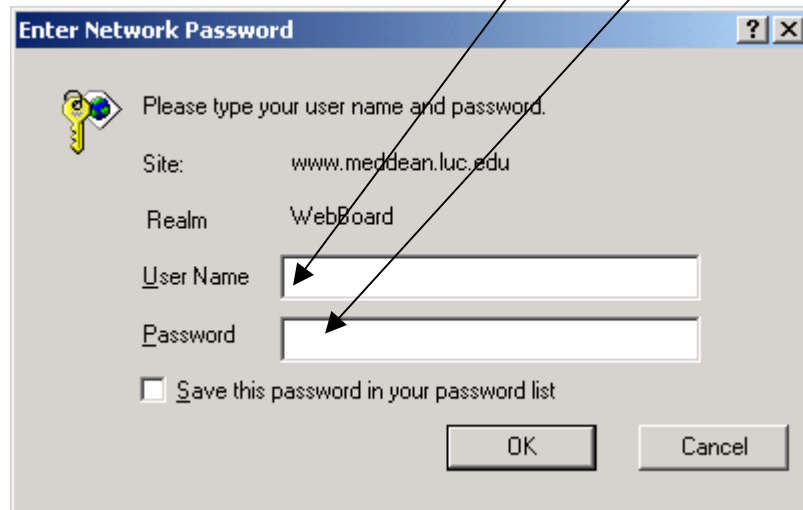


EMSC Web Conference Board Accessing Meeting Materials

A login has been created for you in the EMSC Web conference board. You may access it from the following link, with your User Name and Password (the same as used for the asthma survey).
<http://www.meddean.luc.edu:8080/~EMCS>

1. A password pop-up window will appear. Enter your **User Name** and **Password**, then click **OK**.



Enter Network Password ? x

Please type your user name and password.

Site: www.meddean.luc.edu

Realm: WebBoard

User Name

Password

Save this password in your password list

OK Cancel

NOTE: If your screen does not look like the screen below, then click on the **Return to Conferences** link on the upper left side of the screen.

2. A list of “conferences” appears on the left in **bold** font. “Topics” and related responses appear underneath conferences in regular font. Click on the plus (+) symbol to the left of the conference for your region (e.g. **Region 01**) and then the + symbol to the left of the topic **Meeting Materials**.

WebBoard - Kathryn Janies - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <http://www.meddean.luc.edu:8080/~EMCS>

Post Refresh Search Mark Read More... Help Logoff

Conferences
All Messages | [3 New](#)

[Welcome to Illinois EMS for Children Web Forum](#)

Administration (0)

+ **CQI Chairperson** (7)

+ **CQI Q&A** (7)

Educational Opportunities (0)

+ **EMSC Program Goals and Activities** (12)

+ **Equipment Issues** (2)

+ **Pediatric Pain Management** (2)

+ **Region 01** (7)

Meeting Materials (Daniel Leonard) 12/27/2005
2006 - First Quarter (Daniel Leonard) 3/1/2006
2006 - Second Quarter (Daniel Leonard) 5/22/2006

+ **Greetings** 11/1/2005 (4)

+ **Region 02** (4)

+ **Region 03** (5)

+ **Region 04** (4)

+ **Region 05** (4)

+ **Region 06** (4)

+ **Region 07** (7)

+ **Region 08** (4)

+ **Region 09** (4)

+ **Region 10** (5)

+ **Region 11** (5)

+ **Statewide Reports and Issues** (2)

+ **Timely Topics** (15, 3 New) **new**

Welcome to Illinois EMS for Children Web Forum

To view topics within a conference, click on the plus (+) symbol to the left of the conference for your region (e.g. Region 01) and then the + symbol to the left of the topic Meeting Materials.

[You have 3 new message\(s\).](#)

If you are a first time visitor to the WebForum Tutorial.

Thank you for using our board!
elvons@lumc.edu

LOYOLA UNIVERSITY HEALTH SYSTEM
Loyola University Chicago

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Expand

3. Click on the message for the relevant quarter's meeting (e.g. **2006 – Second Quarter**). The text for this message will appear on the right-hand side of the screen.

The screenshot shows a Microsoft Internet Explorer browser window displaying a web forum. The address bar shows <http://www.meddean.luc.edu:8080/~EMCS>. The forum interface includes a navigation bar with buttons for Post, Refresh, Search, Mark Read, More..., Help, and Logoff. On the left, a sidebar titled 'Conferences' lists various categories with message counts, including 'Region 01' which is expanded to show 'Meeting Materials' for the '2006 - Second Quarter'. On the right, the content of a selected message is displayed, including a subject line '2006 - Second Quarter (3 of 3)', a sender 'Daniel Leonard', and a list of materials for the meeting. Below the text, there are five download links for documents: 'TIME SURVEY 2006(9).DOC (20KB)', 'EMSC UPDATE 5 2006(3).DOC (61KB)', 'WEB BOARD USER GUIDE(9).DOC (213KB)', 'PAIN MGT EDUC LINK GUIDE(9).DOC (820KB)', and 'MAPHTC USER GUIDE(9).PDF (1,166KB)'. Arrows indicate the flow from the selected message in the sidebar to the message content, and from the download links to the 'Expand' button at the bottom of the browser window.

4. Click on the links in the message to download and print the materials. Please bring your own copy of the current quarter's meeting materials to each CQI Liaison meeting.

This concludes the introduction to *Accessing Meeting Materials* from the EMSC Web Conference Board. There are many more features in this system, such as starting a new topic and replying to an existing topic. For more assistance, click the "Help" button found on the upper black bar next to the "Logoff" button or contact the EMSC office (dleonar@lumc.edu or kjanies@lumc.edu).