



ARCE CHICAGO

FAQ Search Memberlist Profile Private Messages Log in Register

The time now is Fri Apr 01, 2005 5:10 pm
[Join ARCE Forum Index](#) [View unanswered posts](#)

Members Area

	Topics	Posts	Last Post
 New Members Since this is a new chapter we are all new members but this area will serve as a welcome area to our web guests and provide helpful information about ARCE Chicago	1	1	Tue Mar 22, 2005 11:51 am Sandy Polley →
 Members in Chicago This area is for our members that are directly located in the Chicago Area so they can communicate more effectively.	3	3	Wed Mar 30, 2005 11:04 am Sandy Polley →
 Members in Midwest This area is for out members in the Midwest but outside of Chicago. We hope the web site is a good tool for you since geography may prevent you from attending all the Chicago events planned.	0	0	No Posts
 Other Chapter Members Well we thought we would make a place for you too so all ARCE members would feel welcome in Chicago ;)	0	0	No Posts
 Egyptology 101 We are all at different levels as far as experiece and knowledge of Egyptology			Tue Mar 22, 2005 10:22 am

<http://www.arcechicago.com/bb/index.php>

User Manual for ARCE Chicago Chapter On-Line Forum

Prepared by:
 Sandra Polley
 Webmaster
www.arcechicago.com
 Email: sandy@arcechicago.com
 Revised March 31,2005

Table of Contents

ARCE and the Internet	3
Tools Needed	3
How to get there	3
Navigating the board	5
User Accounts	5
Registration	5
Logging In.....	7
Forgotten Password	8
Posting	9
Posting Form.....	9
Announcements.....	10
Sticky Topics.....	11
Polls	11
BBCode.....	11
Smilies	12
Quoting Messages	12
Editing Posts	12
Deleting Posts.....	13
Private Messages.....	13
Sending	13
Receiving	13
The Outbox	14
The Savebox.....	14
Searching	14
Watching Topics	15
Subscribing to Topics	16
Unsubscribing from Topics.....	16
Profile Settings.....	16

ARCE and the Internet

ARCE Chicago Chapter plans to utilize the Internet a great deal as a way to interact with members and public and keep marketing costs down so that we can use that money for speakers and events. This website also allows an online community place for members to get together and communicate between functions. One of the ways we will be doing this is through the use of our member forum.

Tools Needed

In order to best use the features of the ARCE Chicago Chapter website you need the following hardware/software:

- Computer that is Pentium III or better
- Windows XP (Home or Pro), Windows 2000, Windows 2003
- Screen Resolution of 800x 600
- Internet Explorer 6.0 or higher

How to get there

On the Website located at www.arcechicago.com you can click on Messages on the menu bar and that will take you to the member forum.



Figure 1 : ARCE Chicago Website

An online forum or message board allows people to post ideas, opinions, and information in an organized way. Posts are organized in a way that makes it easy for people to find the information they are interested in, but without having to wade through unrelated information.

Postings in our board are organized into three subdivisions:

Forum - A forum is a container for topics. Forums often have a general subject that the topics within are about. For instance, below you see a list of forums. We will use New Member to illustrate the different subdivisions. In the forum , New Member, there are topics specifically for new members.

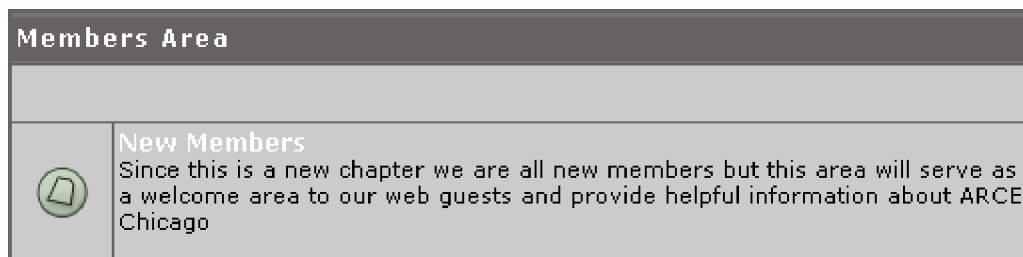


Figure 2: Example of Forum

Topic - A topic is a collection of posts. The posts are organized in chronological order. The idea of a topic is that there is a single post that contains the topic of discussion. The rest of the posts in the topic are replies to this first post and to other replies. Topics are sort of like conversations, allowing many people to state their opinions about an idea, or debate an issue. In the **New Member** forum there is a *topic* called **Announcements**.

	Topics	Replies
	Announcement: Just Joing ARCE Chicago? Attend our Next Meeting.	1

Figure 3: Example of Topic

Post - A post is a piece of information submitted by a single user. It may be a new post, which starts a new topic, or a reply to an existing post. Posts are typically a sentence, paragraph, or a few paragraphs. In the New Member forum under the topic Announcements there are two posts.

View previous topic :: View next topic	
Author	Message
Sandy Polley Site Admin Joined: 19 Nov 2004 Posts: 6 Location: Bloomington Illinois	Posted: Tue Mar 22, 2005 11:51 am Post subject: Just Joing ARCE Chicago? Attend our Next Meeting. quote <hr/> Our first official meeting to organize the Chicago Chapter will be held: Saturday, April 2, 9:30-12:00 at The Oriental Institute, 1155 East 58th Street, Chicago, 60637 LaSalle Bank room, lower level Light refreshments will be served If you are planning to attend please RSVP http://www.arcechicago.com/rsvp.htm[/url] <hr/> Sandy Polley Webmaster ARCE Chicago Chapter
Back to top	profile pm email
Guest	Posted: Fri Apr 01, 2005 6:01 pm Post subject: Cannot Make the Meeting quote <hr/> If we cannot make the meeting will the meeting notes and other information be posted on this site for us to read and keep up to date on the chapter progress?

Figure 4: Example of 2 Posts

Navigating the board

Navigating through posts is based on the idea of posts, topics and forums. Generally, a user will start at the **Forum Index**, which is the opening page of the board. The **Forum Index** shows a list of forums for the board. If you click on one of the forums, you will be shown the **View Forum** page, which is a listing of the **topics** in the forum. By default they are sorted in chronological order by the most recent post in each topic. If you click on a topic, you will be shown the **View Topic** page, which is a listing of the posts in that topic. The posts in a topic are organized chronologically, with the oldest post first.

User Accounts

This Board is based on a user system. When a user is logged in, his/her username will be shown with each post he/she makes. Each user may also have some custom settings which allow them to control the look and feel of the board as they use it.

Registration

In order to log into the board as a user, you must register a username. To do this, click the small Register link at the top of any page.

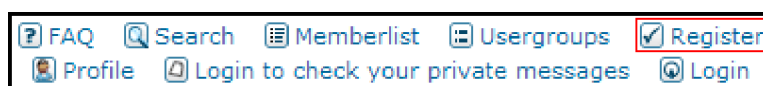


Figure 5: Registration Link

You will be taken to the **Registration Agreement Terms**, which you must agree to in order to register.

You will then be taken to the registration information form. Fill out each of the required fields, and any of the optional fields you like. The settings on the registration form are identical to those in the **Profile Settings** form, for more details see Profile Settings.

Registration Information	
Items marked with a * are required unless stated otherwise.	
Username: *	<input type="text"/>
E-mail address: *	<input type="text"/>
Password: *	<input type="text"/>
Confirm password: *	<input type="text"/>

Figure 6: Registration Form Part 1

Profile Information	
This information will be publicly viewable	
ICQ Number:	<input type="text"/>
AIM Address:	<input type="text"/>
MSN Messenger:	<input type="text"/>
Yahoo Messenger:	<input type="text"/>
Website:	<input type="text"/>
Location:	<input type="text"/>
Occupation:	<input type="text"/>
Interests:	<input type="text"/>
Signature: This is a block of text that can be added to posts you make. There is a 255 character limit HTML is <u>OFF</u> BBCode is <u>ON</u> Smilies are <u>ON</u>	<input type="text"/>

Figure 7:Registration Form Part 2

When you register, you must specify an email address. All email from the board to you will be sent to that address. If the board is set to **User Activation**, you must check your email and click the activation link there before you may log in. For privacy you may elect to not fill out the information in the profile section. It is entirely up to you. As per our privacy policy we do not give out or sell your information to anyone else under a court order. For more details on our privacy policy please see the website.

Preferences	
Always show my e-mail address:	<input checked="" type="radio"/> Yes <input type="radio"/> No
Hide your online status:	<input type="radio"/> Yes <input checked="" type="radio"/> No
Always notify me of replies: Sends an e-mail when someone replies to a topic you have posted in. This can be changed whenever you post.	<input type="radio"/> Yes <input checked="" type="radio"/> No
Notify on new Private Message:	<input checked="" type="radio"/> Yes <input type="radio"/> No
Pop up window on new Private Message: Some templates may open a new window to inform you when new private messages arrive.	<input checked="" type="radio"/> Yes <input type="radio"/> No
Always attach my signature:	<input checked="" type="radio"/> Yes <input type="radio"/> No
Always allow BBCode:	<input checked="" type="radio"/> Yes <input type="radio"/> No
Always allow HTML:	<input checked="" type="radio"/> Yes <input type="radio"/> No
Always enable Smilies:	<input checked="" type="radio"/> Yes <input type="radio"/> No
Board Language:	English <input type="button" value="v"/>
Board Style:	Synapse <input type="button" value="v"/>
Timezone:	GMT - 6 Hours <input type="button" value="v"/>
Date format: The syntax used is identical to the PHP date() function.	D M d, Y g:i a

Figure 8: Registration Form Part 3

Logging In

In order to post using your username and use your custom settings on the board, you must log in. To log in, you must use the small login form at the bottom of the **Forum Index** page.

Log in

Username: Password: Log me on automatically each visit

Figure 9: Login on front page

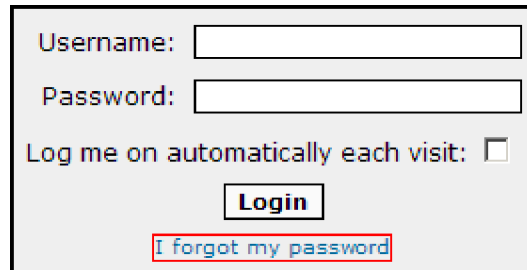
Alternatively you may click the small Login link at the top of any page to be taken to the **Login Page**.



Figure 10: Link to Login on top menu

Enter your user name and password, and click Login. You will be taken to the page you were previously using, but will now be able to post with your username, change your profile, check private messages, etc. To log out of the board, click the small Logout [[<your username>](#)] link at the top of any page.

If you are not logged in and attempt to do anything that requires a login, you will be taken to the login screen. After you log in, you will be taken to the page you were attempting to go to before logging in. Things that require login include changing your profile, checking your private messages, posting to forums (if they require it), etc. If you forget your password, go to the **Login Page**. Click **I forgot my password**.

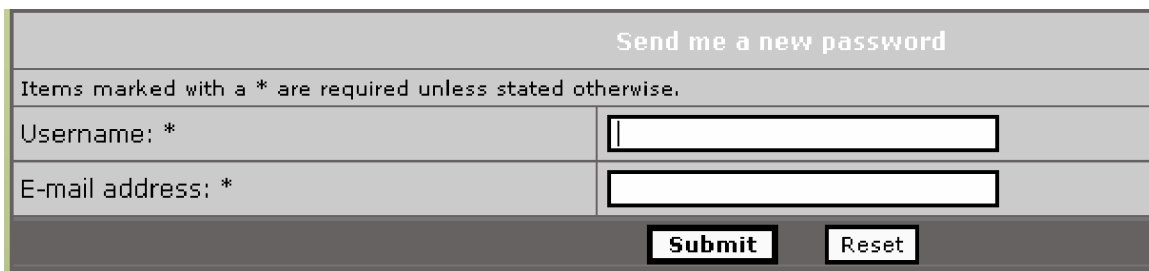


A login form with a light gray background and a black border. It contains the following elements: a 'Username:' label followed by a text input field; a 'Password:' label followed by a text input field; a 'Log me on automatically each visit:' label followed by an unchecked checkbox; a 'Login' button; and a blue link labeled 'I forgot my password' which is highlighted with a red rectangular border.

Figure 11: Login pop up prompt

Forgotten Password

You will be taken to a form to enter your username and email address. A new password will be created, and sent in an email to you. When you receive the email, you need to click the new password activation link. The new password activation link exists so that if someone else enters your information into the **Forgotten Password** form, your current password will remain intact. After you have activated your new password, you may log in with it. You may change your password to what you like in your profile.



A form titled 'Send me a new password' with a light gray background. Below the title is a note: 'Items marked with a * are required unless stated otherwise.' The form has two input fields: 'Username: *' and 'E-mail address: *'. At the bottom, there are two buttons: 'Submit' and 'Reset'.

Figure 12: Lost Password Screen

Example of Lost Password Email

Hello Your Name

You are receiving this email because you have (or someone pretending to be you has) requested a new password be sent for your account on Join ARCE. If you did not request this email then please ignore it, if you keep receiving it please contact the board administrator. To use the new password you need to activate it. To do this click the link provided below.

http://www.joinarce.com/bb/profile.php?mode=activate&u=3&act_key=8d376

If successful you will be able to login using the following password:

Password: A08yq6t5

You can of course change this password yourself via the profile page. If you have any difficulties please contact the board administrator.

--

Thanks,

ARCE Chicago Chapter

Posting

There are two primary ways to create a post. In the **View Forum** and **View Topic** pages, you may click **New Topic**. This will take you to the posting form, and, when you have posted, will create a new topic with your post as the first one in the topic. In the **View Topic** page, you may also click **Reply**. This will take you to the posting form, and, when you have posted, it will add your post to the topic you replied to. To reply to a specific post, you may also click the **Quote** button in the upper right corner of that post.

Posting Form

When you post a new topic or post a reply, you are taken to the posting form, where to enter your post.

The image shows a web form titled "Post a reply". It has several sections:

- Username:** A text input field.
- Subject:** A text input field.
- Message body:** A large text area for the post content. Above it are buttons for formatting: **B** (bold), *i* (italic), u (underline), **Quote**, **Code**, **List**, **List=**, **Img**, and **URL**. Below these are dropdown menus for "Font colour" (set to black) and "Font size" (set to Normal), and a "Close Tags" button. A small text box contains the instruction "List: [list]text[/list] (alt+I)".
- Emoticons:** A grid of 16 yellow emoticon icons. Below them is a link that says "View more Emoticons".
- Options:** A section with three checkboxes:
 - HTML is OFF
 - BBCode is ON
 - Smilies are ON
- At the bottom right of the options section, there are two more checkboxes:
 - Disable BBCode in this post
 - Disable Smilies in this post

Figure 13: A Blank Posting Form

Subject - The subject of your post. If this is a new post, the subject is required, and it will be the name of the topic. If the post is replying to another post, the subject is not required, but may be added, and will be shown at the top of the post.

Message Body - The Message body is a large text area where the body of your post is input. Plain text is the only thing allowed in this text area, but special formatting, links, smilies (emoticons), images, etc. may be added through the use of **Smilies**, **BBCode** and/or **HTML** (if they are enabled).

Smilies - Smilies (also called emoticons) can be added to posts. You may only use smilies in your post if they are enabled on the board you are using. To see if smilies are enabled, look in the lower left corner of the posting form, you should see "Smilies are ON/OFF". If smilies are enabled and you would like to disable them in your post, check the box next to Disable Smilies in this Post.

BBCode - BBCode allows you to add special formatting to your posts. You may only use BBCode in your post if it is enabled on the board you are using. To see if BBCode is enabled, look in the lower left corner of the posting form, you should see "BBCode is ON/OFF". If BBCode is enabled and you would like to disable it in your post, check the box next to Disable BBCode in this Post.

HTML - You may use HTML to format your posts. You may only use HTML in your post if it is enabled on the board you are using. To see if HTML is enabled, look in the lower left corner of the posting form, you should see "HTML is ON/OFF". If HTML is enabled and you would like to disable it in your post, check the box next to Disable HTML in this Post.

Signature - You may add a signature to your post. To do this, check the box next to **Attach Signature**. You may change your signature by editing your profile.

Reply Notification - When you post, you may be interested in knowing when that topic is replied to. If so, you may check **Notify me when a reply is posted**.

Sticky/Announcement - To make a post into an **Announcement** or a **Sticky Topic**, look to the bottom of the posting form. There are radio buttons at the bottom that will allow you to set the post as **Normal**, **Sticky** or **Announcement**. These options will only be visible to a user for the top post in a topic, and only if they have permission to make Announcements and Sticky topics.

Polls - To add a poll, look to the bottom of the posting form. These options will only be visible to a user if they have permission to make Polls.

Announcements

Announcements are a special type of topic. In the **View Forum** page, Announcements appear above all other topics (at the top of the forum). Announcements will also appear on every **View Forum** page. For instance, if you had 75 topics in a forum and 50 on

each page, announcements would appear on the page with the first 50 topics **and** on the page with the last 25 topics.

To make a topic into an announcement, simply select the **Announcement** radio button on the posting form. The top post of a topic must be specified as **Announcement** for the topic to be an Announcement.

Sticky Topics

Sticky topics are a special type of topic. In the **View Forum** page, Sticky topics appear above all other topics except for Announcements. Sticky topics only appear on the first **View Forum** page. To make a topic sticky, simply select the **Sticky** radio button on the posting form.

Polls

Polls are a special type of post that allow community members to vote on an idea or issue. Polls can only be made from the top post in a topic.

Poll Question - This is the subject of the Poll, the question that is being *answered* by the poll. The poll question appears at the top of the topic, above the poll options. This is required for the poll.

Poll Option - Poll Options are the possible answers to the poll question. To add poll options, type the option into the text field and click Add Option. To have a valid poll, at least two options must be offered.

Run Poll for - Number of days to run the poll for. After the specified time has passed, the results of the poll are displayed in the topic, and no one else may vote.

BBCode

BBCode is a system that will allow you to format your posts in special ways. The BBCode system uses tags in a way nearly identical to HTML. The primary difference between BBCode and HTML is that BBCode uses square brackets [and] instead of angle brackets < and >. For a more detailed description of how BBCode works, click the small BBCode link on the lower left corner of the **Posting Form**. You may also go to <http://www.phpbb.com/phpBB/faq.php?mode=bbcode>.

Here is a list of sample BBCode and its output:

[b]Bolded Text[/b]: **Bolded Text**

[i]Italicized Text[/i]: *Italicized Text*

[u]Underlined Text[/u]: Underlined Text

[color=red]Red Text[/color] or **[color=#FF0000]Red Text[/color]: Red Text**

[size=24]Bigger Text[/size]: Bigger Text

[list][*]Cheddar Cheese[*]Limburger Cheese[*]Cottage Cheese[/list]:

Cheddar Cheese
Limburger Cheese
Cottage Cheese

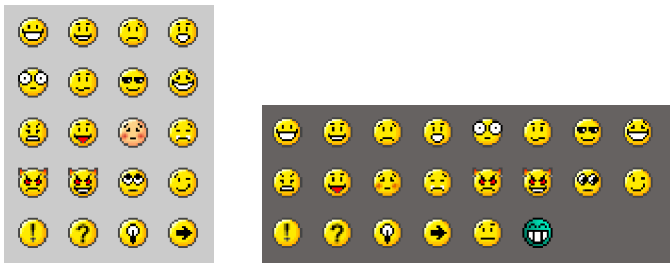
[url=http://www.phpbb.com/]Visit phpBB![/url]: [Visit phpBB!](http://www.phpbb.com/) (Link URL: http://www.phpbb.com)

[url]http://www.phpbb.com/[/url]: <http://www.phpbb.com/> (Link URL: http://www.phpbb.com)

[email]no.one@domain.adr[/email]: no.one@domain.adr

Smilies

Smilies are small images that appear in posts. Usually they are small images of faces, and are often used to show emotion. To use smilies in your posts, you need to enter a series of characters. Common character series are :) for a happy face 😊, :(for a sad face ☹️, etc. Another common style for smilie character sequences is *:emotion:* (i.e. the emotion the smilie shows, with a colon ":" before and after this). Examples of this are :wink: for a winking face 😜, :lol: for a laughing face 😂, etc.



Quoting Messages

Quoting messages allows you to include other's posts in your own. It is useful for showing that you are replying to a post, or part of a post. To quote all of someone's post, look at the top right corner of their post and click Quote. This will take you to the posting form, and will allow you to reply to the post. It will also automatically add the appropriate **BBCode** to your post to quote the post you are replying to.

The proper syntax to quote a post is:

```
[quote="<name to quote>"]<text to quote>[/quote]
```

<name to quote> is the source of your quote, and <text to quote> is what you are quoting. So to quote the user *Cheese Man* saying "Power the behold of cheese."

```
[quote="Cheese Man"]Power the behold of cheese[/quote]
```

Editing Posts

Editing posts allows you to go back and fix errors, remove incorrect information, or add new information to your posts. To edit a post, look at the top right corner of your post and click Edit. You will be taken to the posting form to edit your post, and then click

Submit to enter it into the database. If you edit a post after it has been replied to, a small message will appear at the bottom of it indicating how many times it has been edited, and when and by whom the last edit occurred.

Deleting Posts

To delete a post, click Edit and check **Delete this Post**. Click Submit to finish deleting the post. You may not delete a post if it has been replied to (i.e. it is not the last post in the topic)

Private Messages

Private messages allow users on a board to contact each other out of the public eye. Private messages can be described as a cross between email, instant messaging, and forum posting.

To use private messaging, you must be logged in to the board. Look at the top of any page, and click You have X new message(s). This will take you to your private messaging center.



Sending

There are three primary ways to send a private message. First, you may go your private messaging center and click New Post. Secondly, you may click Post Reply from a private message you are reading. Finally, you may click the Pmlink on any user's profile or post.

The posting form is identical to the normal posting form with a few exceptions:
Username - The username of the person you want to receive the message. If you are replying to a PM, or clicked the PM link in someone's profile, this field will be automatically filled for you.

Additionally, PMs may not be **Sticky Topics**, **Announcements**, or contain **Polls**.

Receiving

There are three ways that one may be notified of a new private message. Most obvious is the Private message link at the top of every page. It will display, *You have X new message(s)*, where X is the number of new messages you have. You may click this link to take you to your **Inbox**.

You may be informed of new PMs by an email sent to the email address your username is registered to. You may also be informed of a new PM by means of a small window that pops up while you are viewing the board. Email and pop-up notification will contain a link to your **Inbox**. Email and pop-up notification may be enabled/disabled in your **Profile**.

Sometimes you may be informed of a new PM, but when you go to your Inbox, there is no new message. This is not a bug, it simply means that the sender must have deleted the PM before you read it. You may delete messages by selecting them and clicking Delete Marked. Alternatively, you may delete all messages by clicking Delete All. You may also sort/display messages by age by using the dropdown list box in the upper right corner.

The Outbox

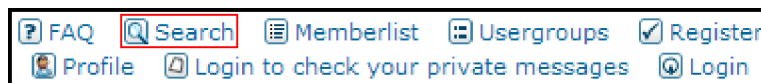
When you send a PM, the message goes to your **Outbox**. It remains in the Outbox until the recipient visits his/her Inbox, at which point it is moved from your Outbox to their Inbox. While the message remains in your Outbox you may edit or delete your post if you like. The message remains in your control until it is received.

The Savebox

The Savebox is provided as a place to keep important PMs. Often it is used to save valuable messages from the Inbox, and then you can use the Delete All function to discard the rest. You may save messages in your Inbox by selecting the messages (with the checkboxes next to each message) and clicking Save Marked.

Searching

There is a search system that will allow you to find topics you are interested in. To get to the search page, click the small Search link at the top of any page.



Search for Keywords - You may search for words in the content of topics. Enter the words to search for into the text field.

If you select **Search for any terms or use query as entered**, then topic containing ANY of the words you entered will be displayed. You may use the **AND**, **OR**, and **NOT** operators to indicate which words you want to search for. Use **AND** to indicate that multiple words MUST be found. Use **OR** to indicate that a word is optional/alternate. Use **NOT** to indicate that a word should not be present in the topics displayed.

If you select **Search for all terms**, only topics containing all of the words in the query will be displayed. Selecting this option has effects comparable to using **Search for any terms or use query as entered**, with the **AND** operator between each term.

You may use the asterisk (*) wildcard character to broaden your search. The asterisk will match any number of characters. So **cheese** will match *cheese*, *cheesewheel*, *wheelcheese*, or *wheelcheesewheel*. Likewise *cheese*fudge* will match *cheesefudge*, *cheeseyfudge*, or *cheese597fudge*.

To increase the speed and decrease the overhead of the search utility, only words may be searched for. Phrases (such as "cheese wheel") may not be searched for, except by their component words. The minimum size for words is four characters, and the maximum size is twenty characters. Any non-alphanumeric character (e.g. white space and punctuation) is a word boundary.

Search for Author - You may search for posts by post author. Simply enter the author's username into this text field. You may use the asterisk (*) wildcard in author's names to broaden your search. Again, the asterisk will match any number of characters.

Forum - Select the forum you wish to search in, or **all available**. To search multiple forums, search by **Category**.

Category - Select the category you wish to search in, or **all available**.

Display Results as Posts - Search results will be displayed as a list of the posts. Part of the post that matches the query will be displayed, and the search terms highlighted. For each post there is a link

Display Results as Topics - Search results will be displayed as a list of Topic titles. For each topic there is a link to the forum it is in, the topic itself, and the author of the topic.

Search Previous - This dropdown box will allow you to specify the maximum age of posts to display as results of the search. There are also radio buttons here that will allow you to search only the body of posts, or the subject (title) of the posts as well.

Sort by - This will allow you to specify how search results are organized. You may sort by Post Time, Post Subject, Topic Title, Author, or Forum. The sort may be in ascending or descending order alphabetically (or chronologically where appropriate)

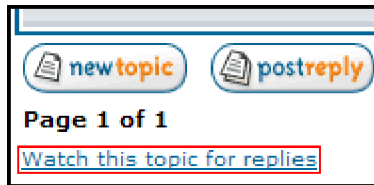
Return first - When **Display Results as** is set to **Posts**, this dropdown box will allow you to control how much of the post is displayed in the search result.

Watching Topics

You may subscribe to topics. When a topic you are subscribed to is replied to, an email will be sent to the email address that your username is registered to. The email will contain a link to the topic that has been replied to. You will only receive one email per topic until the next time you log in to the board.

Subscribing to Topics

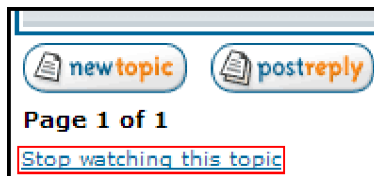
To subscribe to a topic, look at the lower left corner of the **Topic View** page. Click the small Watch this topic for replies link.



Additionally, if you post or reply to a topic, you may check **Notify me when a reply is posted** to subscribe to a topic.

Unsubscribing from Topics

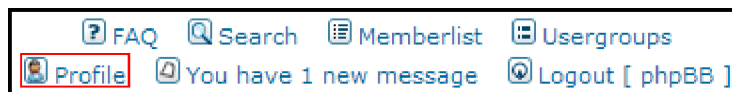
To unsubscribe from a topic, look at the lower left corner of the **Topic View** page. Click the small Stop watching this topic link.



Alternatively, you may look at your notification email. At the end of the email (right above the signature) there is a link that will unsubscribe you from the topic.

Profile Settings

To edit your profile, click the small Profile link at the top of any page.



You must be logged in to edit your profile. To make changes to your profile, change the values on the form and click Submit at the bottom of the page.

Username - Your username on the board, the name you use to log in. You may change this name if the board administrators allow it.

Email - The email address your account is registered to. All emails from the board to you will go to this email address. You may change the email address if you like. If you change your email address and the board is using **User** activation, then you will need to

activate your changed email address. You will be sent an email (to the new address) with an activation link if this is the case.

Password - The password you use to log in. If you change your email address or password, you must enter your current password. If you are changing your password you will need to enter the new password twice to verify it.

Fields in the **Profile Information** are self-explanatory.

Always show my Email Address - If **Yes** a link to email you will appear in your profile. If set to **No**, the link will not appear.

Hide your online status - If **Yes** you will not be visible to normal users in the **Who is Online?** list at the bottom of the **Forum Index**.

Always notify me of replies - If **Yes** then the **Notify me when a reply is posted** checkbox on the posting form will be checked by default. You may still uncheck it each time you post.

Notify on new Private Messages - If **Yes** an email will be sent to your registered email address each time you receive a private message.

Pop up window on new Private Messages - If **Yes** you will see a pop up window notifying you of new Private Messages you receive while browsing the forums.

Always attach my signature - If **Yes** then the **Attach signature** checkbox on the posting form will be checked by default. You may still uncheck it each time you post.

Always allow BBCode - If **Yes** then the **Disable BBCode in this post** checkbox on the posting form will be unchecked by default. You may still check it each time you post.

Always allow HTML - If **Yes** then the **Disable HTML in this post** checkbox on the posting form will be unchecked by default. You may still check it each time you post.

Always enable Smilies - If **Yes** then the **Disable Smilies in this post** checkbox on the posting form will be unchecked by default. You may still check it each time you post.

Board Language - Selects the language of board messages/text. Any text from other users or administrators is unaffected.

Board Style - Selects the style that the board. This setting will not work if the administrator has turned on **Override user style** (for more information,

Date Format - You specify the date format that you see on the board. The default string for this field is "D M d, Y g:i a" This will display your date in the form **Sat Apr 09, 2002 4:09 am**

Time Zones - To have the board time show correctly, please select your time zone. The time does not work with Daylight Savings Time, so if you have Daylight Savings Time, add 1 to your GMT modifier. So if you we are CST GMT-6 and in Daylight Savings Time you will need to set your time zone to GMT-5.