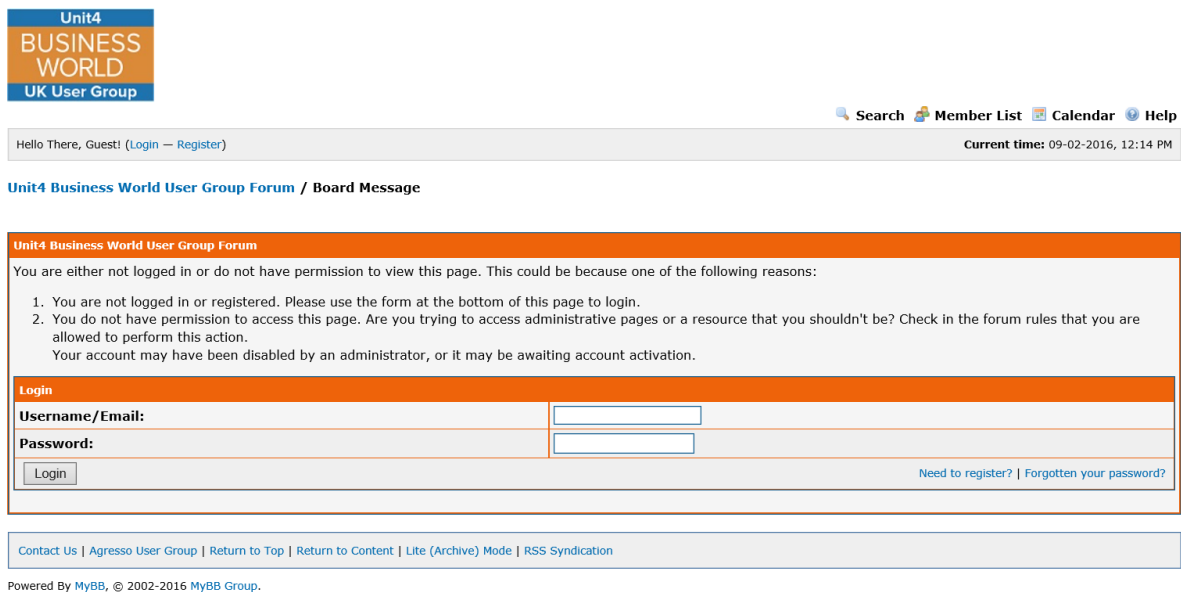


# Welcome to the Agresso User Group Forum

Please find below is some Information to help get you started on the Forum

To access the site go to [www.u4bwug.co.uk](http://www.u4bwug.co.uk) maybe it would be a good idea to save this link as a favourite in your browser.

Your welcome screen will look like this



The screenshot shows the forum's login interface. At the top, there is a navigation bar with links for Search, Member List, Calendar, and Help. Below this, a user greeting reads 'Hello There, Guest! (Login - Register)' and the current time is displayed as '09-02-2016, 12:14 PM'. The main heading is 'Unit4 Business World User Group Forum / Board Message'. The central content area contains a message explaining that the user is not logged in and provides instructions on how to log in or register. Below the message is a login form with fields for 'Username/Email:' and 'Password:', a 'Login' button, and links for 'Need to register?' and 'Forgotten your password?'. At the bottom, there is a footer with contact information and a copyright notice for MyBB.

Just log in with your Email and Password this will take you to the Forum front page.

To get communication from the forum you will then need to set / manage your preferences for all the mail topics you want see and receive so you need to set this up from the list on the front page.

Main Usergroup			
Forum	Threads	Posts	Last Post
<a href="#">ABW General</a> Anything that doesn't fit into a category below	178	632	<a href="#">Show in Menu</a> 04-02-2016 12:51 PM by bennettj
<a href="#">Technical</a> Any questions about the database, upgrading etc	104	436	<a href="#">Link to screen showing in...</a> 05-02-2016 02:51 PM by Cat
<a href="#">Financials</a> GL, AP, AR, Tax <b>Sub Forums:</b> <a href="#">Financials- GL</a> , <a href="#">Financials- AP</a> , and 2 more.	159	446	<a href="#">VAT Only Sales Order</a> Yesterday 12:38 PM by atonge@rac.co.uk
<a href="#">Fixed Assets</a> Fixed Assets	7	19	<a href="#">Fixed Asset consultant re...</a> 09-12-2015 10:04 AM by Caroline
<a href="#">HR, Payroll &amp; Expenses</a> Human Resources, Payroll & Expenses	70	171	<a href="#">Net pay and NI Employers ...</a> 05-02-2016 03:16 PM by Cat
<a href="#">PCB</a> Project Costing and Billing	19	35	<a href="#">Units for use with additi...</a> Yesterday 12:00 PM by NIKALPA
<a href="#">Planner</a> Planner Budgeting	25	71	<a href="#">Budget Books</a> Yesterday 09:34 AM by Gustav
<a href="#">Procurement &amp; Inventory</a>	77	233	<a href="#">Stop zero value requisiti...</a> 04-02-2016 11:10 AM by bcarder@wakefield.gov.uk
<a href="#">Reporting</a> Excelerator, Worderator, Browsers, ARC	103	336	<a href="#">relations v trees</a> Today 10:44 AM by Carl_Owen

### To receive emails for new posts

if you want to receive emails for all new posts in a forum then:

1. Select the forum (Topic) you want
  2. In the top right click on 'subscribe to this forum'
- now you should get notifications for this forum.

**Please note** that you will have to do this for each forum topic you wish to subscribe to. This means you can choose to receive what topics you hear about.

### To receive emails for new posts on a specific thread

When you are posting a new thread, or replying to one, you will see the 'Thread Subscription' box below the message box. This allows you to choose to subscribe to this particular thread, and receive notifications of new replies.

On the Front page of the forum there is a “How do I” section which will be added to as the site progresses.

### To edit your Profile

Go to [User CP](#) found in top line under the Logo, Click on it and then you can then amend your details, passwords and add photos or set an Avatar etc.



[Search](#) [Member List](#) [Calendar](#) [Help](#)

Welcome back, [Caroline Batten](#). You last visited: Yesterday, 03:44 PM ([User CP](#) — [Mod CP](#) — [Admin CP](#) — [Log Out](#))  
[View New Posts](#) | [View Today's Posts](#) | [Private Messages](#) (Unread 0, Total 0)

Current time: 09-02-2016, 11:19 AM  
[Open Buddy List](#)

Unit4 Business World User Group Forum