

## STRP Workspace log in and use instructions

As an STRP expert or STRP National Focal Point, you have access to the STRP Workspace. The STRP Workspace is an electronic, password-protected space to facilitate the intersessional work of the STRP.

Please find below instructions on how to login to the workspace and on how to use the system.

### Accessing the STRP Workspace

To access the workspace visit: <https://www.ramsar.org/workspace>. The Workspace is also accessible from the STRP webpage in the main Ramsar website: <https://www.ramsar.org/about/the-scientific-and-technical-review-panel>.

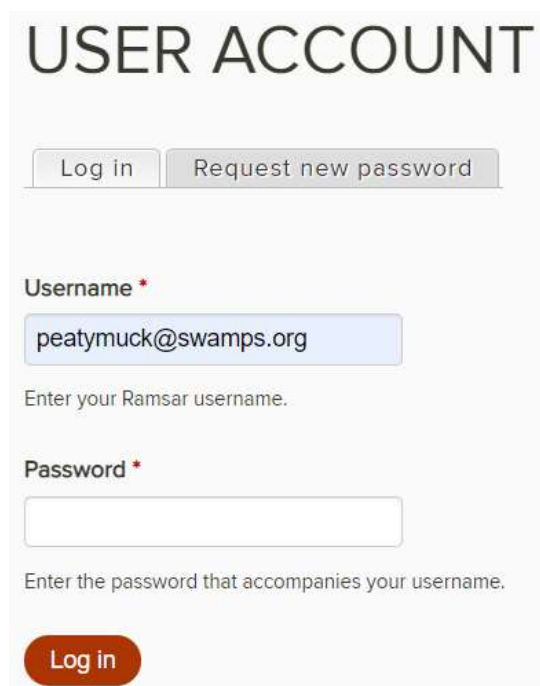
### STRP Workspace login instructions

To log in you will need to enter your credentials, as follows:

Username: <email address>

Password: <PW>

Please note that your username is the email address used in this mailing (unless you have modified it).



The screenshot shows a login form titled "USER ACCOUNT". At the top, there are two buttons: "Log in" and "Request new password". Below these are two input fields. The first is labeled "Username \*" and contains the text "peatymuck@swamps.org". Below this field is the instruction "Enter your Ramsar username.". The second field is labeled "Password \*" and is empty. Below this field is the instruction "Enter the password that accompanies your username.". At the bottom of the form is a red "Log in" button.

### First time user

If you are logging in for the first time or if you have forgotten your password, click on the "Request new password" tab located to the right of the "Log in" tab (see below). Enter your email address and click on "E-mail new password".

# USER ACCOUNT

[Log in](#) [Request new password](#)

Username or e-mail address \*

[E-mail new password](#)

You will then receive an email containing a link to request a new password. Please check your spam folders. This link can only be used once to log in and will lead you to a page where you can set your password. It expires after one day.

## Changing personal data

Once logged in, you may change your username and password by clicking on the “My profile” link on the right-hand side corner of the main page of the Workspace.

[My profile](#) [Log out](#)

# FORUMS

## General Matters

In this forum, you can find and initiate discussions about wetland-related information and organisations (e.g., publications, meetings/workshops, on-the ground projects, etc.), as well as information requests (e.g., case studies, articles, etc.). Files/attachments added to Discussions or directly uploaded to the Forum will make up a library.

Click on the “Edit tab” to enter the new information.

# PEATYMUCK@SWAMPS.ORG

[View](#) [Edit](#)

**First name:**

Peaty

**Last name:**

Muck

**Affiliation:**

Other

HISTORY

**Member for**

52 sec

## Structure of the workspace

The STRP Workspace is made up of a set forums, a space to share content, corresponding to the Ad-hoc Advisory Functions, the Global Wetland Outlook and Thematic Work Areas in the STRP work plan 2019-2021, as well as forums for general matters and STRP-related meetings.

The screenshot shows the 'FORUMS' section of the STRP workspace. On the left is a sidebar with a 'SEARCH FORUM' box and an 'ANNOUNCEMENT' section. The main content area is titled 'FORUMS' and lists three active forum categories, each with a table of statistics:

- General Matters**: In this forum, you can find and initiate discussions about wetland-related information and organisations (e.g., publications, meetings/workshops, on-the ground projects, etc.), as well as information requests (e.g., case studies, articles, etc.). Files/attachments added to Discussions or directly uploaded to the Forum will make up a library.

Forum	Topics	Posts	Last post
<a href="#">Announcements &amp; Requests for information</a>	0	0	n/a
<a href="#">STRP and Ramsar Meetings</a>	0	0	n/a
- GWO: Global Wetland Outlook**:

Forum	Topics	Posts	Last post
<a href="#">GWO</a>	0	0	n/a
- Ad-hoc Advisory Functions and collaboration with other International bodies and processes**

Forums of past triennia have been archived and can be accessed in the left-hand side column in the home page of the Forum (see below).

This screenshot shows the 'FORUMS' section with the same layout as above, but with an additional section for archived forums in the left sidebar. The 'ANNOUNCEMENT' section now includes three links to past triennia's archives, which are circled in red:

- [Archives 2016-2018](#)
- [Archives 2013-2015](#)
- [Archives 2003-2012](#)

The main content area remains the same, listing the three active forum categories with their respective statistics tables.

## Posting on the STRP Workspace

To post on a Forum, click on the “New topic” button.

SEARCH FORUM

GWO

Up to [overview of all forums](#)

ANNOUNCEMENT

Tick/untick here to receive/stop receiving e-mail notifications for this Forum

Then, enter a title and the body of your message. You can also reply to posts by clicking on the “reply” button directly under the post.

Create Forum topic

Subject

Forums \*  
-GWO

Body (Edit summary)

**B** *I* U Paragraph Styles

You can attach files to a post by using the “Attach files” function below the text box. To preview your post before posting it, click on the “Preview” button. To publish your post, click on the “Save” button.

### Attached files

**Add a new file**

No file chosen

Files must be less than **30 MB**.

Allowed file types: txt doc docx xls xlsx pdf jpg jpeg png gif ppt pptx.

## Notifications

You will receive an email notification every time that someone posts on the Workspace. To stop receiving notifications or to select which notifications to receive, untick the notifications box at the bottom of every forum.

# ANNOUNCEMENTS & REQUESTS FOR INFORMATION

[Up to overview of all forums](#)

New topic

New topic

Tick/untick here to receive/stop receiving e-mail notifications for this Forum

If you have a question or problem related to the STRP Workspace, please send an e-mail to [STRP@ramsar.org](mailto:STRP@ramsar.org), including your username and the description of the issue.