

Finding your way around the JCHEA Math Summit blog

Home

The Home page is the dashboard for the group. From here you can get a summary of all recent activity including, new discussion posts, files that were uploaded, new members, and new pages.

The screenshot shows the Google Groups interface for the 'JCHEA Math Summit' group. At the top, there is a search bar and a 'Search this group' button. Below this is a navigation bar with 'Home' selected and a notification: 'New since last time: 1 message'. The main content area is divided into sections: 'Discussions' (1 message, view all, + new post) with a link to 'Welcome to the Math Summit Group' by JCC Marketing; 'Files' (1 file, view all, + upload file) with a link to 'jchea logo.png'; and 'Members' (2 members, view all, + invite) listing 'JCC Marketing' as the Group owner and 'Ricky Bobby (you)' as a Member. There is also a 'Create some pages' section. On the right side, there is a sidebar with 'HOME' and 'DISCUSSIONS' tabs, and a 'Group info' section showing 2 members, English language, and categories like 'Schools and Universities' and 'United States > Michigan'. At the bottom, there are links for 'Report this group', 'XML', and 'Send email to this group: jchea-math-summit@googlegroups.com'.

At the top right you will see a notification area detailing new activity since your last visit.

This is a close-up screenshot of the notification area in the Google Groups home page. It shows the 'Home' tab and a dark blue bar with the text 'New since last time: 1 message'. The text '1 message' is underlined. A red oval is drawn around the notification text.

The group's site navigation is on the right-hand side. From here you can access all the group's main features; Discussions, Files, Members, and Pages. You can also read more about the group, edit your membership settings and invite members to join.

HOME

DISCUSSIONS
FILES
MEMBERS
PAGES

[About this group](#)
[Edit my membership](#)
[Invite members](#)


Group info

Members: 2
Language: English
Group categories:
[Schools and Universities](#)
[Region: United States > Michigan](#)
[More group info »](#)

Discussions

In the Discussions page, you can read, and reply to Discussions already posted by clicking the title of the topic or by selecting the "more" link.



 **JCHEA Math Summit**

Discussions HOME

View: [Topic list](#), [Topic summary](#) Topic 1 - 1 of 1

[Welcome to the Math Summit Group](#)

Jackson County's three institutions of higher education (IHE's) face similar challenges with incoming students who are ill-prepared for collegiate-level coursework. Baker College, Jackson Community College and Spring Arbor University are working together to help address this challenge. Join the discussion now and start posting... [more »](#)

By JCC Marketing - 2:26pm - [1 message](#) - [Report as spam](#)

No more topics in this group.

1 - 1 of 1

DISCUSSIONS
[+ new post](#)

FILES
MEMBERS
PAGES

[About this group](#)
[Edit my membership](#)
[Invite members](#)

Group info

Once you are in the discussion thread, for those who use Gmail it will look familiar to you, you'll have the options to "Reply" "Reply to author" or to "Forward" the message to someone else.

★ 1 message - [Collapse all](#) - [Report discussion as spam](#)

➤ **JCC Marketing** [View profile](#) [More options](#) Jul 20, 2:26 pm

Jackson County's three institutions of higher education (IHE's) face similar challenges with incoming students who are ill-prepared for collegiate-level coursework. Baker College, Jackson Community College and Spring Arbor University are working together to help address this challenge.

Join the discussion now and start posting.

[Reply](#) [Reply to author](#) [Forward](#) [Report spam](#) Rate this post: ★★★★★

Send

Discard

From: Ricky Bobby

To: JCHEA Math Summit

[Add Cc](#) | [Edit Subject](#)

On Jul 20, 2:26 pm, JCC Marketing <jccmarket...@gmail.com> wrote:
> Jackson County's three institutions of higher education (IHE's) face
> similar challenges with incoming students who are ill-prepared for
> collegiate-level coursework. Baker College, Jackson Community College
> and Spring Arbor University are working together to help address this
> challenge.
>
> Join the discussion now and start posting.

Send

Discard

To post a new topic, select the “+ New post” link on the side navigation, or the button towards the bottom of the Discussion home page.

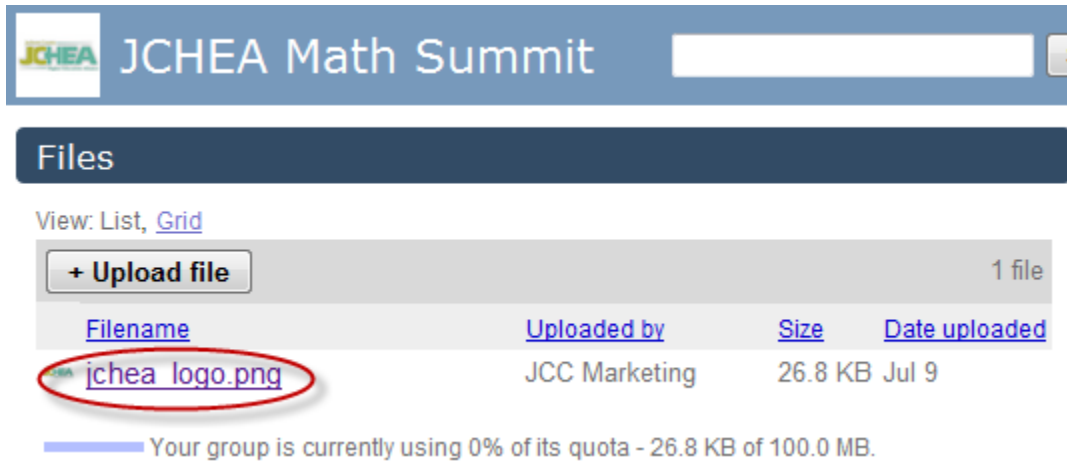
The screenshot shows the JCHEA Math Summit group page. At the top, there is a search bar and the group name. Below that, there is a 'Discussions' section with a 'View: Topic list' link and 'Topic 1 - 1 of 1'. A discussion titled 'Welcome to the Math Summit Group' is shown, with a description and a '+ New post' button circled in red. On the right side, there is a navigation menu with 'HOME', 'Discussions', 'FILES', 'MEMBERS', and 'PAGES'. The 'Discussions' section has a '+ new post' link circled in red. At the bottom, there is a '+ New post' button circled in red.

Next fill out the form as desired and click the “Post message” button.

The screenshot shows the 'Start a new discussion' form. It includes fields for 'From: Ricky Bobby', 'To: JCHEA Math Summit', 'Cc:', and 'Subject:'. Below these fields is a large text area for the message. At the bottom, there are 'Post message' and 'Cancel' buttons, and a checkbox for 'Send me a copy of this message'.

Files

On the files page, you can view previously uploaded files from users by clicking on the “Filename.”



The screenshot shows the top of the JCHEA Math Summit Files page. At the top left is the JCHEA logo and the text "JCHEA Math Summit". Below this is a dark blue header with the word "Files". Underneath the header, there are links for "View: List, Grid". A button labeled "+ Upload file" is visible on the left, and "1 file" is shown on the right. A table lists the files with columns for "Filename", "Uploaded by", "Size", and "Date uploaded". The first row contains the file "jchea logo.png", uploaded by "JCC Marketing", with a size of "26.8 KB" and a date of "Jul 9". Below the table, a progress bar indicates "Your group is currently using 0% of its quota - 26.8 KB of 100.0 MB."

Filename	Uploaded by	Size	Date uploaded
jchea logo.png	JCC Marketing	26.8 KB	Jul 9

You can also upload files to the group by clicking the “+ Upload file” links on either the side navigation or the button on the Files homepage.



This screenshot shows the side navigation menu on the right side of the page. The menu includes links for "HOME", "DISCUSSIONS", and "FILES". Under the "FILES" link, there is a button labeled "+ upload new file". On the main content area, the "+ Upload file" button is also circled in red.

Next click the “Browse” button. This will bring up a dialogue box for you to select your file.



The screenshot shows the "Files" section of the page. There is a "View: List, Grid" link. Below it is a text input field and a button labeled "Browse...". The "Browse..." button is circled in red. Below the input field, there is a "Filename" label and the text "All files listed here".

By doing this all members will have access to view and save any files that have been uploaded.

Note that the storage quota for the group is 100 MB.

Members

On the members page you can view group members and their Google profiles, if they have them setup. Also you can invite new members to join the group via the “+ Invite new members” buttons on the side navigation and bottom of the page.

JCHEA Math Summit

Search this group

Members

HOME
DISCUSSIONS
FILES

MEMBERS
+ invite new members

PAGES
About this group
Edit my membership
Invite members

Group info
Members: 2
Language: English

Sort: [nickname](#) membership type join date

2 members « Previous | Next »

JCC Marketing
Group owner - joined Jul 9

Ricky Bobby (you)
Member - joined 11:20am

+ Invite new members

2 members « Previous | Next »

Pages

From the Pages page, you can view and compose documents. To add a new page click “+ Add new page” button on the side navigation or at the bottom of the page.



Next, give your page a title, and then start adding content. You can have several different formatting options to choose when editing your page. You can also add hyper-links and images. You can either upload an image, use of the existing images that has already been uploaded to the group, or enter the web address (URL) of an image online. Once you have finished click “Save & Publish” either at the top or bottom of the page.

