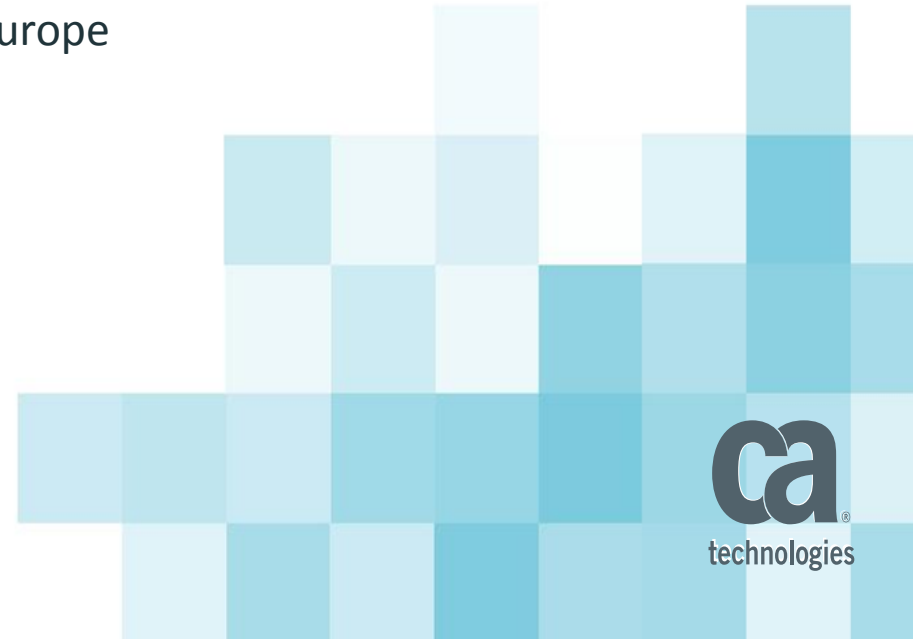


CA User Group

Guide for the members

Abdel Laabi,
Principal Community Program Manager for Europe
CA Technologies

February, 2016



Content

- Introduction
- Best Practices - Get involved with the CA User Group
- Steps for key actions
 - How to join the User Group
 - How to Start a conversation, ask question (online Forum)
 - How to create content (Document, Conversation ...)
 - How to connect with People & Update your profile
- Ideation : provide input to CA Product Management
 - Submit your idea to enhance the product / Vote for an idea
- Useful Links

Introduction

Welcome to the Guide for the CA User Group members.

This guide is designed to help user group members in Europe get familiar with the CA Communities new platform. It is also intended to provide some Best Practices to help members get involved in their User Group activities & be active contributors.

How can I get involved with the User Group ?



1) Join the User Group to become member

1. <https://communities.ca.com/groups/german-ca-gen-user-group>
2. **Login** (email / password) - use your Support identification, or create an account
3. Click on **"Ask to join this group"**. Your request will be reviewed then Approved

German CA Gen User Group



This group is a private group.

The moderator of this group must approve membership or invite you before you can view group content or participate.

Ask to join this group



2) Share your experience & knowledge

- **in-Person meetings** : User presentation, Roundtable discussions, ...



- **Online** : Click on '**Action**' to share a document or start a conversation ('**Discussion**') ..

The screenshot shows the UK CA PPM User Group website. The header has a navigation bar with links: Overview, Activity, Content, People, Reports, Calendar, Actions (highlighted with a red circle), About, and Share. Below the navigation bar, there are icons for Discussion, Files, Document, and Event. The main content area shows 'RECENT ACTIVITY' with a post by Abderrazzak Laabi in the UK CA PPM User Group, dated 3 weeks ago. A dropdown menu is open from the 'Actions' link, showing options: CREATE, Discussion (with a red arrow), Document, Files (with a red arrow), and Event. The footer includes the CA technologies logo.

3) Be active contributor

Get involved in the user group activities (as User Group member, or Board member)

- Make suggestions, ideas, Topics for the next UG meeting, ...
- Contribute to enhance the CA solution (Ideation ...)



Connecting with people

- 1) Click on **People** tab and use the sorting options to filter and find relevant people
- 2) Click on **Follow** tab on the bottom right
and choose whether to follow that user via your inbox or connections stream.
- 3) Click on **Message** tab on the bottom right to send private message

The screenshot displays a LinkedIn profile for Melanie Giuliani. The top navigation bar includes links for Home, News, Communities, Browse, Help, and Apps, along with a notification bell showing 50+ alerts, a profile picture, and a search icon. The profile header shows the name 'Melanie Giuliani' with a 'ca' badge. Below this, the title 'Community Programs Analyst' and company 'CA Technologies' are listed. The email address 'giume03@ca.com' and the last logged in date 'November 19, 2015' are also visible. A large image of two people skydiving serves as the background for the profile. A 'VIEW POINTS DETAILS' button with a trophy icon is located below the profile picture. At the bottom, a navigation bar includes 'Overview', 'Activity', 'Content', 'More', and 'Actions'. Two red circles highlight the 'Message' and 'Follow' buttons in the bottom right corner. The 'Message' button is circled with a red circle and a red '3' below it, and the 'Follow' button is circled with a red circle and a red '2' below it.

Home News Communities Browse Help Apps

50+

Melanie Giuliani **ca**

TITLE
Community Programs Analyst

COMPANY
CA Technologies

EMAIL
giume03@ca.com

LAST LOGGED IN
November 19, 2015

VIEW POINTS DETAILS

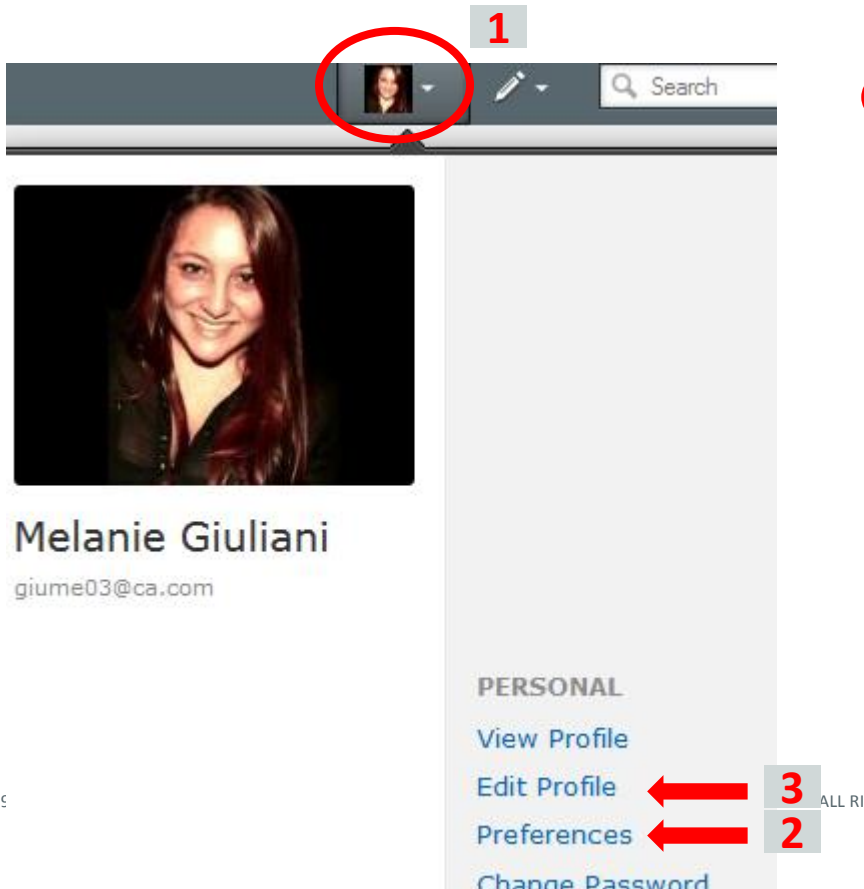
Overview Activity Content More Actions

Message Follow

3 2

Update your profile

- 1) Click on the drop menu on the top of the page
- 2) Click on **Preferences** and update your time zone, language, ...
- 3) Click on **Edit Profile** to load your photo, update your Biography, ...



1

Search

Melanie Giuliani

giume03@ca.com

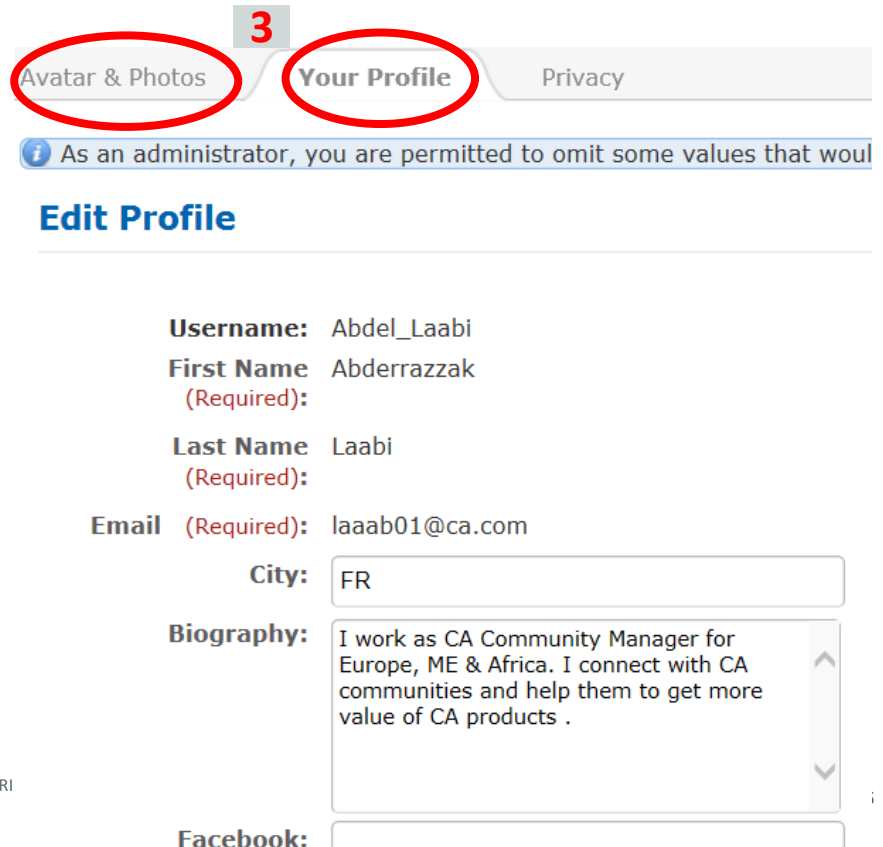
PERSONAL

[View Profile](#)

[Edit Profile](#)

[Preferences](#)

[Change Password](#)



3

Avatar & Photos

Your Profile

Privacy

As an administrator, you are permitted to omit some values that would otherwise be required.

Edit Profile

Username: Abdel_Laabi

First Name Abderrazzak
(Required):

Last Name Laabi
(Required):

Email (Required): laaab01@ca.com

City: FR

Biography: I work as CA Community Manager for Europe, ME & Africa. I connect with CA communities and help them to get more value of CA products .

Facebook:

Ideation : Submit & vote for Product Enhancement ideas



Submitting ideas
for product
enhancements



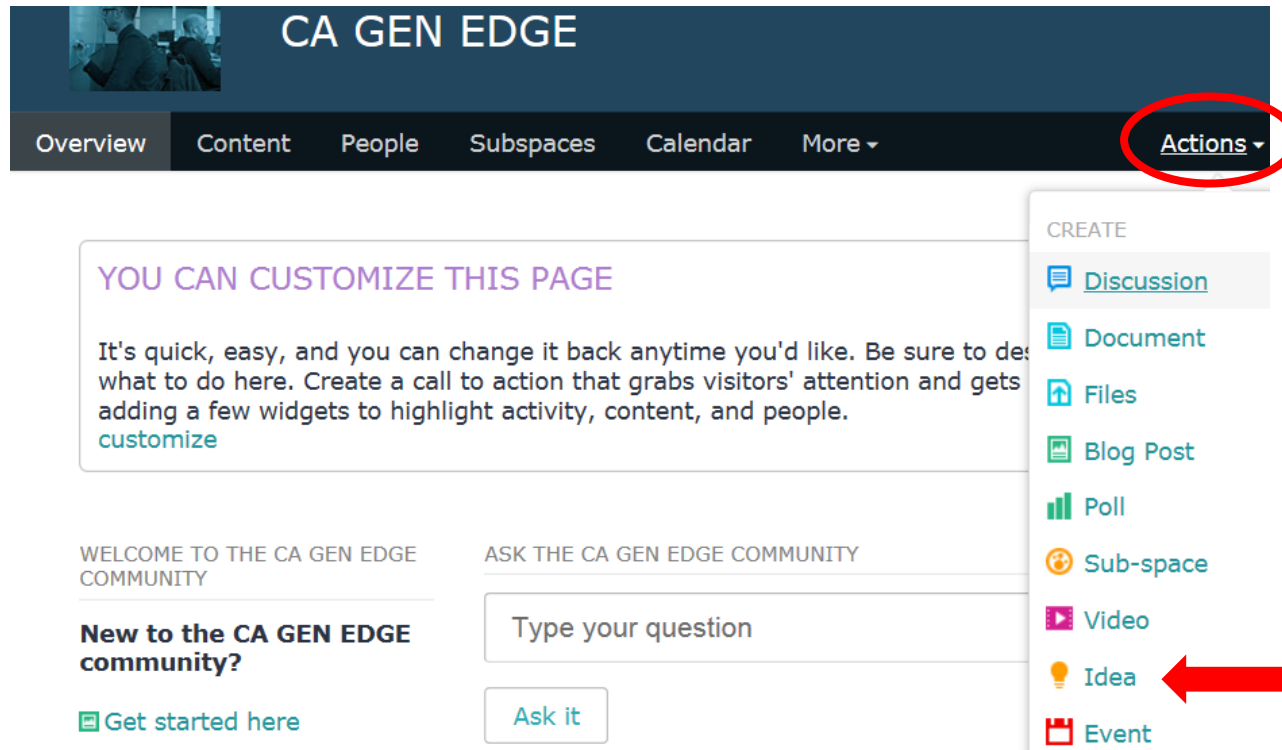
Voting on and discussing
ideas from other
community members



Opting into product validation
programs to test incremental process
and provide feedback that will
influence the next software iteration

Ideation : Submit ideas for product enhancements

- 1) Global Community : <https://communities.ca.com/community/ca-gen-edge>
- 2) Login (email / password)
- 3) Click on **Action** tab on the top, then **Idea**



Ideation : Vote for ideas from community members

- 1) Click on **Content** tab, 2) Click on **Ideas** (💡) to list all the ideas

The screenshot shows the CA GEN EDGE web application. The top navigation bar includes 'Overview', 'Content' (highlighted with a red circle and a '1'), 'People', 'Subspaces', 'Calendar', 'More', and 'Actions'. Below the navigation bar, the 'Content' section is active. On the left, there are 'CATEGORIES' (CA Gen) and 'ACTIONS' (Start a discussion, Upload a file, Write a document, Write a blog post, Create a poll, Create an idea, Create an event, Create a video). The main content area shows 'All Content (974)' with various icons. The 'Ideas' icon (a lightbulb) is highlighted with a red circle and a '2'. Below this, there are filters for 'All stages', 'Filter by shared content', 'Type to filter by text', 'Filter by tag', and 'Sort by score'. A table lists three ideas:

Title	Author	Latest activity
Add support for Left and Outer Joins 17 UNDER REVIEW	David Langevin	July 30, 2015 9:16 AM
Add filtering to dialog boxes 17 CURRENTLY PLANNED	John Carter	February 23, 2015 10:46 PM
Display statement numbers in the action diagram 17 UNDER REVIEW	John Carter	October 30, 2015 6:30 AM

Ideation : Vote for ideas from community members

3) Click on an idea in order to open it, then **vote** through the button on the top left

All Places > CA GEN EDGE > Ideas

 **Add support for Left and Outer Joins**

Created on Sep 5, 2014 3:37 PM by [David Langevin](#) - Last Modified: Feb 23, 2015 10:49 PM

17   **3**

You have not voted. **UNDER REVIEW**

All relations in Gen fall into one of the following categories:

- Fully Mandatory,
- Fully Optional,
- Partially Mandatory,
- Denormalized (no direct relationship)

I believe that modelling these properties allows us to determine when we should like to have Left Joins, and Outer Joins, be available.

Ideation : Benefits

- Enables transparency and turns enhancement requests into conversations
- Places context around the priority and value of an idea
- Maximizes the input of our customers into our development process
- Provides a timely decision for customers' ideas
- Keeps customers informed of decision and status changes
- Builds trust with our customers that we are building products based on open, transparent and collaborative process

Useful Links

[CA Communities User Guide](#)

Ideation (Video) : <https://communities.ca.com/videos/1447>

[The Water Cooler](#)

The go-to spot to ask questions, submit ideas, or find tips, tricks and training pertaining to the CA Communities

[CA Communities](#) : All Regional User Groups & Global communities

Thank you







Abdel Laabi

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