



# WEB TIPS

## What's New

As you know, the web/technology team launched a new website platform on October 3, 2017. The new site has many features that will improve the way we interact with our members. Hopefully you've had a change to logon and look around. Much information still remains public so you don't necessarily have to logon unless you want to review OSC documentation such as Board of Directors meeting minutes, purchase discount lift tickets, post to a Forum or renew your membership.

One of the major changes to the website is that it has an **online membership database**. Like the previous website, members can renew or join online. Payments can be made by check or credit card. To learn more about renewing your membership, check the [Blog](#) post ***Joining and Renewing Membership with OSC***. All member data is stored on the site and can be edited by each member in your **Profile**. Members must have a unique email address to interact with the website. If you do not have an email and need to renew, please send us a message at '[Contact Us](#)'.

The new website has a **Calendar** with an event management tool. This allows the web team to set up events with an RSVP request when the activity/event leader needs to know who or how many are attending. The announcement can be sent directly to a members' email address and they can RSVP from the email. If '**Register**' is clicked, an email confirmation will be sent and the leader will be notified. If '**Not Attending**' is clicked, the member will no longer receive emails about the event. However, they can always sign up from the Calendar entry at a later time. Please **note** that a message at the bottom of the email says that the links are only active for 7 days. After that time, you can go to the Calendar to register.

Members will begin to see more emails from the Onondaga Ski Club website as we move forward with events and using forums. You will also receive emails when it's time to renew your membership. You can change your Email subscription settings in your Profile (described below).

## Your Profile:

All OSC members can access their information stored online by logging in then clicking on their **Name** at the top right corner of the page. Here you can see the information we have on record in our database and can make changes by clicking '**Edit**' at the top of the page. ***If your email changes***, please remember to change it here so we have your current address. **NOTE:** we have added a new field to the profile: **County**. If this field is empty, you must add your county of residence before you can proceed to make other changes to Your Profile.

You can also set your **Email subscriptions** on this page - these include what emails you are subscribed to and how often you receive Forum updates - Immediately, Daily, Weekly. See the [Blog](#) post '**Receiving Emails from Forum Posts**' for instructions on how to set.

Your Profile is where you change your **Privacy settings**. These control the information the Public and other OSC Members see about you. You can change these by clicking 'Edit'. Whatever you change, be sure to click the '**Save**' button before leaving the page!

## Forums:

A forum is available for all OSC activities. Anyone who clicks '**Subscribe**' will receive an email notification that there is a new posting to that forum. The Default setting is **Daily**. How to reset this setting is described at the left under **Your Profile**.

To find a **recent post**, click on the menu item Forums. This will bring you to a Forums Summary page. Scroll down and note the latest topics that have been posted are listed at the bottom of the page. Click the name and it will take you to the actual entry.

Forums are good for **impromptu activities** and **information you might not find on other areas of the website**. These include special discounts/deals that our members may be aware of and want to share with others. The **X-Country Forum** is used to post upcoming outings. **NASTAR** shows the latest race results. **Cycling** and **Downhill Skiing** also have postings.

**Note to Committee Chairs:** If you want to set up a Forum for your committee so members can share documents and ideas, contact a website admin. A 'group' can be set up for your committee members that is private and visible only to those in the group.

## Lost your membership card?

In your Profile, you can find a copy of your membership card. If you've lost yours and need one for a Hot Deal or to show at a local mountain, click **Printable PDF** and print a copy. To receive a new one with a NJSSC sticker to use for Council Days and at other ski resorts, contact our membership registrar or send a message under the menu item '**Contact Us**'.

## Trouble finding something on the site?

If you can't seem to find what you're looking for, use the **Search** box at the top of the web pages. This will give you a list of specific places where the Search term is used. Or go to the 3 bars on the far right of the menu and click '**Site Map**'. This shows a layout of the main topics on the website. Just click a topic and you will be directed to the page.