

# Website Guide

## For Mobile Devices

The website is: [www.verobeachqg.com](http://www.verobeachqg.com)

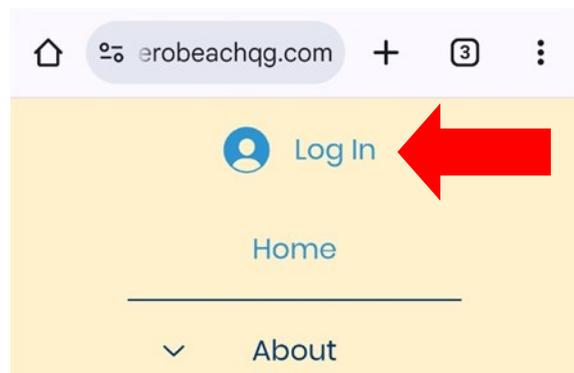
### Logging In:

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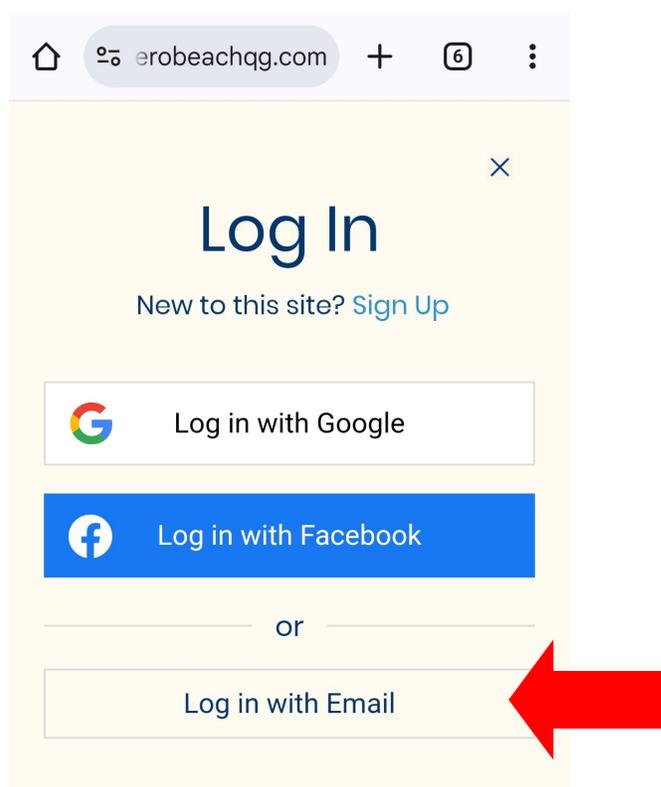
1. Click the **three bars** at the top right (the menu).



2. Click "Log In" at the top of the menu.



3. Click "Log In with Email", the last button on the page.

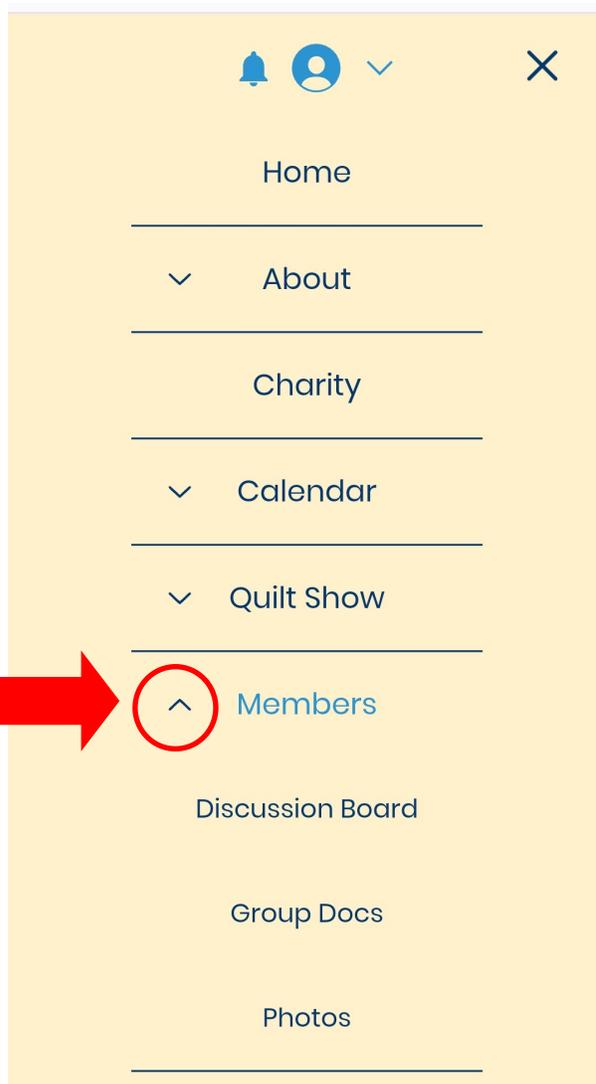
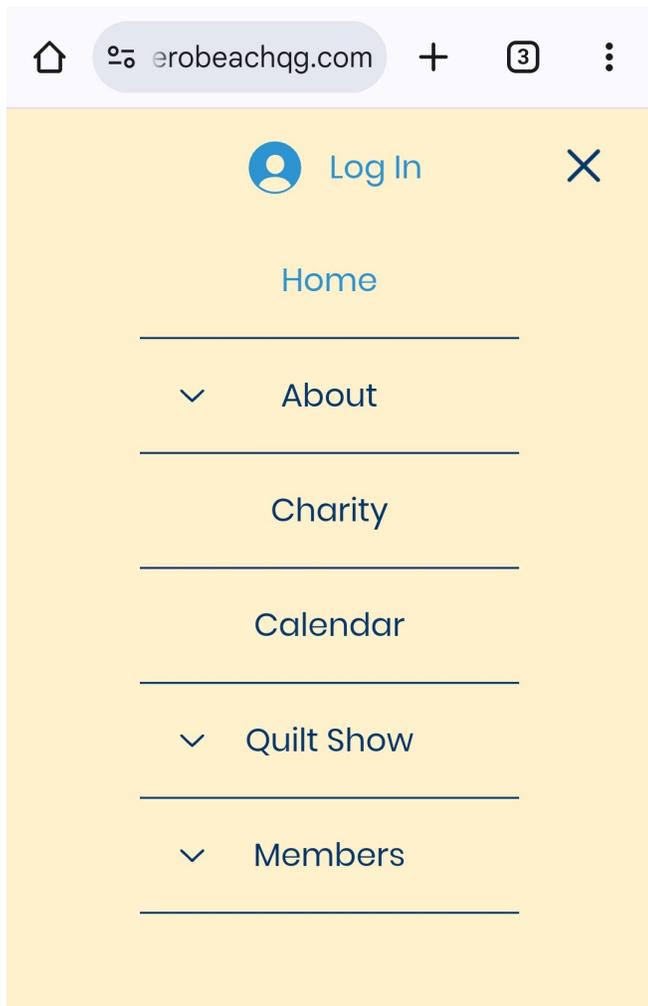


4. Enter your email and password and click "Log In".

# Navigating the Site:

On the menu, you will find all the main pages listed.

Click the arrows to the left of the main pages to find any pages related to that.

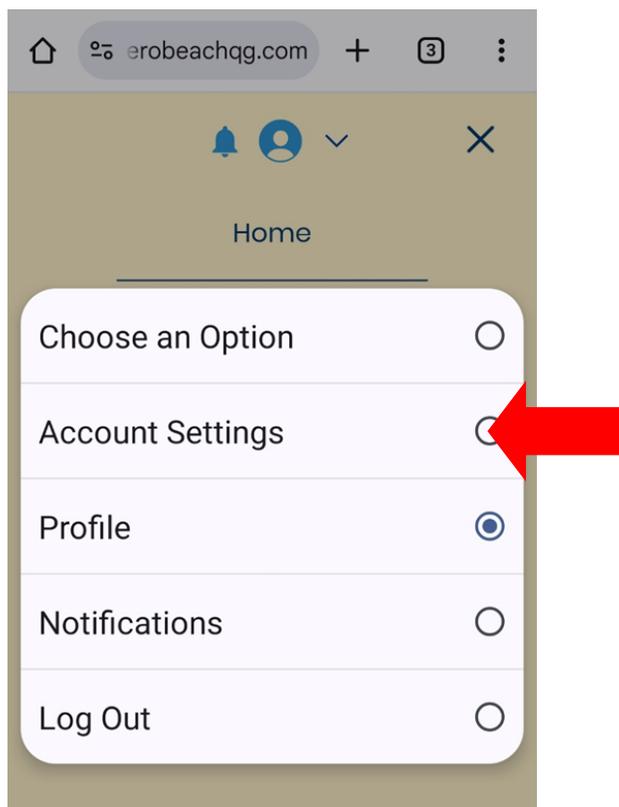


# Profile Details:

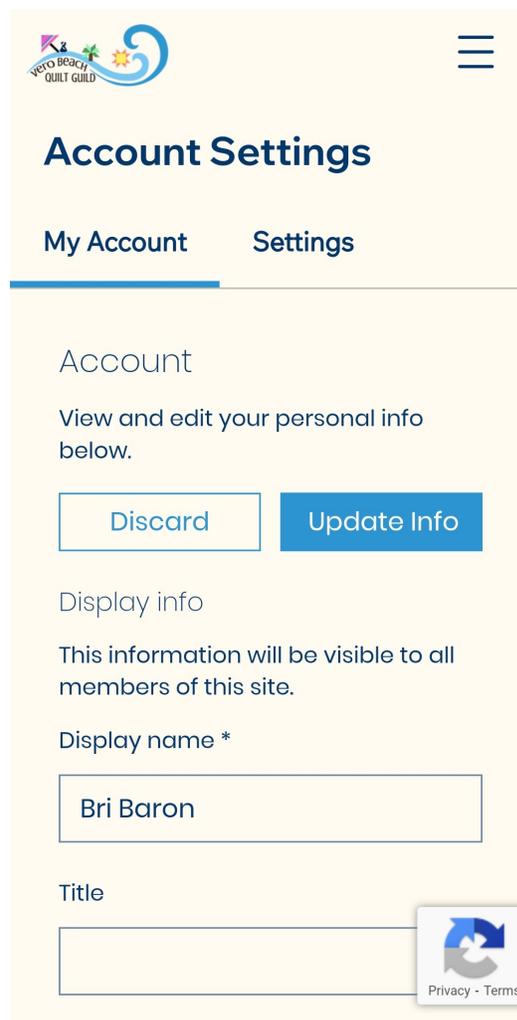
1. Click the **person icon**, at the top of the **menu** to access your **profile**.



2. Select "Account Settings" on the pop-up.



3. The Account Settings will look like this:



On this page, please:

- A. Change your **Display Name** to your full name so members can find you easily.
- B. Add your address, phone number, and other details **as desired**.

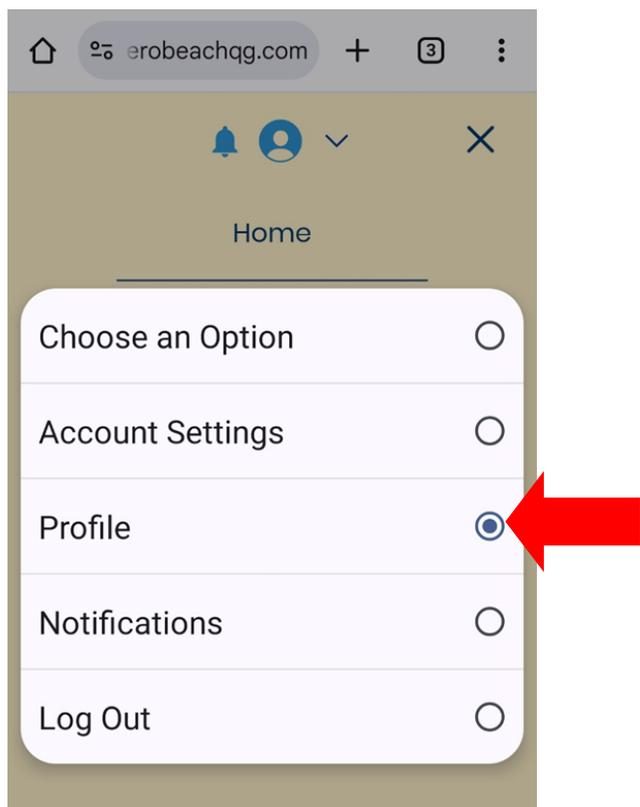
\*\*\* **These details will only be available to members**

# Finding Your Profile:

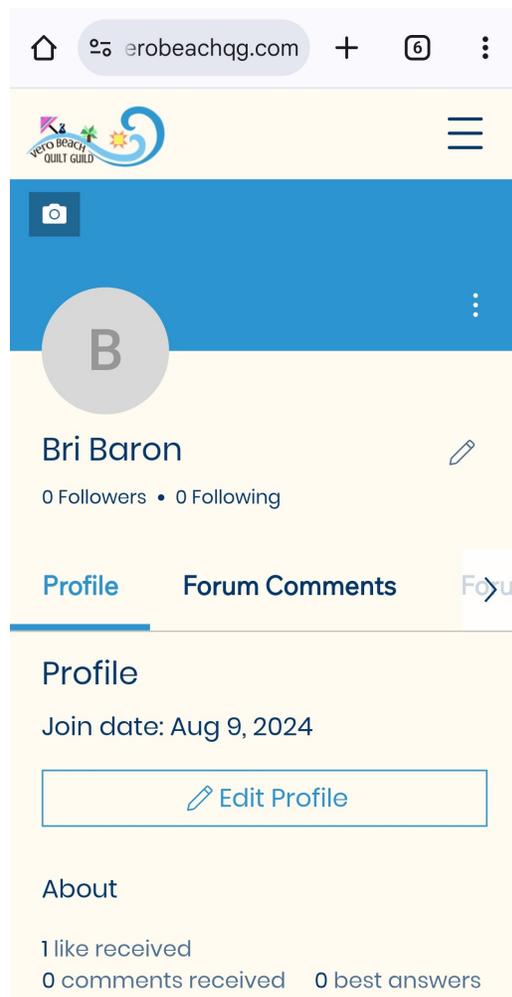
1. To go to your personal profile page, click the person icon again.



2. Select "Profile" on the pop-up.



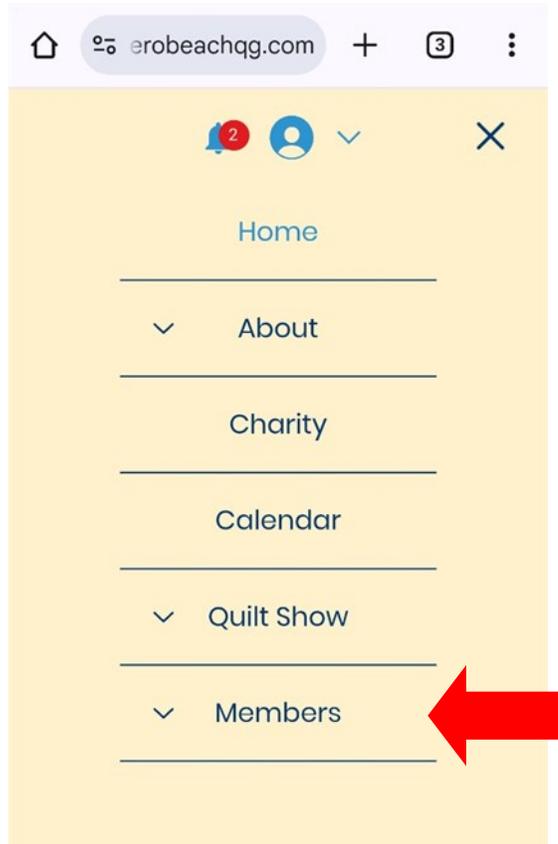
3. Your profile will look like this:



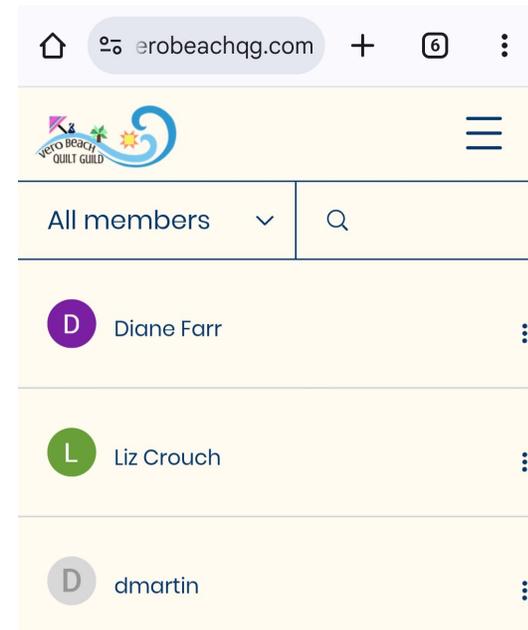
## Finding Other Members:

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1. To find the list of members, click “Members” in the menu.



2. This brings you to a list of all the members. You can click on the names to go to their profile.

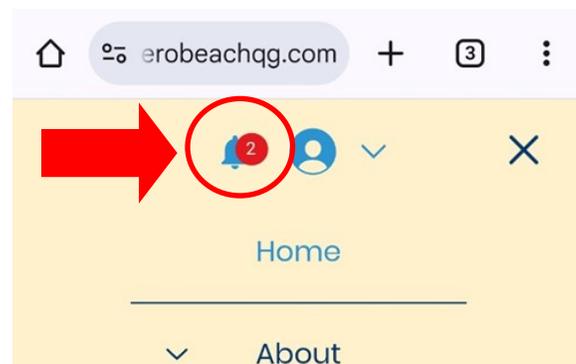


## Notifications:

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You can keep up with the activity on the site through notifications.

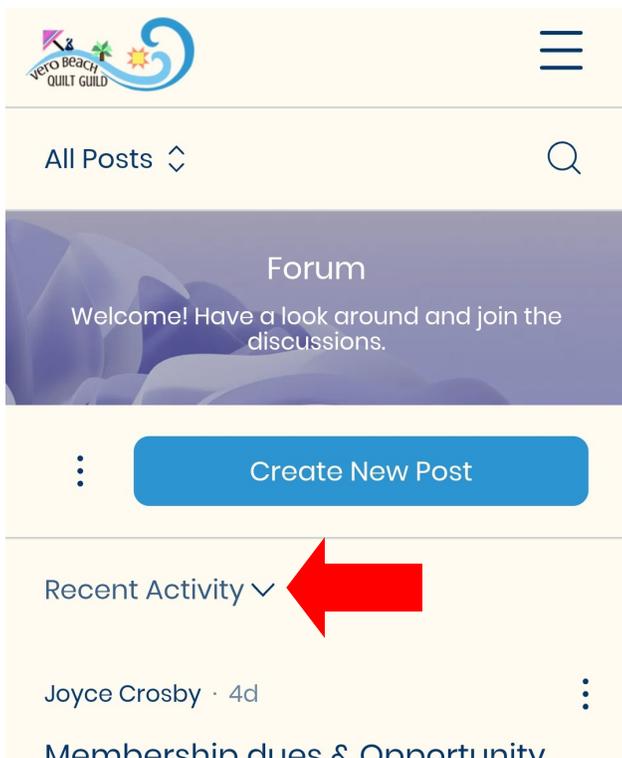
Click the Bell icon at the top of the menu to open your notifications.



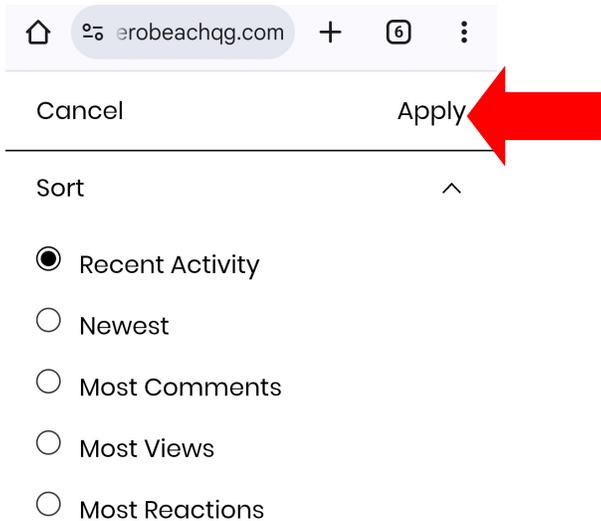
# Discussion Board:

On the discussion board page, you can find any posts members have made, comment on them, and post yourself.

1. To change how the posts are sorted, click the arrow next to “Recent Activity”.



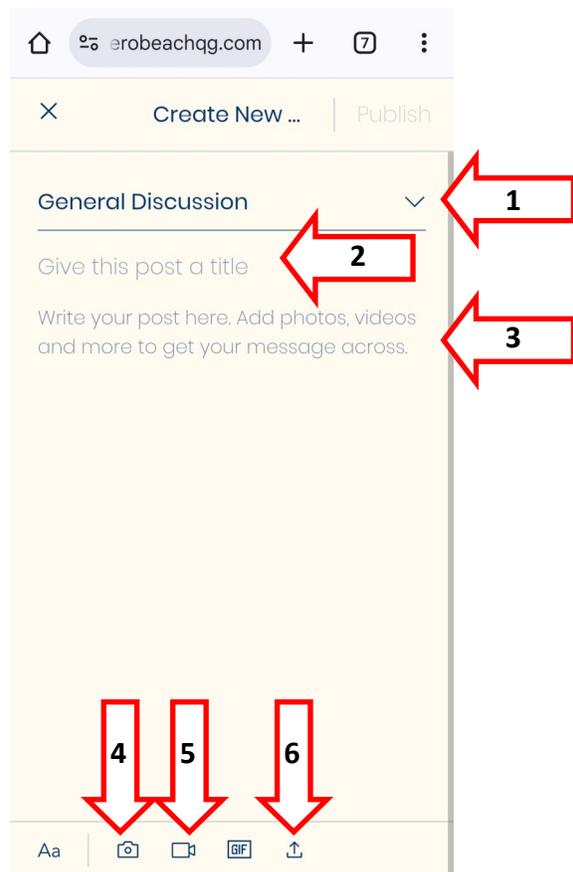
2. Select the sorting method you would like, then click “Apply” in the top right corner.



## How to Post:

1. Click on the “Create New Post” button in the discussion board.

2. Select a Category for your post (1), give it a title (2), and write your message (3).



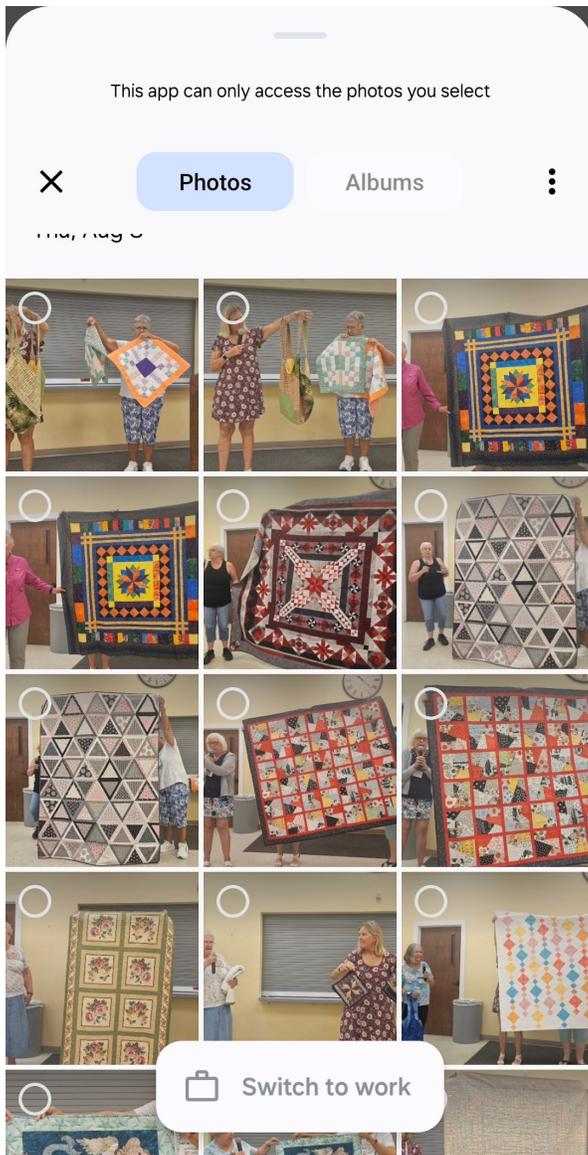
3. You can add photos (4), videos (5), and documents (6) to your post by clicking the corresponding icon at the bottom of the page.

4. When you are finished with your post, click “Publish” in the top right corner.

# Discussion Board:

## Adding Media to a Post:

1. To add a photo, click the photo icon at the bottom of the page. This will bring you to the photos on your phone.



2. Find and select the photos you would like to add, then click "Add" in the bottom right corner. The photos will now be on the post page.



3. If you've added the wrong photos, you can delete them by selecting the photo you wish to delete, and click the trash can.