

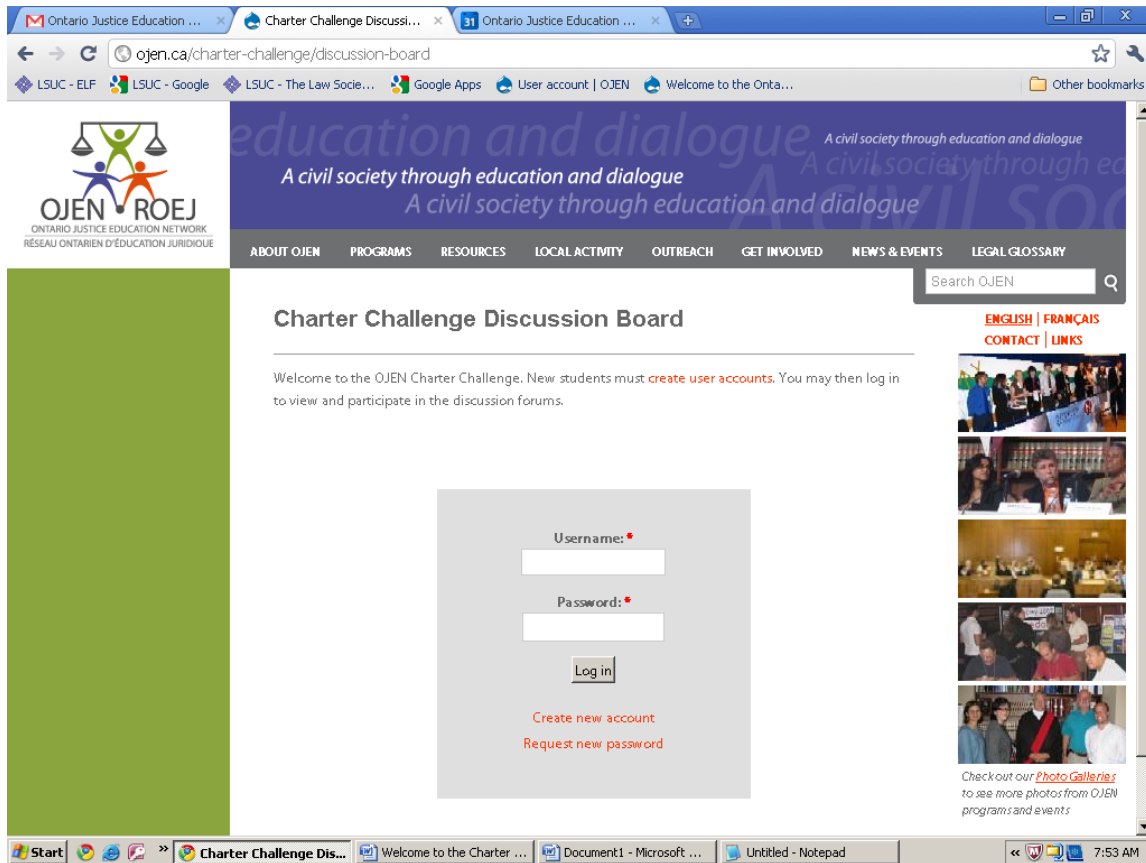
Welcome to the Charter Challenge Discussion Board

1. First, Let's Create a User Account

To login to the discussion board for the first time, you will need to create a username and password. (Please be aware that passwords are case-sensitive)

To access the discussion board page, go to:
<http://ojen.ca/charter-challenge/discussion-board>

You will see a page that looks like this:



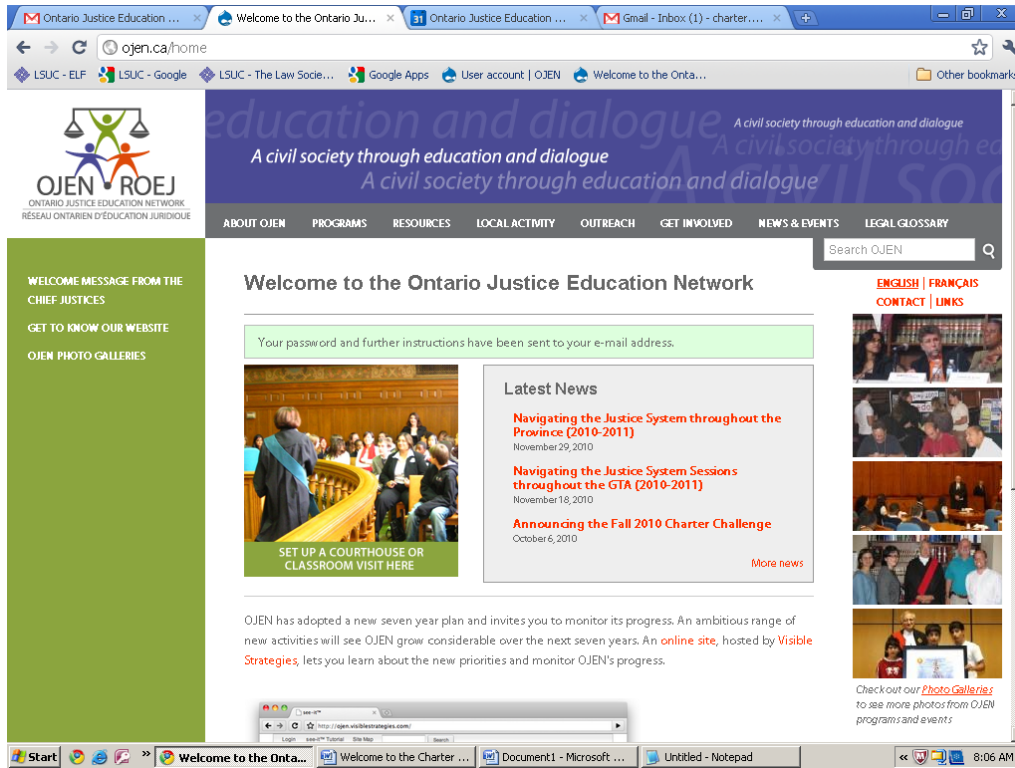
The screenshot shows a web browser window displaying the OJEN Charter Challenge Discussion Board. The page features the OJEN ROEJ logo on the left and a navigation menu at the top. The main content area is titled "Charter Challenge Discussion Board" and includes a welcome message: "Welcome to the OJEN Charter Challenge. New students must **create user accounts**. You may then log in to view and participate in the discussion forums." Below this message is a login form with fields for "Username:" and "Password:", a "Log in" button, and links for "Create new account" and "Request new password". On the right side of the page, there is a "Photo Gallery" section with several small images and a caption: "Check out our [Photo Gallery](#) to see more photos from OJEN programs and events". The browser's address bar shows the URL "ojen.ca/charter-challenge/discussion-board".

Click on: [Create new account](#)

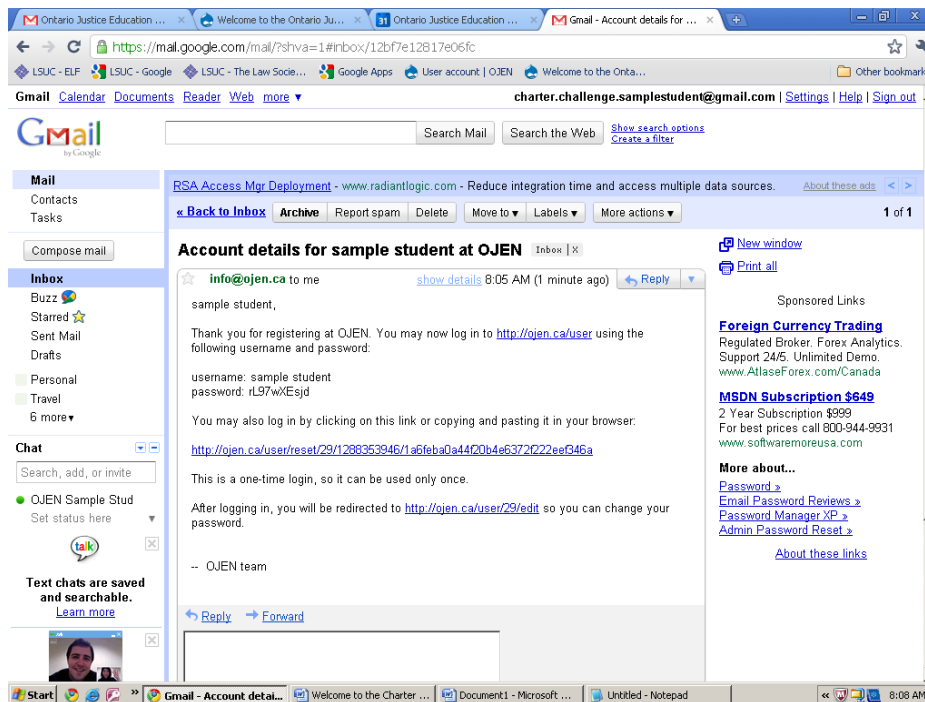
Follow the instructions on the **User Account** page. All fields marked with a red asterisk (*) are mandatory, but nothing but your username will be made public. Information such as your email address, first name, last name and school name are for Charter Challenge administration purposes and will not be shared.

- Please remember that the required format for a username is: **first name and last initial**. Spaces are allowed; punctuation is not allowed except for periods, hyphens, and underscores.
- When you have completed the information in all of the fields, scroll down to the bottom of the page and click on the **“Create new account”** button.

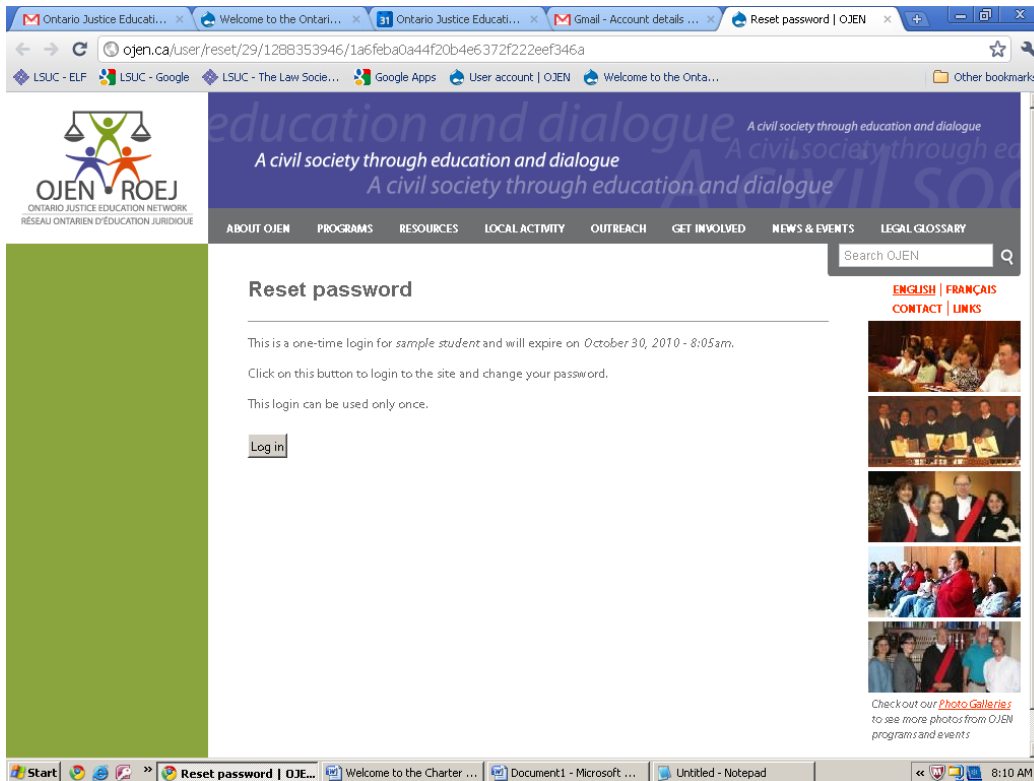
You will be redirected to OJEN’s homepage with a message in the green box at the top of the page explaining: “Your password and further instructions have been sent to your e-mail address.”



Once you check your email account, you will find an email from info@ojen.ca with a temporary password and instructions on how to login and change your password. (It is easiest to click on the longest link – the middle one – provided in the email.)



The link in the email will bring you to this page:



When you log in again, you will be given the chance to create a new password. It is recommended that you create a password that uses both letters and numbers.

- You can also upload a **profile photo/avatar** at this time. The allowed file upload size is 200px by 200px and 300kb.
- Make sure to save your changes! You are now ready to begin!

2. Using the Forums

The green left-hand side bar allows you to access to the online forums, your account, and a logout option. If you click on FORUMS, you will be brought to a page like this:

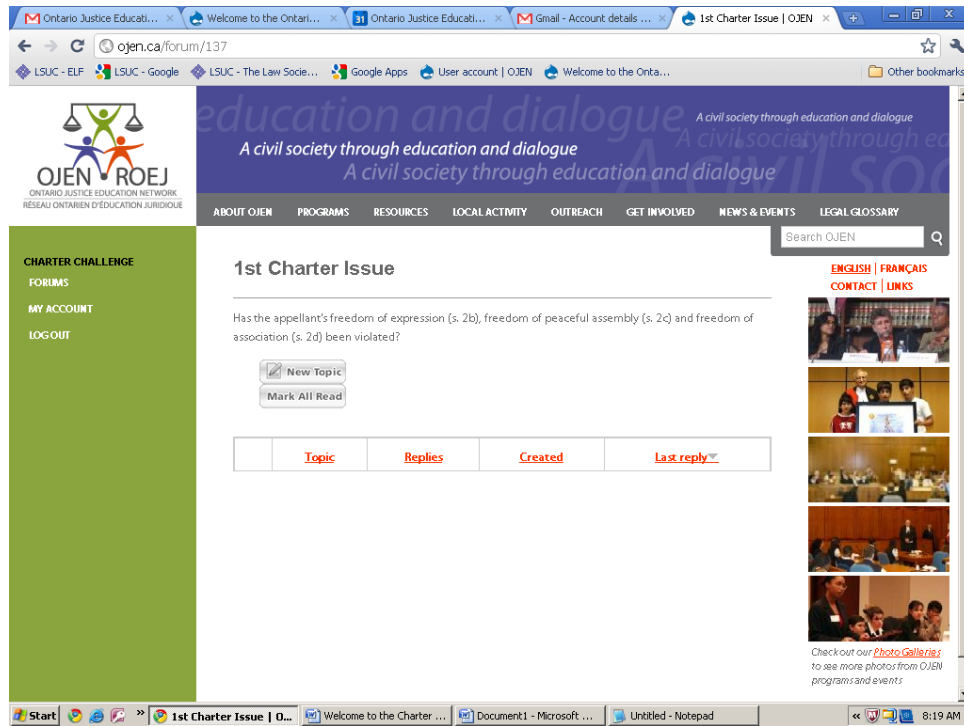
The screenshot shows the OJEN forums page. The sidebar on the left is green and contains the following links: CHARTER CHALLENGE, FORUMS, MY ACCOUNT, and LOGOUT. The main content area is titled "Forums" and features a "Mark All Read" button. Below this is a table with the following columns: Forum, Topics, Posts, and Last post. The table lists three forum topics under the heading "Fall 2010":

Forum	Topics	Posts	Last post
1st Charter Issue Has the appellant's freedom of expression (s. 2b), freedom of peaceful assembly (s. 2c) and freedom of association (s. 2d) been violated?	0	0	n/a
2nd Charter Issue Has the appellant been deprived of his right to liberty (s. 7) not in accordance with principles of fundamental justice?	0	0	n/a
3rd Charter Issue Was the appellant's detention and imprisonment arbitrary, contrary to s. 9?	0	0	n/a

On the right side of the page, there are links for ENGLISH | FRANÇAIS, CONTACT | LINKS, and a photo gallery section with the text "Check out our Photo Galleries to see more photos from OJEN programs and events".

In addition to the four forums on the four Charter issues, you can post general comments in the "Student Discussions" forum, pose a question to a lawyer in the "Ask a Lawyer" forum, or raise any technical problems you are having with the online discussion board in the "Technical Questions" forum.

Let's say you're working on the first Charter issue. Click on the forum, and you will be brought to a page which looks like this:



If you click on "New Topic" you can start a new thread in the "1st Charter Issue" forum. Make sure to save your comment, and when finished, your posting will look like this:



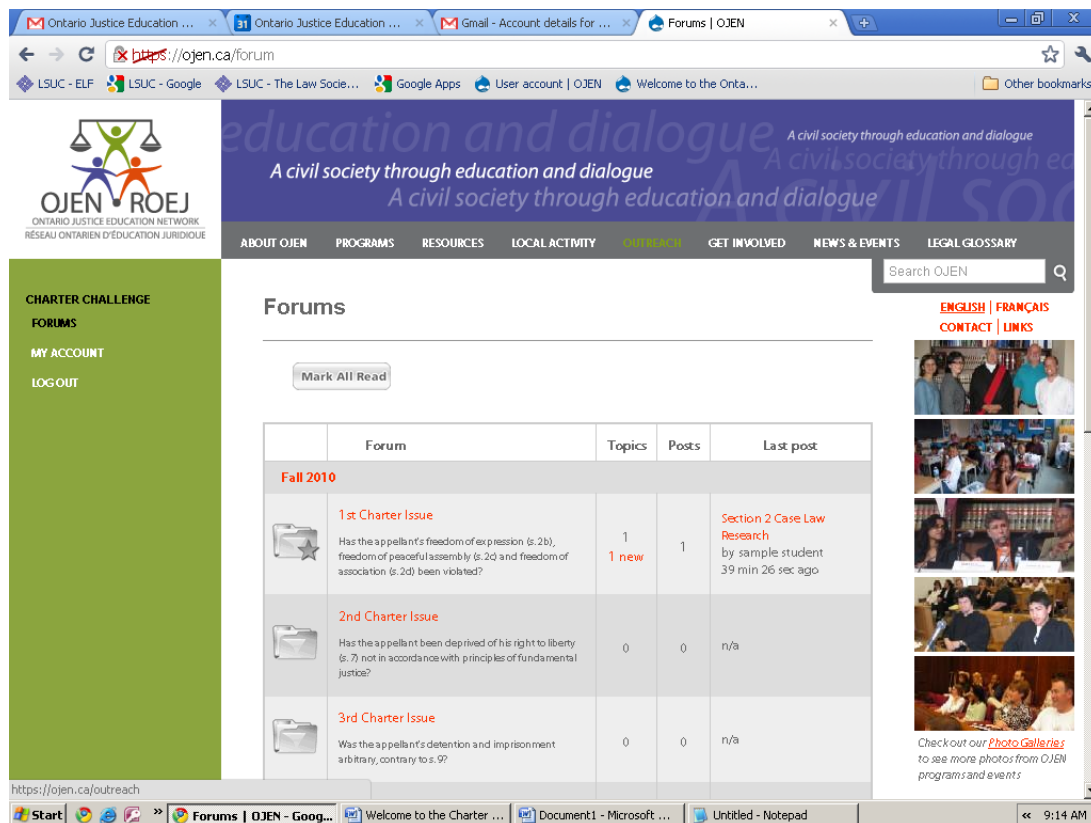
Other students can comment on your new topic by clicking on the “Post Reply” button at the top of the page. The original topic posting will always be the first posting on the page, with newer replies immediately following it. (They are arranged from newest to oldest as you scroll down the page.)

It is also possible to reply to someone else’s “reply” to the original topic. You do this by clicking on the “Reply” button in their posting. If you choose to do this, instead of replying to the original topic with the “Post Reply” button, then your response will appear after the reply (and not near the top under the original topic).

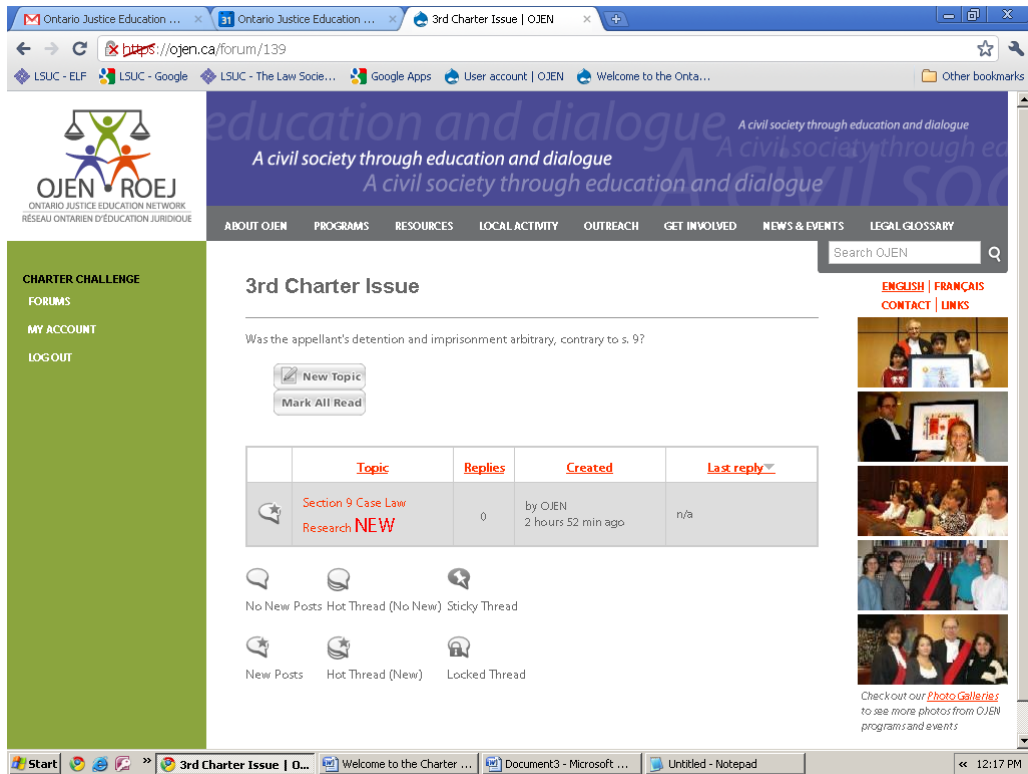
You can always create new threads by selecting the “New Topic” button on the individual forum pages.

3. Logging in and looking for NEW posts

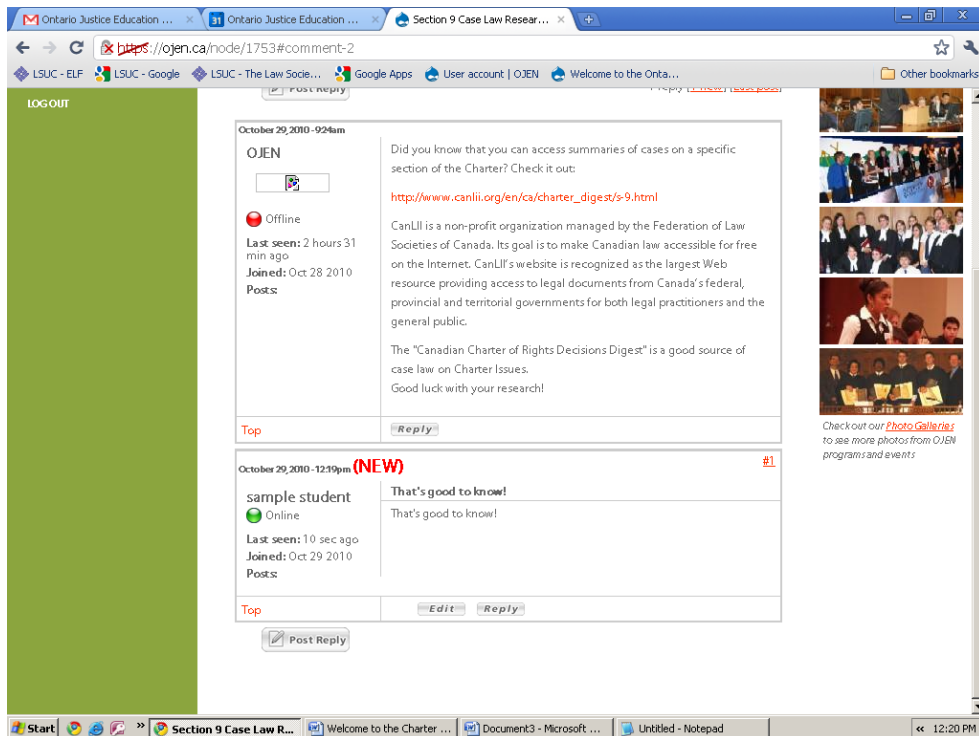
Each time you login, you can look for new posts on the main forum page. Forums which have stars on the folders in the left-hand column are forums which have new posts:



If you click on the forum, you will be brought to another page which lists the various discussion threads:



Topics that have new posts will be indicated with a star and marked **NEW** or **UPDATED** (in red letters). Topics within a forum are arranged newest to oldest. When you are scrolling through a specific thread, all new posts will be marked (**NEW**).



4. Technical Questions of Problems?

Please post any technical questions or concerns in the “Technical Questions” forum or email us at: charterchallenge@ojen.ca.

Good luck!