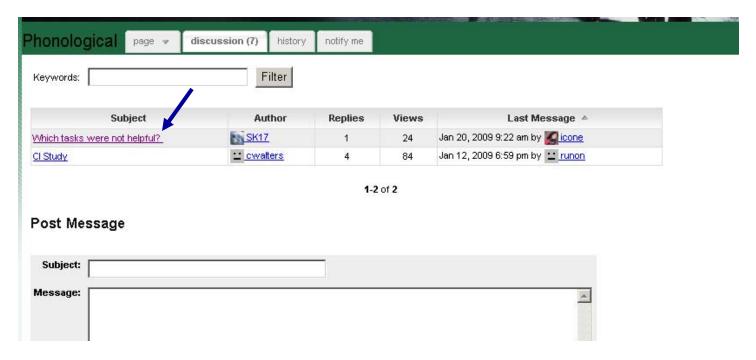
## Step 6: Optional – AUTOMATIC NOTIFICATION OF NEW POST

(NOTE: You must be logged into the wikispace to view and/or participate in the discussion. You must have previously confirmed your email address for this option to function properly.) Click on the **brief description** of the post you wish to monitor under the Subject heading.



Click the "Monitor this Topic" button.

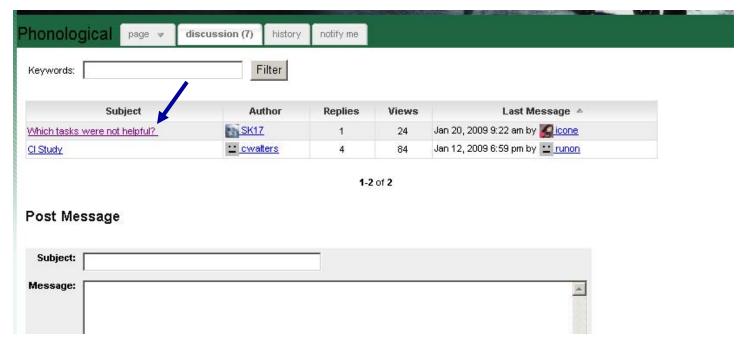


The page will refresh and confirm you are monitoring the post.



## Step 7: Optional – TURN OFF AUTOMATIC NOTIFICATION OF NEW POST

Click on the **brief description** of the post you NO LONGER wish to monitor under the Subject heading.



Click the "Stop Monitoring" button.



The page will refresh and confirm you are NO LONGER monitoring the post.



Please contact Sherry Ernsberger, Project Assistant, at <a href="mailto:sernsber@kent.edu">sernsber@kent.edu</a> with any questions or errors in accessing the wikispace.