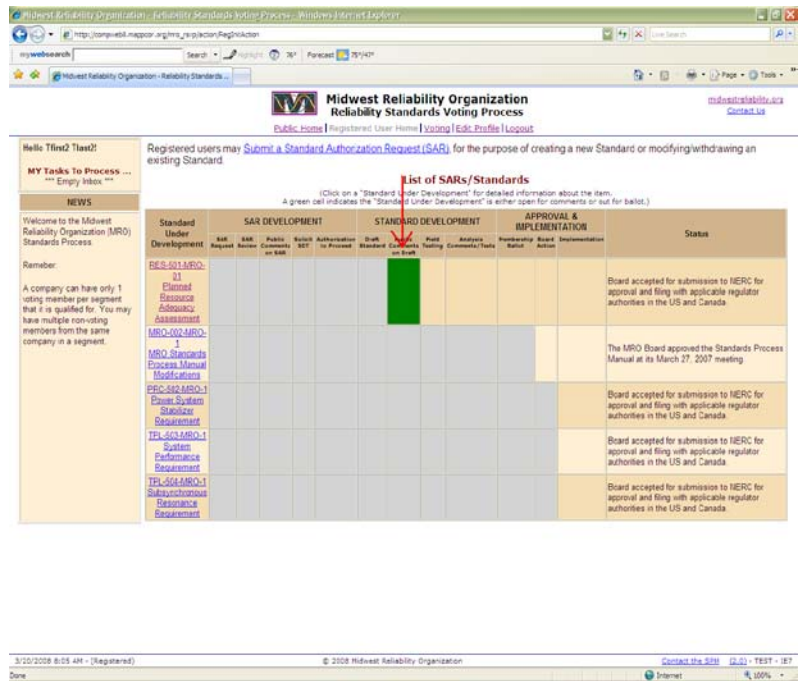


How to Post a Comment

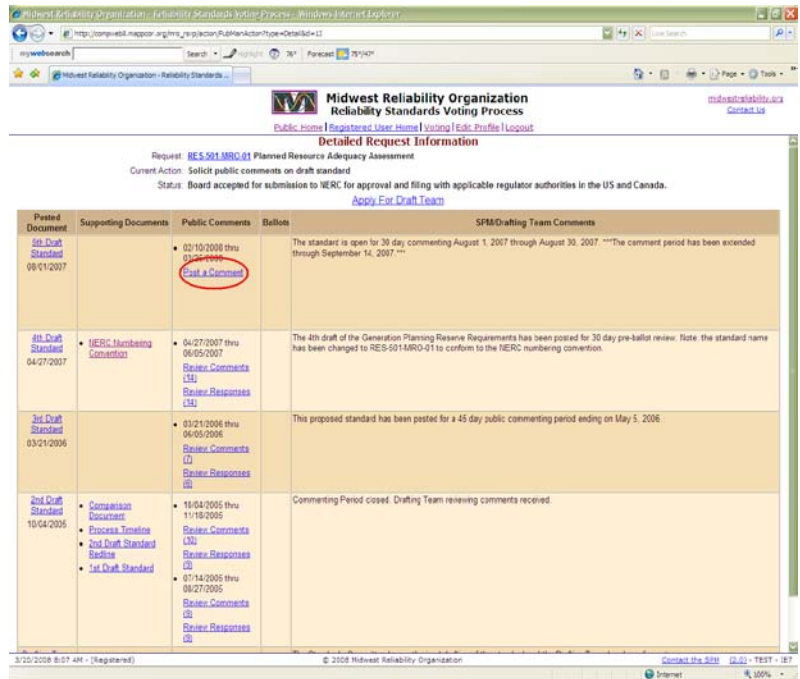
Once you have completed the registration process and have confirmed your registration ...

Sign in to RSVP

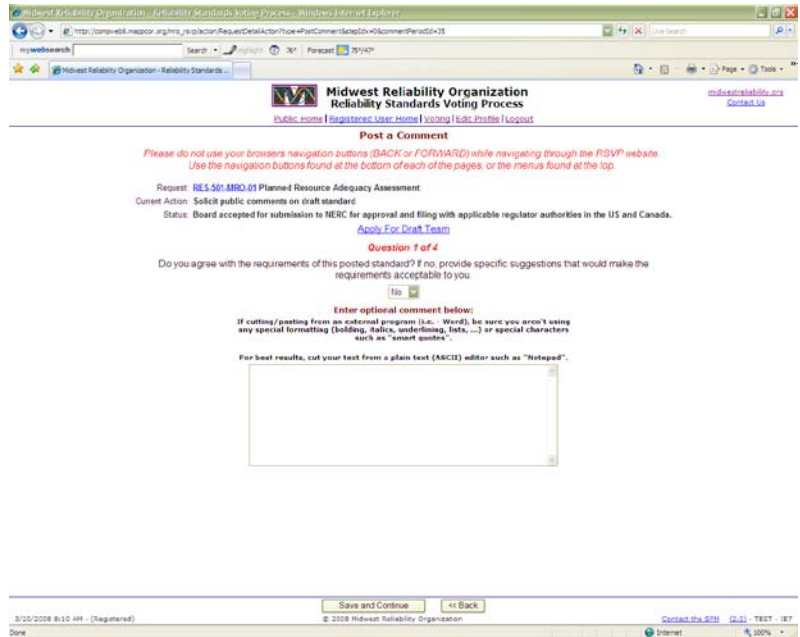


When a standard is available for comment, the box below the "Public Comment on Draft" under "Standard Development" will be highlighted.

Click on the standard you would like to leave a comment on.



Click on "Post a Comment" under the "Public Comments" column.



You will be asked a series of questions about the standard you clicked on.

Answer the question with an appropriate response from the drop-down menu.

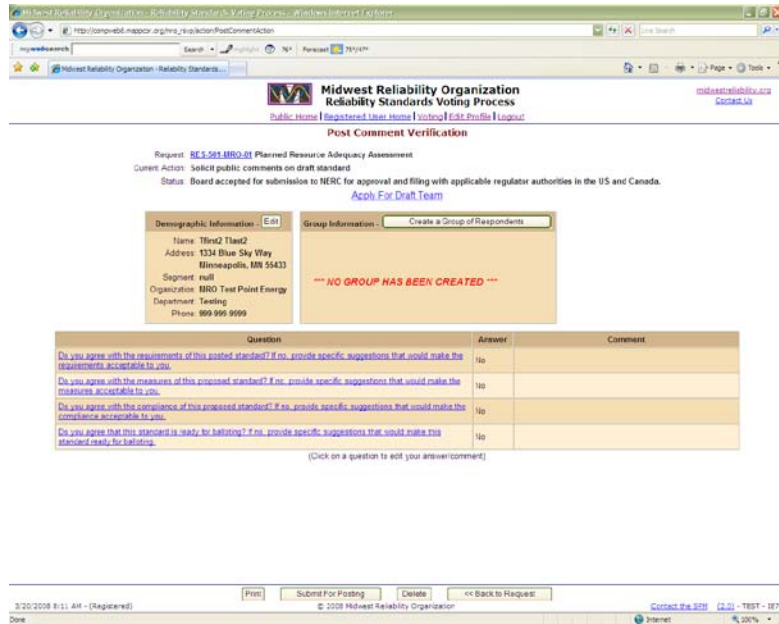
Enter additional comments in the box provided.

When you are finished with each question, click "next" (or "back" to edit) at the bottom of the page.

All of your responses to each question will be listed at the end.

Review your comments to make sure they are what you entered. If not, click on the question to edit your response.

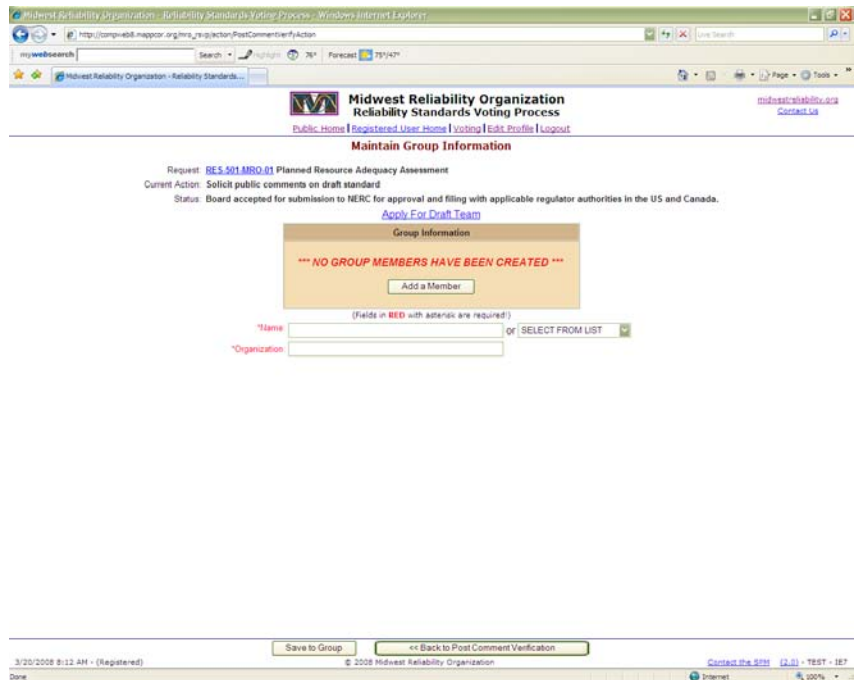
You can also make sure that your demographic information is correct. If any of this information is incorrect, change it by clicking the "Edit" button.



If you are submitting comments for a group of people, click on "Create a Group of Respondents."

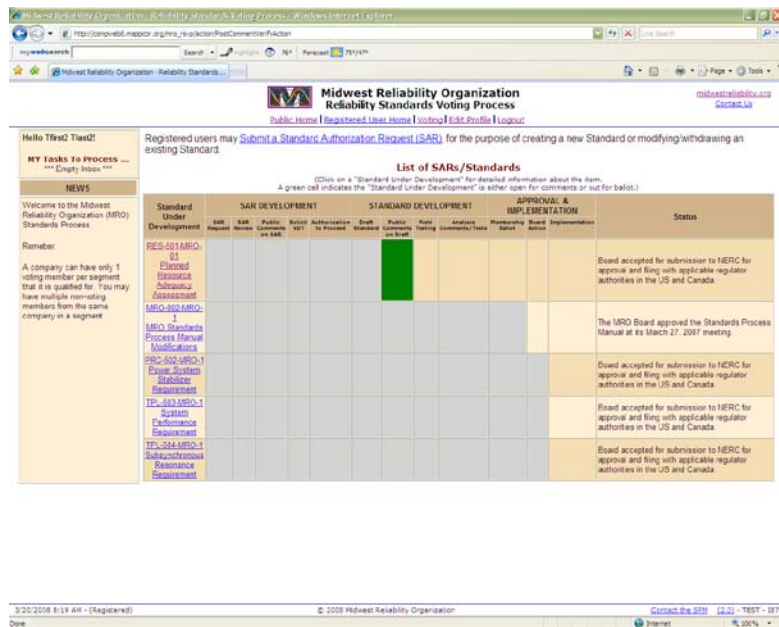
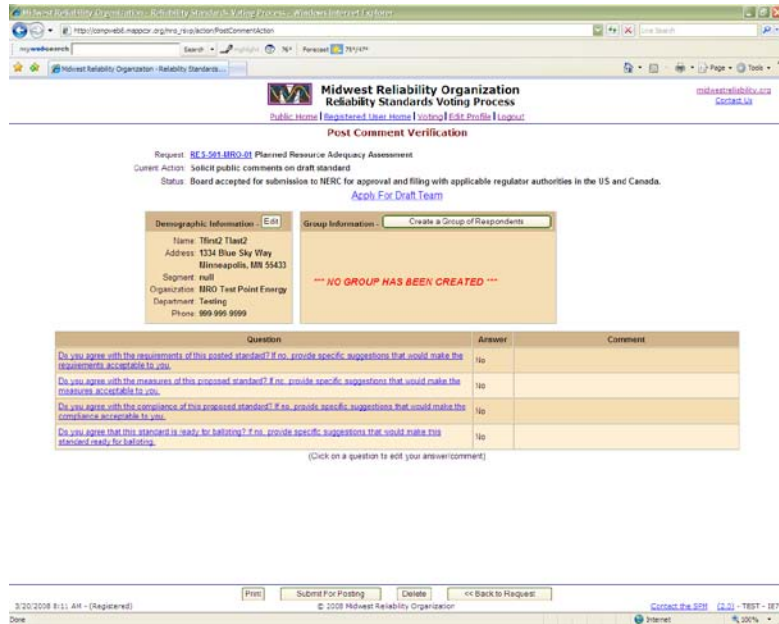
Enter the Name and Organization of the first member or select the member from the drop down. Click on "Save to Group" at the bottom of the screen.

Click on "Add a Member" to add more members to the group. When finished click on "<< Back to Post Comment Verification."



If you would like a copy of your comments, click on "Print" at the bottom of the screen.

When you are sure all of your information is correct, click "Submit for Posting" at the bottom of the page.



Once you have clicked "Submit for Posting" you will be forwarded back to the User Home Page where you can comment on another standard.