

## Member-Only Section Webpages

AALS Section Members can access the Member-Only Section Webpages at <a href="connect.aals.org/">connect.aals.org/</a> by logging in with their AALS credentials. After logging in to the site, you will see all the communities of which you are a member. You will only have administrative access to the communities of which you are an officer.

Note: Member-Only pages are to be updated by Section Officers while Public Facing Section Pages are updated by AALS Staff.

## **Discussion Lists**

Discussion Lists are two-way communication lists, enabling members to ask questions of other members of your section. These lists enable any member to post questions and replies and gives members the option to go to the website and post comments or they can receive emails as communications are sent out.

Discussion Lists are a great way to encourage discussion and communication between members. Depending on your setup, you may have one or more Discussion List set up for your community. Each Section has at least two discussion lists; an announcement discussion list (which all members are a part of and cannot unsubscribe from) and a general discussion list (which all members are automatically signed up for but can unsubscribe from). Please contact AALS at <a href="mailto:sections@aals.org">sections@aals.org</a> for questions about using or implementing Discussion Lists.

## What can I do on a Member-Only Section Page?

- 1. Add a Discussion List post for all Members of the Section
- 2. Add Files
- 3. View Members of the Section
- 4. Add Calendar Items
- 5. Add a Survey / View Community Surveys
- 6. Add a Poll / View Community Polls
- 7. Edit Links