The RPGuild website manual

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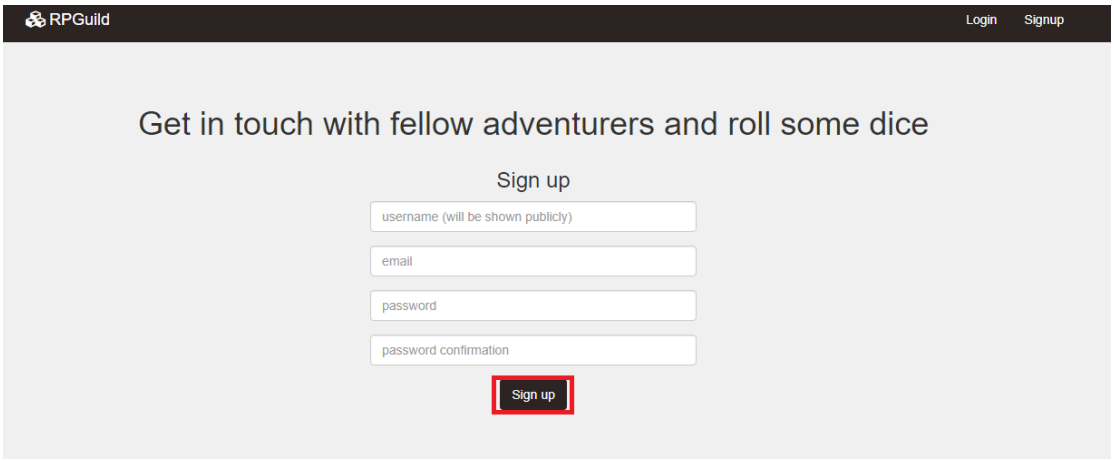
Sign up:

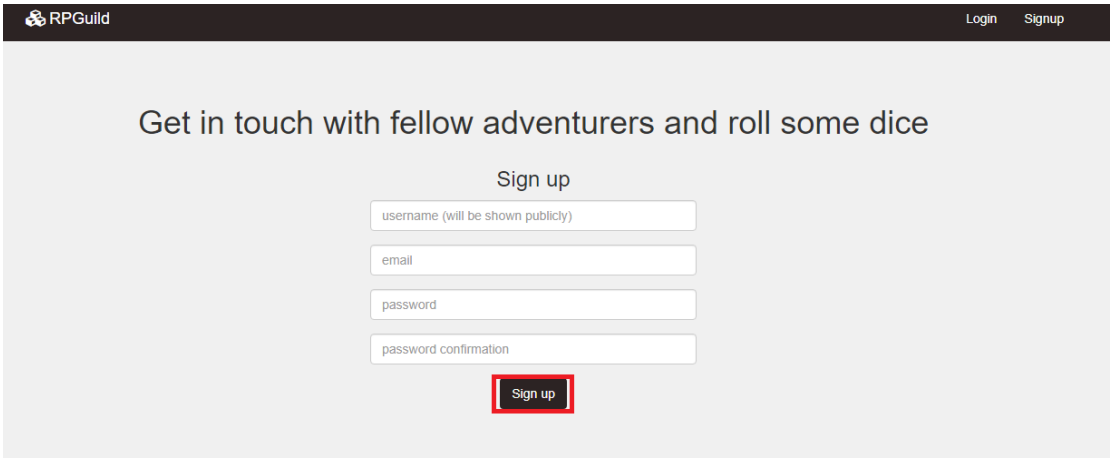
To create an account, press the sign-up button at the top right of the webpage.

Fill in your info in the textboxes:

1. The name you want other users to see
2. Your email
3. Your desired password
4. Repeat the same password



Then press the sign up button

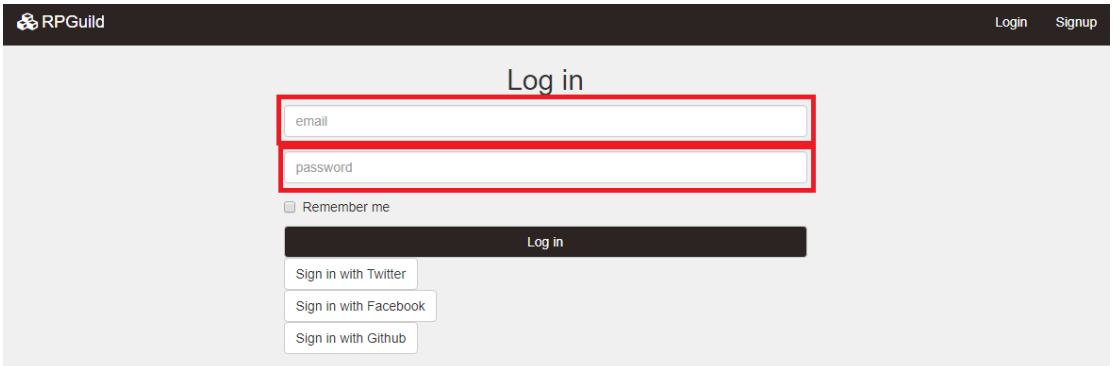


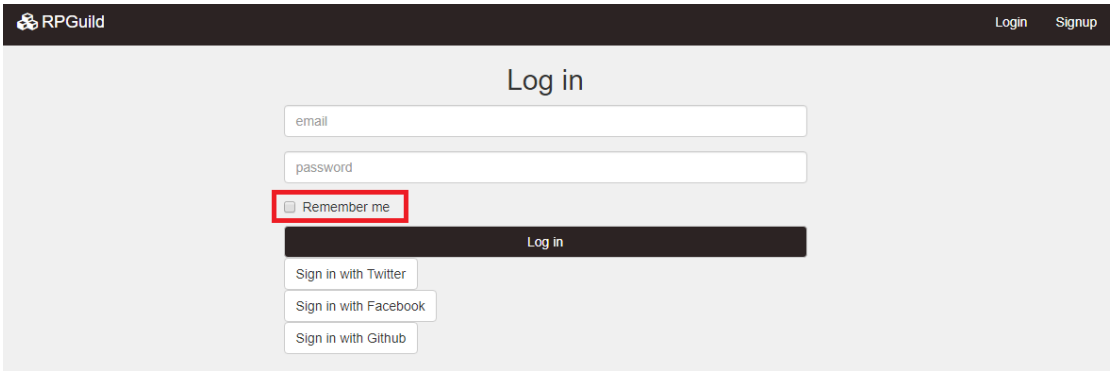
Log in:

To log into your new account press the login button next to the sign up button on the top right

Fill in the textboxes with your:

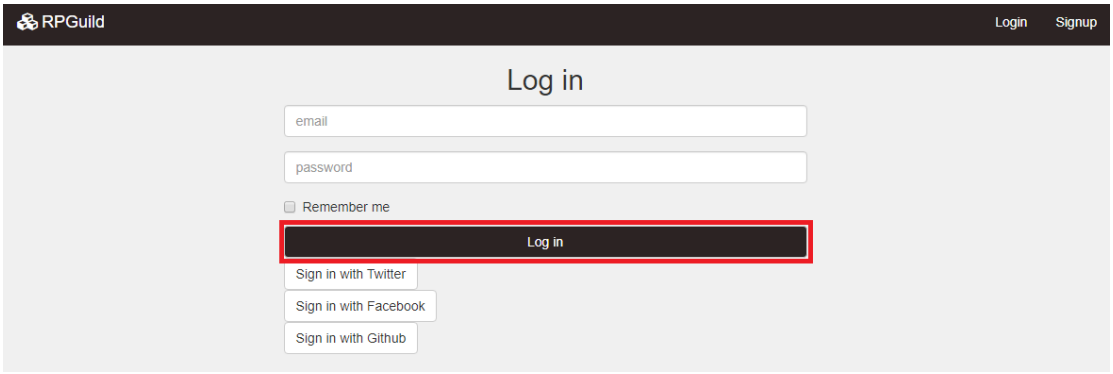
1. Email
2. Password





You can choose to checkmark the “Remember me” so that you don’t have to refill the log in info.

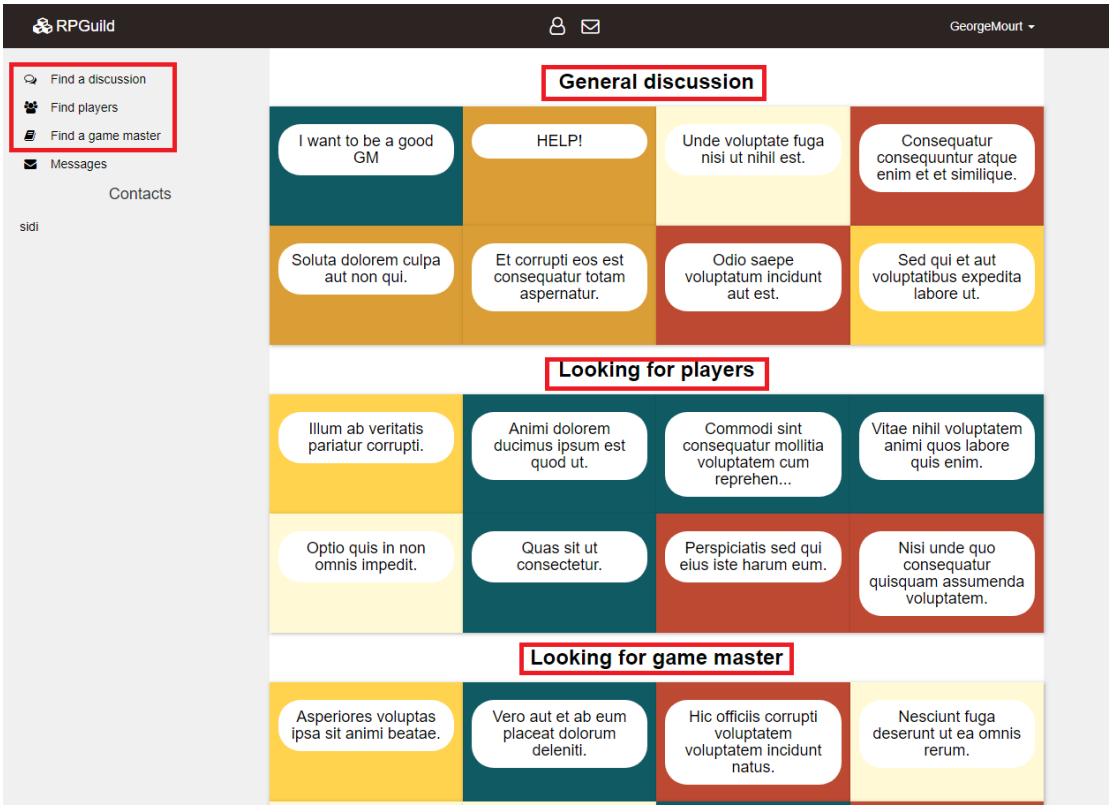
Then press the log in button.



Alternatively, you can log in using Twitter, Facebook or Github.

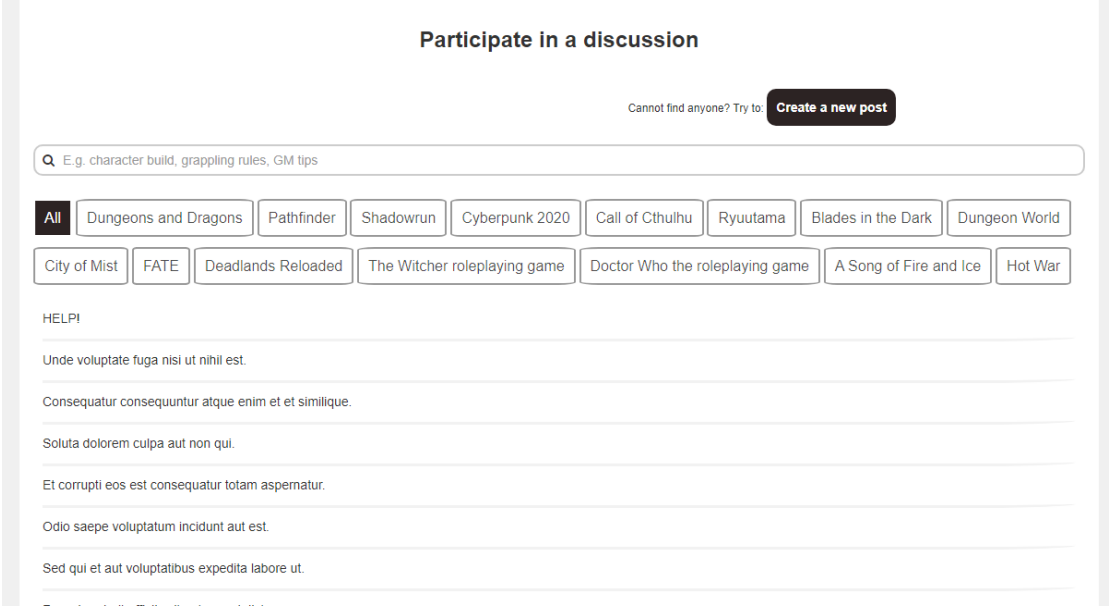
Posts:

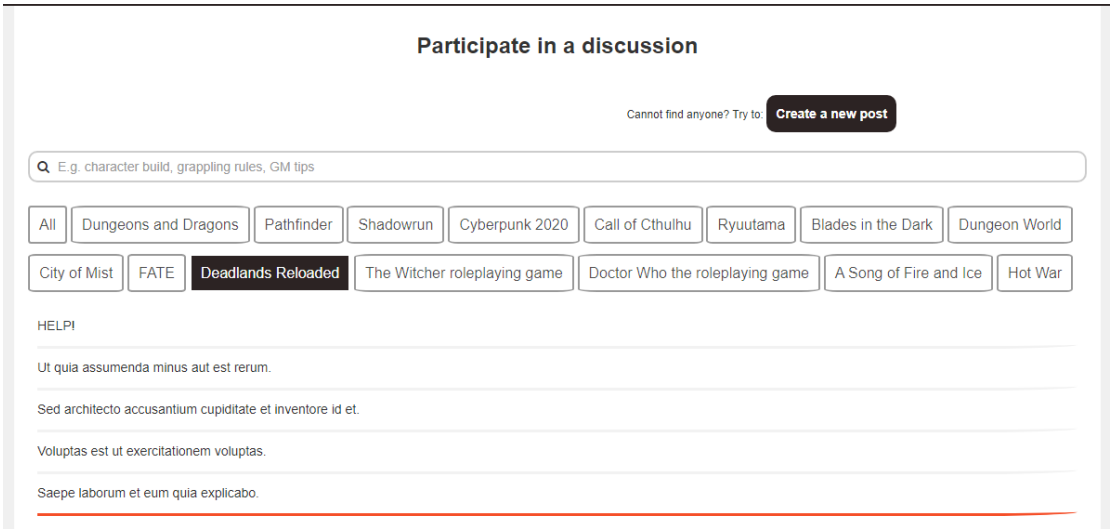
Select the desired category (General discussion, Looking for players, Looking for GM) on either the sidebar on the left of pressing the corresponding header on the main content



Search for post:

In the new menu you can search posts by either pressing the tag to the corresponding tag or/and by filling the search bar and pressing enter



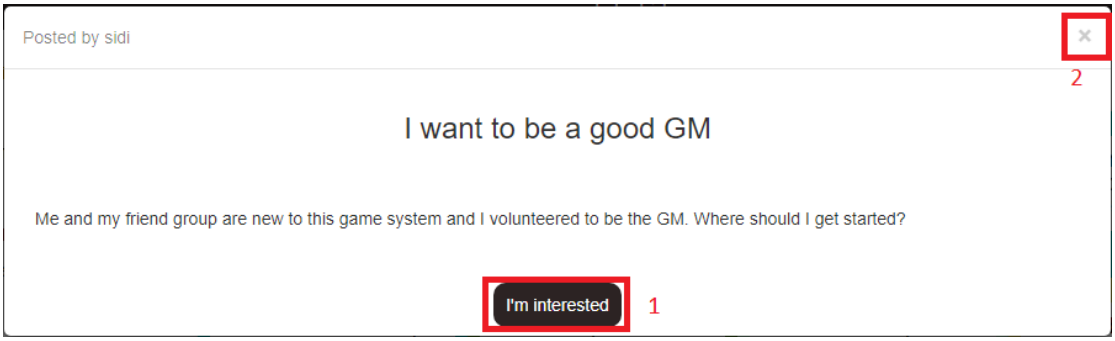


View and respond to a post:

When you find a post you are interested in either in the home page or the post search menu you can view it by pressing on it.

Doing so will show you the entire post.

Pressing the “I’m interested” button will redirect you to a menu where you can send a message to the creator of the post



Fill in the message box and then press the “Send a message” button.

Create a post:

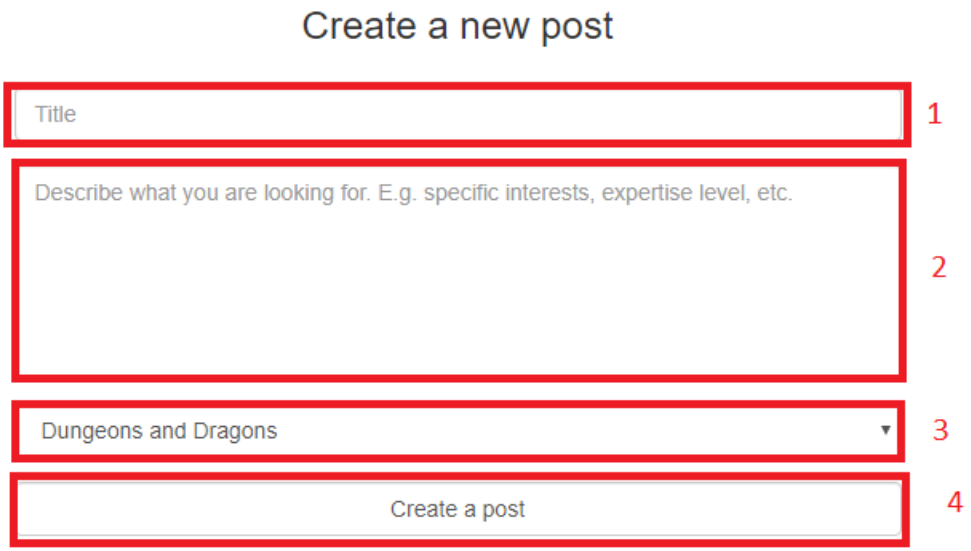
While in the desired category, press the “Create a new post”

Fill in the details:

1. Title your post
2. Give a detailed description of what you are looking for

3. Select the specific RPG you want to talk about

Then press the “Create a post” button

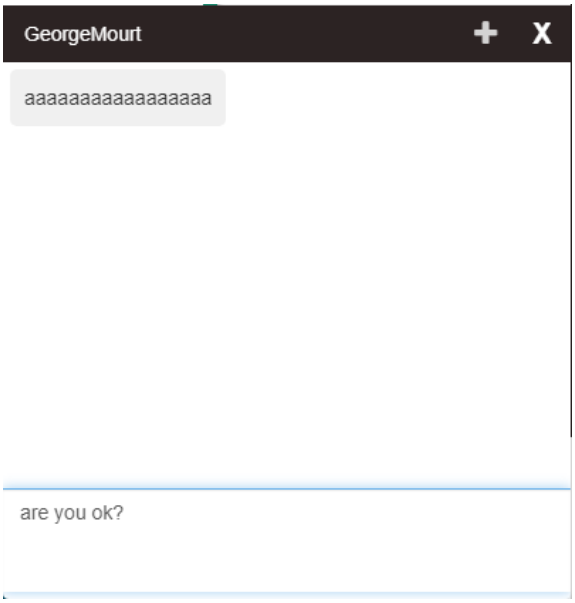


Messaging:

After sending the first message to another user, a chat window will appear with all your and the other users’ messages.

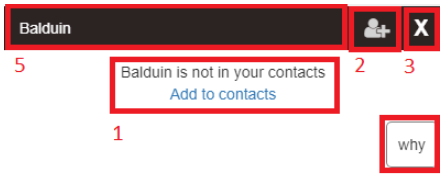
To send a new message:

1. Press the message box at the bottom of the chat windows
2. Type your message
3. Press enter



Pressing the following parts has the following effects:

1. Request the user to become contacts
2. Request the user to become contacts
3. Close the chat window
4. Message box
5. Minimize window

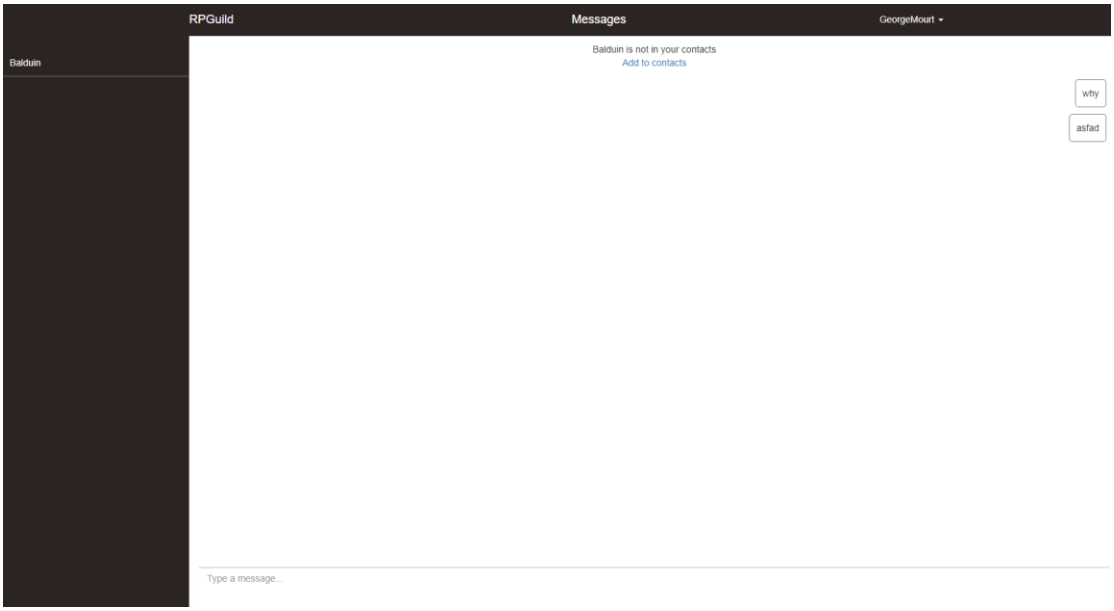


Additional notes:

By pressing “Messages” on the sidebar you enter a new menu

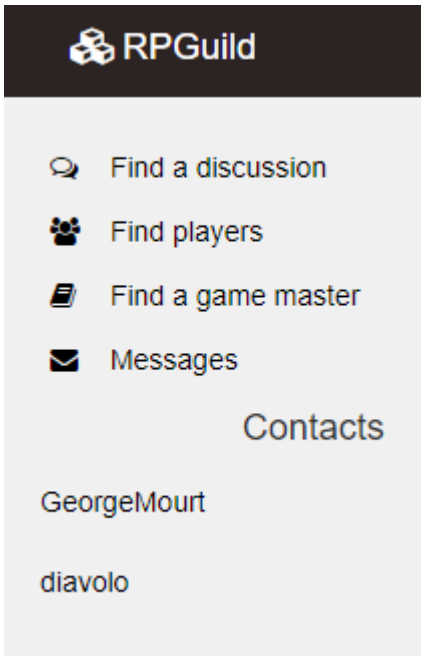
On the left are the users you have exchanged messages with.

Pressing on one of those users will reveal your exchanged messages and you can continue chatting from there.



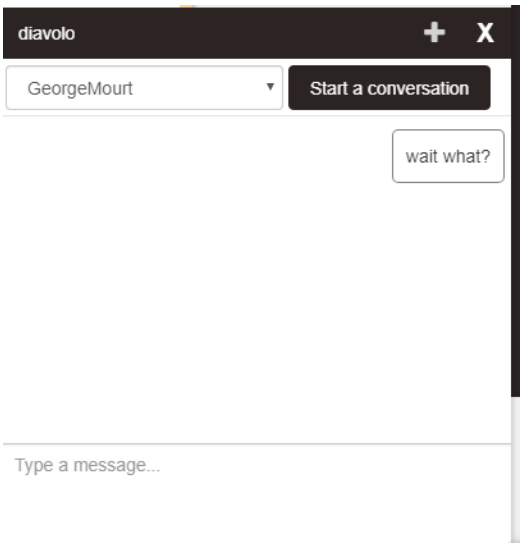
Contacts:

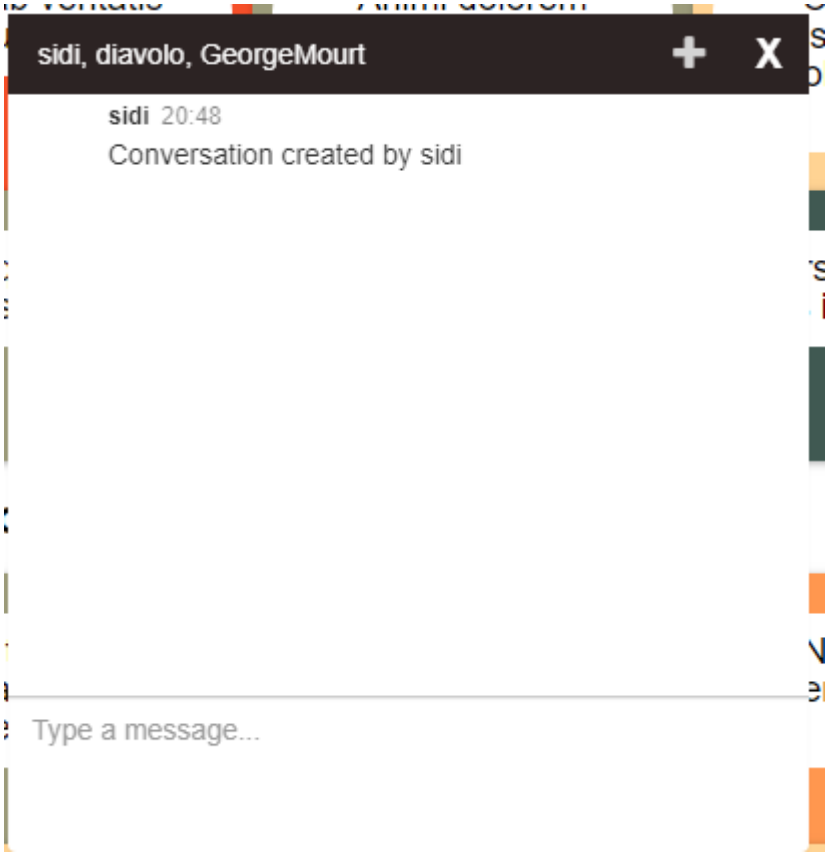
At the bottom of the sidebar is a list of your contacts, if you have any.



Group messaging:

If you are contacts with another user, the add contact button will be replaced with a “+” icon, pressing it will reveal a dropdown menu with your other contacts and you can add them to the conversation, allowing group messaging.

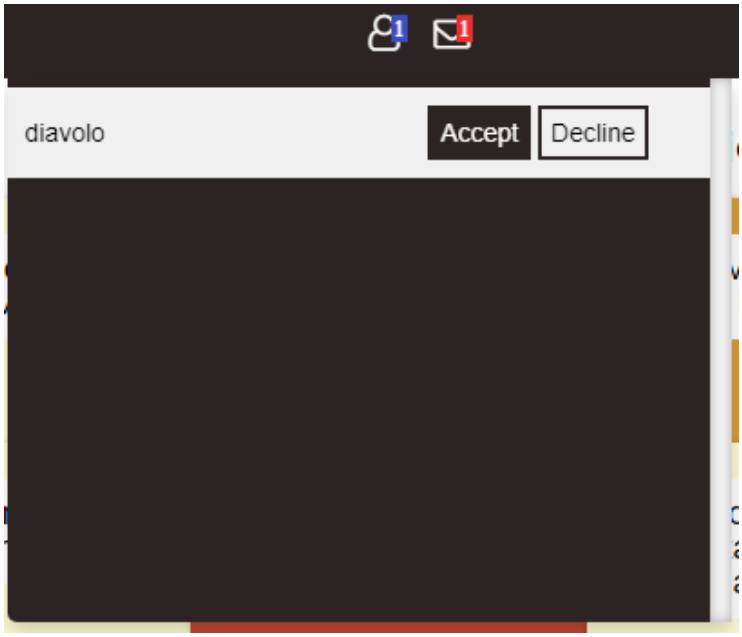


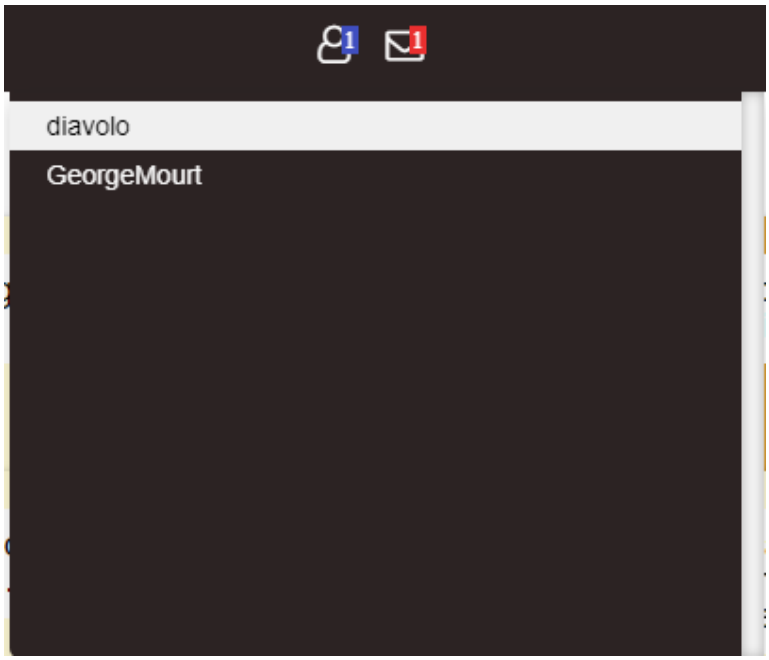


Notifications:

In the middle of the navigation bar on top of the page, there are two icons:

1. The contact request icon list, where new contact requests can be viewed, accepted or denied
2. The new messages icon, where you can be informed of new messages from other users





Edit profile:

To edit your profile

1. Press your username on the top right of the webpage
2. Press the “Edit Profile” button

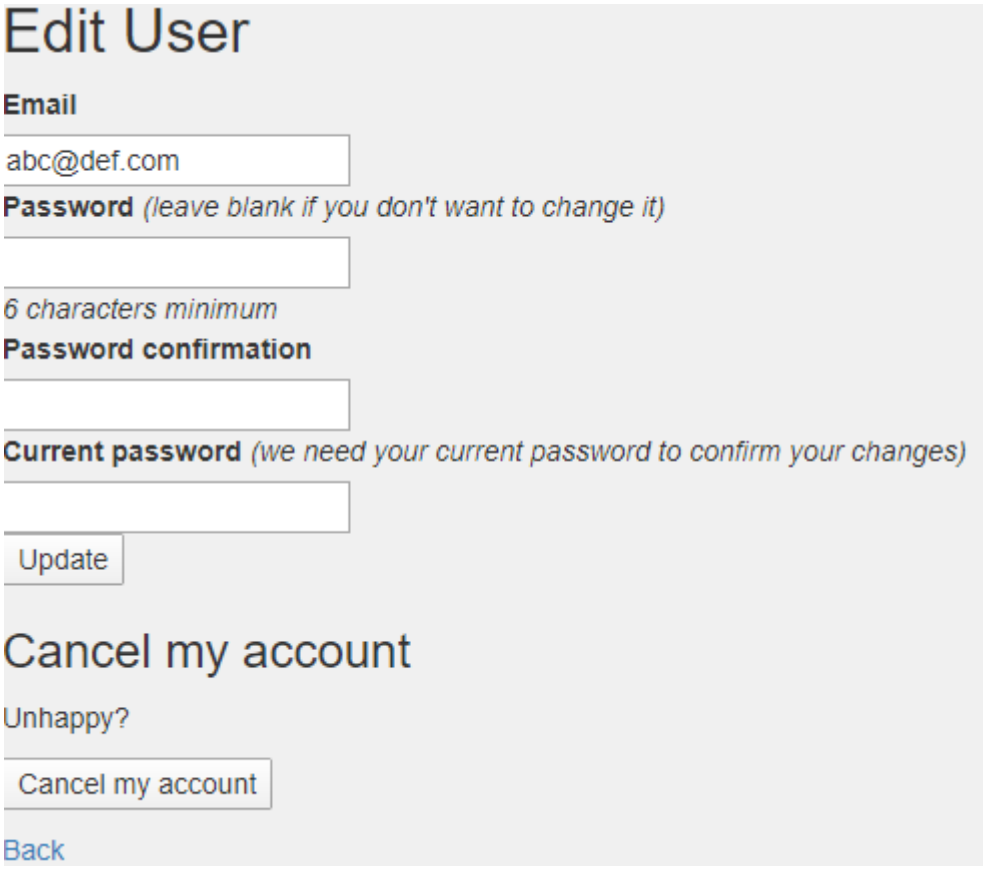
In the Edit profile menu you can:

1. Change your email

Change your password by:

2. Re-entering your old password
3. Enter the new password
4. Re-enter the new password

Then press the update button make the changes.



Additionally, you can delete your account by pressing the “Cancel my account” button.

Log out:

To log out:

1. Press your username on the top right of the webpage
2. Press the “Log out” button

Go to the home page:

Press the webpage logo on the top left of the page