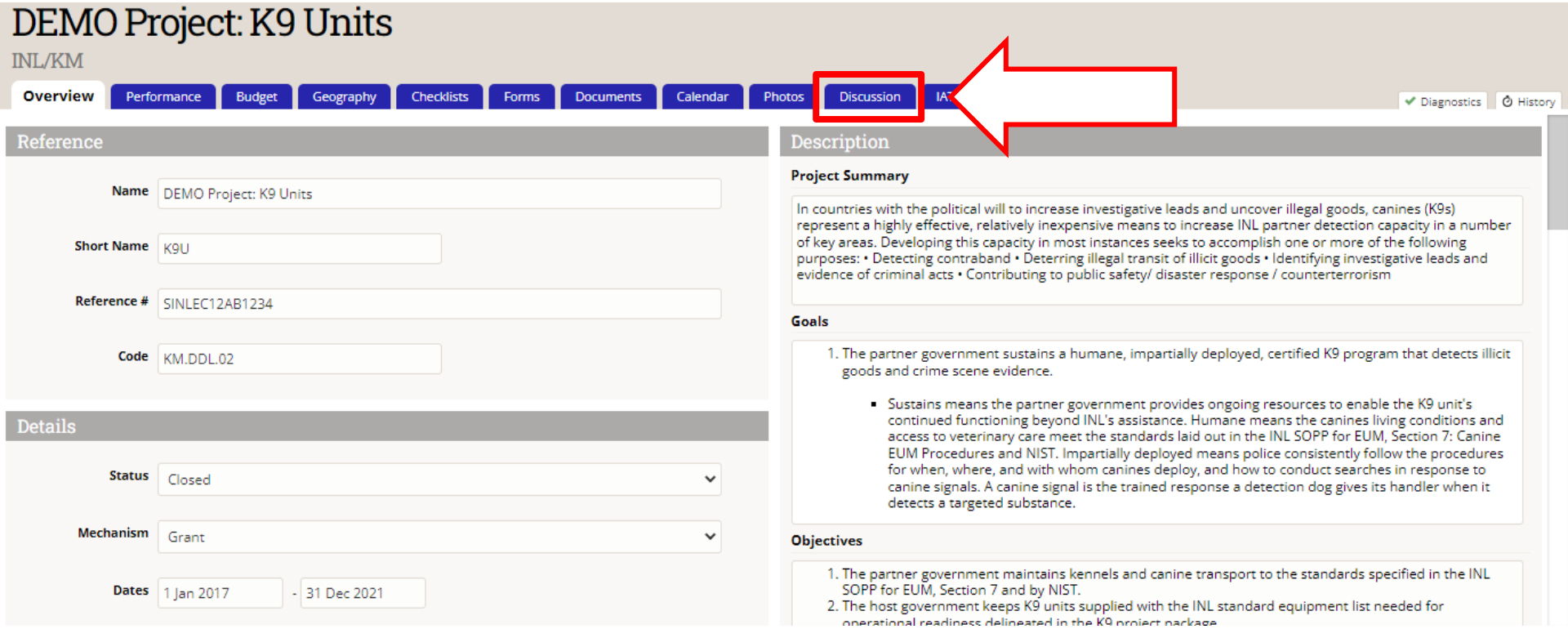
INL DevResults User Guide:
Discussion Tab (All Users)

Discussion Tab Overview

Each project has a **Discussion** tab where users can collaborate on a project at any time. All users assigned to a project can use the **Discussion** tab to discuss the project's quarterly performance, indicators, data entry, or any other relevant project development.

To navigate to a project's **Discussion** tab, click on the tab from the project page as shown below.

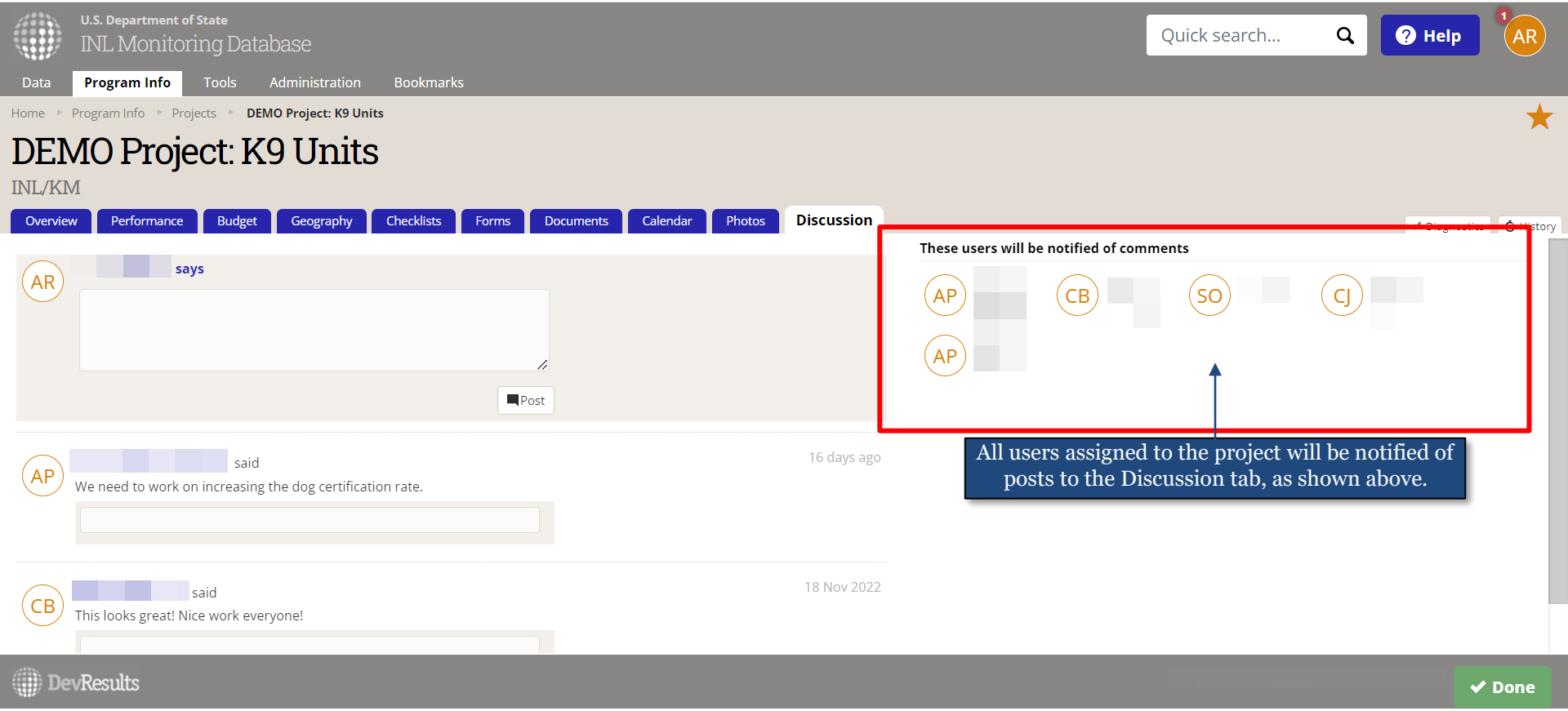


NOTE: Users who navigate to results via the link provided in a DevResults email notification or their DevResults inbox will be brought directly to the **Discussion** tab.

2. *Who Can See Notes on the Discussion Tab?*

The **Discussion** tab works like a message board, insofar as all users assigned to the project can see all notes left over time. It also keeps track of every time data is submitted, returned, or approved for the project, logging any notes left upon the execution of any such actions.

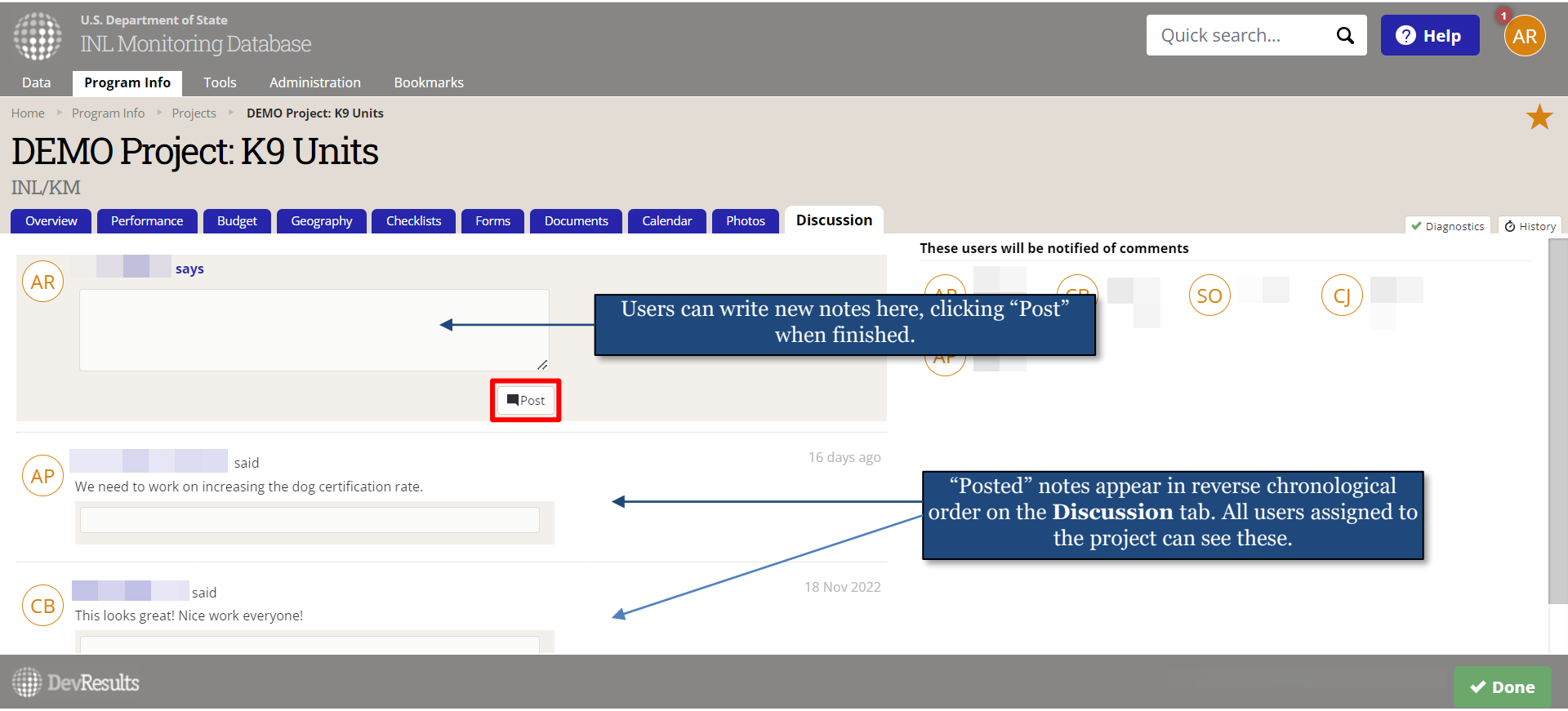
Likewise, all users assigned to the project will receive notifications (via email and in DevResults) when a new note is added to the tab.



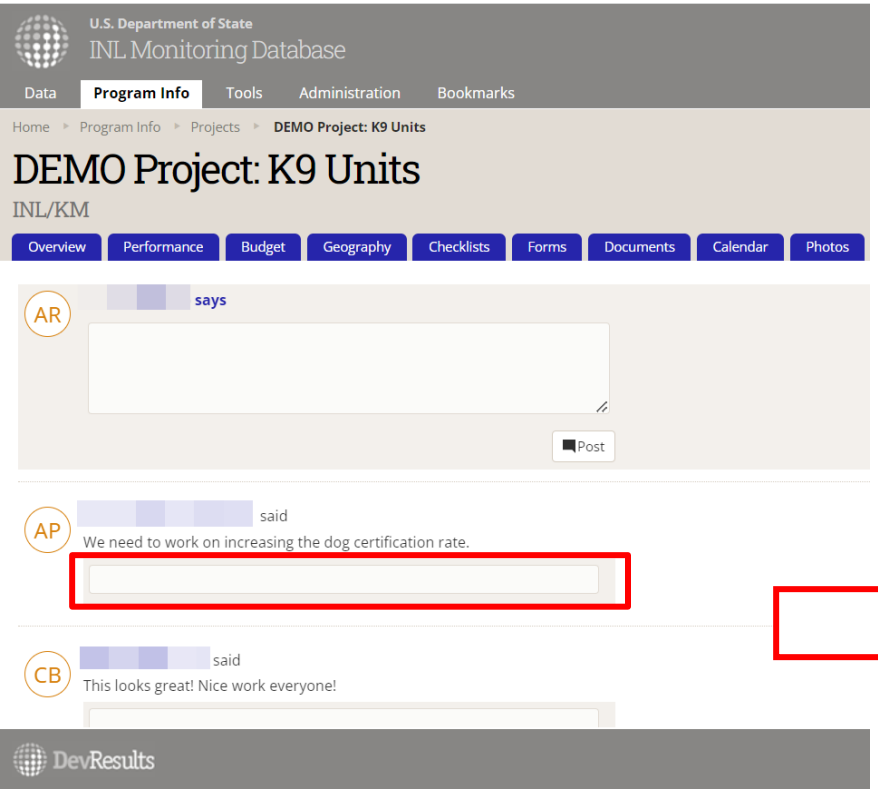
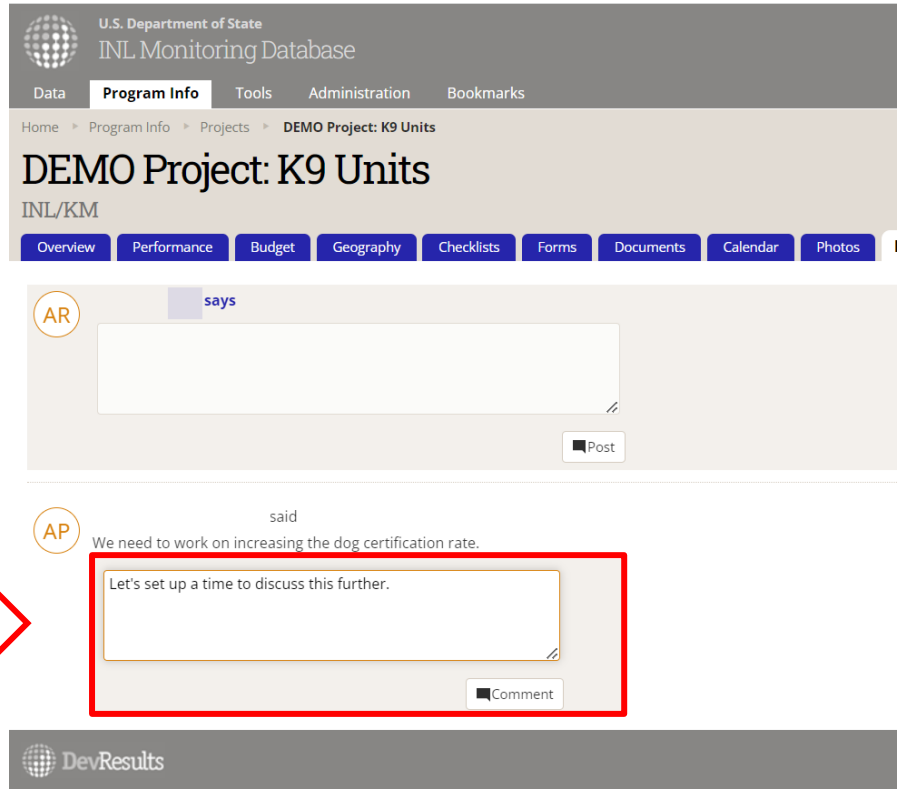
3. Post Directly to the Discussion Tab

To comment on a project at any point during the project's period of performance, users can navigate to the project's **Discussion** tab and leave a note by typing in the white box and clicking "Post" when finished.

Once "posted", all users assigned to the project (implementers and INL staff alike) will be notified of the new comment in the project's **Discussion** tab.



4. Checking the Discussion Tab

Before data is submitted or approved for a reporting period, users should check the **Discussion** tab to ensure that team members or supervisors have not left specific directions, caveats, responses to questions, or other important notes for consideration when preparing or approving project performance data.

Users can leave comments on posts to ask for clarification and/or provide acknowledgement and clear a direction provided by a supervisor (if any). Simply click into the box below the relevant post (below, left), then leave the response and click “Comment” when complete (below, right).