



BEGINNERS GUIDE TO MAKING COMMENTS

If you want to make a comment about any of the support blogs, these are the basic instructions on how to do this.


Below each post, you will see the option of 'No comments' or if any comments have been made it will say '(number of) comments'.

<p>Web User – Create a Simple Filter Posted on December 7, 2010 by admin</p> <p>The latest 'How To...' will show you how to create simple filters when using the web browser interface. You can either open the document here, or click on the LUMBERJACK>How To, above.</p> <p>Posted in Reports No comments</p>	<p>Click on 'No comments'.</p>
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If you are not logged in, you will receive this message.

<p>← 2010 Xmas and New Year Support Hours LUMBERJACK Operands →</p> <p>Web User – Create a Simple Filter Posted on December 7, 2010 by admin</p> <p>The latest 'How To...' will show you how to create simple filters when using the web browser interface. You can either open the document here, or click on the LUMBERJACK>How To, above.</p> <p>This entry was posted in Reports. Bookmark the permalink.</p> <p>← 2010 Xmas and New Year Support Hours LUMBERJACK Operands →</p> <hr/> <p>Leave a Reply</p> <p>You must be logged in to post a comment.</p>	<p>Click on 'logged in'.</p>
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Do not be alarmed by the WordPress logo, this is the package used to handle our support blog. Your login details are stored on our website, not theirs.

	<p>If you have not previously Registered on our support pages, you will need to click on 'Register', (bottom right of screen).</p>
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	<p>Type in your Username, (this can not be changed later on!), and then type in your E-mail address.</p> <p>Before pressing [Register], check that the E-mail address is correct.</p>
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WordPress will then send you an automatically generated password – check your E-mail package.

	<p>Use the details in the email to log in to WordPress</p>
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	<p>[Log In]</p>
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You are now within your 'Profile'.

There are a few things you should be made aware of.

Notice: You're using the auto-generated password for your account. Would you like to change it to something you'll remember easier?

[Yes, take me to my profile page](#) | [No thanks, do not remind me again](#)

At the top of the screen, you will be reminded to change your password from the auto-generated one that was emailed. We strongly suggest that you do.

New Password

If you would like to change the password type a new one.

Otherwise leave this blank.

Type your new password again.

Strength indicator

Hint: The password should be at least seven characters long. To make it stronger, use upper and lower case letters, numbers and

symbols like ! " ? \$ % ^ &).

Update Profile

You do not need to go to one of the links indicated, just stroll down to the bottom of the profile page.

Don't forget to **[Update Profile]** before moving away from this screen.

Okay, so you exist, now you can leave some comments.



Focom User Groups

At the top right of the profile screen, click on **'Focom User Groups'** and this will return you to our Support Blog.

Now if you click on **'No Comments'**, on the blog

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Click on **'No comments'**.



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Leave a Reply

Logged in as [Pat](#). [Log out?](#)

Comment

You may use these [HTML](#) tags and attributes: `` `<abbr title="">` `<acronym title="">` `` `<blockquote cite="">` `<cite>` `<code>` `<del datetime="">` `` `<i>` `<q cite="">` `<strike>` ``

Enter you comments
and click
[Post Comment]

Please note:
Your comments will
not appear on the
Support Blog until
they have been
moderated.

Once you have registered, you do not need to go through all of this again, to leave comments. Just log in, select the relevant blog, comment – Job done.