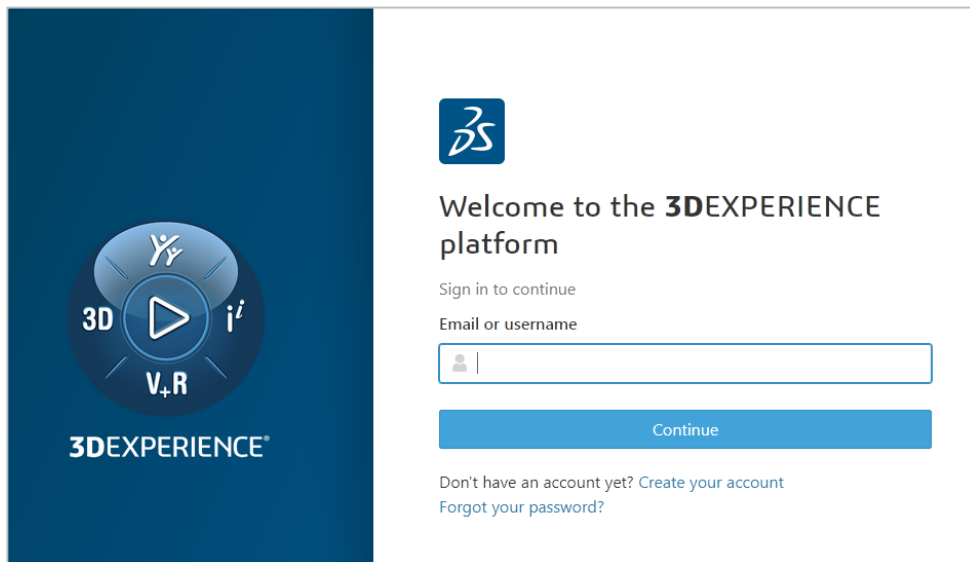


How to use the SOLIDWORKS Preview Community

Instructions for Requesting Access to the Community

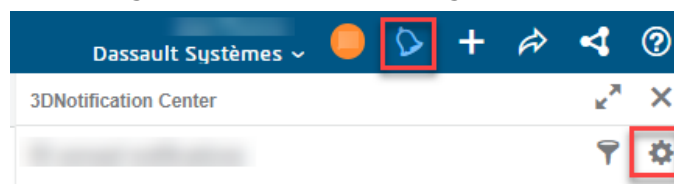
1. Navigate to the [SOLIDWORKS Preview community](#).
2. Log into the SOLIDWORKS Preview community with your 3DEXPERIENCE ID



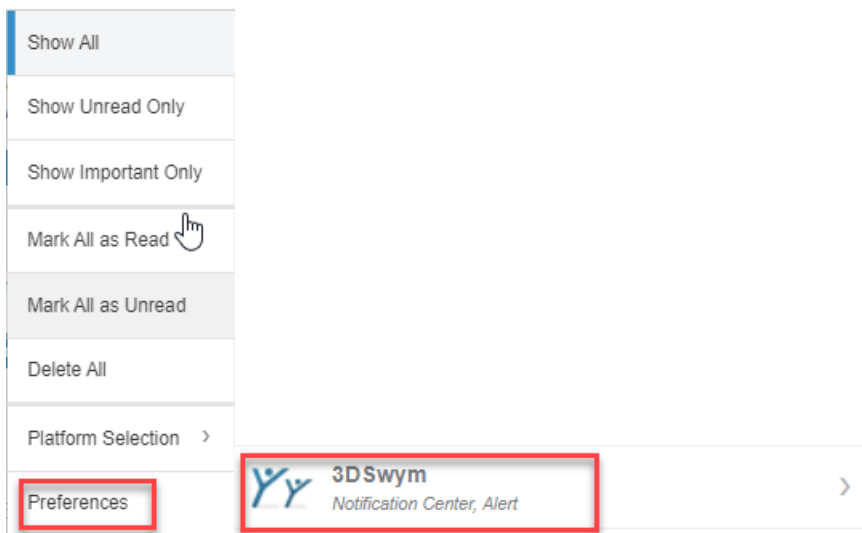
3. If you do not have a 3DEXPERIENCE ID, click **Create your account** and proceed as instructed.
4. In the community sign-up request, "Please enter why you would like to join this community", and click send.
Note: You must be a customer on active subscription or channel partner to access the SOLIDWORKS 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:

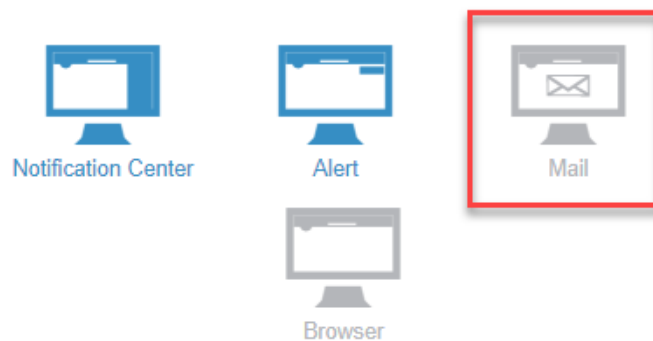
Click **Notification** (bell icon) on the upper right and click **Preferences** (gear icon)



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)

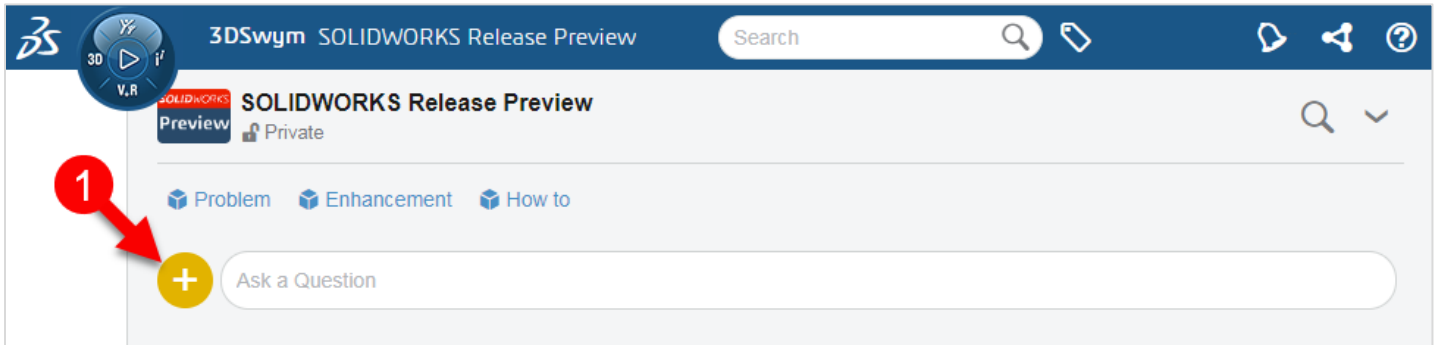


5. After you receive the approval notification, log into the SOLIDWORKS Preview community (login with your **3DEXPERIENCE ID**)

Instructions for Using the Preview community

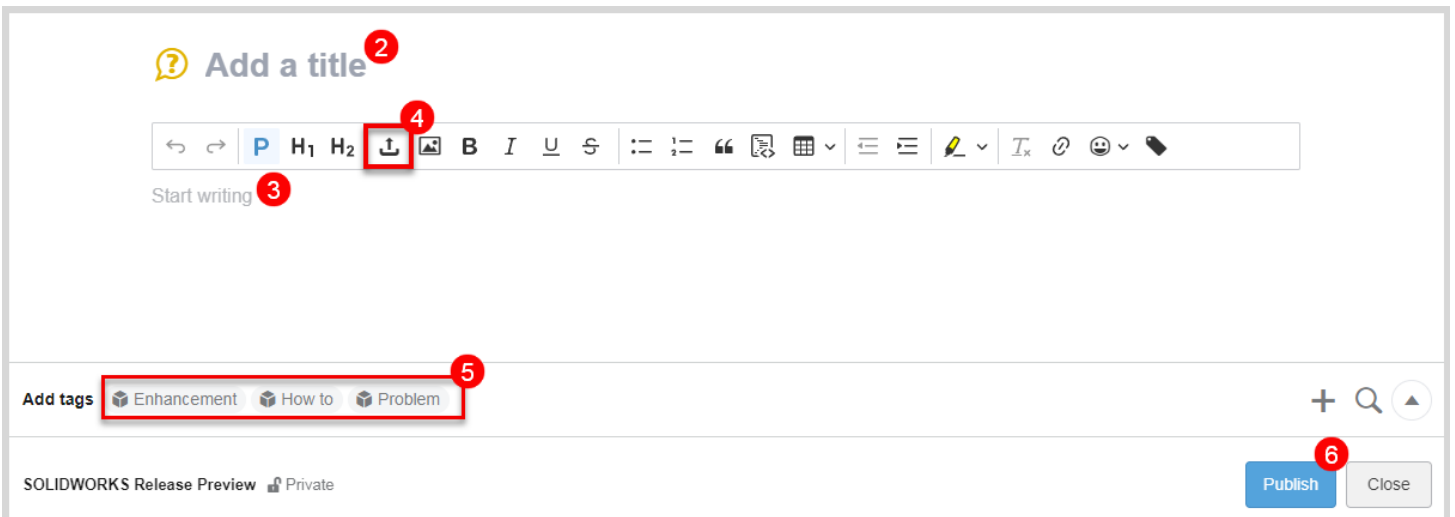
A. How to Post a Question or Share an Idea

1. Click + **Add Question** icon.



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

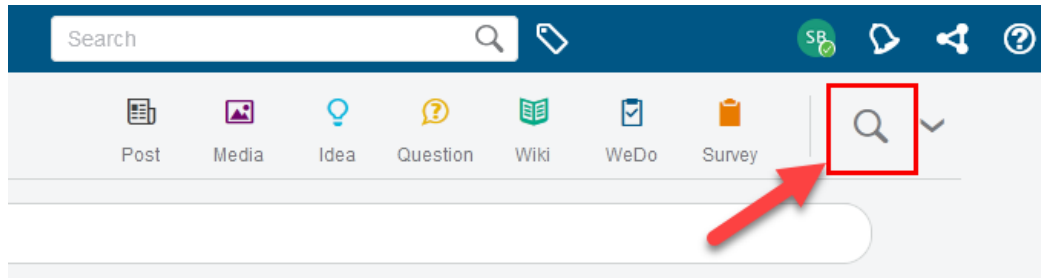
2. Enter a title or problem summary in the **Add a title** box.
3. Enter your question, problem description, or your discussion content under **Start writing**.
(Note: Use 6WTags to tag your content in the community. For example, if you issue is about assemblies, type “#” followed by “Assemblies Beta” to tag your question)
4. Click the **Upload media from computer** (up arrow icon) to attach a file.
(Note: Files attached are public and visible to all community members. Request a file transfer workspace to submit proprietary files.)
5. Select one of the pre-define tags to categorize your question depending if you have a problem report, a how to question, or an enhancement idea.
6. Click **Publish** to submit your question or idea



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

B. How to Search for Content

1. 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.
2. Enter your search keyword and press **Enter**.



C. How to Filter for Content

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

