



# Connect.

Collaborate. Compel. Captivate. Comprehend.



# ACSI Community

Connecting Christ-Centered Educators

## Getting Started Guide

Welcome to ACSI Community!

We are excited to share with you the new updated look and feel for ACSI Community! With a similar look to social media, we have updated the aesthetics and put favorite groups, discussions, and files at your fingertips.

Access ACSI Community through the URL and through our free mobile app with your account login!

Here are a few reminders on how to set up your account to make the most of the new ACSI Community!

## Getting Started with ACSI Community

Make the most of your ACSI Community experience online by taking these steps to allow others to find and connect with you, engage in meaningful conversations about the topics that matter to you, and build your presence in the online community.

### Log in

Your login credentials should be the same as your credentials for youracsi.org. When you go to <https://community.acsi.org/home>, click “Log in.” You can reset your password by clicking on the “Forgot Password” link. If you don’t have an account, click “Create an account.” If you need to update your email address, contact [careteam@acsi.org](mailto:careteam@acsi.org).

### Profile Set-Up

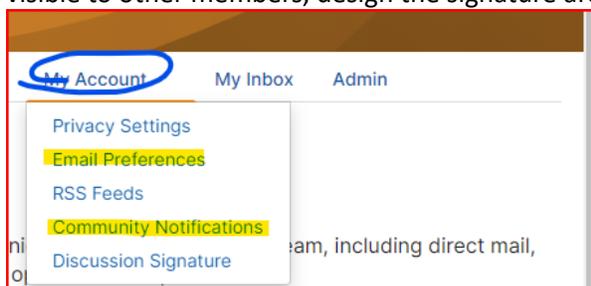
Tell us about yourself! Be sure to upload your smiling photo! This really adds to the community experience and helps others get to know you through your virtual persona.

You are also highly encouraged to adjust your [privacy settings](#) and give others more visibility into areas of your profile, like the photo you upload. Add some information to your profile so it is easier to find and connect with like-minded peers. This will make it easier to connect with others and build your network.

The screenshot shows a user profile for Jenny Bergeron, Digital Engagement Coordinator at ACSI Headquarters. The profile page has a header with the user's name and title. Below the header are navigation tabs: My Profile, My Connections, My Contributions, My Account, My Inbox, and Admin. The 'My Account' tab is selected, and a dropdown menu is open, showing the following options: Privacy Settings (highlighted in yellow), Email Preferences, RSS Feeds, Community Notifications, and Discussion Signature. The profile bio is partially visible, mentioning a varied marketing portfolio and being married for over 23 years.

## Profile Settings

**Customize your profile settings:** While on your profile page, click on the tab for **My Account**. Here you can set up how you want to receive emails from the community, how much of your profile you want visible to other members, design the signature area that appears under your discussion posts, and more.



If you have any questions about what a certain setting means, please email the Community Manager at [jenny\\_bergeron@acsi.org](mailto:jenny_bergeron@acsi.org) for help.

**Email Delivery Options:** Your frequency can be in the form of a daily or weekly digest—a single email each day summarizing the hottest topics in your community—or stay informed in real time with instant alerts.

### Notification Settings

Yes

Automatically set community discussion emails to "No Email" when a community is added to a consolidated digest.

34 Communities Community Name A-Z

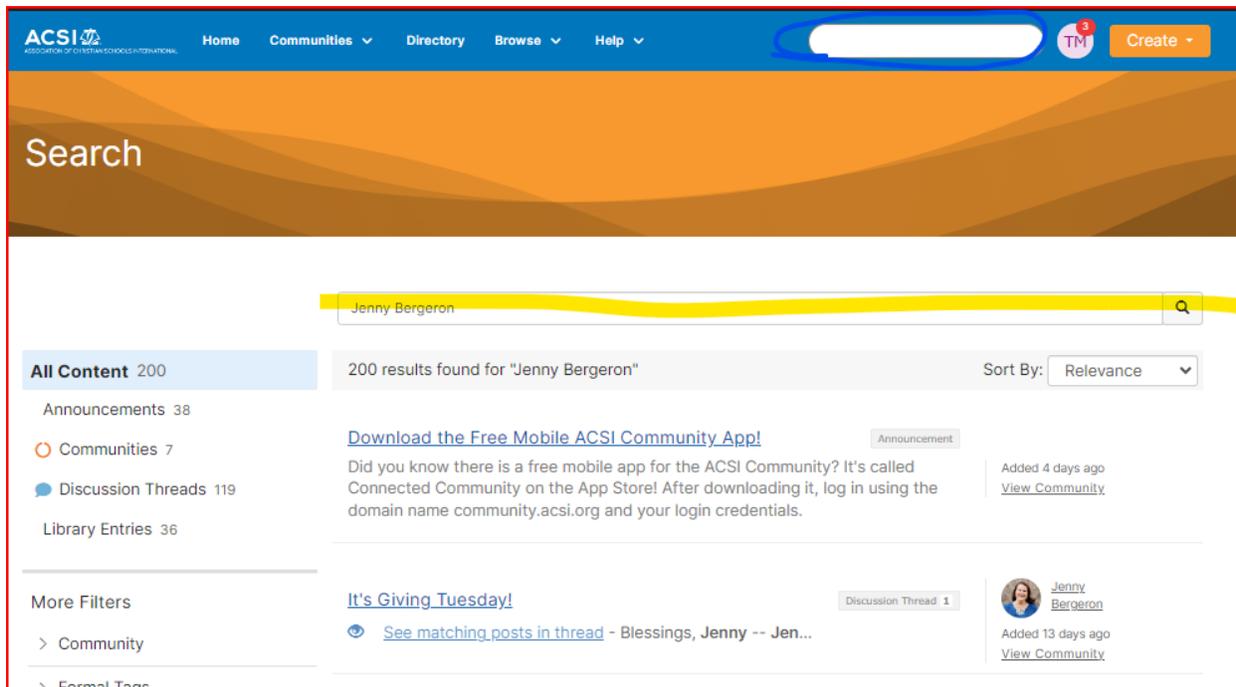
Community	Discussion Email	Consolidated Daily Digest	Consolidated Weekly Digest
<a href="#">2023 FSI Registrants - Phoenix</a>	No Email	<input type="checkbox"/>	<input type="checkbox"/>
<a href="#">2023 PPLA Advocacy Summit</a>	<u>Daily Digest</u>	<input type="checkbox"/>	<input type="checkbox"/>
<a href="#">2023-2024 Leadership U</a>	Daily Digest	<input type="checkbox"/>	<input type="checkbox"/>
<a href="#">ACSI Bible Assessment Community</a>	<u>No Email</u>	<input type="checkbox"/>	<input type="checkbox"/>
<a href="#">ACSI Day of Prayer</a>	Daily Digest	<input type="checkbox"/>	<input type="checkbox"/>
<a href="#">ACSI Leadership Network - Flourishing Schools</a>	Daily Digest	<input type="checkbox"/>	<input type="checkbox"/>

## Build Your Contact List

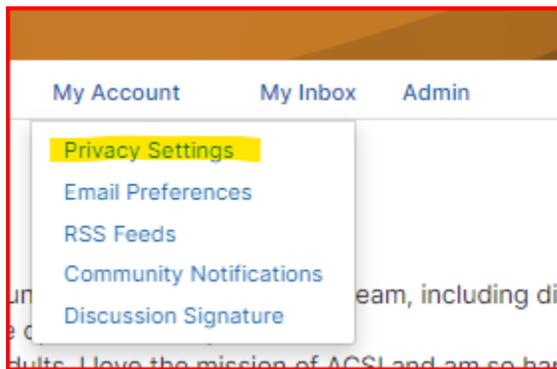
Select **Directory** from the top navigation bar to find friends and colleagues belonging to ACSI. Creating a contact list helps identify relationships and build searchable networks.



Our **Search** option offers further parameters for making connections. Once you have found someone, you can view their profile, send a message, or add them as a contact directly from the search results page.



Important! You control what information is displayed to others on your ACSI Community profile. To help others connect with you, review and update your **privacy settings**.

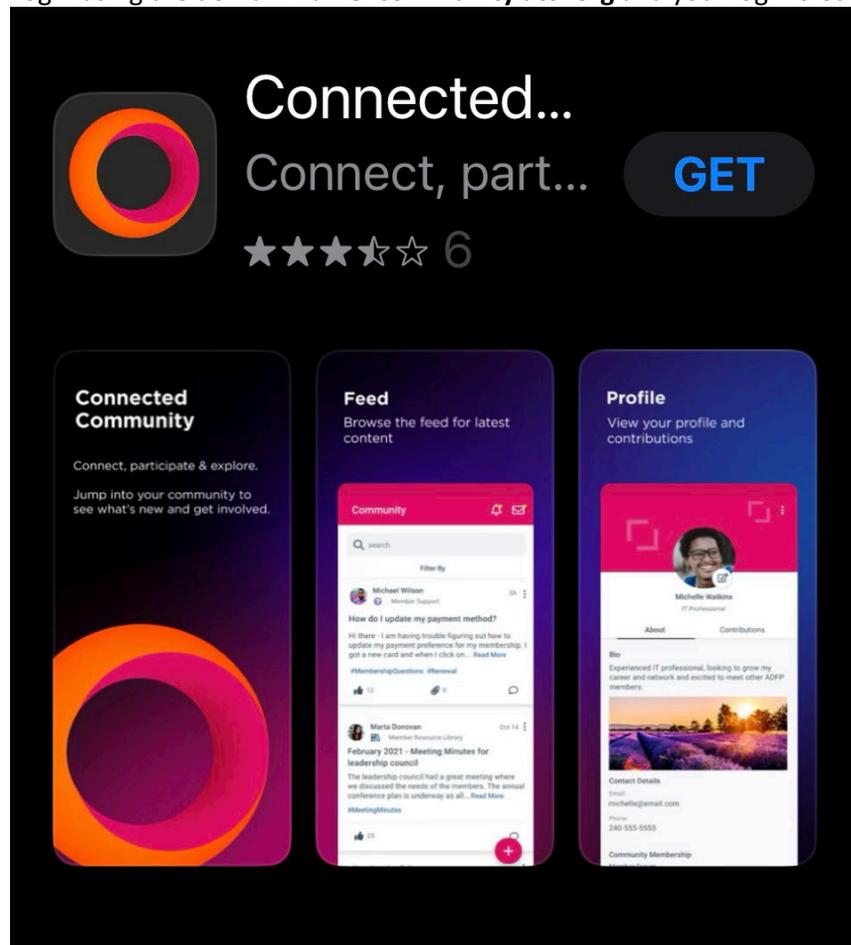


Finally, please network responsibly. Only reach out to people you know, have had conversations with, or are expecting to hear from you. Users who send mass or spam messages through ACSI Community will not be tolerated.

## NEW! ACSI Community Mobile App!

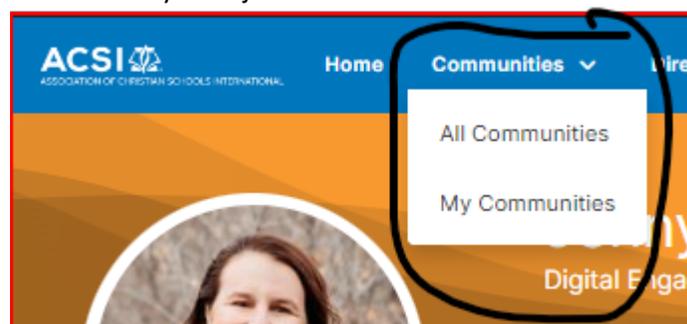
Download the Connected Community app on your mobile device and keep the community at your fingertips!

Login using the **domain name: community.acsi.org** and your login credentials.



## Join Community Groups

Ready to take a look around? Go to Communities > All Communities to see all of the communities available for you to join.



Be sure to subscribe to any of the communities that interest you by clicking on the **Join** button. You will be prompted to specify how you want your messages from the community's discussion group to be delivered to you (as-it-happens, daily, or no emails). You can consolidate and adjust your **community notifications** from your profile.

*TIP: If you don't see a "Join" button on a community, you either already belong or the community is private.*

## Join the Conversation

Share articles, ask questions, and propose scenarios in the forums—this community gives Christian education professionals a trusted outlet to learn and grow together.

*TIP: In any discussion, you can also add attachments, tag other members, or format the text. Review the [Community Posting Guidelines](#) for more information.*

## Latest Discussions

Want to browse all discussions? The middle section of the Home Page is called the infinity scroll. Just keep scrolling to see what everyone is talking about.

You can click directly on a discussion in the infinite scroll area, and it will take you to that post in that specific community group.

1. Navigate into a community group, then click **Discussion** to see the latest conversations. Add your voice to the discussions that interest you! Click Reply in a thread to share your contributions and insight with other Christian education professionals.

### Latest Discussions



#### Proper Restraint Training

By: [Rebecca Zaro](#), 3 hours ago

I am reaching out to see if your early childhood or elementary schools have had training in proper restraint of a child. If you ...



#### Devotional-The Lord Alone Will Be Exalted

By: [Rebeca Rosa](#), 6 days ago

The Lord Alone Will Be Exalted Isaiah 2 What type of people do you like to hang with? In my teenage years, I used to hang ...



#### Praise God...

By: [Rebeca Rosa](#), 6 days ago

I praise the Lord, the Good Shepherd that became the Lamb of God. John 1:20 ..." Behold! The Lamb of God who takes away the sin ...



#### Christmas Greetings and Reminders

By: [Althea Penn](#), 7 days ago

Christmas greetings to you and yours: With so much going on in our world and in our own lives, it's easy to get distracted ...

### Announcements Add

Recording for EE webinar: A Guide to Language Fundamentals: Reframe What You Know About Language Dev  

By: [Jeannie Forrest](#), 13 days ago

[A Guide to Language Fundamentals: Reframe What You Know About Language Development](#)

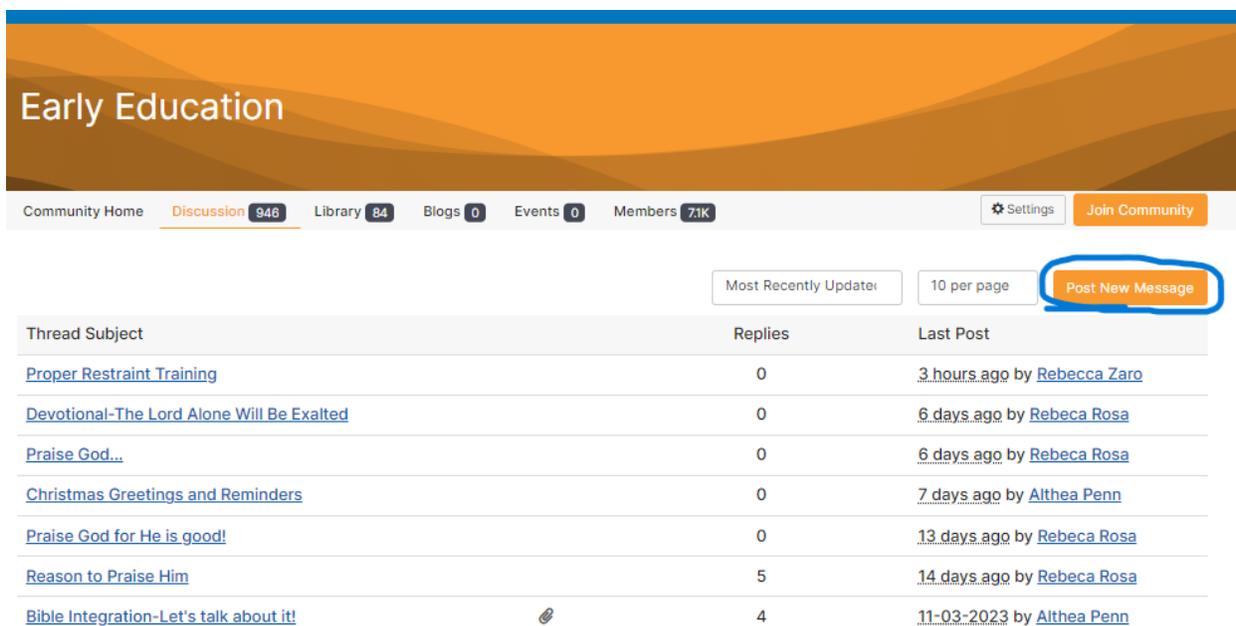
Be sure to register for the next free EE webinar Wednesday, February 21, 2024 2:00 PM ET

[Cultivating the Soil of a Child's Heart](#)

Introducing New E-Newsletters from ACSI this August!  

By: [Jenny Bergeron](#), 6 months ago





2. You can upload attachments (attachments will be added once approved in moderation to the specified community library).
3. You can @mention specific ACSI members.
4. You can save a draft of the post. The system will also automatically start saving your message once you start adding content. You can schedule a post to go live at a certain time.
5. Please only post in one community group at a time.

## Start New Thread

The screenshot shows the 'Start New Thread' form. It includes fields for 'Post to community' (Early Education), 'Cross post to (optional)' (No Additional Threads), and 'Discussion subject' (Sample discussion post). There is a checkbox for 'Automatically insert content preview for links' which is checked. Below these fields is a rich text editor with a toolbar containing options for font size (11pt), paragraph style, bold, italic, underline, strikethrough, link, unlink, list, and image. The text area contains 'Sample discussion post text here.' Below the text area, it shows 'Post auto-saved at: 12-12-2023 03:57:26 PM US Mountain Standard Time' and a 'Signature' section with a default signature for Jenny Bergeron, Community Moderator, jenny\_bergeron@acsi.org, Office: 719.867.6174. At the bottom, there is a checkbox for 'Send To All Communities' and a row of buttons: 'Post', 'Schedule', 'Save as Draft', 'Delete Draft', and 'Cancel'. The 'Post' button is highlighted with a blue circle.

6. To access your post drafts, go to Profile > My Contributions tab > List of Contributions.

**Jenny Bergeron**  
Digital Engagement Coordinator, ACSI Headquarters

My Profile My Connections **My Contributions** My Account My Inbox Admin

Contributions  
1 to 5 of 53+ total View all items

**Sample discussion post**  
**AUTO-SAVED** Saved By [Jenny Bergeron](#) 12-12-2023 03:57:26 PM  
Found In : [Early Education](#) \ [edit draft](#)  
Sample discussion post text here.

**Download the Free Mobile ACSI Community App!**  
Posted By [Jenny Bergeron](#) 12-07-2023 12:01:15 PM  
Found In [Announcements](#)  
Did you know there is a free mobile app for the ACSI Community? It's called Connected Community on the App Store! After downloading it, log in using the domain name community.acsi.org and your login credentials.

**It's Giving Tuesday!**  
Posted By [Jenny Bergeron](#) 11-28-2023 12:12:42 PM  
Found In Egroup: [ACSI Members](#) \ [view thread](#)  
Giving Tuesday is here! Today, ACSI is raising funds to help publish the first Christian school magazine to be distributed in South Asia! This printed piece, titled "Advance", will come out quarterly and will play several key roles-like giving teachers valuable tools and strengthening education with ...

**It's Giving Tuesday!**  
Posted By [Jenny Bergeron](#) 11-28-2023 12:01:13 PM  
Found In [Announcements](#)  
Today is Giving Tuesday and ACSI is raising money to publish the first Christian school magazine in South Asia! Home to 1/3 of the world's population, this printed resource has the potential to reach over 2,000 schools and impact millions of students in the region. Thank you for your incredible ...

**Contact Details**  
ACSI Headquarters  
1150 Kelly Johnson Blvd Suite 220  
Colorado Springs, CO  
Business Phone: 719-659-9640  
Mobile Phone: 719.659.9640  
[jenny\\_bergeron@acsi.org](mailto:jenny_bergeron@acsi.org)

**Social Links**  
[in](#) [f](#) [v](#)  
[Refresh My Profile!](#)

### Reply to a Discussion:

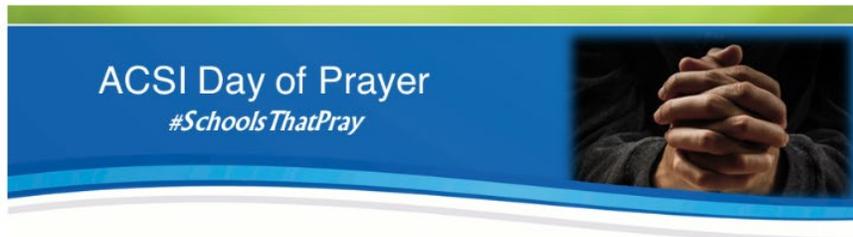
Reply: Reply to the entire thread.

Reply Privately: Sends a private response to the member's community inbox.

Mark As Inappropriate: If a member's post clearly violates the ACSI's Code of Conduct, you can flag it to be reviewed by the ACSI Community management team.

## Share a Resource

If you are on a community homepage, you can access the library by clicking on the **Library tab**.



### Latest Discussions

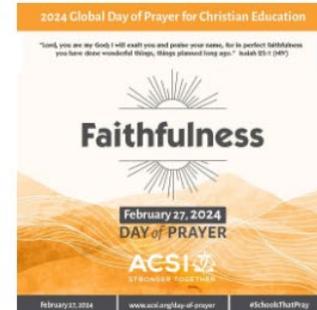
 **2024 Day of Prayer**  
By: [Jenny Bergeron](#), 2 months ago  
I am so happy to announce the theme for the 2024 ACSI Day of Prayer is Faithfulness! The Day of Prayer is an annual event that ...

[View more discussions](#)

### Announcements Add

**ACSI Day of Prayer - Tuesday, February 27, 2024!**

By: [Jenny Bergeron](#), 2 months ago



\* The default view is the folder view to view the community library content (list or folder).

To add a new library item select "Create New Library Entry." Complete the required fields on the library entry form: Title, Library, Description, Entry Type, Thumbnail. Based on the Entry type you select, you will need to take additional steps after you select Next.



## What now?

**Let us know you're here:** Say hello and share what you are hoping to gain by participating.

## Ask questions

What do you want to know more about? Have a question about anything from professional development to everyday problems? There's someone out there with the answer.

**Share ideas:** Is there a hot topic you want to discuss? How about a lesson you've learned that might help your fellow members? Start a discussion thread to give others a peek inside your world or to demonstrate your expertise on a topic.

## Give feedback

Use your knowledge and experience to answer other members' questions. Just click Reply to the right of any discussion post, or comment underneath a library entry.

## Moderation

Most discussion posts and library uploads will be pended for moderation by ACSI staff and/or designated group moderators. Each post will be reviewed under the guidelines of the [ACSI Community Code of Conduct](#). It may take a day or two to see your question or response in the thread.

You can always reach out to the ACSI Care Team through the [Contact Us](#) page or message Jenny Bergeron directly in ACSI Community with any questions or needs you may have.

**Welcome to the ACSI Community!**