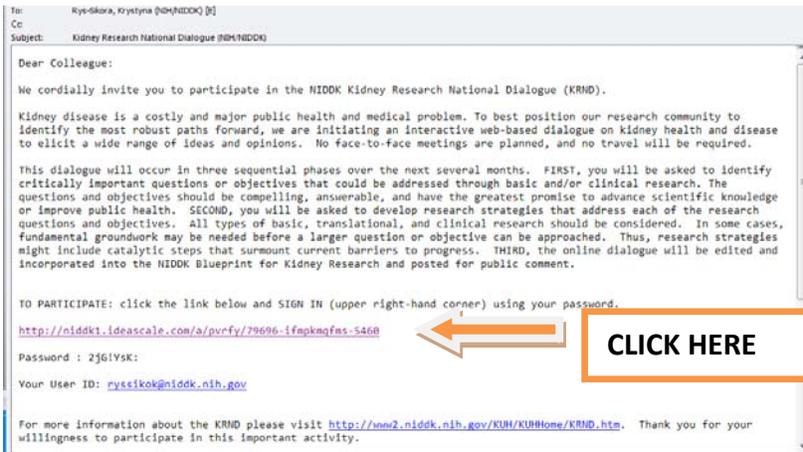


Kidney Research National Dialogue (KRND) Guide for Participants

INITIAL LOG ON

1. Receive invitation email from KRND.



Click on **verification link** near the bottom of the text.

Note your **Password** and **Your User ID** (email address).

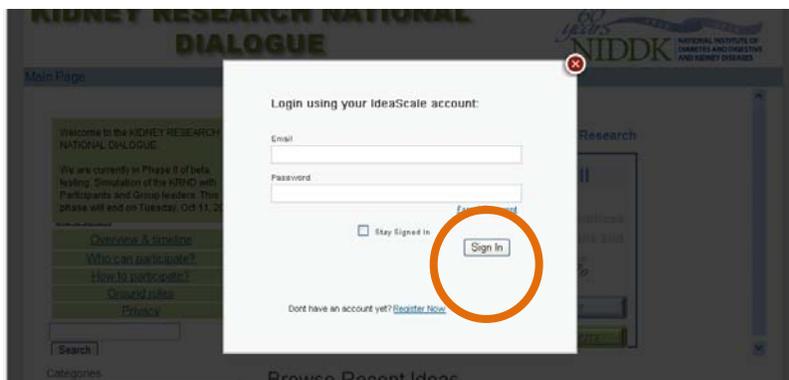
2. Click **SIGN IN**



If you have received an invitation email with a verification link, you do NOT have to register.

3. Fill out your User ID (email address) and the password we sent you,

then click **Sign In**.



Please remember the email address you used for future Sign Ins.

4. Fill out your **Profile**.

Please fill out your first and last name as you wish them to appear on the website.

Anonymous postings are not allowed.

You may change your password to something more memorable.

Please select a notification setting. You can elect to receive a weekly or daily (real time) summary of the ideas posted or disable the notification feature.

You will receive notifications on ideas that you have authored, unless bottom box is *unchecked*.

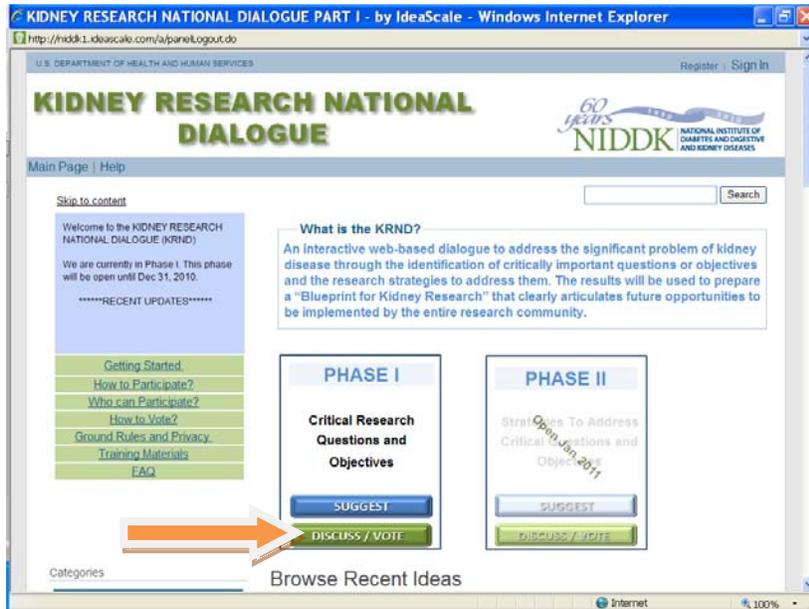
Click **SUBMIT**

5. Click **MAIN PAGE** (this is important, until you get the feel of the site).

6. When you come back, click Sign In (upper right corner), enter email address and password; then Click MAIN PAGE.

View Discussions, Add Comment, and Vote

1. Click on **DISCUSS/VOTE**



2. Click on **“All Ideas”** or specific discussion by category (e.g. AKI, CKD, Training, etc).

Category

Title of Question

Question description

Add Comment

Next Question

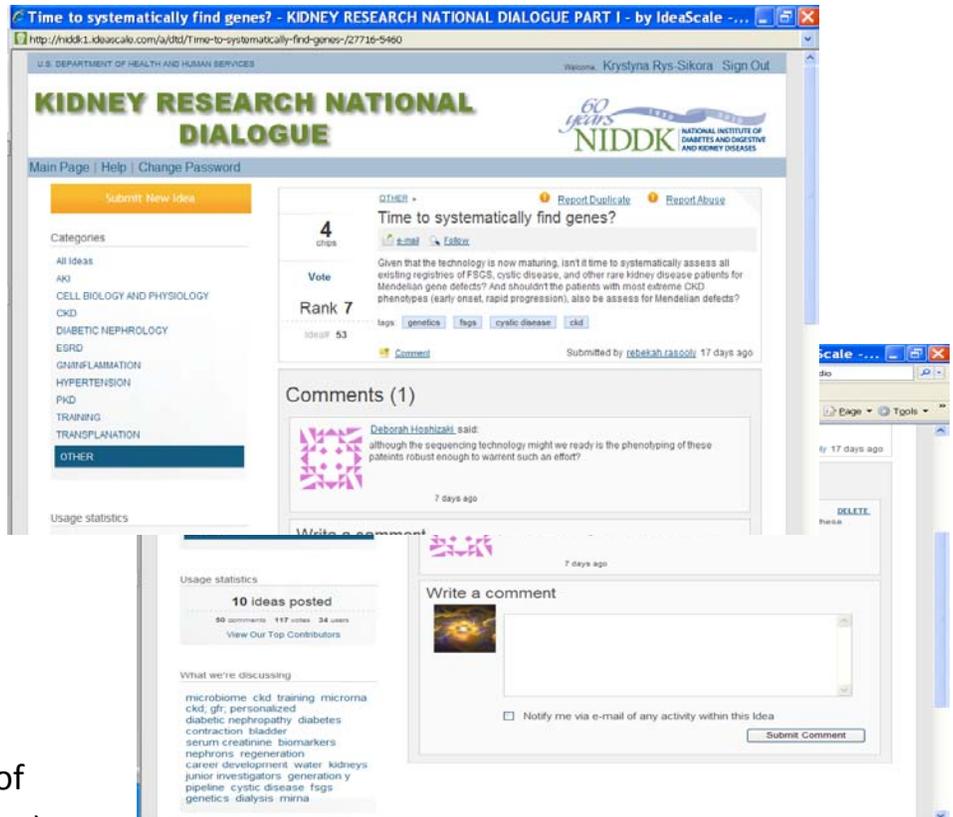
Click on blue headline to view

Current vote total

Vote with chips

Tags

3. To view a question by clicking on blue headline



4. To view a comment
Scroll down page

5. To add a comment

Scroll down to bottom of existing comments (if any), and type your comment into the box and click **Submit Comment**

6. **Vote** – first time (Please vote early, vote often; this allows the participants to track the interest level of emerging topics).

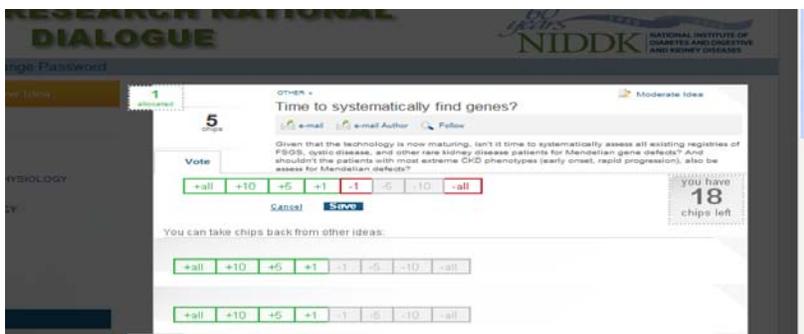
You have a total of 20 chips and can place a minimum of 1 chip and maximum of 20

chips on one question or concept.

Select the # of chips you want to use to support this question

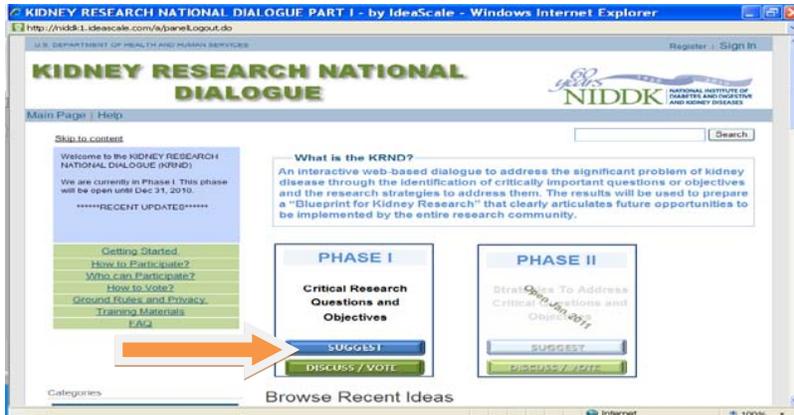
Easy to **change** your vote by **redistributing your chips**

Click **SAVE**



Submit a Critical Research Question or Objective

1. Click on SUGGEST



2. Enter your Critical Question/Objective

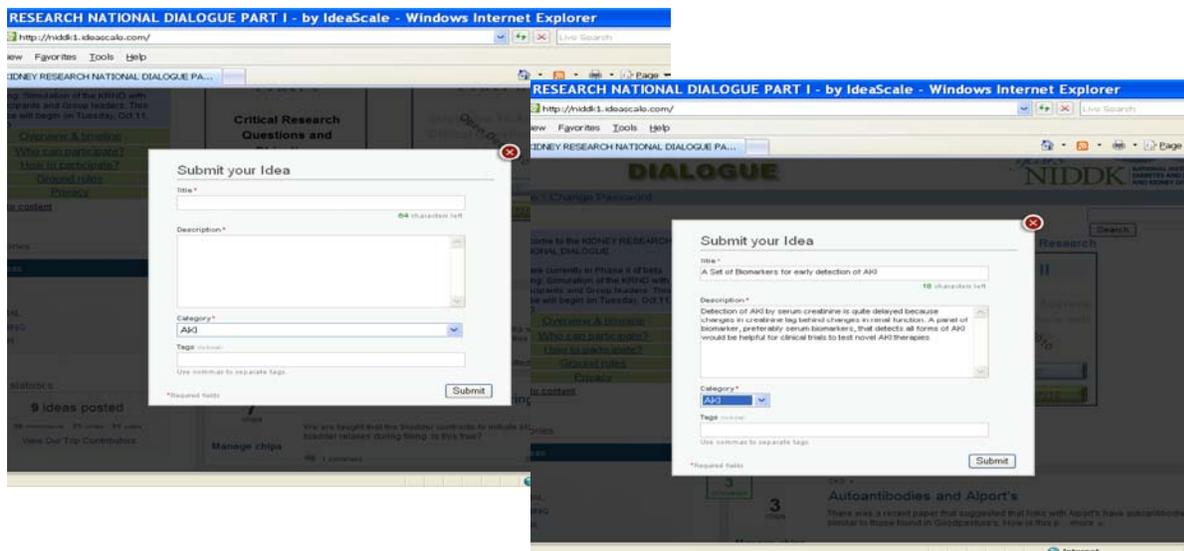
Title: One sentence summary of Critical Question/Objective. Please give this “headline” careful thought, since this will be very prominent on the web site.

Description: Explain why this is important, and describe the question/objective

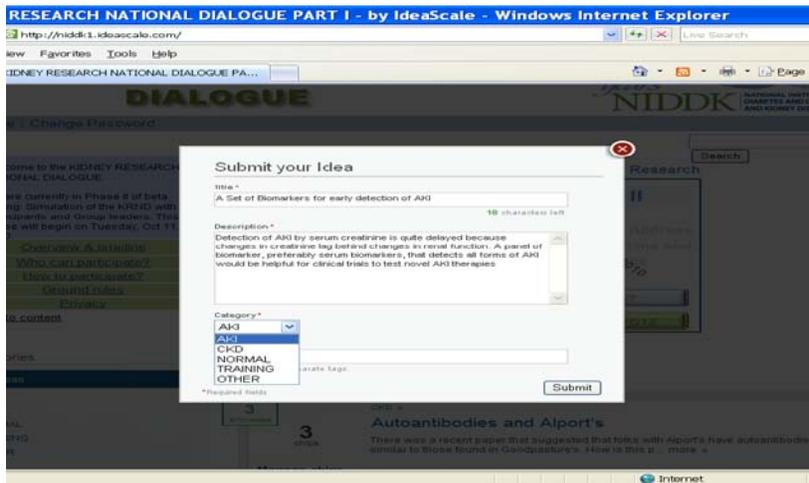
Category: Select from drop down list. If not sure, use “Other”.

Tags: Tag your question with several key words. You may use existing tags, or enter a new tag. This will help participants find your topic, especially if the question is germane (cross cutting) to several topical areas (genetics, fibrosis, etc).

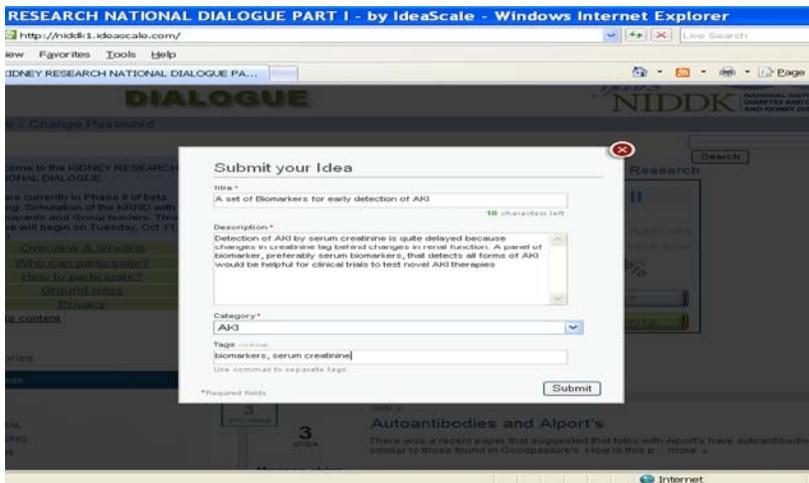
Note: **New Idea** is the same as **Critical Question/Objective**.



3. Select category from drop down list and enter tags



4. Example of filled out New Question/Concept page



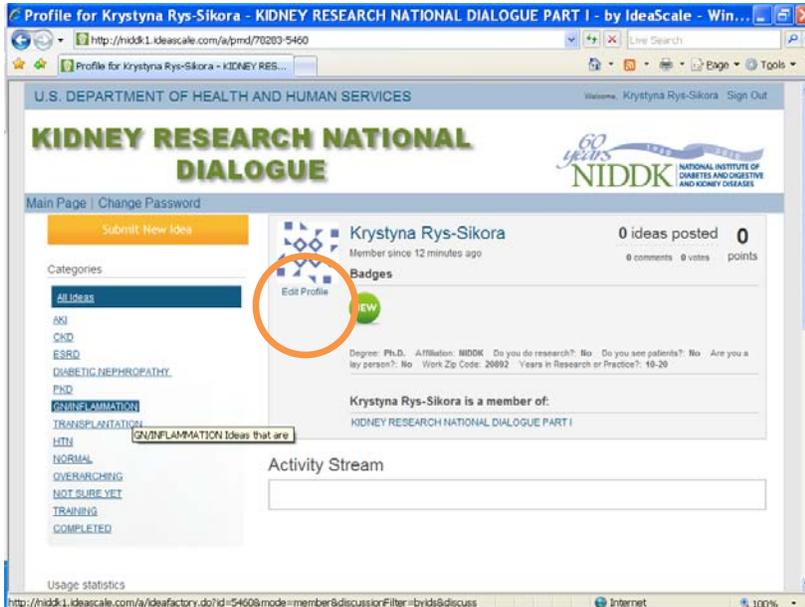
5. To edit a question



Click on **EDIT** and you will return to the “submit your idea” screen where you can revise your question. You can also follow your question by clicking on **Follow**.

Additional features

1. Editing your online profile

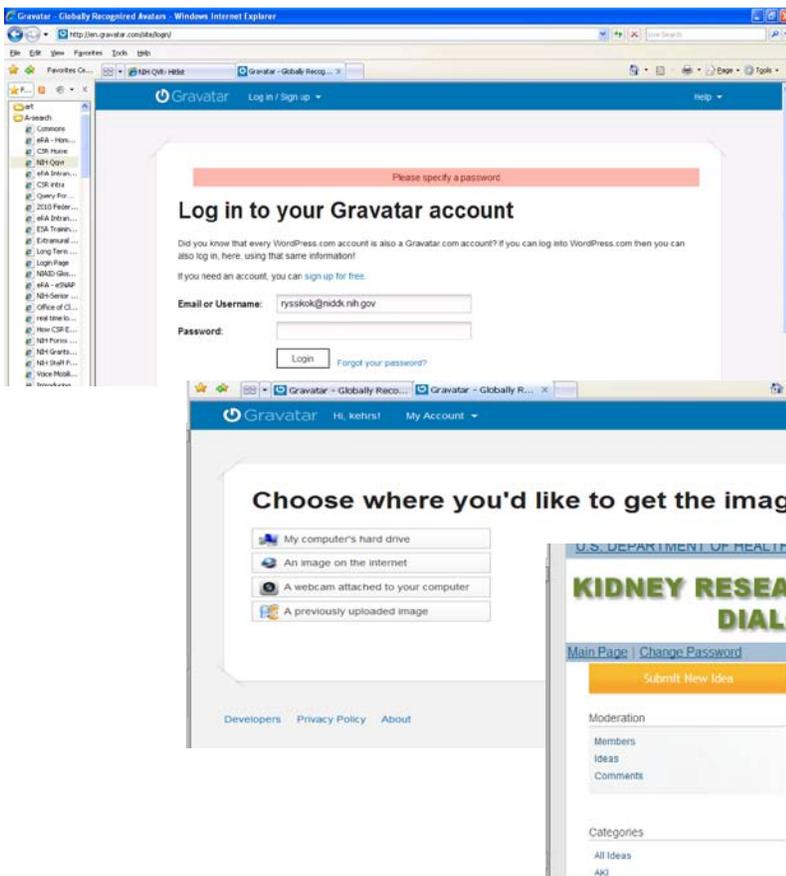


Click on **EDIT PROFILE** to return to Profile page and revise your entries.

Above edit profile is a graphic assigned to your profile. You can change this graphic to a Gravatar of your choosing by clicking on the graphic. This will open the Gravatar website.

(for more details, see www.gravatar.com)

2. Set up a Globally Recognized Avatar (Gravatar)



Set up a Gravatar account with your email address and download an image. You need to sign in again after you save your Gravatar. There is a lag before your avatar will show up on the KRND site.

Questions

If you need technical support, or have any questions, send an email to krnd@nih.gov