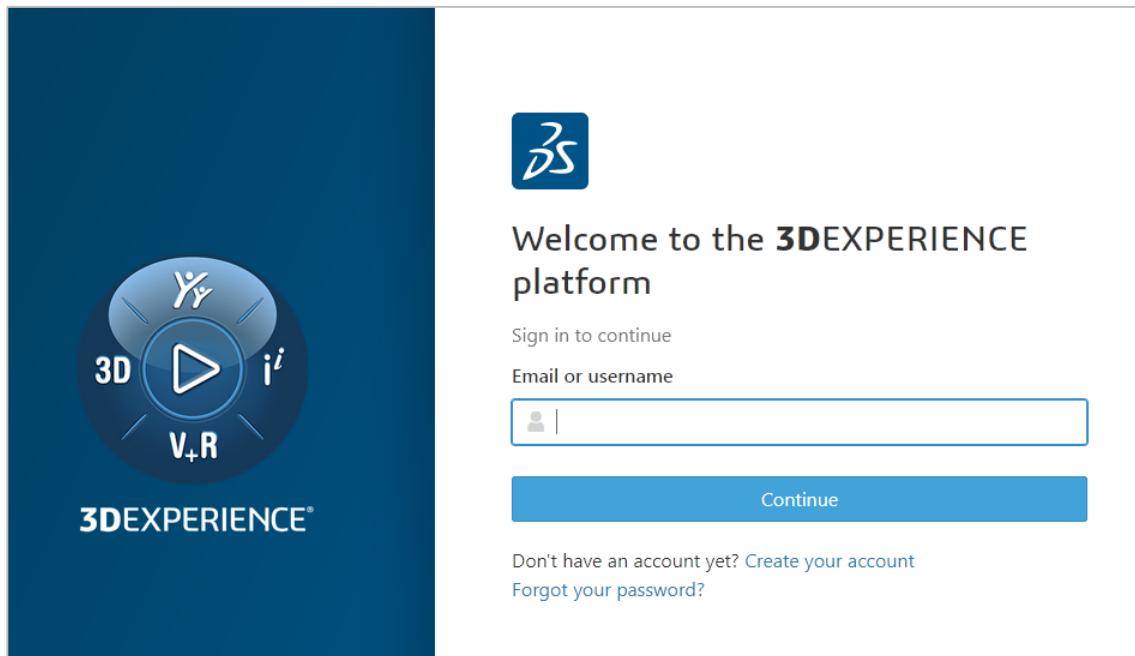


# How to use the SOLIDWORKS Preview Community

## Instructions for Requesting Access to the Community

1. Navigate to the [SOLIDWORKS Preview Community](#)
2. Log into the SOLIDWORKS Preview community with your 3DEXPERIENCE ID



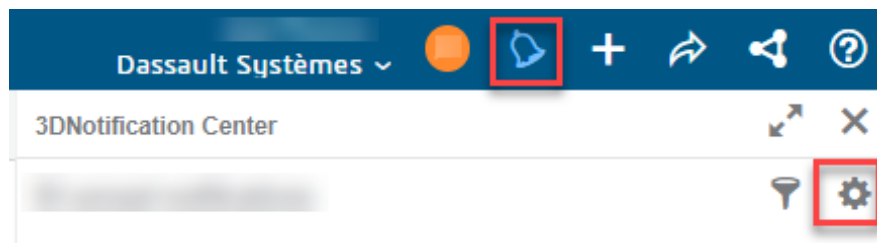
3. If you do not have a 3DEXPERIENCE ID, click **Create your account** and proceed as instructed.
4. In the community sign-up request, "Please enter why you would like to join this community", and click send.

**Note:** You must be a customer on active subscription or channel partner to access the SOLIDWORKS Preview Community.

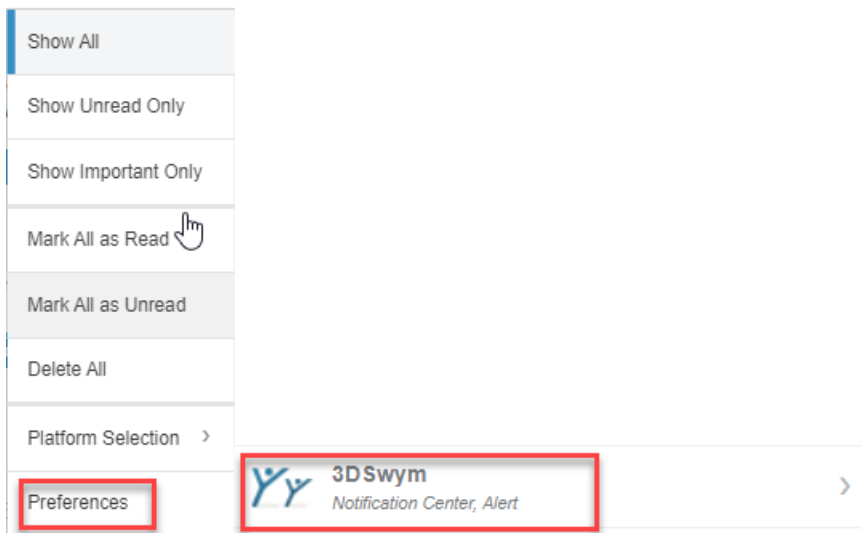
**Please wait approximately 2 business days for approval.**

By default, you will not receive an email notification when approved. If you want to receive notifications by email, set the following:

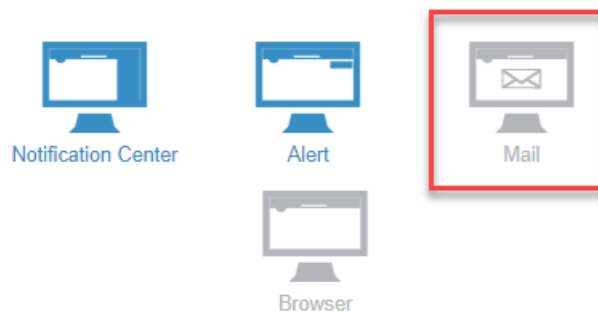
Click **Notification** (bell icon) on the upper right and click **Preferences** (gear icon)



Click **Preferences** and then click **3DSwym Notification Center, Alert**

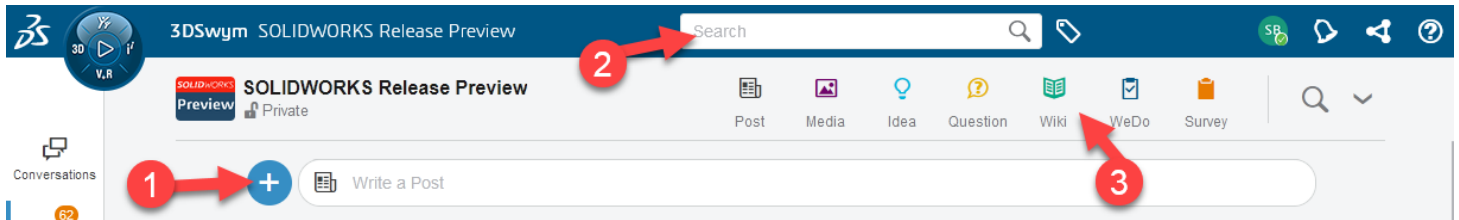


Click on **Mail** to enable it. (If you do not want to receive notifications by email, click the mail button again to deactivate the notifications)



5. After you receive the approval notification, log into the SOLIDWORKS Preview Community (login with your 3DEXPERIENCE ID)

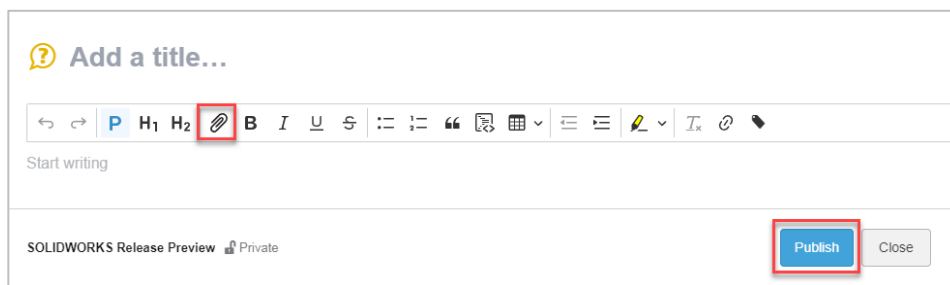
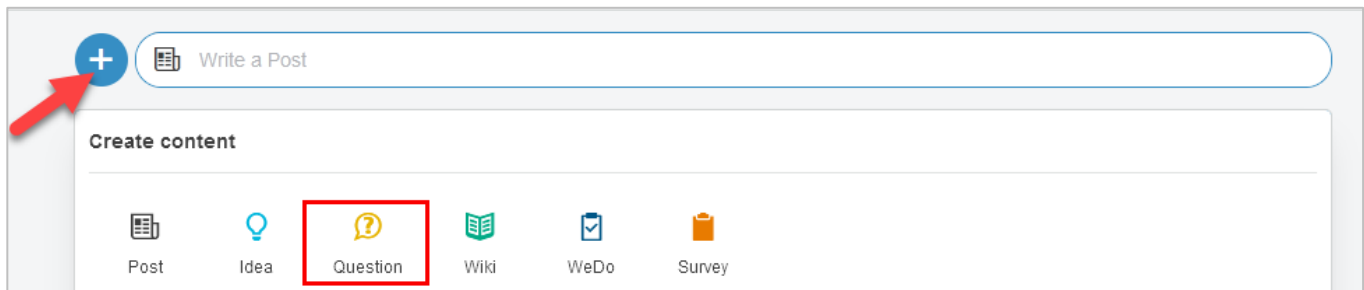
# Instructions for Using the Community



Note: The numbers in the ordered list reference the screenshot above.

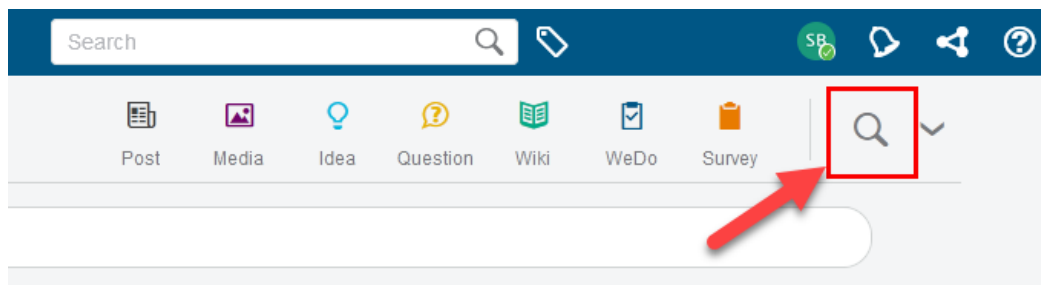
## 1. How to Post a Question or Share an Idea

- Click **+ Add a Post**.
- From the drop down menu, select **Question** (? Icon) or **Idea** (bulb icon).
- In the **Add a title** box, enter a question or discussion summary.
- Under **Start writing**, enter details of your question or discussion (e.g. instructions to reproduce the issue).
- Click **Add media** (paperclip icon) to attach a supporting file.  
Note: Files attached are public and visible to all community members. Request a file transfer workspace to submit proprietary files.
- Click **Publish** to submit your question or idea



## 2. How to Search for Content

- Select **Search content** (magnifying glass icon) on the upper right corner. This setting will allow you to focus your searches on content available in the SOLIDWORKS Preview community.
- Enter your search keyword and press 'Enter'



### 3. How to Filter for Content

- On the top right, click **Questions** or **Wiki** icons to filter the posted articles
- Click the same button again to cancel

