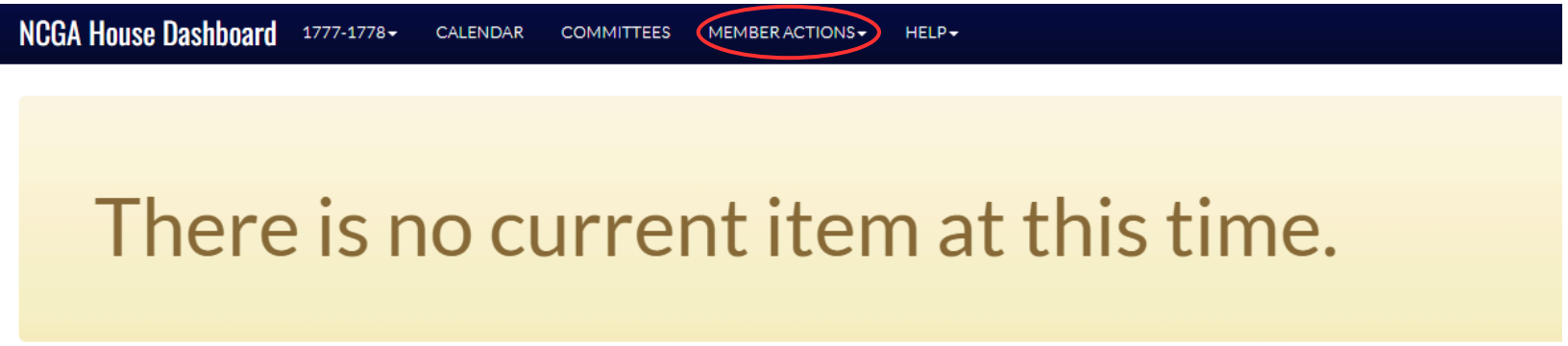
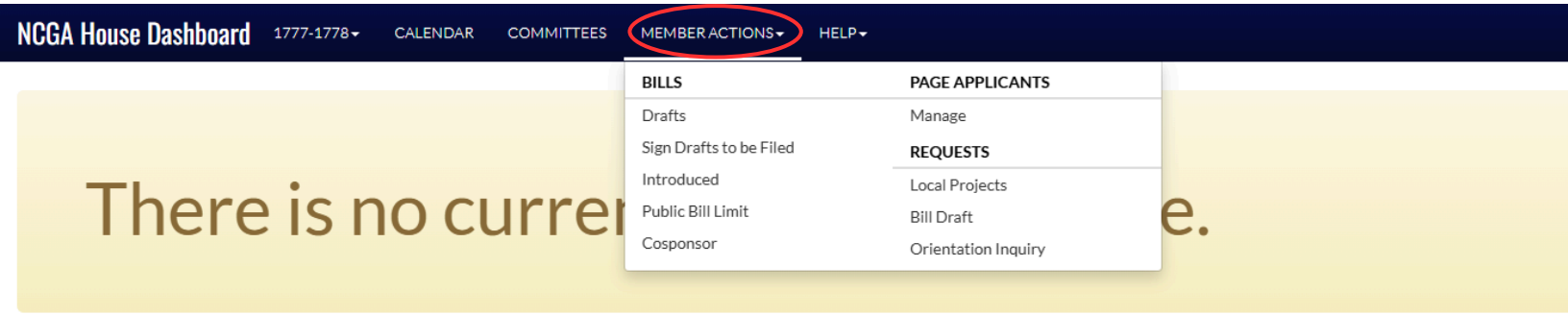
Instructions for posting on Orientation Inquiry

Each Member and their Assistant will have access to an orientation message center on the Dashboard. This *anonymous inquiry* feature is a way to pose questions, bring forward conversation on topics not covered or forgotten during orientation, and continue the learning process. Once a topic is posted, the Principal Clerk will answer the question. All Members/Assistants of the group are completely anonymous, but everyone can view all posts and replies. We encourage you to utilize this resource for the benefit of the entire freshman class.

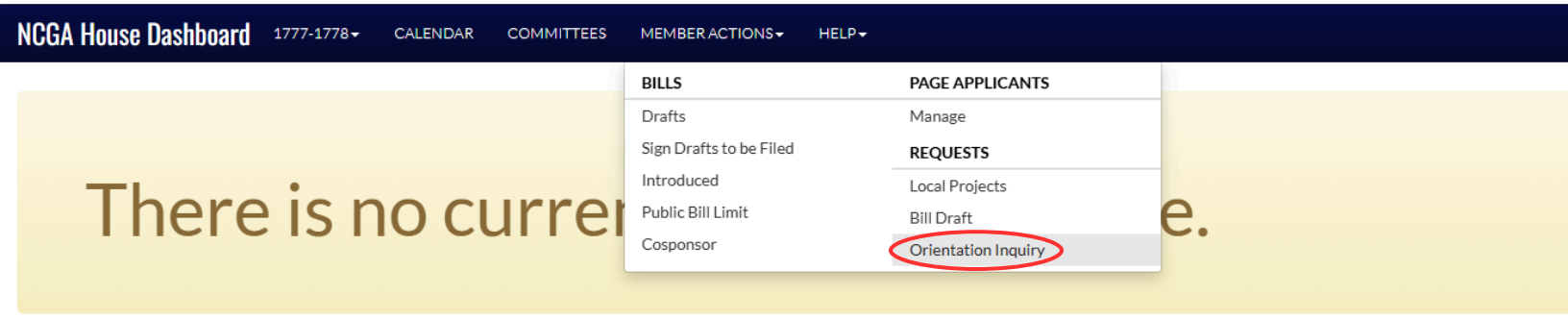
From the Dashboard home screen, find the navy banner and navigate to the 4th column titled "Member Actions".



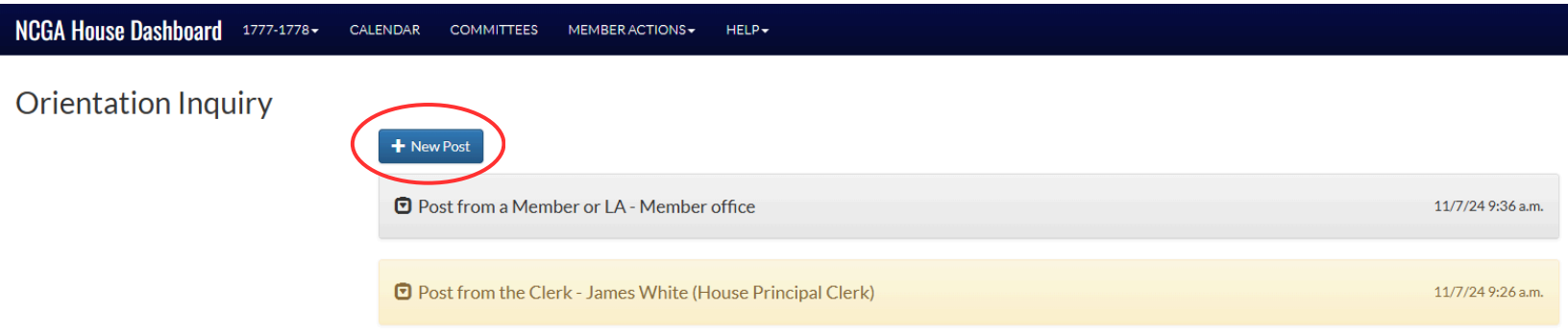
Hover the cursor over the column and a drop down menu will appear.



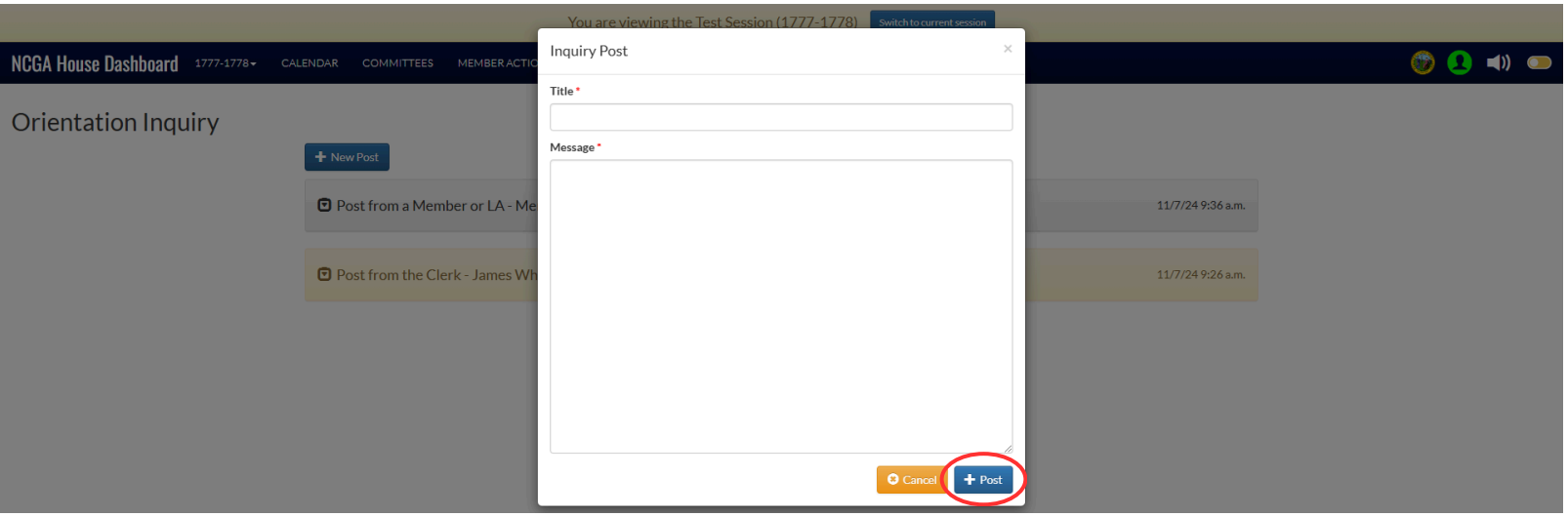
While on the drop down menu, navigate to the "Requests" sub-column and click on "Orientation Inquiry".



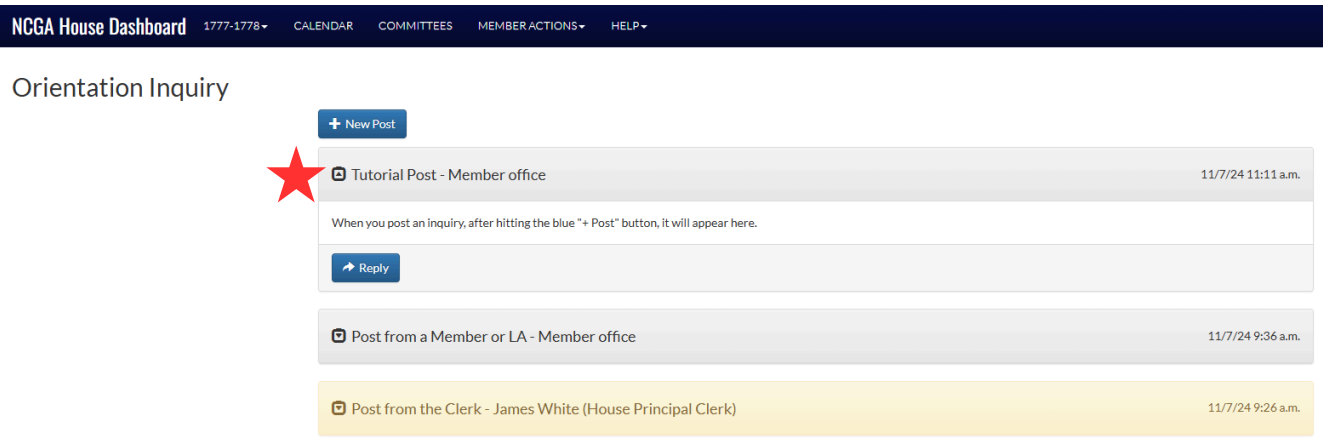
This is the home screen of the Orientation Inquiry. To add a post, click on the blue "+ New Post" button.



A title and message is required on each post. After filling out, press the blue "+ Post" button.



The page should automatically refresh back to the Orientation Inquiry homepage. Under the blue "+ New Post" button the post should appear. The posts are organized from newest at the top to oldest at the bottom.



On the Orientation Inquiry homepage, all posts/comments from Members are grey while all posts/comments from HPC are yellow. To see the answer to a question (like below), click on the question and it will expand to show any answers or comments.

