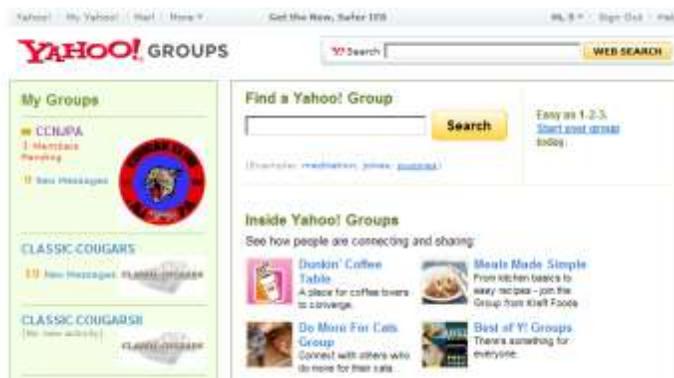


How To Use The Yahoo Group Web Site

After you have been approved to use the Yahoo Group web site and sign in you will see the web page below. Use the Groups Link which will bring you to Yahoo Groups (see next picture).



This is the main Yahoo Groups web page. On the left you see three Cougar Groups; The CCNJPA site and two Classic Cougar sites. Now if you have only signed up for the CCNJPA site you will only see one Group listed. If you want to sign up for the Classic Cougar sites type in “Classic Cougars” into the search field to the left and they will be listed. Go to the Group site and join the same way you joined the CCNJPA Group site. Use the CCNJPA link and (see next picture).



WELCOME TO THE CCNJPA GROUP you are in so let's have a look around.

At the top you see the name of the group.

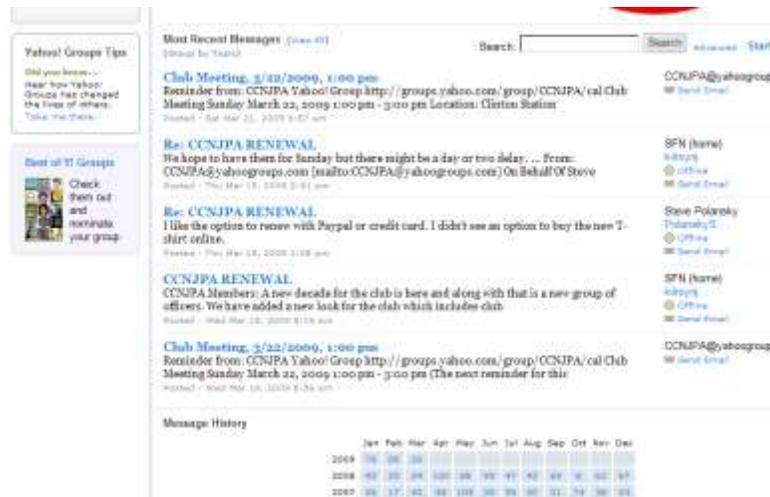
Along the left you will see links to areas of the group where you can:

View messages, Post messages, Post files, View/post photos, View/post links, View/post polls, View a list of the members in the group and most importantly View the Calendar

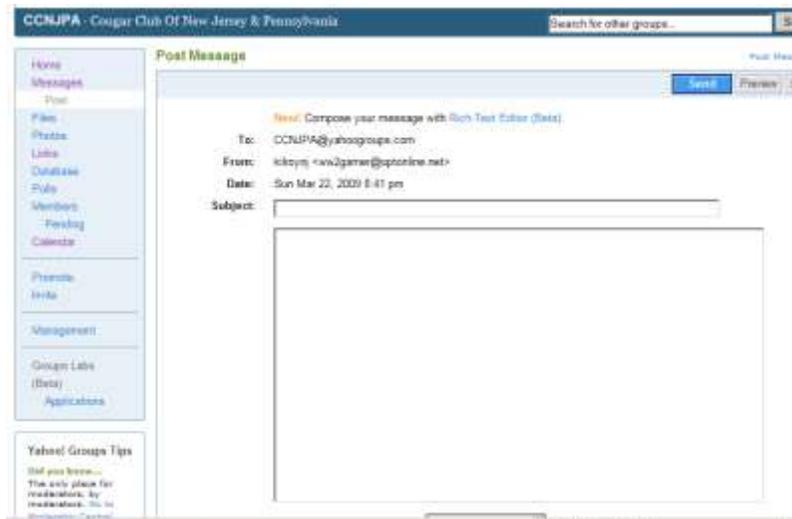
so you can keep up with what is going on in the club. In the center you will find a list of what has happened on the CCNJPA Group site in the past seven days. Scroll down and you will see...(see next picture).



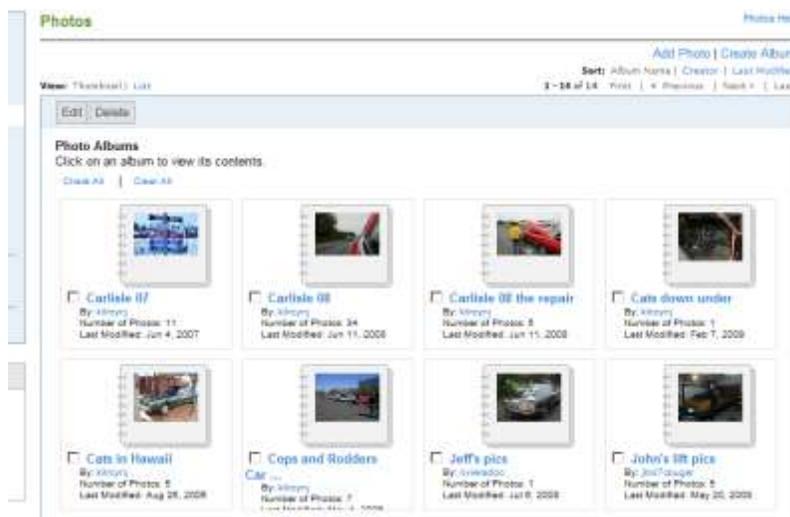
The most recent post on the group, if you use the link (blue lettering) above the message it will open that post so you can read it. Use your back button to return to the home page of the group. To the left of the post you will see the author of the post listed. At the bottom of the page you will see the Message History which shows how many posts there were in a month of a given year.



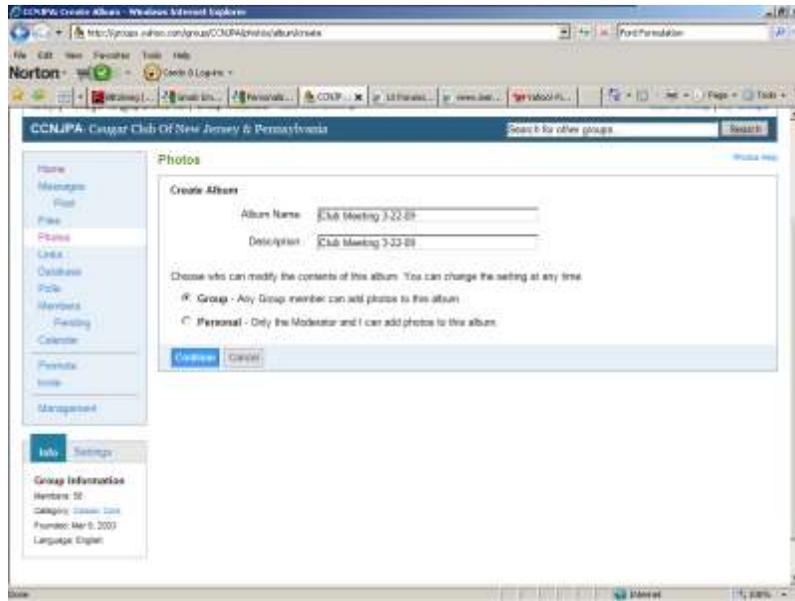
OK let's have a look at how to post a message. Using the "POST" link on the left side of the home page you will see the web page below. A post is just like an e-mail you type in a subject and a message then hit send. It is just that simple! Another way to send a post is to reply to an e-mail that you got (if you have your settings are **Individual Email**) in your in box of your e-mail program.



Let's look at some other things you can do. Let's post some pictures! Go to the Photo link and this page will open up. You will see Photo Albums posted by other members. You can use the links to the Albums to view the pictures in them. Let post a new Album.



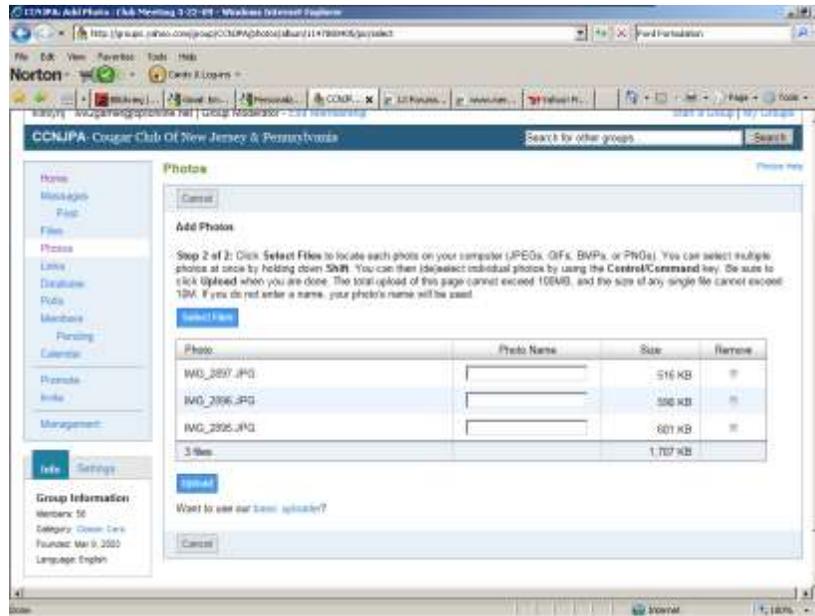
Use the link at the top right **Create Album** and this page will open up. You need to type in a Name and Description for your album. You can also make this a Group or Personal album. A Group Album is open to all members to add pictures and Personal Album is open to only you. hit the continue button.



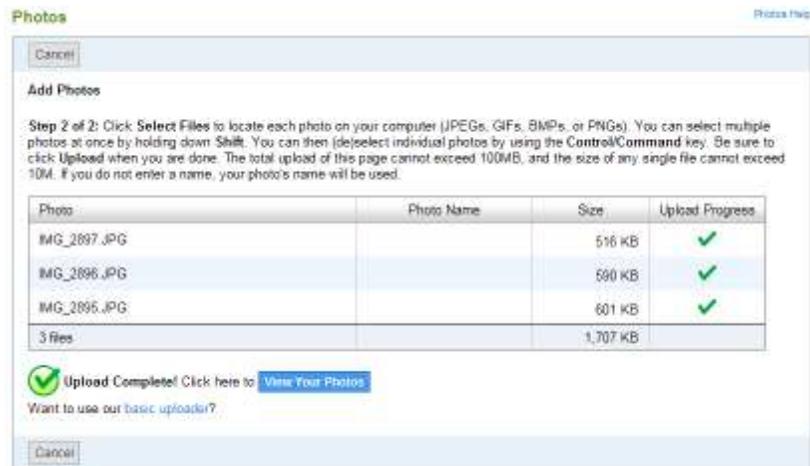
Follow the directions on the page for step 2 of adding photos.



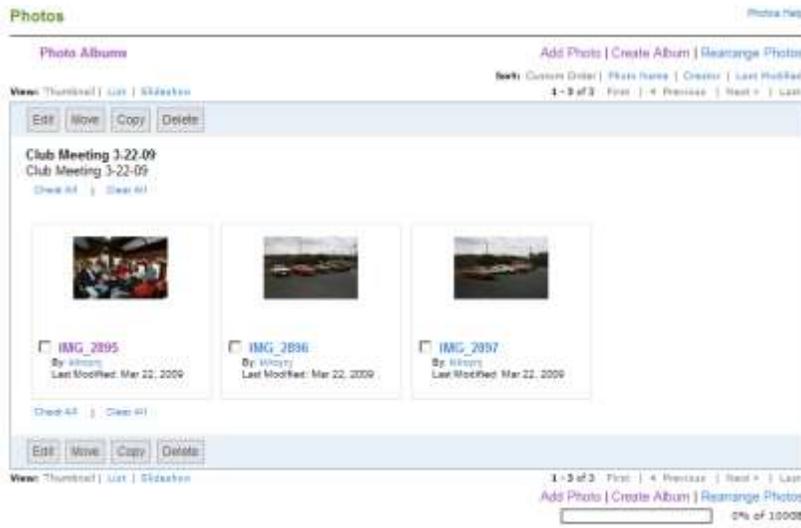
After selecting the pictures for your album you can give them names or edit the names later. Hit the ***Upload*** link.



Your pictures are uploaded now hit the ***View Your Photos*** link.



On this page you can; Edit, Move, Copy or Delete your photos. Select the picture by checking inside the box next to the picture then; hit the ***Edit*** link to add a name to the photo, ***Move*** link to move the picture to another album, ***Copy*** to add the picture to another album.



Adding a name and description looks like this. The name right now is the file name and will show up on the album page so I change both name and description for the same photo.



I hope this document gives you an understanding of how the CCNJPA Group Site works. You can use the same type of procedure to add links, files and calendar events. One last thing is checking the calendar. By using the calendar link and selecting Event Lists you can see all the events posted. By using the link on the event list you can see the details for that event.

Calendar Calendar Help

Day Week Month Year Event Lists Tasks

Upcoming Events

View: All / Upcoming | Edit [Event, List, Database] Showing 1 - 10 of 12 | First | Previous | Next | Last

When Open: Home

<input type="checkbox"/>	Time	Event	Type
<input type="checkbox"/>	4/26/2009 9:00 am	Cops and Rodders show (repeated) (Sat)	Club Event
<input type="checkbox"/>	6/5/2009 12:00 pm	Carlele Food Nationals Weekend (repeated) (Sat)	Club Event
<input type="checkbox"/>	6/6/2009 8:00 am	Carlele Food Nationals Weekend (repeated) (Sat)	Club Event
<input type="checkbox"/>	6/7/2009 8:00 am	Carlele Food Nationals Weekend (repeated) (Sat)	Club Event
<input type="checkbox"/>	6/24/2009 8:00 am	Yomede for DAS AWKSCHT FESCHT car show (repeated) (Sat)	Club Event
<input type="checkbox"/>	6/30/2009 6:00 pm	Fairwood Cruise Night (repeated) (Sat)	Club Event
<input type="checkbox"/>	7/5/2009 6:00 pm	Scotch Plains Cruise night (repeated) (Sat)	Club Event
<input type="checkbox"/>	7/14/2009 6:00 pm	Fairwood Cruise Night (repeated) (Sat)	Club Event
<input type="checkbox"/>	8/1/2009 8:00 am	Das Awkscht Fescht Car show (repeated) (Sat)	Club Event
<input type="checkbox"/>	8/11/2009 6:00 pm	Fairwood Cruise Night (repeated) (Sat)	Club Event

Showing 1 - 10 of 12 | First | Previous | Next | Last

When Open: Home

March 2009

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4

Today is: March 23, 2009

Time Zone: GMT +10:00

Tasks [\[Add Tasks\]](#)

Search Events

Advanced Search

Group Calendar
Options: [Edit Options](#)

So try it out and add a picture of your car, see what links are on the site and enjoy. Any questions please contact the CCNJPA officers found on the main page of the CCNJPA.com