion Forums application supports the ability to automatically generate periodic or realtime email alerts to subscribers when new messages are posted to the Discussion Forums that a subscriber can access. This section provides an overview of how to configure both periodic and realtime Forum Email Alerts and describes how Web Users can sign up and manage their subscription to the email alerts.

- [Configuring Periodic Forum Email Alerts](#)
- [Configuring Realtime Forum Email Alerts](#)
- [Subscribing to Email Alerts](#)

Before sending Forum Email Alerts, an administrator must configure the attributes for the *Dot Net Mail Message Systems* record (if not done so already) to specify an SMTP server to use for bulk emails. See the *Aptify Administration Guide* for details.

Configuring Periodic Forum Email Alerts

Periodic Forum Email Alerts, also known as a *Daily Digest* are emails sent periodically notifying the user of new posts to the forum. An administrator determines when and how often a subscriber receives an email alert depending on the recurrence schedule of the Scheduled Task responsible for sending the message and if there are any new messages added to forums available to the subscriber since the last time the subscriber received an alert.

This section describes the configuration steps required to enable periodic Forum Email Alerts on your organization's Aptify system.

1. Create a Message Template for the Forum Email Alerts.
 - Aptify provides a sample Message Template, named *New Messages Alert*, that you can use as the starting point for your own message template. This template includes Aptify-specific information and is intended only as a sample. However, an organization can create a copy of this template (using the cloning feature) and then edit that copy as necessary while retaining the basic structure of the message.
 - Aptify also provides a fully functional Message Part, named **Current Discussion Forum Messages**, which automatically populates a data table grid with information concerning the relevant Discussion Forum Messages for the alert. However, if an organization needs to modify this part, Aptify recommends that you create a copy and then modify that copy as needed.

- This Message Part uses a stored procedure (*spGetCurrentDiscussionForumMessagesBySubscriber*) to populate the table with information on only those discussion forum messages relevant to the particular subscriber.
2. If you created a new Message Template for the daily digest message, edit the MessageTemplateID input property for the Create Message Runs step of the *Send Discussion Forum Email Updates - Daily Digest* process flow to point to the appropriate Message Template ID. This process flow is responsible for sending out the Forum Email Alerts.
 - The process flow uses a Views record named *Active Subscriptions w/ Current Messages* to identify the recipient list for each Message Run. This view displays all active Discussion Forum Subscriptions that have pending messages since the last time the subscriber received an email alert.

Figure 2.26
Send Discussion Forum
Email Updates -
Daily Digest
Process Flow

The screenshot displays the process flow designer for 'Send Discussion Forum Email Updates - Daily Digest'. The process flow consists of the following steps:

```

graph TD
    A[Load Data Table] -- SUCCESS --> B[Get Data Table Value]
    B -- SUCCESS --> C[Set SQL String]
    C -- SUCCESS --> D[Create Message Runs Record]
    E[Move Data Table] -- SUCCESS --> B
    F[Create Message Runs Record] -- SUCCESS --> E
  
```

The 'Create Message Runs Record' component properties are shown in the right-hand pane:

Input Property	Source Type	Source
SaveRecord (String)	Static Value	Yes
MessageSystemID (Integer)	Static Value	4
MessageSourceID (Integer)	Static Value	7
MessageTemplateID (Integer)	Static Value	4
ApprovalStatus (String)	Static Value	Approved
Status (String)	Static Value	Pending
ScheduledStartDate (Date/Time)	Formula	GETDATE()
Subject (String)		
TextBody (String)		
HTMLBody (String)		
Priority (String)	Static Value	Normal
ToType (String)	Static Value	Field
ToValue (String)	Static Value	WebUserEmail
CCType (String)	Static Value	None
CCValue (String)		
BCCType (String)	Static Value	None
BCCValue (String)		
FromName (String)		
FromEmail (String)		
ReplyTo (String)		
Comments (String)		
DateStarted (Date/Time)		
DateStopped (Date/Time)		

3. Create a Scheduled Tasks record that will automatically fire the Process Flow on a recurring basis (such as every day or every two days, depending on how frequently you want to send out messages).
 - Note that if there are no new qualifying Discussion Forum Messages created since the last alert was sent when the process flow fires, then no email will be sent to the subscriber.
 - Scheduled Tasks in Aptify require an Application Server. See the *Aptify Application Server Guide* for details.

Figure 2.27
Sample
Scheduled
Task

The screenshot shows a 'New Scheduled Tasks Record' window with the following configuration:

- Name:** Send Discussion Forum Email Alert
- Job Description:** Send Discussion Forums Email Alert
- Process Flow:** Send Discussion Forum Email Updates - Daily Digest
- Priority:** Medium
- Application Server:** APPLICATION SERVER
- Service:** Windows Scheduler
- Category:** Scheduled Messages
- Last Run:** (empty)
- Last Run Status:** (empty)

The 'Schedule' tab is active, showing the following settings:

- Job Account Name:** [Account Name]
- Frequency Type:** Daily
- Start Date:** Friday, February 13, 2009
- End Date:** (unchecked) Friday, February 13, 2009
- Start Time:** 9:00:00 AM
- Is Enabled:**
- Repeat Task:**
 - Every 1 Day(s)
 - Until 9:00:00 AM

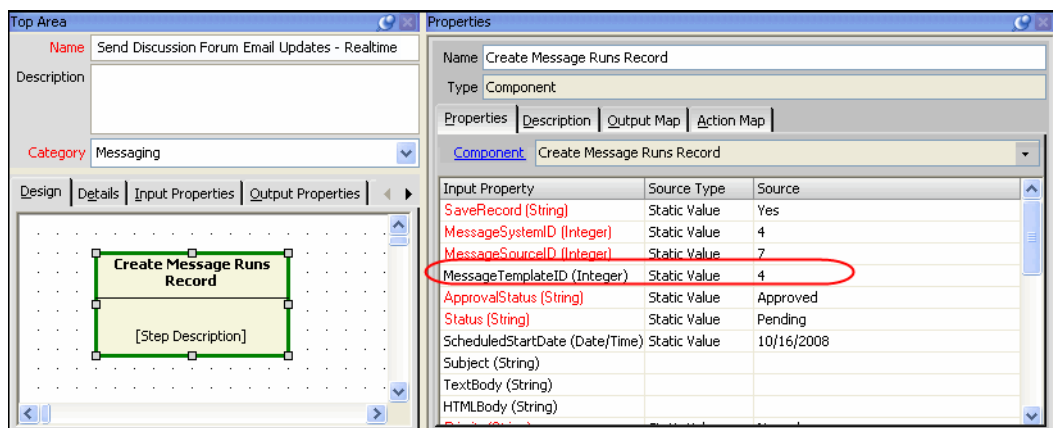
- Review the *Forums\Subscriptions.aspx* page included with the E-Business sample site and use it as the basis for your own Subscriptions page. This is the page that allows Web Users to subscribe or unsubscribe from message alerts.
- Add a link to your Subscriptions page to your Discussion Forum pages (in the sample site, the link is on the *Forums\Default.aspx* page) so that Web Users can access the page.

Configuring Realtime Forum Email Alerts

A *Realtime* Forum Email Alert is a notification sent immediately after a new message is posted to the forum. This section describes the configuration steps required to enable realtime Forum Email Alerts on your organization's Aptify system.

1. Create a Message Template for the realtime Forum Email Alerts.
 - Aptify provides a sample Message Template, named *New Messages Alert*, that you can use as the starting point for your own message template. This template includes Aptify-specific information and is intended only as a sample. However, an organization can create a copy of this template (using the cloning feature) and then edit that copy as necessary while retaining the basic structure of the message.
 - Aptify also provides a fully functional Message Part, named **Current Discussion Forum Messages**, which automatically populates a data table grid with information concerning the relevant Discussion Forum Messages for the alert. However, if an organization needs to modify this part, Aptify recommends that you create a copy and then modify that copy as needed.
 - This Message Part uses a stored procedure (*spGetCurrentDiscussionForumMessagesBySubscriber*) to populate the table with information on only those discussion forum messages relevant to the particular subscriber.
2. If you created a new Message Template, edit the MessageTemplateID input property for the Send Message step of the *Send Forum Subscription Email Updates - Realtime* process flow to point to the appropriate Message Template ID. This process flow is responsible for sending out the Forum Email Alerts.

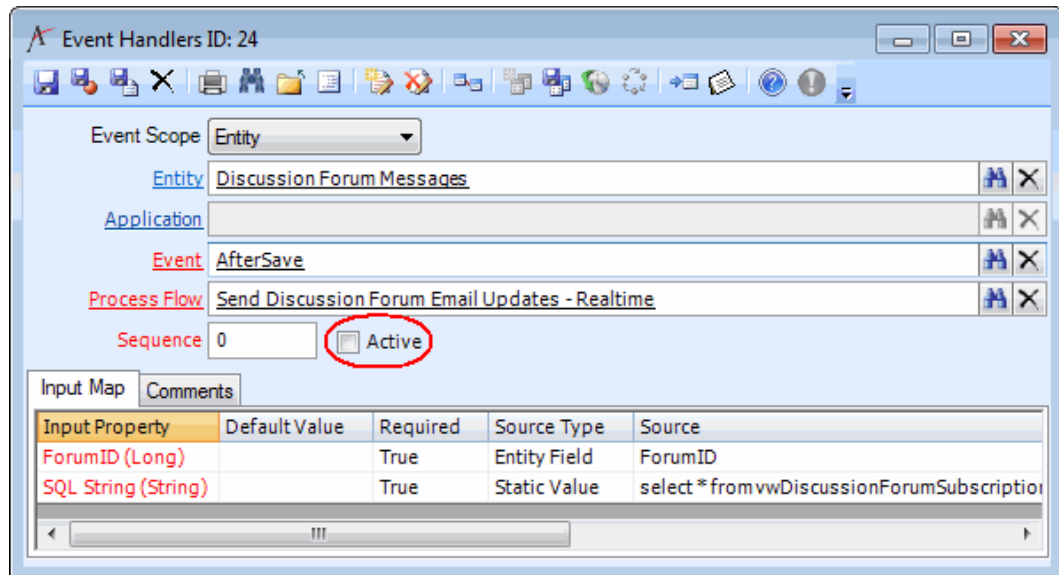
Figure 2.28
Send Forum
Subscription
Email Updates
- Realtime
Process Flow



3. The process flow uses an Event Handler (tied to the Discussion Forums Messages Entity) to identify the recipient list for each Message Run. This Event Handler is inactive by default. To begin sending realtime notifications, you need to check the **Active** box on the Event Handlers record.

- After a forum message is saved, the event handler fires the process flow and those subscribers who have selected *Realtime* as the delivery mode, will receive an email alert immediately.

Figure 2.29
Send
Discussion
Forum Email
Updates -
Realtime Event
Handler



4. Review the *ForumsSubscriptions.ascx* user control included with the E-Business sample site and use it as the basis for your own Subscriptions page. This is the page that allows Web Users to subscribe or unsubscribe from message alerts.
5. Add a link to your Subscriptions page to your Discussion Forum pages (in the sample site, the link is on the *Forums\Default.aspx* page) so that Web Users can access the page.

Subscribing to Email Alerts

This section describes how Web Users can create and update their subscription to discussion forum email alerts:

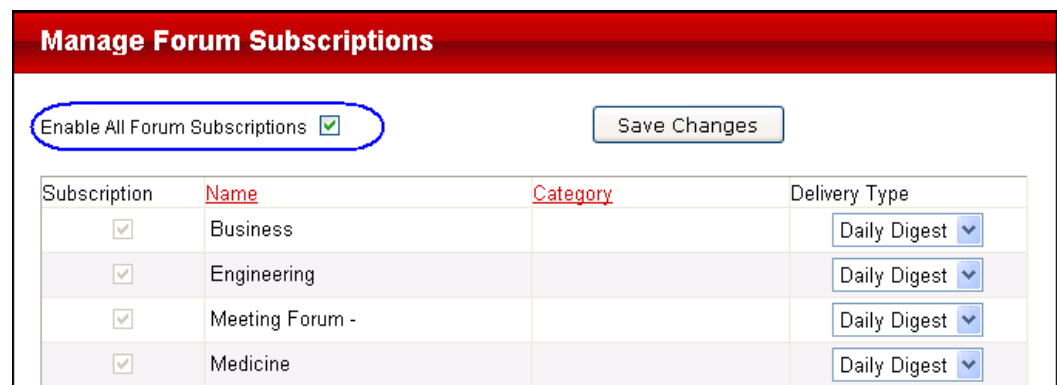
1. A Web User logs in to the E-Business site and browses to the Discussion Forum area.
2. The user clicks the link to the Discussion Forum Subscription page. On the sample site's *Forums/default.aspx*, the link is named **Manage Email Subscriptions**.

Figure 2.30
Select
Subscriptions
Link



3. The user selects the forums in which they wish to receive email alerts by checking the **Subscription** box next to the appropriate forum.
 - If a user wants to select all available forums, they can choose the **Enable All Forum Subscriptions** box at the top of the subscription list. If a user unchecks this box, all available forums are disabled and must be selected individually.

Figure 2.31
Enable All
Forums Sub-
scription



4. The user then chooses the **Delivery Type** for each Subscription selected from the drop-down menu to the right of the forum category. The options are:

Note that when selecting the **Enable All Subscriptions** option, a user can still choose different deliver types for each forum.

- **Daily Digest:** An email is sent periodically notifying the user of new posts to the forum. This is the default option.
- **Realtime:** A notification email is sent immediately after a new message is posted to the forum.

Figure 2.32
Select Deliver
Type

Subscription	Name	Category	Delivery Type
<input type="checkbox"/>	Business		Daily Digest
<input checked="" type="checkbox"/>	Engineering		Realtime
<input type="checkbox"/>	Meeting Forum -		Daily Digest
<input type="checkbox"/>	Medicine		Daily Digest

5. The user clicks **Save Changes** and is redirected back to the default Forums page.
- Within Aptify, this generates an Active Discussion Forum Subscriptions record for the Web User.

Figure 2.33
Discussion Forum
Subscriptions
Record

Web User	IanB
Start Date	2/17/2009 11:36:40 AM
End Date	
Status	Active
Date Last Sent	2/17/2009 12:16:35 PM
Forum ID	Engineering
Delivery Type	Realtime

6. Aptify automatically sends the subscriber an email alert when new Discussion Forum Messages are available for review depending on the delivery type that they selected.
 - If the user has selected Realtime as the deliver type, the subscriber will receive an email immediately upon the availability of the message.
 - If the user has selected Daily Digest as the delivery type, when and how often a subscriber receives an email alert depends on the recurrence schedule of the Scheduled Task responsible for sending the message and if there are any new messages added to forums available to the subscriber since the last time the subscriber received an alert.
 - The email alert uses the Message Template specified in the *Send Forum Subscription Email Updates - Realtime* or the *Send Forum Subscription Email Updates - Daily Digest* process flow (depending on the delivery type selected).
 - After sending out an email alert, Aptify automatically updates the Date Last Sent field with the current date and time to track when the subscriber last received an email alert.
7. The subscriber stops receiving alerts for a particular forum after:
 - The subscriber returns to the Manage Email Subscription page and unchecks the **Subscription** box for the particular forum (or unchecks the **Enable Forum Subscriptions** box for all forums). This changes the Discussion Forum Subscriptions record's Status to Inactive.
 - An Aptify user manually sets an subscription expiration date in the End Date field.
 - An Aptify user manually sets the Discussion Forum Subscriptions record's Status to Inactive.

Chapter 3

Discussion Forum Forms

Introduction

The Discussion Forum Forms chapter provides field-by-field information on every Aptify form used by the Discussion Forum functionality on an E-Business site. This chapter is intended for use as a reference guide for the various fields on Discussion Forum-related forms.

The Discussion Forum Forms chapter documents the forms in alphabetical order. Within each form, tabs are also addressed in alphabetical order.

Note that the fields marked as “required” in this chapter are not automatically populated and must be completed by a user in order to save a new record.

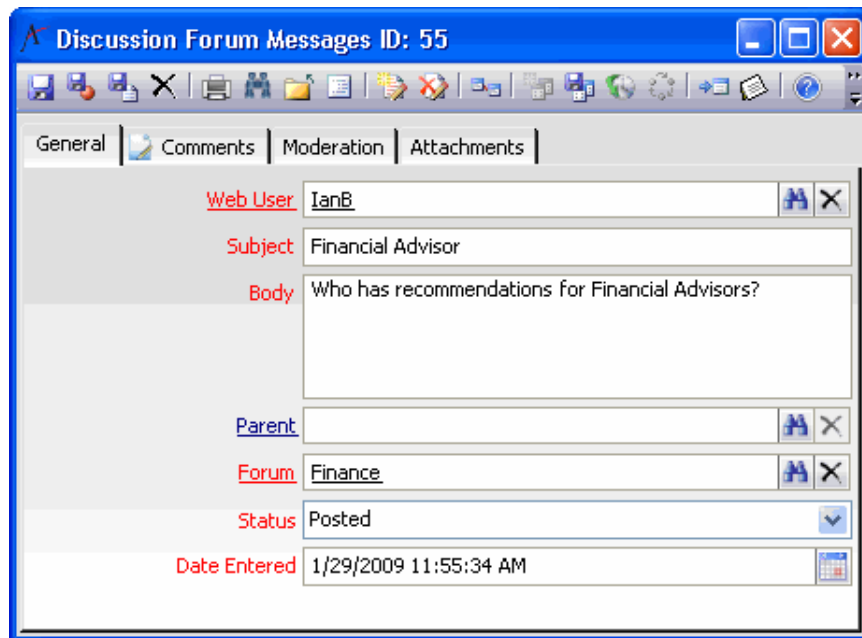
The following forms are documented in this chapter:

- [Discussion Forum Messages](#)
- [Discussion Forum Moderators](#)
- [Discussion Forum Subscriptions](#)
- [Discussion Forum Users](#)
- [Discussion Forums](#)
- [Groups Record \(Forums\)](#)

Discussion Forum Messages

This service stores the messages posted to the Discussion Forums on an E-Business Web site. Note that while Aptify users can create messages manually within Aptify, most, if not all, Discussion Forum Messages records will be created automatically when a Web User posts a new message from an E-Business site.

Figure 3.1
Discussion
Forum
Messages
Record



Field	Value
Web User	IanB
Subject	Financial Advisor
Body	Who has recommendations for Financial Advisors?
Parent	
Forum	Finance
Status	Posted
Date Entered	1/29/2009 11:55:34 AM

Attachments Tab

This tab stores any applicable attachments for the forum post. Any attachments uploaded by a Web User for the message appear on this tab.

Comments Tab

This tab stores any optional comments concerning the message.

General Tab

Web User (required)

The Web User who posted the message to a forum. This field is linked to the Web Users service.

Subject (required)

The subject of the message.

Body (required)

The text of the message.

Parent

If this message is in response to another message in the same forum, then the original message appears in the Parent field. When a Web User replies to an existing message, Aptify automatically adds a “RE:” prefix to the response’s Subject and populates this field with a link to the original parent message.

Forum (required)

The forum in which this message appears.

Status

The message’s current status. Standard options include Pending, Posted, and Removed. By default, Aptify creates new messages with a status of Posted. On an E-Business sample site, Web Users cannot view the content of a message that has been updated with a Status of Removed or Pending.

The system will use the Pending and Removed options in conjunction with the moderator functionality to be implemented in the future (new messages would have a Status of Pending and would not display on the site until approved). However, an organization can currently use these options to manually remove inappropriate posts from a Discussion Forum without deleting the underlying Discussion Forum Messages record.

Date Entered

Specifies the date and time when the Web User posted the message to the forum.

Moderation Tab

This tab is reserved for future use in conjunction with Discussion Forum moderator functionality to control who can post to a forum and when posts can be displayed. When this functionality is implemented in the future, this tab will display information about a message’s current status in a moderated forum (such as if it is approved and which moderator approved it).

Figure 3.2
Moderation
Tab (Reserved
for Future Use)

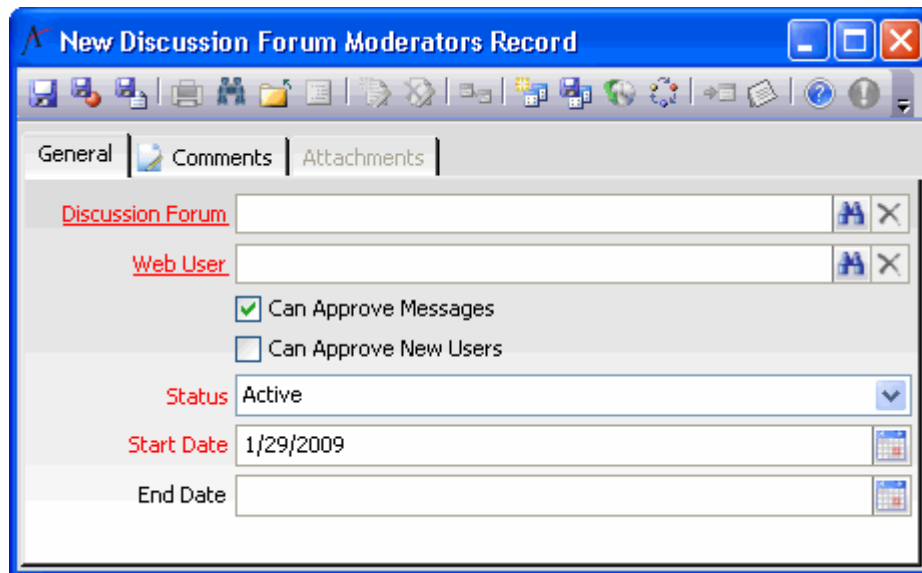
The screenshot shows a web interface with four tabs: General, Comments, Moderation (which is selected and highlighted with a dashed border), and Attachments. The Moderation tab contains the following fields:

- Date Approved:** A text input field with a calendar icon on the right.
- Approved By:** A text input field with a user selection icon and a close (X) button on the right.
- Moderator Comments:** A large, empty text area for entering comments.
- Original Subject:** A text input field.
- Original Body:** A large, empty text area for the original message content.

Discussion Forum Moderators

This service is reserved for future use in conjunction with the Discussion Forum moderator functionality to control who can post to a forum and when posts can be displayed. When this functionality is implemented in the future, this service will store the list of Web Users who are moderators for a particular forum and have the ability to approve messages and/or new Web Users.

Figure 3.3
Discussion
Forum
Moderators
Record
(Reserved for
Future Use)



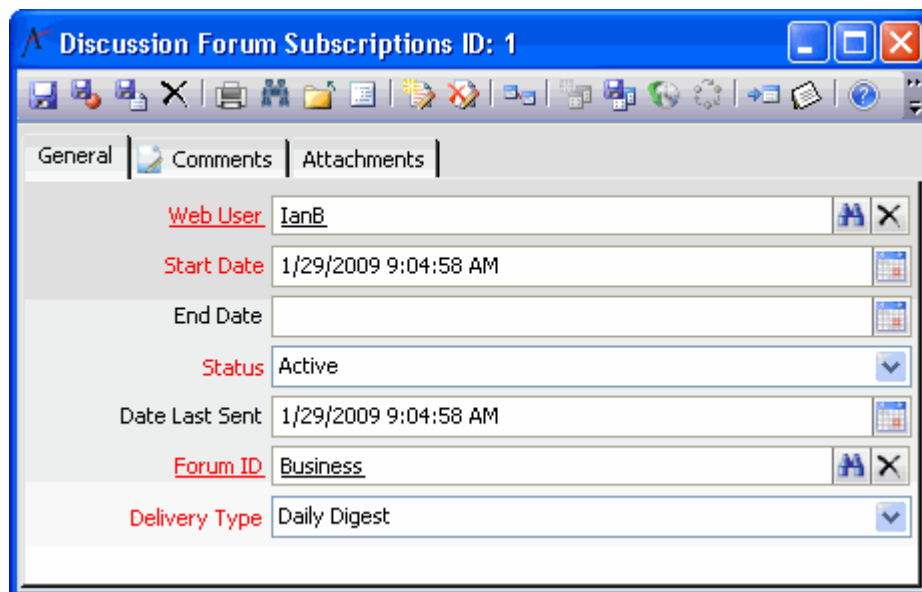
The screenshot shows a web application window titled "New Discussion Forum Moderators Record". The window has a standard Windows-style title bar with minimize, maximize, and close buttons. Below the title bar is a toolbar with various icons. The main content area has three tabs: "General" (selected), "Comments", and "Attachments". The "General" tab contains the following fields and controls:

- Discussion Forum:** A text input field with a red underline, followed by a user icon and a close button (X).
- Web User:** A text input field with a red underline, followed by a user icon and a close button (X).
- Can Approve Messages:** A checked checkbox.
- Can Approve New Users:** An unchecked checkbox.
- Status:** A dropdown menu currently set to "Active".
- Start Date:** A text input field containing "1/29/2009" and a calendar icon.
- End Date:** A text input field and a calendar icon.

Discussion Forum Subscriptions

This service stores information about a Web User's subscription to a periodic digest or real-time alert of new posts to a particular Discussion Forum on the E-Business site. See "Subscribing to Forum Email Alerts" on page 28 for information on configuring the subscription digest functionality. Note that these records are typically created and updated by Web Users on the E-Business site. However, Aptify users can manually create or modify these records as necessary.

Figure 3.4
Discussion
Forum
Subscriptions
Record



Discussion Forum Subscriptions ID: 1		
General	Comments	Attachments
Web User	IanB	
Start Date	1/29/2009 9:04:58 AM	
End Date		
Status	Active	
Date Last Sent	1/29/2009 9:04:58 AM	
Forum ID	Business	
Delivery Type	Daily Digest	

Attachments Tab

This tab stores any attachments relevant to the record.

Comments Tab

This tab stores any optional comments relevant to the record.

General Tab

Web User

The Web User who is subscribing to forum email alerts.

Start Date

The date when the subscription was created.

End Date

The optional end date when the subscription should cease. After the End Date has passed, a subscriber no longer receives email alerts.

Status

The Status of the subscription. Only Web Users with active subscriptions receive email alerts.

Date Last Sent

The date and time when the last email alert was sent to this subscriber.

Forum ID

The name of the particular discussion forum to be alerted about. This field links to the Discussion Forums service.

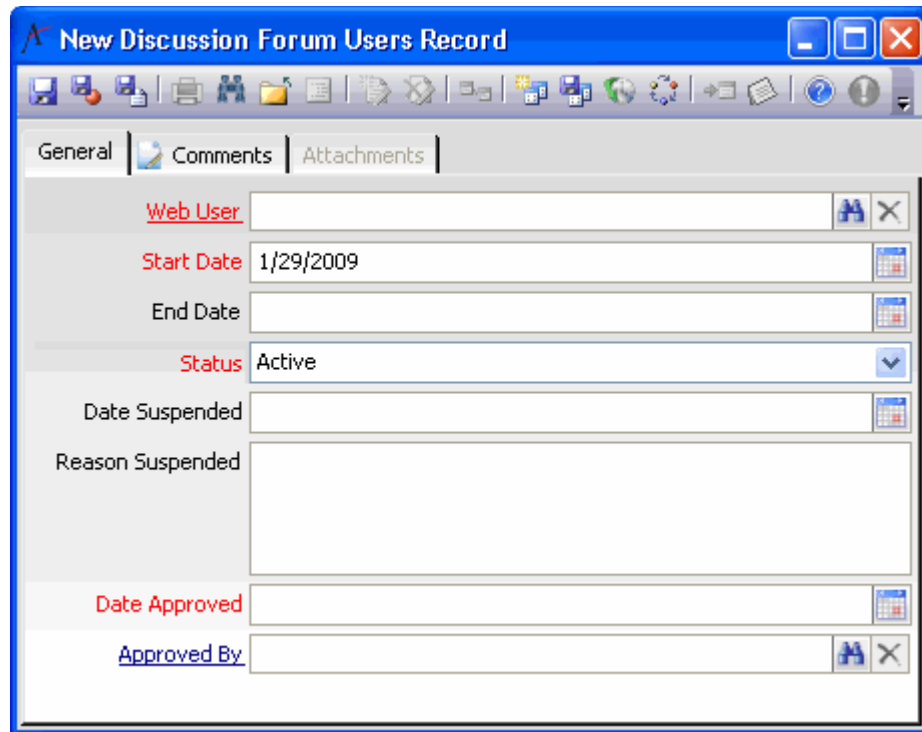
Delivery Type

The delivery method of the subscription alerts. Options are Daily Digest (email alert sent periodically) or Realtime (email alert sent each time a message is posted). See “Subscribing to Forum Email Alerts” on page 28 for more details.

Discussion Forum Users

This service is reserved for future use in conjunction with the Discussion Forum moderator functionality to control who can post to a forum and when posts can be displayed. When this functionality is implemented in the future, this service will store the list of Web Users who are approved to access a particular moderated Discussion Forum and the Web User's current status (such as Active or Suspended).

Figure 3.5
Discussion
Forum Users
Record
(Reserved for
Future Use)



The screenshot shows a web application window titled "New Discussion Forum Users Record". The window has a blue title bar and a standard Windows-style toolbar. Below the toolbar, there are three tabs: "General", "Comments", and "Attachments", with "General" selected. The form contains several input fields and a dropdown menu:

- Web User:** A text input field with a user icon and a close button (X).
- Start Date:** A date input field containing "1/29/2009" and a calendar icon.
- End Date:** An empty date input field with a calendar icon.
- Status:** A dropdown menu currently set to "Active".
- Date Suspended:** An empty date input field with a calendar icon.
- Reason Suspended:** A large, empty text area.
- Date Approved:** An empty date input field with a calendar icon.
- Approved By:** A text input field with a user icon and a close button (X).

Discussion Forums

This service stores information about the Discussion Forums that are available for viewing and posting on an E-Business Web site. Note that forums can be created manually by an Aptify user but in many cases Discussion Forums records are created automatically based on Web User activity on an E-Business site.

Figure 3.6
Discussion
Forums Form

Discussion Forums ID: 16	
General	Comments Links Groups Attachments
Name	Computer Science
Type	Forum
Parent	Engineering
Description	Computer Science
	<input checked="" type="checkbox"/> Browsable
	<input type="checkbox"/> Moderated
Access	Anonymous
Status	Active
Start Date	1/1/2005
End Date	1/1/2011

Attachments Tab

This tab stores any applicable attachments for the forum.

Comments Tab

This tab stores any optional comments concerning the forum.

General Tab

Name (required)

The name of the discussion forum.

Type

Specifies if this record corresponds to a Forum intended to include messages or to a Category. A Category generally does not have its own messages but is provided to categorize forums and create a hierarchy. However, note that in the E-Business sample site, all Discussion Forums can support messages (even those marked as Category).

Parent

If this forum is a subsidiary to another forum (such as a top-level category forum), then the name of the parent forum appears in this field.

Description

A description of the forum.

Browsable

Specifies if the forum is available for browsing on an E-Business Web site. For example, when accessing the default Forums page (*/Forums/default.aspx*), a top-level forum will not appear unless this box is checked. Likewise, once a top-level forum is selected, child forums will only appear if this box is checked on the child forum's record.

Moderated

Specifies if messages to this form require approval by a moderator before they are visible on an E-Business Web site. This functionality is reserved for future use and not implemented in the E-Business sample site.

Access

Specifies the type of Web site visitors who can access the forum. Note that the information below is in addition to whatever security is configured for the Forum Web Module. For example, if the Forum Web Module uses Group Security, then Web site visitors will be unable to access Anonymous forums. See the *Aptify E-Business Developer Guide* for information on Web Module security.

This field supports the following options:

- **Anonymous:** When a forum is set to this option, all visitors to an E-Business Web site can read messages in this forum, but only Web Users logged into the site can post messages and reply to existing messages.
- **Registered:** When a forum is set to this option, only Web Users logged into the site can read, post, and reply to messages. New Discussion Forums records are set to Registered by default.
- **Restricted:** When a forum is set to this option, the forum further restricts access to the forum depending on a Web User's Web Group affiliations. A Web User logged into the site can read, post, and/or reply to messages depending on his or her membership in the Web Groups specified on the Forum's Groups tab. For example, if a Web User is not in any of the Groups specified on the Forums record, then that user will not have access to the forum. See "Groups Tab" on page 45 for more information.

Status

Specifies the status of the forum. The available options are Active, Pending, Suspended, and Cancelled. In the sample site, a forum does not appear on the Forums pages unless it is Active. Likewise, non-Active forums are not accessible using the Search Forum functionality.

Start Date

Specifies the start date for the forum. A forum is not available on the E-Business site unless today's date is greater than the Start Date.

End Date

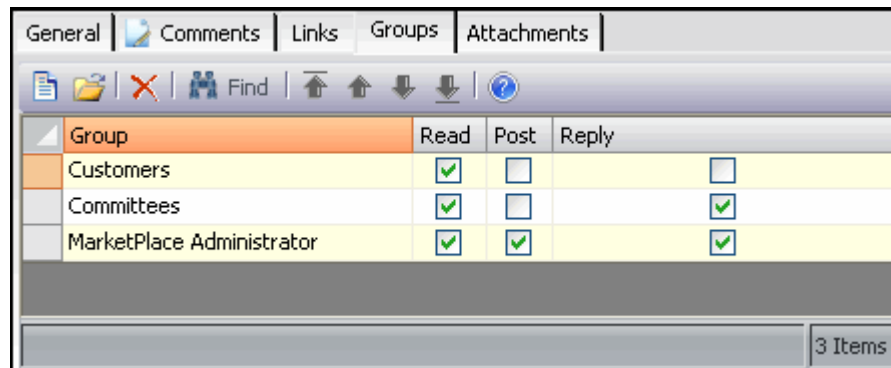
Specifies the end date for the forum. A forum is not available on the E-Business site unless today's date is less than the End Date.

Groups Tab

This tab stores information about the Web Groups whose members can read, post, and reply to messages in this forum. The information on this tab is only used when the forum's Access option is set to Restricted.

See "Groups Record (Forums)" on page 47 for more information.

Figure 3.7
Forums
Record's
Groups Tab



Group	Read	Post	Reply
Customers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Committees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
MarketPlace Administrator	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

3 Items

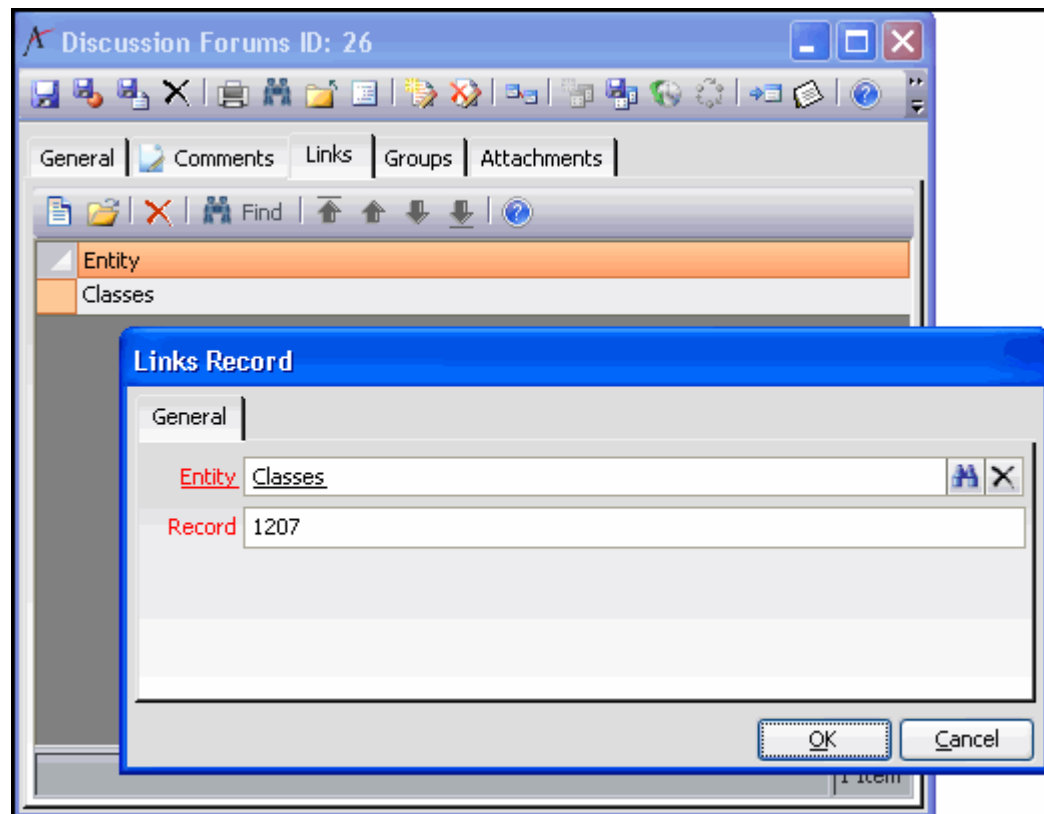
Links Tab

This tab stores any links between this forum and other records in Aptify. This tab is primarily used to link a Meeting-specific, Committee Term-specific, or Class-specific forum to its respective Meeting, Committee Term, or Class page. The E-Business site generates these links automatically when a Web User creates a forum. (For Meetings and Committee Terms, this forum is created automatically when a user attempts to access a meeting's or committee term's Forum page. For Classes, a class's instructor can create a forum when viewing class information on-line.)

Note that these top-level forums do not appear on the default Forums page but are still accessible from the forum hierarchy tree control and using the Search Forum functionality on the sample site by default.

Each Links record on this tab specifies an Entity (such as Classes, Committee Terms, or Products) and the ID of the appropriate entity record (such as the appropriate Class, Committee Term, or Meeting Product record).

Figure 3.8
Discussion
Forums
Record's Links
Tab



Groups Record (Forums)

These records identify Web Groups whose members can access a particular forum when the forum's Access method is set to Restricted. It also determines what permissions the Web Group members have to read, post, and reply to messages. By default, new Groups record have the **Read** and **Reply** boxes checked.

Figure 3.9
Groups Record
(Forums)



The screenshot shows a dialog box titled "Groups Record" with a "General" tab. The "Web Group ID" field is set to "Customers". The "Read" and "Reply" checkboxes are checked, while the "Post" checkbox is unchecked. The "OK" and "Cancel" buttons are visible at the bottom.

Web Group ID

The Web Group whose members should have access to the forum, when the Forums record's Access field is set to Restricted. This field links to the Web Groups service.

Read

When checked, members of the specified group have read access to messages on the forum. This box is checked by default for new records. All Groups records should have this box checked.

Post

When checked, members of the specified group can post new messages to the forum.

Reply

When checked, members of the specified group can reply to existing messages on the forum. This box is checked by default for new records.

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