



Quick Start Guide

Communicate. Collaborate. Participate.

Connect with other
OTA members

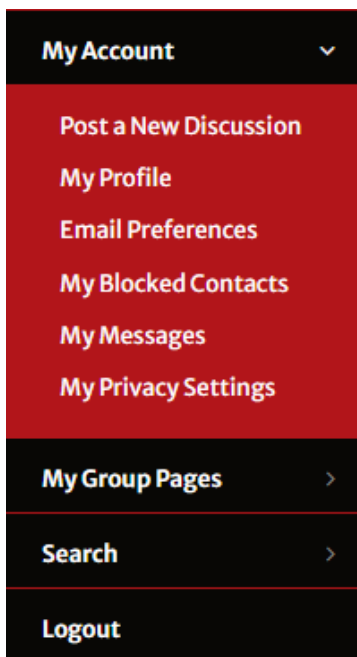
Share real-world problems and
solutions with other townships

Ask questions about
best practices

The OTA has always been a place where townships come together to share ideas and resources to strengthen their communities. To enhance this collaboration, the OTA has created a platform where members can connect and engage with each other. Ohio Township Connection, or Connection, will allow township officials and employees to ask each other questions, solve problems, and collaborate to make local government stronger.

Logging In

If you are logged in to the OTA website, you are automatically logged in to Connection! Connection syncs with the OTA website, so you'll use the same credentials for both. If you ever need to enter a username and password, simply use your OTA account information.



Getting Started

Use the menu on the left side of the screen to navigate Connection and start engaging with your groups.

Update Your Details

Your contact information and profile picture sync with your OTA account. To update your information, visit your Member Compass (ohiotownships.org/member-compass#profile).

Send a Private Message

Under *My Account*, click *My Messages*. Click *Compose Message*. First, enter the subject of your message, then start typing the contact you wish to receive the message. As suggestions appear, click on the desired name. You can select multiple recipients. Next, enter the message details, attach files, or add in-line images using the text editor. Finally, click *Send Message*.

Post a New Discussion

In the left menu under *My Account*, click *Post a New Discussion*. A dialog box will appear. First, select the group you wish to post the discussion to. Next, enter the subject of your post. Finally, enter the details of your post, attach files, or add in-line images using the text editor. Click *Post* and you're done!

Be sure to read and follow the community posting guidelines and read the Rules & Etiquette in your group. By participating in Connection, you agree to the Terms & Conditions, which are available at the top of the website.

Questions? Email lovelace@ohiotownships.org or call 614-863-0045.