ASRM Connect How-To’s

How to Get to Your Communities

From the ASRM website:

1. Go to the ASRM Home Page and click Log In at the top of the screen.
2. On the gray menu bar, click on My ASRM and then My Communities from the dropdown menu.
3. On the next screen, select the community you would like to access.

From a blank browser window:

1. Go to http://connect.asrm.org/home and click the Sign In button at the top of the screen. Use your ASRM login credentials.
2. On the gray menu bar, click on Communities, then My Communities to see the communities to which you belong. You may also click on All Communities to see other communities that are available to join.
3. Select the community you would like to access.
How to Post a New Discussion Topic

From the ASRM Connect site:

1. On the home page of the selected community, you may click the red **Add** button next to **Discussion Posts** to start a new topic. (This button may have different wording for affiliated society and professional group websites.)

![ASRM Connect Discussion Posts](image1.png)

From your email:

1. When looking at an email from the community, you may click on the **Post New Message** link under the name of the committee. This will open up a blank email. To post, create a subject, put the post in the body of the email and click **Send**. When you hover over the Post New Message link, you may see a pop-up window with a community email address, e.g. `asrm-samplecommunity@connectedcommunity.org`. You may start new discussion posts by creating an email to this address.

![ASRM Email Post New Message](image2.png)
How to Reply to a Discussion Topic

From the ASRM Connect site:

1. On the home page of the selected community, under Discussion Posts, click on the name of the discussion to which you are replying. (For older posts, you may have to click on the Discussion tab to see the full list.)
2. Click on the red Reply to Discussion button to post your reply.

From your email:

1. When looking at an email from the community, click on Reply to Group. This will open up a blank email. Post your reply in the body of the email and click Send. You may also click Reply to Sender to message the sender privately.