

Dialogues - Quick Start Guide

(using Working Group «Human Rights as the Priority of Global Security» as an example)

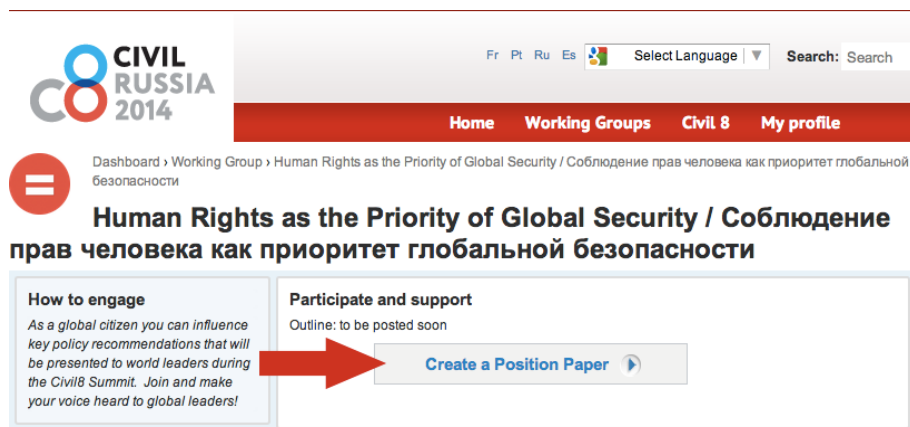
To start, please **Register** or, if you are already registered, **Sign in**.

How to add a Position Paper

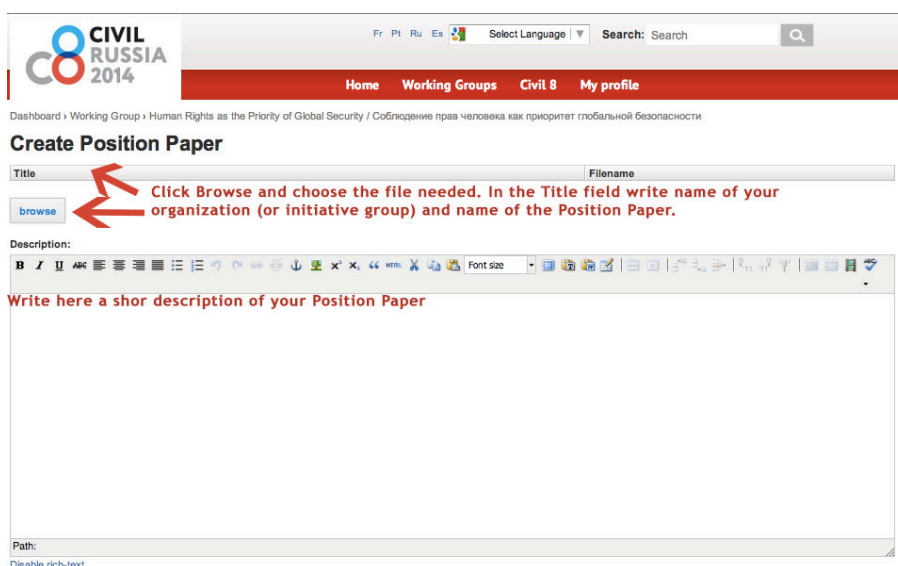
Position Paper is a document from an organization (or initiative group) that discusses key Working Group's issues and gives recommendation/suggests what should be done.

Option 1.

To add a Position paper click **Create Position Paper**.



A new window will open automatically Click **Browse** and choose the file - you can change its name in the **Title** bar. The title should contain the author's name and the name (if given) of the document. Fill in the **Description** field.



Tag the document as: g8_position_paper

Click **Save** to save the document.

Posting to:
Please select
Human Rights as the Priority of Global Security / Соблюдение прав человека как приоритет глобальной безопасности


Access: *

- Public
Choose this setting to publish this content to the public internet. Use this setting when privacy is not a concern, and you want the ... more
- Agency Only
This is the default setting and ensures that only staff and official guests of the UN agency selected above can see what you wish to share. ... more
- Human Rights as the Priority of Global Security / Соблюдение прав человека как приоритет глобальной безопасности
Use this setting when you want to clearly limit distribution of the content. It will not appear in searches, activity feeds or suggested ... more

User Tags:
Choose tag g8_position_paper
User-provided tags, separated by comma (autocomplete-enabled).

Suggested tags:
g8_position_paper

Advanced

Save  Click Save

Option 2.

You can upload your position paper directly in the **Position Papers** section by clicking on **Add File**.

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Fr Pt Ru Es Select Language Search: Search

Home Working Groups Civil 8 My profile

Dashboard > Working Group > Human Rights as the Priority of Global Security / Соблюдение прав человека как приоритет глобальной безопасности


Human Rights as the Priority of Global Security / Соблюдение прав человека как приоритет глобальной безопасности

Working Group

How to engage
As a global citizen you can influence key policy recommendations that will be presented to world leaders during the Civil8 Summit. Join and make your voice heard to global leaders!

Participate and support
Outline: to be posted soon
[Create a Position Paper](#)

Members	11
Membership	Open
Access level	Public
Moderated	No

Position Papers
No files found.
[Add file](#)  Click Add file

A new window will open automatically. Click **Browse** and choose the file - you can change its name in the **Title** bar. The title should contain the author's name and the name (if given) of the document. Fill in the **Description** field.

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Upload file/photo/video

Title Filename

Click Browse and choose the file needed. In the Title field write name of your organization (or initiative group) and name of the Position Paper

browse

Description:

Write here a short description of your Position Paper

Path:

Tag the document as: `g8_position_paper`.

Click **Save** to save the document.

Posting to:

Human Rights as the Priority of Global Security / Соблюдение прав человека как приоритет глобальной безопасности

Access:

- Public**
Choose this setting to publish this content to the public internet. Use this setting when privacy is not a concern, and you want the ... more
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Use this setting when you want to clearly limit distribution of the content. It will not appear in searches, activity feeds or suggested ... more

User Tags:

Choose tag `g8_position_paper`

User-provided tags, separated by comma (autocomplete-enabled).

Suggested tags:

`g8_position_paper`

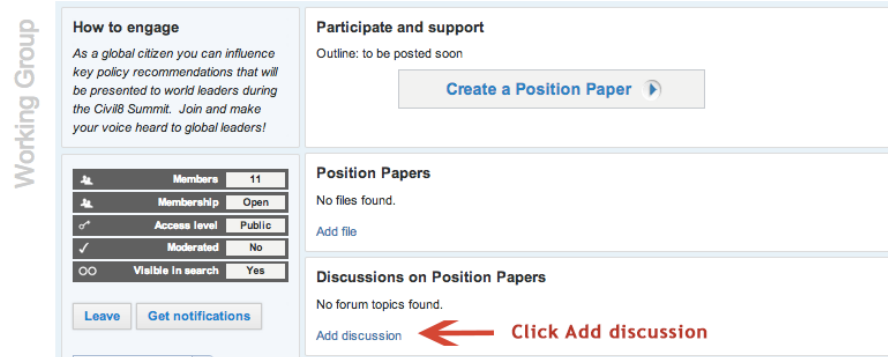
Advanced

Save **Click Save**

The document will appear in the **Position Papers** section on the Working group page and will be available for discussion.

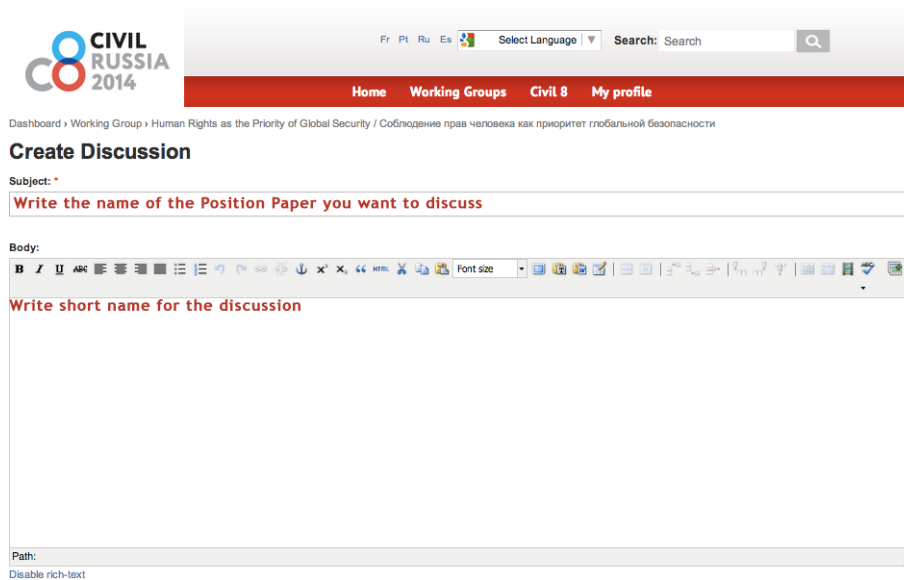
How to discuss a Position Paper

Position Papers can be discussed in the **Discussion on Position Papers** section. To start a discussion on the Position paper click **Add discussion**



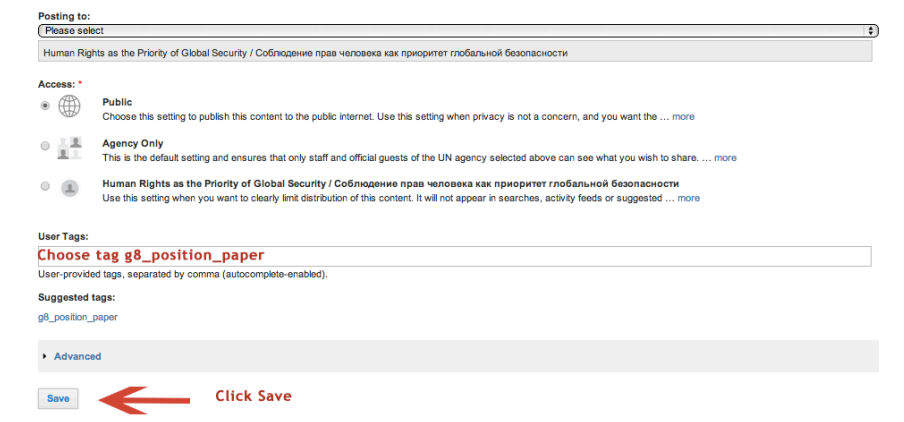
The screenshot shows a 'Working Group' interface. On the left, there's a sidebar with 'How to engage' (text about influencing policy), a table of group settings (Members: 11, Membership: Open, Access level: Public, Moderated: No, Visible in search: Yes), and 'Leave'/'Get notifications' buttons. The main area has 'Participate and support' with a 'Create a Position Paper' button. Below that, 'Position Papers' shows 'No files found' and an 'Add file' button. The 'Discussions on Position Papers' section shows 'No forum topics found' and an 'Add discussion' button, which is highlighted with a red arrow and the text 'Click Add discussion'.

A new window will open automatically. Fill in the **Subject** field by writing the name of the author and the name of the Position Paper. Fill in the **Body** field (optional).



The screenshot shows the 'Create Discussion' form. At the top, there's a header with the CIVIL RUSSIA 2014 logo, language options (Fr, Pt, Ru, Es), a search bar, and navigation links (Home, Working Groups, Civil 8, My profile). Below the header, the breadcrumb path is 'Dashboard > Working Group > Human Rights as the Priority of Global Security / Соблюдение прав человека как приоритет глобальной безопасности'. The main heading is 'Create Discussion'. The 'Subject:' field is labeled 'Write the name of the Position Paper you want to discuss'. The 'Body:' field is labeled 'Write short name for the discussion' and has a rich-text editor toolbar. At the bottom, there's a 'Path:' section with a 'Disable rich-text' link.

Tag the document as: g8_position_paper. Click **Save** to save the discussion.



The screenshot shows the 'Posting to' and 'Access' settings. The 'Posting to:' dropdown is set to 'Human Rights as the Priority of Global Security / Соблюдение прав человека как приоритет глобальной безопасности'. The 'Access:' section has three radio buttons: 'Public' (selected), 'Agency Only', and 'Human Rights as the Priority of Global Security / Соблюдение прав человека как приоритет глобальной безопасности'. Below that, the 'User Tags:' field is labeled 'Choose tag g8_position_paper'. The 'Suggested tags:' section shows 'g8_position_paper'. At the bottom, there's an 'Advanced' section with a 'Save' button, which is highlighted with a red arrow and the text 'Click Save'.

How to start a discussion in Forums

If you want to discuss any other issues go to **Forums**. Create a discussion by clicking **Add discussion**.

The screenshot shows a 'Working Group' page with several sections:

- How to engage:** A text block explaining the group's purpose.
- Participate and support:** A button labeled 'Create a Position Paper'.
- Members:** A table with 11 members, Open membership, Public access level, No moderation, and Visible in search.
- Position Papers:** A section with 'No files found' and an 'Add file' link.
- Discussions on Position Papers:** A section with 'No forum topics found' and an 'Add discussion' link.
- Forums:** A section with 'No forum topics found' and an 'Add discussion' link. A red arrow points to this link with the text 'Click Add discussion'.

A new window will open automatically. Fill in the **Subject** field by writing the name of the author and the name (if given) of the document. Give a short description of the topic in the **Body** section(optional).

The screenshot shows the 'Create Discussion' form with the following fields:

- Subject:** A text input field with the placeholder 'Write a name for the discussion'.
- Body:** A rich text editor with the placeholder 'Write short description for the discussion'.
- Posting to:** A dropdown menu showing 'Human Rights as the Priority of Global Security / Соблюдение прав человека как приоритет глобальной безопасности'.
- Access:** Radio buttons for 'Public', 'Agency Only', and 'Human Rights as the Priority of Global Security / Соблюдение прав человека как приоритет глобальной безопасности'.
- User Tags:** A text input field with 'g8_forum' and 'Tag g8_forums'.
- Suggested tags:** A list of tags including 'g8_forums' and 'g8_position_paper'.
- Advanced:** A section with a 'Save' button. A red arrow points to this button with the text 'Click Save'.

Tag the document as: g8_forum. Click **Save** to save the discussion in the system.

How to add other documents

Other materials can be uploaded in the **Documents** section. Click **Add File**.

Dashboard > Working Group > Human Rights as the Priority of Global Security / Соблюдение прав человека как приоритет глобальной безопасности

Human Rights as the Priority of Global Security / Соблюдение прав человека как приоритет глобальной безопасности

How to engage
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Participate and support
Outline: to be posted soon
[Create a Position Paper](#)

Members 11
Membership Open
Access level Public
Moderated No
Visible in search Yes

[Leave](#) [Get notifications](#)

Search this space

[Recommend](#)

View/Add Space Content

- Articles + Add
- Blog posts + Add
- Bookmarks + Add
- Discussions + Add
- Events + Add

Position Papers
No files found.
[Add file](#)

Discussions on Position Papers
No forum topics found.
[Add discussion](#)

Forums
No forum topics found.
[Add discussion](#)

Documents
No files found.
[Add file](#) ← **Click Add file**

A new window will open automatically. Click **Browse** and choose the file, change its name in the **Title** field, if necessary. Fill in the **Description** field (optional). It is recommended to upload documents as .pdf files.

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Dashboard > Working Group > Human Rights as the Priority of Global Security / Соблюдение прав человека как приоритет глобальной безопасности

Upload file/photo/video

Title Filename

[browse](#) ← **Choose the file for uploading by clicking Browse (file format recommended – .pdf). In the field Title fill in the name of the document.**

Description:

Write a short description of the file.

Path:

Disable rich-text

Tag the document as: g8_documents.
Click **Save** to save the document.

Posting to:
(Please select)
Human Rights as the Priority of Global Security / Соблюдение прав человека как приоритет глобальной безопасности

Access: *

- Public
Choose this setting to publish this content to the public internet. Use this setting when privacy is not a concern, and you want the ... more
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User Tags:

g8_do **Tag g8_documents**

g8_documents

Suggested tags:
g8_position_paper

Advanced

Save  Click Save

The document will appear in the **Documents** section on the Working Group page. It can be discussed with other Working Group members in **Forums**.