

# JOIN THE

# CONVERSATION

A Guide  
to AISA's  
Discussion  
Groups

AISA's Discussion Groups are an excellent way to connect with other AISA members, share and find resources, and keep up to date on topics relevant to your role and specific areas of interest.



## AISA OFFERS A WIDE RANGE OF DISCUSSION GROUPS INCLUDING:

- **Affinity Groups** - providing a welcoming and respectful space to connect with a community based on shared identities.
- **Community Groups** - inviting AISA members working in similar roles or with similar areas of responsibility to connect, encourage, support, reflect, and problem-solve together.
- **Practice Groups** - dynamic and interactive online communities focused on disciplined practices.

## WHO CAN JOIN

Most AISA Discussion Groups are open to all school leaders, educators and co-professionals working in AISA member schools, as well as AISA associate members and strategic partners.

Certain Discussion Groups that focus on shared identities or specific roles have restrictions in place.

## HOW TO REGISTER

Visit the AISA website [aisa.or.ke](https://aisa.or.ke) and navigate to Discussion Groups using the website menu.

Once on the Discussion Groups website page, browse the available AISA Discussion Groups.

You will see a brief introduction to the Group, its facilitator/s as well as the suggested audience.

See categories here



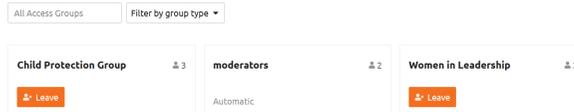
When you find a Discussion Group that interests you, click **REGISTER** to apply and request to join the Group.



# NAVIGATING THE DISCUSSION GROUP PLATFORM

## GET TO KNOW THE DASHBOARD

Click here to **see and remove yourself** from the user groups you are part of.



Click here to see **profile settings, all notifications, messages, bookmarks, likes** and to **activate anonymous mode** (see further instructions for the latter on page x)



Click here to see all your **posts**.

Click here to see **all available Discussion Groups**.

Click here to see all the **Discussion Groups** you are registered in.

The dashboard features a top navigation bar with the AISA logo and a user profile icon. A left sidebar contains navigation options: Topics, My Posts, Review, Admin, More, Useful Links, See All Discussion Groups, Discussion Groups, Notice Board, Staff, Site Feedback, My Discussion Groups, Messages, Inbox, Channels, and Staff. The main content area is titled 'My Discussion Groups' and includes tabs for Latest, Top, and Access. Below these tabs is a table of discussion groups with columns for Discussion Group, Topics, and Latest. The table lists: Guide (0 topics), Notice Board (3 topics), Staff (4 topics), Site Feedback (0 topics), Women in Leadership (0 topics), Child Protection Group (1 topic), and School Nurses and Health Officers (1 topic). To the right of the table is a 'New Topic' button and a list of recent topics with their respective authors and dates.

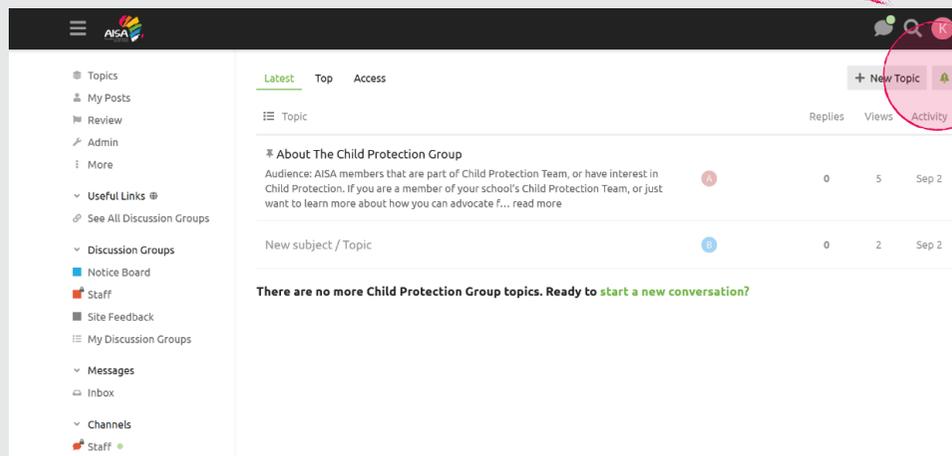
Discussion Group	Topics	Latest
<b>Guide</b>	0	
<b>Notice Board</b>	3	
<b>Staff</b>	4	
<b>Site Feedback</b>	0	
<b>Women in Leadership</b>	0	
<b>Child Protection Group</b>	1	
<b>School Nurses and Health Officers</b>	1	

Topic	Author	Count	Date
More Information about Mpox	School Nurses and Health Officers	4	29d
New subject / Topic	Child Protection Group	0	Sep 2
Did you see this message in your in-box?	Staff	1	Aug 5
Conference Bag and Swag	Staff	4	Aug 2
Excited to be here	Notice Board	4	Jul 22
Who is in this group?	Notice Board	0	Jul 19

## HOW TO JOIN A TOPIC/CONVERSATION

Once you click on **MY DISCUSSION GROUPS**, you will see all the Discussion Groups you are registered in. Clicking on one of the Discussion Groups will list all the open topics/conversations and give the option to start a new topic/conversation.

Click here to activate email notifications by assigning yourself as **WATCHING**. This will alert you via email of a new post or reply in the Discussion Group.



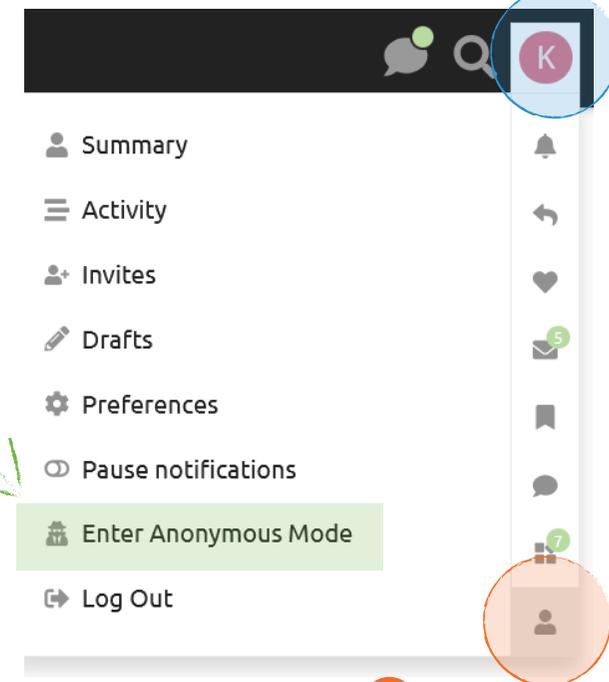
The screenshot shows the AISCA website interface. On the left is a navigation menu with categories like 'Topics', 'My Posts', 'Review', 'Admin', 'Useful Links', 'Discussion Groups', 'Notice Board', 'Staff', 'Site Feedback', 'My Discussion Groups', 'Messages', 'Inbox', and 'Channels'. The main content area is titled 'Latest' and shows a list of discussion topics. The first topic is 'About The Child Protection Group' with a red 'A' icon. Below it is a 'New subject / Topic' form with a blue 'N' icon. A red circle highlights the '+ New Topic' button in the top right corner of the discussion group view.

## HOW TO ACTIVATE ANONYMOUS MODE

1 Click on the profile avatar in the top right corner of your screen.

3 Select **ENTER ANONYMOUS MODE**

2 Click on the person icon



The screenshot shows a user profile dropdown menu. At the top right, a profile avatar with the letter 'K' is circled in blue. The menu items are: Summary, Activity, Invites, Drafts, Preferences, Pause notifications, Enter Anonymous Mode (highlighted in green), and Log Out. At the bottom of the menu, a person icon is circled in orange.