

How to Add, Edit, Delete, Duplicate or Like a Note

1.

Go to My Walls
& select 'JOIN'.

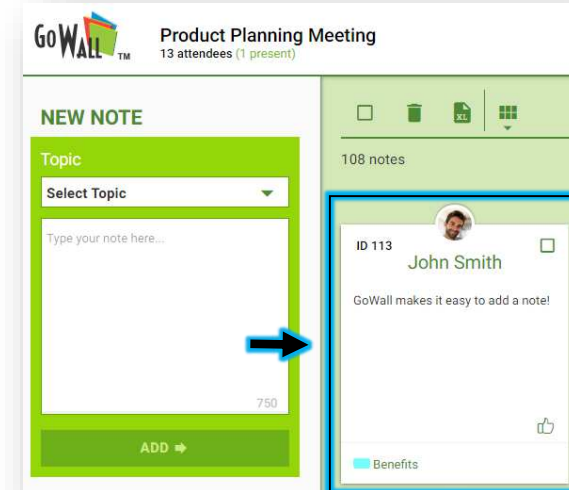
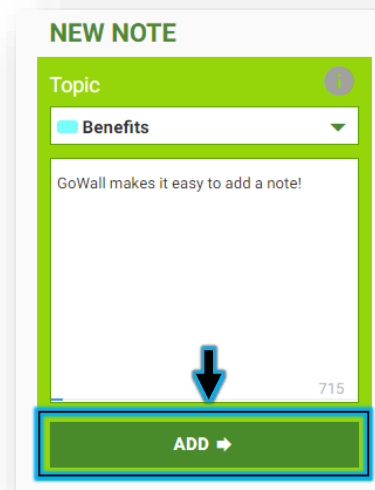
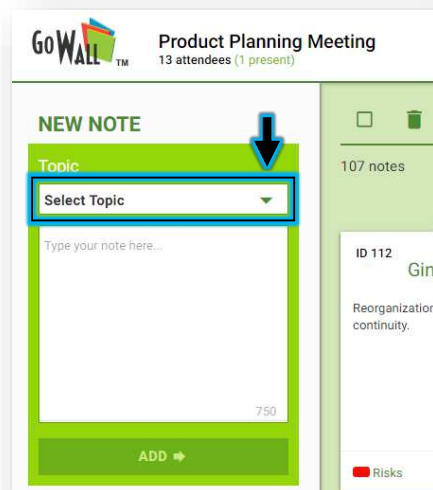
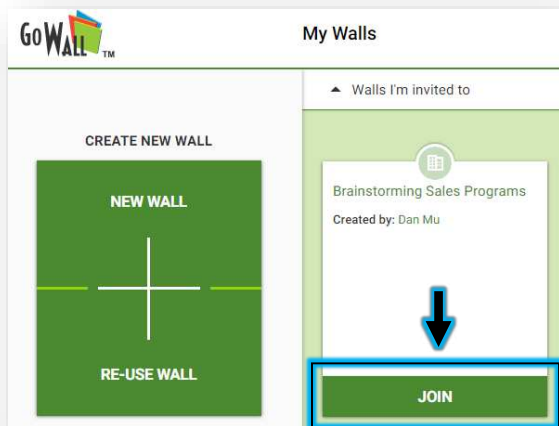
(Note: As a Participant, you can add, edit & delete your own notes as well as duplicate & like any notes.)

ADD A NOTE

To add a note, select a Topic from the drop down menu.

Type your note content & select 'ADD'.

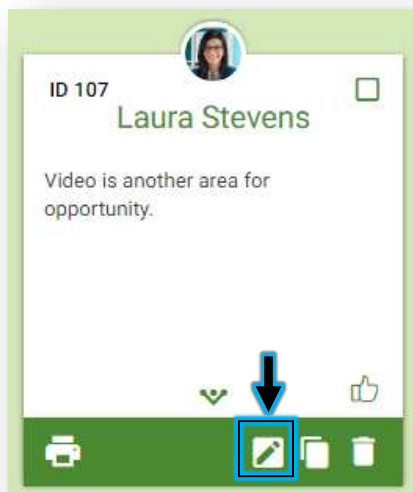
Your new note will appear on the Note Wall.



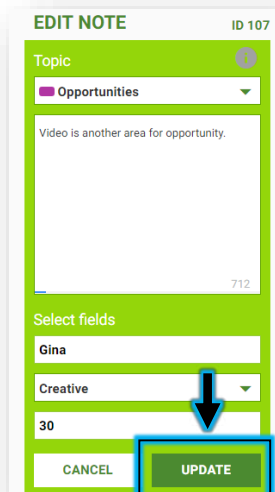
How to Add, Edit, Delete, Duplicate or Like a Note (cont'd)

EDIT A NOTE

Go to a note you created
& select the 'edit' icon.

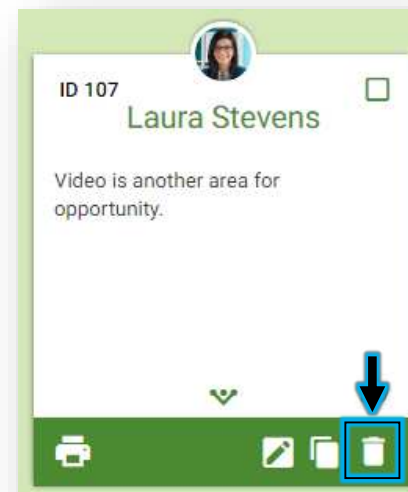


Make any desired edits
& select 'UPDATE'.

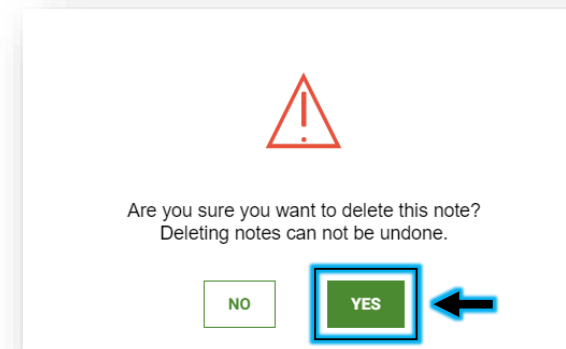


DELETE A NOTE

Go to a note you created
& select the 'delete' icon.



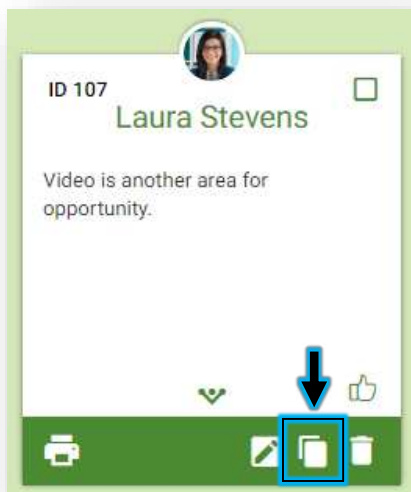
Select 'YES' to
delete your note.



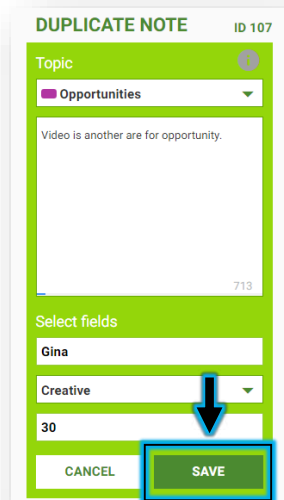
How to Add, Edit, Delete, Duplicate or Like a Note (cont'd)

DUPLICATE A NOTE

Go to any note & select the 'duplicate' icon.

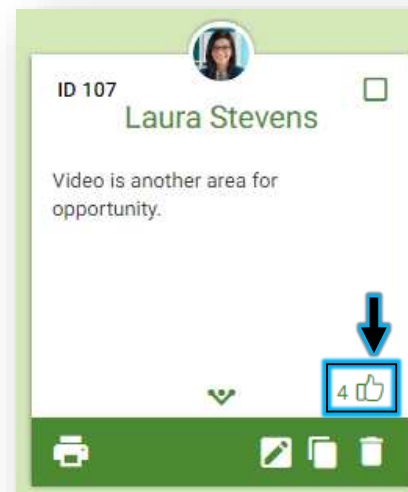


Make any desired edits & select 'SAVE'. Your duplicated note will appear on the Note Wall as a new note.



LIKE A NOTE

Go to any note & select the 'Like' icon. The 'Like' will turn green. Select the icon again to remove your 'Like'.



If one or more people have liked a note, select the note counter to see who has liked that note.

