Ontario Society of
Occupational Therapists

# Communities of Practice Frequently Asked Questions

Welcome to OSOT's Communities of Practice! Here are a few tips to help you participate in a community. If you prefer, watch a short video tutorial to learn how to navigate the communities.

## How Do I Login to a Community of Practice?

1. Visit the OSOT website at www.osot.on.ca and click the Communities menu on the top right of the page.
2. Review the list of available communities and click on the community you would like to visit.
3. If you are not already logged into the OSOT website, you will be directed to the login page. OSOT's Communities of Practice are a member protected resource.
4. Once you login, you will be directed to the community's homepage.

## What Are the Features of the Community?

There are **three main features** of every community: announcements, discussions, and the resource library.

**Announcements:**
- Administrators of the community will post any relevant news, updates, or events to the announcements section. These postings can be found on the community's homepage.



**Announcements**

**Assistive Devices Program (ADP) eSubmission - June 2021**
By ▓▓▓▓ on May 28, 2021

The Assistive Devices Program (ADP) will be moving to eSubmissions for all categories of devices in June 2021. The electronic submission aims to increase efficiency and accountability, and ultimately better care for clients. Ensure that you use the updated ADP forms on the Central Forms Repository: **http://www.forms.ssb.gov.on.ca**

0 replies | subscribe | report

**Discussions:**
- The discussion forum is the main feature of the community. This is where you can post questions and interact with other Ontario occupational therapists.
- The community includes a few general discussion forums that are used to organize different topics.



**Discussions**

**Information Worth Sharing**
Share information or links with community members to resources/organizations you find useful in your practice.

14 topics | subscribe

Discussion topics available in each forum.

- Once you enter a discussion forum, you can reply to a topic or create a new topic.



**Ask a new question or share information.**

**Receive email notifications when a new reply is posted to that topic. You can also unsubscribe from the notifications here.**

**Read existing replies and post a reply.**

- If you would like to receive email notifications whenever a new reply is posted to a specific topic, click the "Subscribe" button on the bottom left of the topic. Email notifications will be sent from osotonline@osot.on.ca.

**Resource Library:**
- Visit the resource library to find downloadable resources that are relevant to that community of practice.



**2. Click "Download" and the resource will be downloaded to your device.**

**1. Click on the resource you would like to download and it will highlight in blue.**

**How Do I Know When a New Item Has Been Posted to the Community?**

- If you would like to receive an email notification whenever any new item is posted to the community (e.g., new discussion topics or replies) click "Subscribe" or "Follow Community" on the left side menu.



- You can unsubscribe anytime by visiting the community and clicking "Unsubscribe" or "Stop Following" on the left side menu.

**Contact Us**

If you have any problems using the Community of Practice, please contact the OSOT office at osot@osot.on.ca.