



A PRIMER ON HOW TO USE THE MARINE ADAPTATION NETWORK DISCUSSION FORUM AS AN AID TO BUILD COLLABORATIONS

CONTEXT

The members' Discussion Forum has been designed by the Adaptation Research Network for Marine Biodiversity and Resources (aka, the Marine Adaptation Network) as a mechanism for network members to be able to identify marine researchers and stakeholders who are either like-minded or have complementary interests and expertise. The Forum provides a search facility to identify registered Marine Adaptation Network members with interests and expertise in areas such as coral reefs, phytoplankton, temperate systems, and ocean acidification. These searches can be quickly accomplished by simply entering particular interest area keywords into the "Member Search". This will generate a list of relevant people corresponding to the selected interest area, with links to their registered member profile details.

This primer is designed to provide network registered members a basic guide on how to navigate the Marine Adaptation Network Forum, to enable you to readily access first-order information about the growing number of marine climate change adaptation researchers, stakeholders and policy makers nationally, and to facilitate the development of collaborative teams.

AIM OF THE FORUM

To provide a useful aid to build national, interdisciplinary and multi-institutional (consortia) collaborative teams in marine climate change adaptation between marine researchers and stakeholders

HOW TO REGISTER

In order to access the Discussion Forum, you first need to become a "registered" member of the Marine Adaptation Network. Registration is intended to log your professional and/or personal interests in marine biodiversity and resources - information that will be useful to facilitate collaborative opportunities with other network registered members. If you have already formally registered your membership with the Marine Adaptation Network via the website, you can skip this

step. As of 1 March 2010, more than 200 network members have formally registered (this is about half of the total network membership). If you have forgotten your username or password see next section. To register, click on the “Register” button in the left hand column of the Marine Adaptation Network website, www.nccarf.edu.au/marine (see below).

Membership Benefits

To receive regular updates on adaptation, search our expert database and collaborate with stakeholders, join the Network by **clicking the link below.**

MEMBERS: [LOGIN](#) [REGISTER](#)

You can otherwise simply register directly by clicking on the URL:

<http://www.nccarf.edu.au/marine/content/index.php/member/register/>

Please fill in as many details as you feel comfortable with, as this will make it easier for other members with similar or complementary expertise/interests to find you.

Once you have completed the registration process your submitted registration form will be sent to the Project Officers for approval. This could take up to two working days. You will be notified once your registration has been approved.

FORGOTTEN YOUR USERNAME OR PASSWORD?

If you have formally registered your membership but have forgotten your password, go into the login page and click “Forgot your password?”. Follow the prompts to receive a new password. You can then change your password to something you will remember by going into your Members page, clicking on “Your control panel” and then clicking “Username and password”.

If you have formally registered your membership, but have forgotten your username, please do not try to register again (your email address can only be registered once), but write to Clare.Brooker@utas.edu.au to retrieve the username that you originally chose.

HOW TO UPDATE YOUR PROFILE AND ADD A BIOGRAPHY (BIO)

Once your membership is approved, you will be able to use the username and password that you chose to “log-in” using the button on the left hand column of the website. You can then enter the Forum and your Members’ page by clicking on the blue button in the left hand column of the website (see below).



To add details to your profile, or change the details you entered at registration, go to “Your control panel” at the top of the page, and then click “Edit Profile” in the left hand column. You will then also be able to add a Biography (Bio) to your page.

After updating your profile, remember to click on the “Update” button at the bottom of the page to save your settings.

HOW TO SEARCH FOR POTENTIAL COLLABORATORS

To search for members with similar or complementary skills sets and interests to yourself, click on “Members List” at the top of the page. This will give a list of all **registered** members in the Network. You can either scroll through the people one-by-one, or undertake a comprehensive search by field.

To search the member list by field (these fields are the same as those available to you for selection at registration) scroll down to the bottom of the page to the section titled “Member Search”. You can then use the “Search Field” list to identify the fields of interest (e.g., “Biological interests”, “Adaptation interest 1”, etc.) particular to members. An example search would be to choose “Biological interests” from the “Search Field” list and type the word “coral” in the input box immediately to the left. With “All Member Groups” also selected, a list of all people who expressed an interest in Coral Reefs will be retrieved from the database and provided for your information.

FIELD OPTIONS

The list of field options, developed for identifying interests and expertise of potential collaborators, is provided in the attached Appendix.

HANDY TIP

If you know part of the email address of an organisation for which you would like to find a collaborator, type in the end of the email address, and identify the Search Field “Email address”. For example, if I want to find people from government organisations, I would type “gov.au” and search the Field “Email Address”. Consequently, I will receive a list of names of people with email addresses containing “gov.au”. To respect privacy, I cannot **see** the email address of the members, but can

view the member profile provided by them through the registration process. The email and private message system (see below) enables me to contact these potential collaborators even though I don't know their email address. My email details will be visible to the email recipient who can then choose to reply to me through the system they see most appropriate to their needs – i.e., either through the Network Forum or separately by real email.

HOW TO COMMUNICATE WITH POTENTIAL COLLABORATORS

There are three main ways to communicate through the Network Members' page. The way in which we would ultimately like to encourage is by creating and responding to topics inside the Forum (see next topic). Two other methods are to search for and message individuals through the "email" or "Private message" functions. These are outlined below.

EMAIL

By clicking on the "Email" button, you can send an email to a member. You will not see their email address, but a "real" email containing your message will be sent to the member. If you respond to an "email" sent to you from the Members' page, your email address will be revealed to the person who sent you the email. If, however, you send a Private message (see below) your email address will remain hidden.

PRIVATE MESSAGE

By clicking on the "Private Message" link you can send a message via the internal mail system to a member. They receive notification of the message in their email inbox, and can log in to the Members page to view the message. To retrieve a Private Message, simply log-in to the Members Page through the Marine Adaptation Network website, and click on the "Private Message" link at the top of the page.

HOW TO POST TO THE FORUM

STRUCTURE

Forum (analogous to choosing a Journal) - Please post topics (see below) in the appropriate Forum. You can think of a Forum like choosing a journal, where one would be interested to read and/or discuss articles in a particular theme area. For example, you are less likely to find an article on "ocean circulation" in *Marine Biology* than in *Ocean Dynamics*! Hence, you would be best served in this case to submit your article to *Ocean Dynamics* – analogously, this should be the Forum to commence a threaded discussion on the topic of ocean circulation. In the case that *Ocean Dynamics* does not exist, here is the unique opportunity for you to create it!! All you have to do to create a new Forum is to send an internal email to Clare_Brooker or regular email to

Clare.Brooker@utas.edu.au with the Forum title (preferably also with a short description). The “General Discussion” Forum is primarily for housekeeping.

Topic/Thread (think of this like the title of the article inside the Journal that you would like to discuss) - Any registered member can create a topic inside a Forum.

Reply (this is a response to the topic, analogously the article inside the journal). Any member can respond to a topic/thread inside a forum by simply clicking the “reply” button inside the topic/thread. This is a good space for discussion of various topics or for finding collaborators for a project.

We hope these Fora become the places of choice for national discussions on marine climate change adaptation issues, where research projects can be born, and where collaborations in response to funding or other opportunities can develop!

CREATE A NEW FORUM

To create a new Forum, send an email to Clare.Brooker@utas.edu.au with the title of the forum you would like to create, and a short description of its purpose.

HOW TO RECEIVE UPDATES FROM THREADS

If you would like to receive notification of replies or updates from a particular thread, click on the Forum and go into a thread/topic. On the right hand side of the thread, there is a link saying “Subscribe to this thread”.

To manage your thread subscriptions, go into “Your Control Panel”, and under “Utilities” click “View Subscriptions”. You can then remove subscriptions as you see fit.

This document was prepared by Clare Brooker and Neil Holbrook from the Adaptation Research Network for Marine Biodiversity and Resources, 9 March 2010.

APPENDIX

This appendix lists the “Search Field” categories and the within-field interest areas particular to the Marine Adaptation Network Forum that sits across the registered network membership [See information under “How to search for potential collaborators” provided in this document].

Physical Interests

- Meso-scale variability
- Ocean acidification
- Ocean circulation
- Ocean climate change
- Ocean climate variability
- Ocean dynamics
- Sea level
- Waves and/or coastal change

Biological Interests

- Benthic invertebrates
- Cephalopods
- Coastal and demersal fish
- Coral reefs
- Macroalgae
- Mangroves
- Marine mammals
- Marine reptiles
- Pelagic fish
- Phytoplankton
- Seabirds
- Seagrass
- Unicellular organisms
- Zooplankton

System Interests

- Antarctic and Southern Ocean
- Aquaculture
- Estuarine
- Intertidal
- Pelagic
- Temperate
- Tropical
- Upwelling zone
- Wild fisheries
- Marine tourism
- Marine infrastructure
- Policy/governance
- Socio-economics

Regional Waters/State Jurisdiction Interests

Australian Antarctic and sub-Antarctic

New South Wales

Northern Territory

Queensland

South Australia

Tasmania

Victoria

Western Australia

National

Pacific Ocean

Indian Ocean

Atlantic Ocean

Southern Ocean

Adaptation Interests

Adaptation – Development, planning and implementation

Risks and uncertainties

Costing and economic analysis

Natural and managed ecosystems and resources

Human settlements, industry, and infrastructure

Multi-sector risks, vulnerabilities, and opportunities