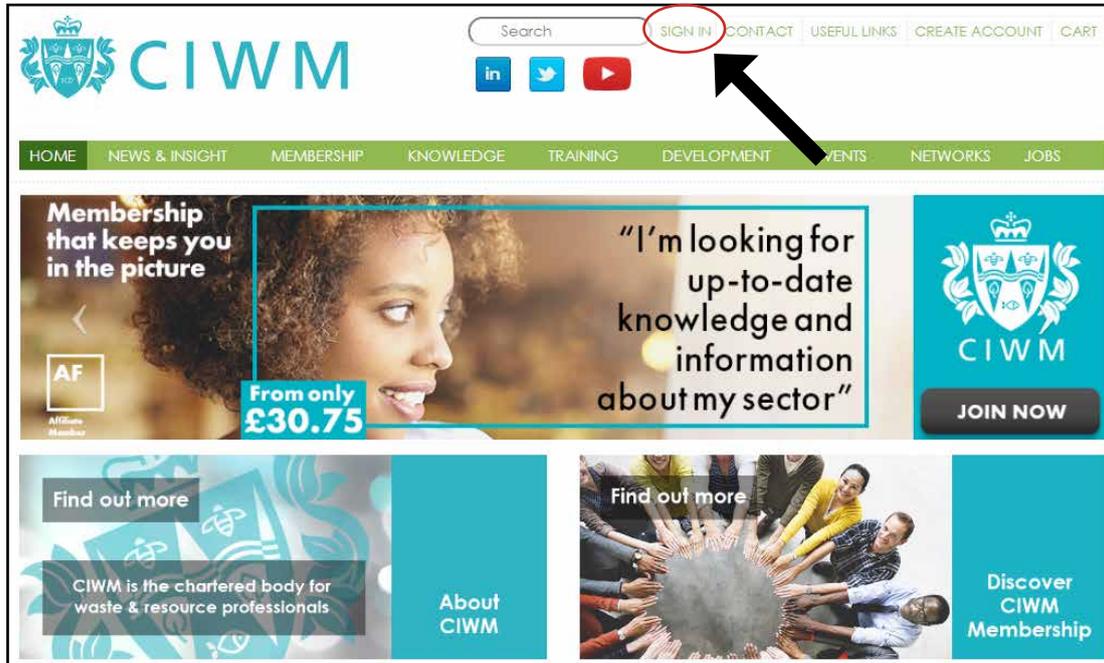


# How to Follow your Regional CIWM Centre

**Step 1:** Sign in to your CIWM account at [ciwm.co.uk](http://ciwm.co.uk)

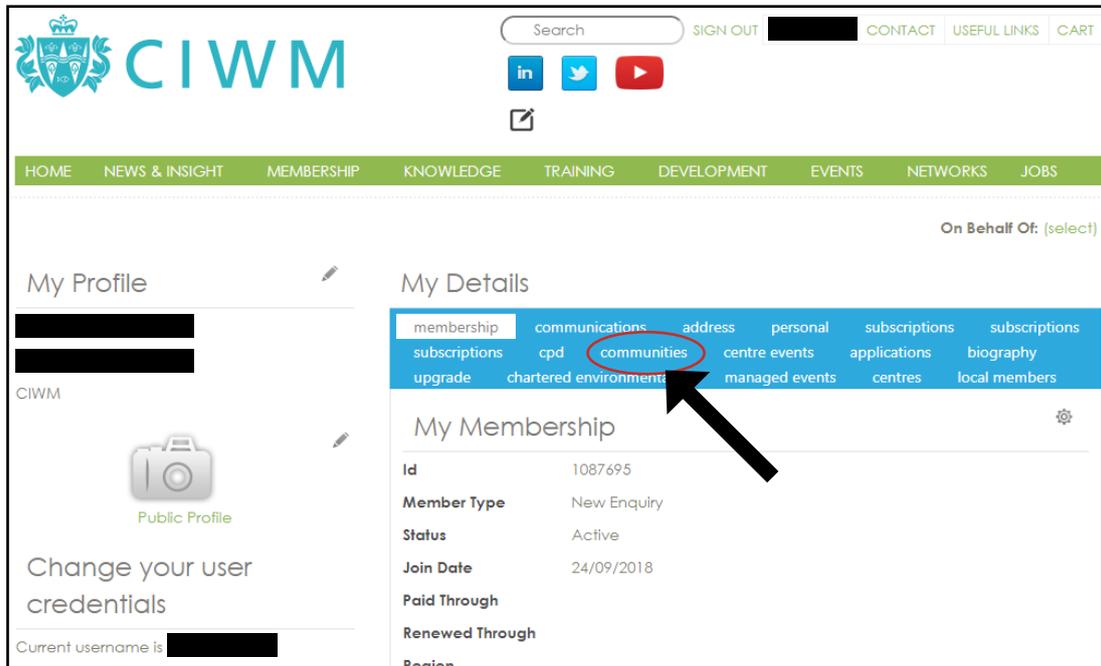


**Note:** if you have forgotten your username or password, you can request this information using the 'Forgot username?' or 'Forgot password?' links on the [sign in](#) page.

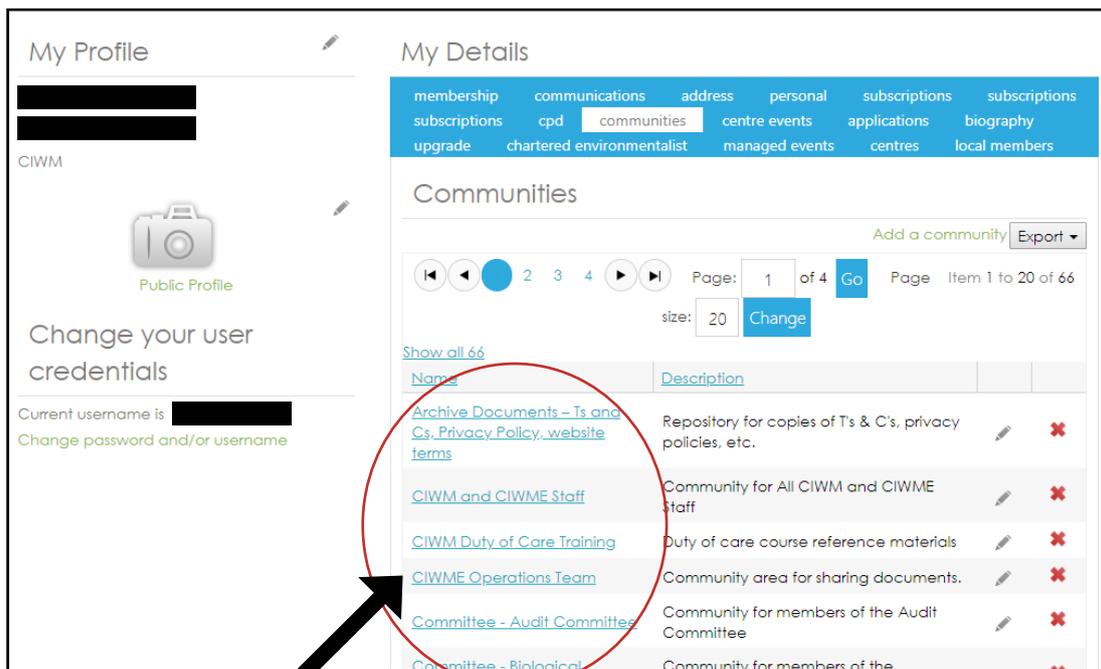
**Step 2:** Once signed in, click on the 'My account' link in the 'My Areas' section of the member homepage



**Step 3:** On your account page, click 'communities' in the blue box in the 'My Details' section



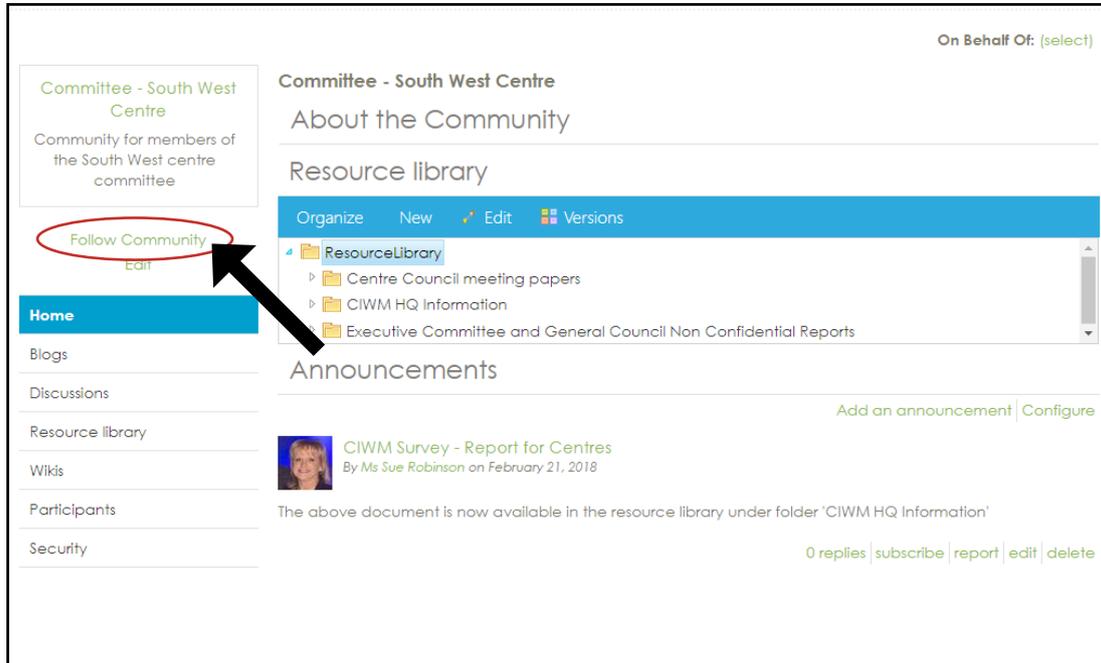
**Step 4:** Click on the community forum you would like to view from the list available



**Note:** CIWM's regional centres are listed here as "Regional Centre - (Geographic Region)"



**Step 5:** Click the 'Follow Community' link to receive email updates about the latest activity in that community



**Note:** you can unfollow a community at any time by clicking the 'Stop Following' link which replaces the 'Follow Community' link

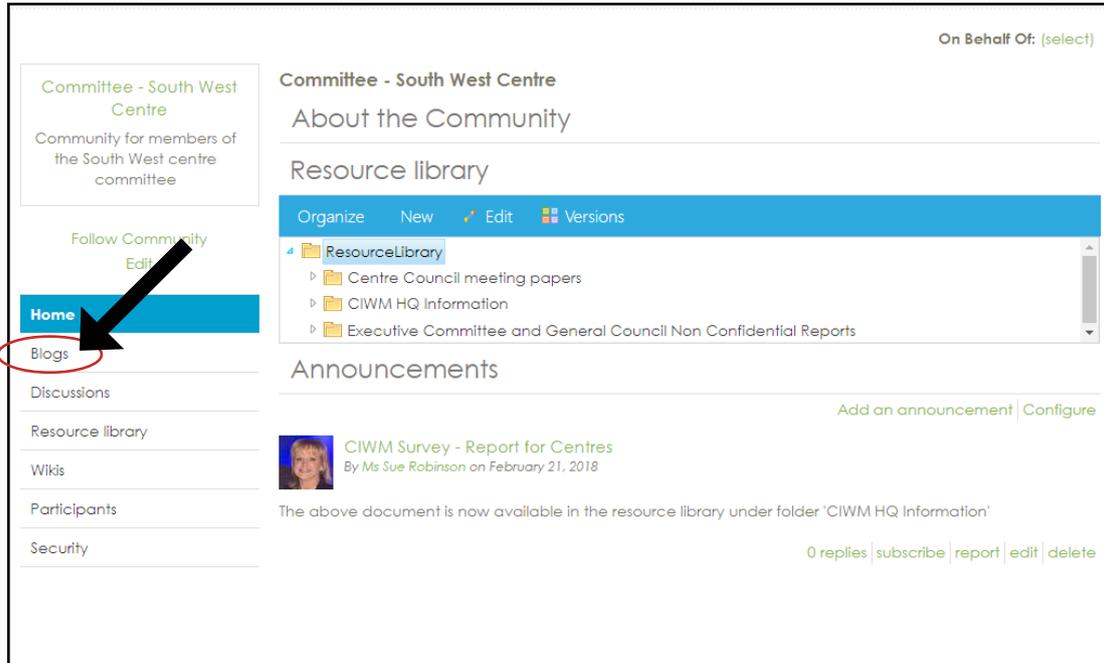
**For more information about how to follow a community please contact the CIWM team on 01604 620426 or email [membership@ciwm.co.uk](mailto:membership@ciwm.co.uk)**

[MORE INFORMATION ABOUT HOW TO MAKE THE MOST OF YOUR REGIONAL CENTRE COMMUNITY CAN BE FOUND ON THE NEXT PAGE](#)



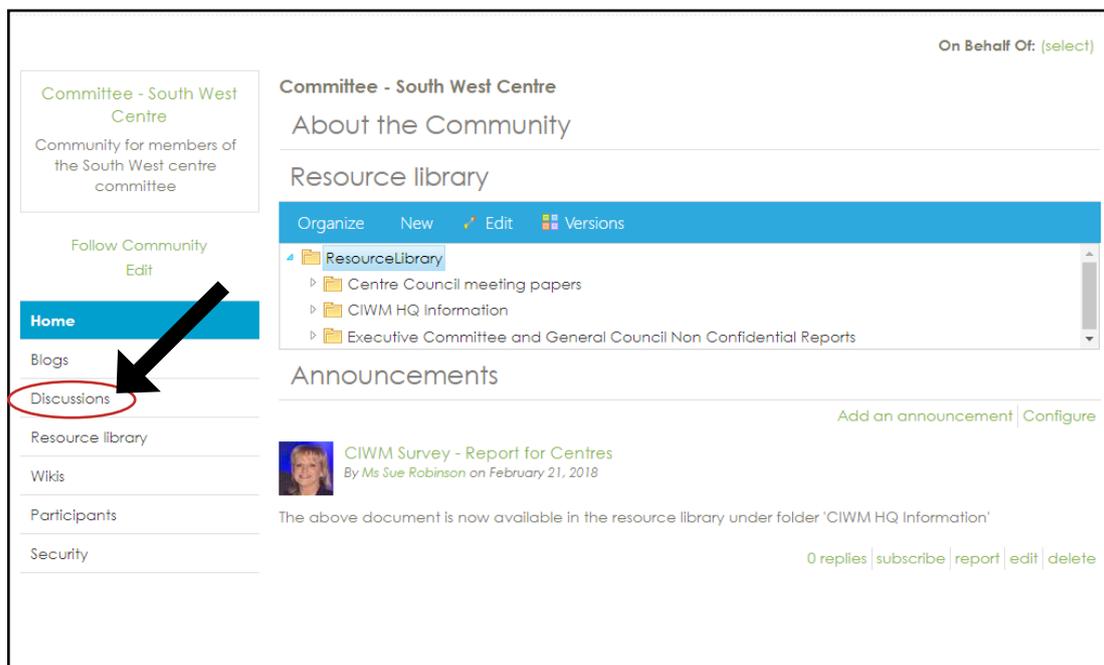
# Make the most of your Regional Community

**Read the latest opinion pieces:** Click on the 'Blogs' link to find blog posts from members of the community



The screenshot shows the 'Committee - South West Centre' community page. On the left-hand navigation menu, the 'Blogs' link is circled in red, and a black arrow points to it from the 'Follow Community' section above. The main content area includes 'About the Community', a 'Resource library' with a toolbar (Organize, New, Edit, Versions) and a list of folders (Centre Council meeting papers, CIWM HQ Information, Executive Committee and General Council Non Confidential Reports), and an 'Announcements' section featuring a post titled 'CIWM Survey - Report for Centres' by Ms Sue Robinson.

**Share ideas and information:** Click the 'Discussions' link to add to or start a new discussion thread

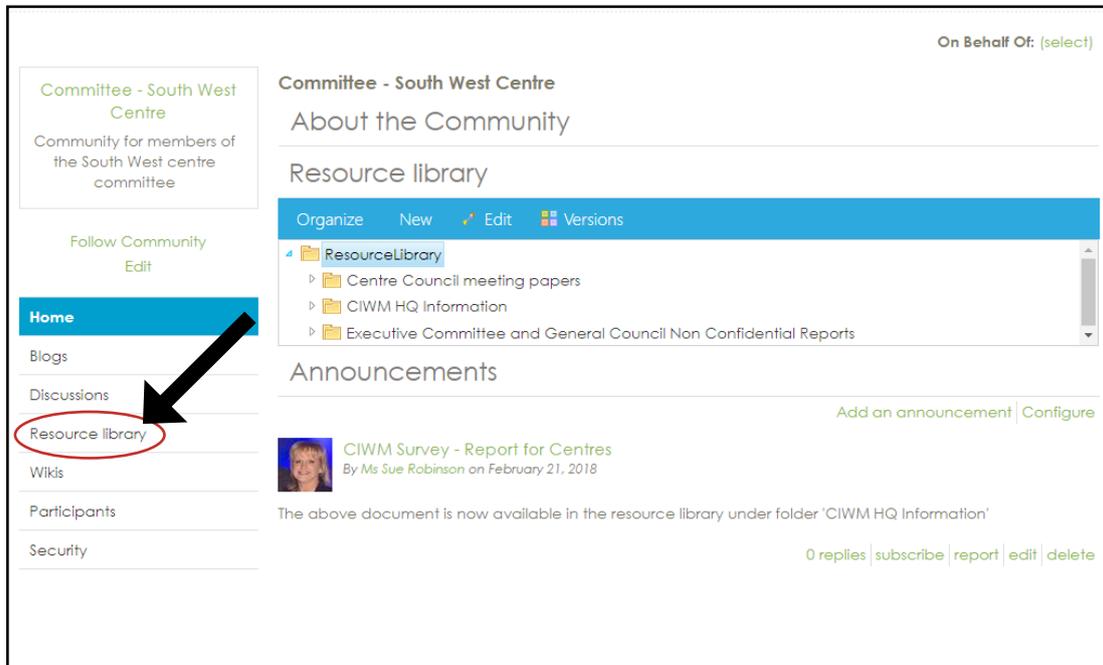


This screenshot is identical to the one above, showing the same community page. However, in this version, the 'Discussions' link in the left-hand navigation menu is circled in red, and a black arrow points to it from the 'Follow Community' section above.

**Note:** to download a document, simply click on the document name and select 'Download' in the blue toolbar

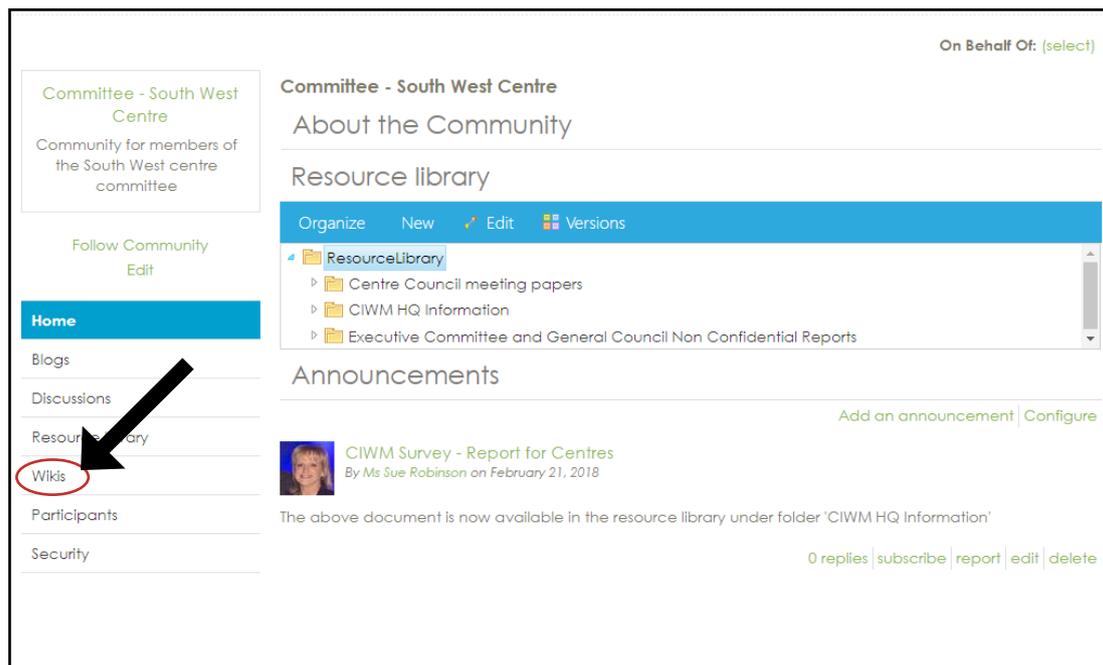


**Access resources:** Click on the 'Resource Library' link to find documents relating to the community

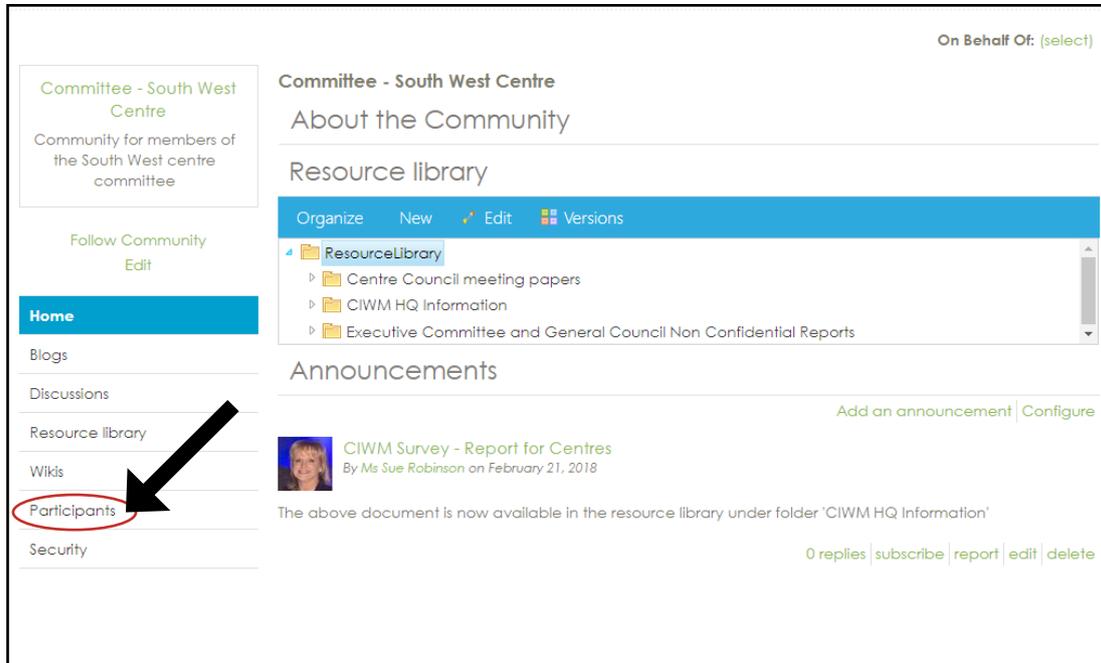


**Note:** to download a document, simply click on the document name and select 'Download' in the blue toolbar

**Access further information:** Click the 'Wikis' link to find links to further information relating to the topic of the community



**Make new connections:** Click on the 'Participants' link to see a list of members who are following the community



The screenshot shows the 'Committee - South West Centre' community page. On the left sidebar, the 'Participants' link is circled in red and has a black arrow pointing to it. The main content area includes a 'Resource library' with folders for 'Centre Council meeting papers', 'CIWM HQ Information', and 'Executive Committee and General Council Non Confidential Reports'. Below that is an 'Announcements' section with a post titled 'CIWM Survey - Report for Centres' by Ms Sue Robinson on February 21, 2018. The post text states: 'The above document is now available in the resource library under folder 'CIWM HQ Information''. At the bottom of the post, it says '0 replies | subscribe | report | edit | delete'.

**Note:** no personal details are shared in the 'Participants' list. Only the name of the member, the name of the company that they work for and details of their most recent post in the forum are available.

For further information about CIWM's communities and how to participate, please contact the CIWM team on 01604 620426 or by email at [membership@ciwm.co.uk](mailto:membership@ciwm.co.uk)

