



How to join MyGuide group

Step: 01

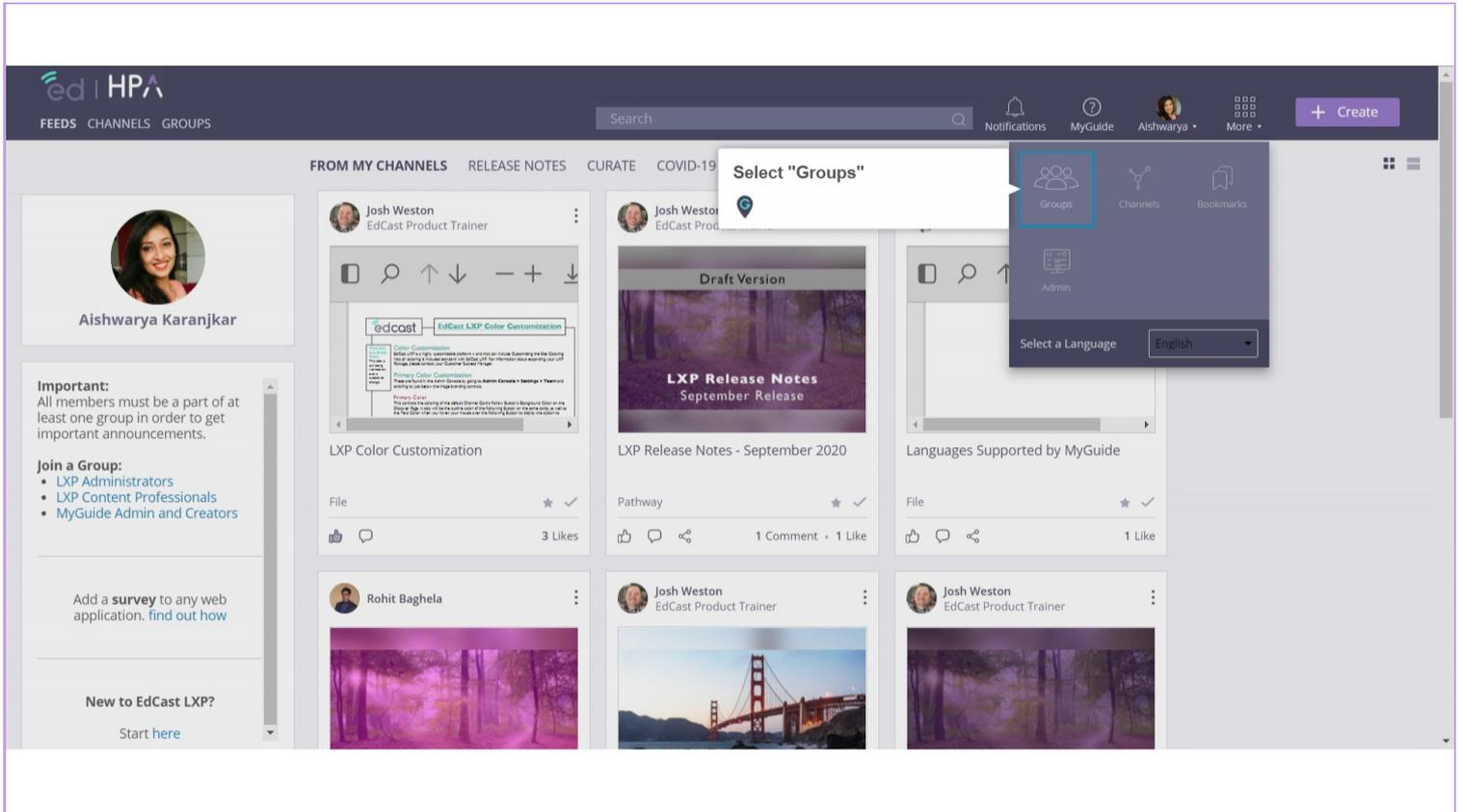
Click on "More"

The screenshot displays the EdCast LXP interface. At the top, the navigation bar includes the Ed | HPA logo, search, notifications, MyGuide, and user profile (Aishwarya). A 'More' button is highlighted in the top right corner, with a callout box containing the text 'Click on "More"'. Below the navigation bar, there are tabs for 'FROM MY CHANNELS', 'RELEASE NOTES', 'CURATE', and 'COVID-19 RESOURCES'. The main content area is a grid of items:

- Left Sidebar:** Profile of Aishwarya Karanjkar. Important notice: 'All members must be a part of at least one group in order to get important announcements.' Join a Group: LXP Administrators, LXP Content Professionals, MyGuide Admin and Creators. Add a survey to any web application. [find out how](#). New to EdCast LXP? [Start here](#).
- Grid Item 1:** Josh Weston (EdCast Product Trainer) - LXP Color Customization (3 Likes).
- Grid Item 2:** Josh Weston (EdCast Product Trainer) - LXP Release Notes - September 2020 (1 Comment, 1 Like).
- Grid Item 3:** Deeksha Khaira - Languages Supported by MyGuide (1 Like).
- Grid Item 4:** Rohit Baghela - LXP Release Notes - September 2020.
- Grid Item 5:** Josh Weston (EdCast Product Trainer) - LXP Release Notes - September 2020.
- Grid Item 6:** Josh Weston (EdCast Product Trainer) - LXP Release Notes - September 2020.

Step: 02

Select "Groups"



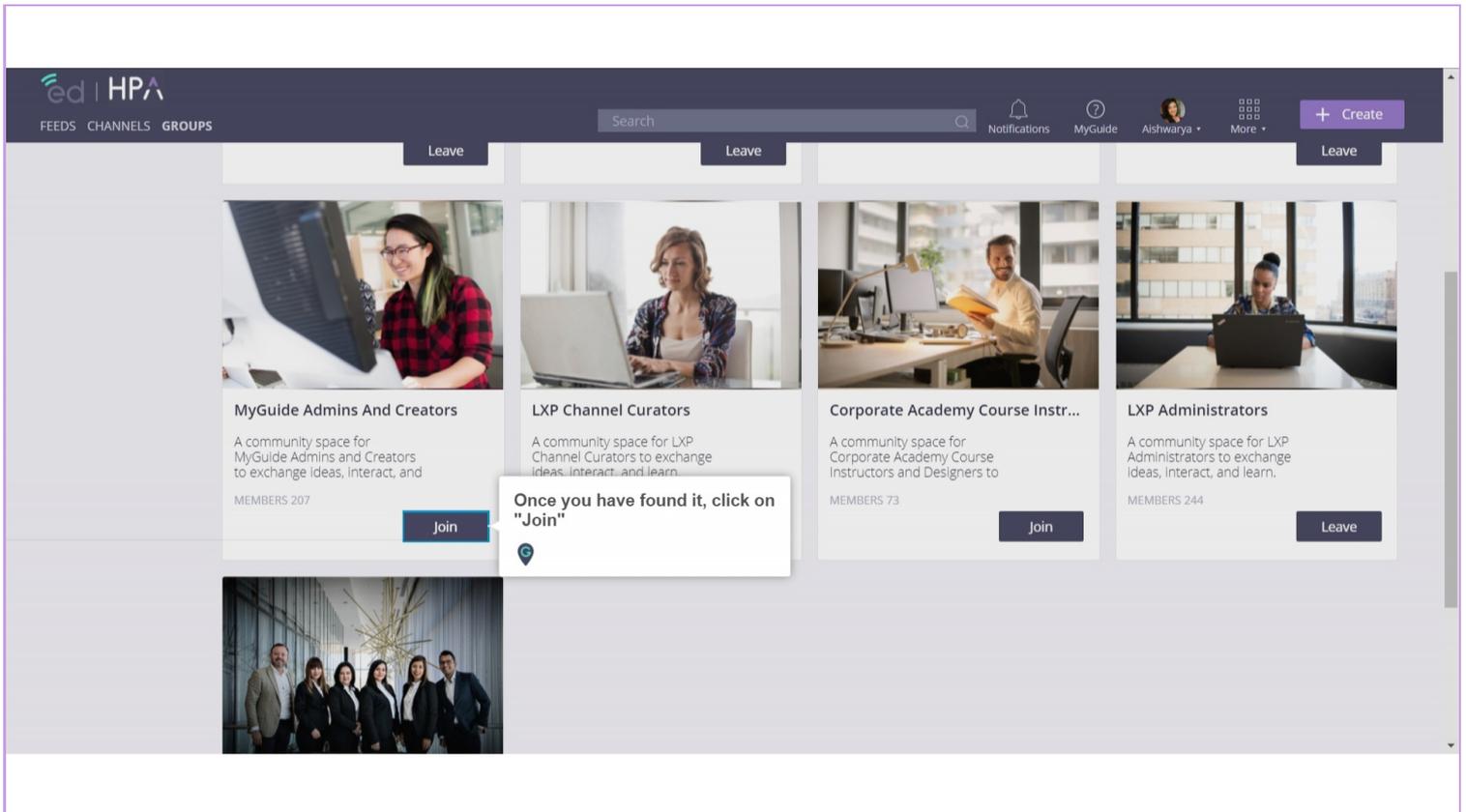
Step: 03

Scroll down and look for the MyGuide group

The screenshot shows the 'ed|HPA' Groups page. The top navigation bar includes 'FEEDS CHANNELS GROUPS', a search bar, and icons for Notifications, MyGuide, Aishwarya, and More. A '+ Create' button is also present. The main content area is titled 'Groups' and features a left sidebar with navigation options: 'My groups', 'Groups I am an admin of', 'Groups I am a leader of', 'Groups I am a member of', 'My pending requests', and 'All groups'. The main area displays a grid of group cards. The first row includes 'HPA Notification Test Recipients' (5 members), 'EdCast admins' (3 members), 'EdCast Employees' (337 members), and 'LXP Content Designers' (148 members). A callout box with a magnifying glass icon and the text 'Scroll down and look for the MyGuide group' is positioned over the 'EdCast Employees' card. Below the group cards are four small images of people working at computers.

Step: 04

Once you have found it, click on "Join"



The screenshot displays the myGuide interface. At the top, there is a navigation bar with the logo 'ed | HPA', a search bar, and user profile information. Below the navigation bar, a grid of community groups is shown. Each group card includes a header image, a title, a brief description, the number of members, and a 'Join' or 'Leave' button. A white callout box with a location pin icon is overlaid on the 'MyGuide Admins And Creators' group, containing the text: 'Once you have found it, click on "Join"'. The groups visible are: 'MyGuide Admins And Creators' (207 members), 'LXP Channel Curators', 'Corporate Academy Course Instr...' (73 members), and 'LXP Administrators' (244 members). A fifth group card is partially visible at the bottom left.

Step: 05

Click to view more details about this group

The screenshot displays the myGuide user interface. At the top, there is a navigation bar with the 'ed | HPA' logo, 'FEEDS CHANNELS GROUPS' tabs, a search bar, and user profile information for 'Aishwarya'. Below the navigation bar, a grid of group cards is shown. Each card features a header image, a title, a brief description, the number of members, and a button to either 'Leave' or 'Join'. A white tooltip with a location pin icon and the text 'Click to view more details about this group' is positioned over the first card, 'MyGuide Admins And Creators'. Other visible cards include 'LXP Channel Curators', 'Corporate Academy Course Instr...', and 'LXP Administrators'. A fifth card is partially visible at the bottom left.

Step: 06

Here you can access different knowledge cards and learn from them

This group is a community space for MyGuide Admins and Creators to exchange ideas, interact, and learn

The screenshot displays the user interface of a community group. At the top, there is a navigation bar with the 'ed | HPA' logo, search, notifications, and user profile options. The main content area features a group header for 'MyGuide Admins and Creators' with a description: 'A community space for MyGuide Admins and Creators to exchange ideas, interact, and learn.' Below the header, there are statistics for members (207), featured posts (1), assigned posts (0), shared posts (5), and channels (1). A 'Group Leader' and 'Group Admin' are listed. A 'Leave' button is visible. A featured post by 'Deeksha Khaira' is shown, titled 'What's new in MyGuide Q1 2020 release', with a video thumbnail and 4 likes. A callout box with a plus icon and a location pin icon contains the text: 'Here you can access different knowledge cards and learn from them' and 'This group is a community space for MyGuide Admins and Creators to exchange ideas, interact, and learn'. At the bottom, a language preference notification asks: 'You are viewing content in English. Do you want to see all content instead? Yes'.

Thank You!

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