

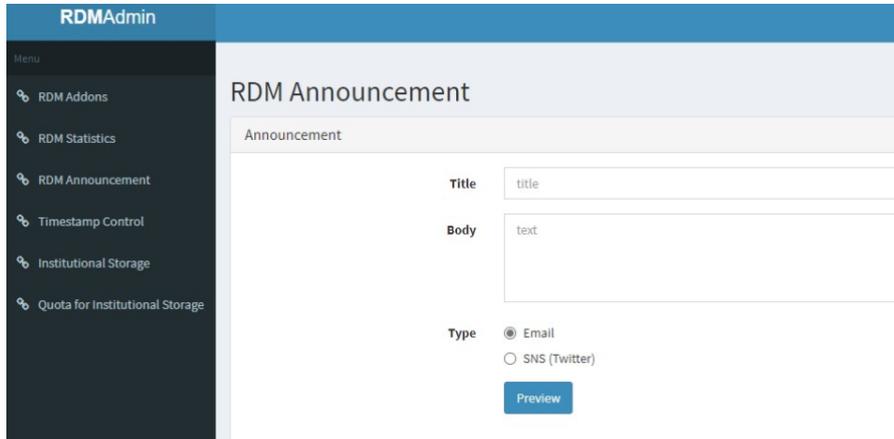
Announcement to Users

Configuring the Announcement Method

This section explains how to set for sending system information such as maintenance schedule by email or Twitter.

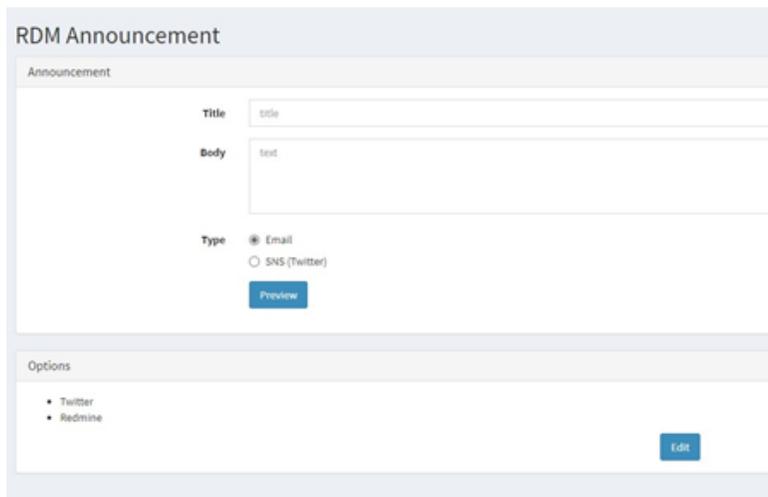
※Note: As of May 2021, notifications via SNS cannot be executed with the specifications of twitter

Select 'RDM Announcement' in the sidebar on the 'RDM Admin' screen. The 'Announcement' screen will appear.



The screenshot shows the 'RDM Admin' interface. On the left is a dark sidebar with a 'Menu' section containing several items: 'RDM Addons', 'RDM Statistics', 'RDM Announcement', 'Timestamp Control', 'Institutional Storage', and 'Quota for Institutional Storage'. The main content area is titled 'RDM Announcement' and contains a form for creating an announcement. The form has three main sections: 'Title' with a text input field containing 'title'; 'Body' with a larger text input field containing 'text'; and 'Type' with two radio button options: 'Email' (which is selected) and 'SNS (Twitter)'. Below the radio buttons is a blue 'Preview' button.

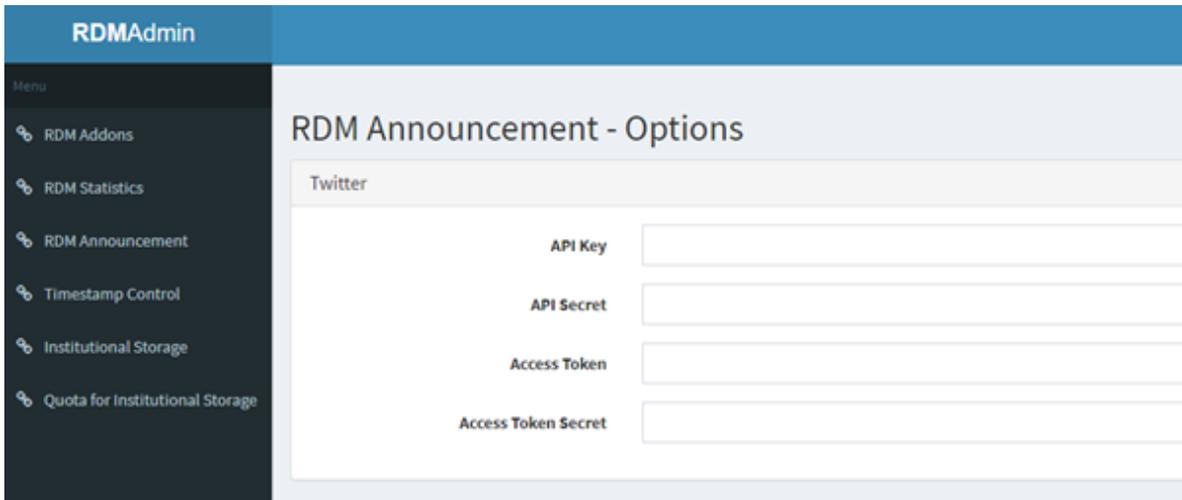
Click the \[Edit\] button in 'Options'!



The screenshot shows the 'RDM Announcement' configuration screen with an 'Options' section at the bottom. The 'Options' section has a title bar and a list of two items: 'Twitter' and 'Redmine'. A blue 'Edit' button is located at the bottom right of the 'Options' section.

The 'Announcement: Options' screen will be displayed. Enter the API and other information required to link to 'Twitter' and click the [Save] button.

This setting can be changed when sending a message. Please refer to the next section, 'Sending an Announcement to Users.'



Sending an Announcement to Users

This section explains how to send announcements to your users.

1. Select 'RDM Announcement' in the sidebar on the 'RDM Admin' screen. Enter 'Title' and 'Body', select the sending method, and click the [Preview] button.

2. A preview of the information entered in 'Title' and 'Body' will be displayed. Check the contents, and if there are no problems, click the [Send] button. Click the [Cancel] button to make corrections.

RDM Announcement

Email Preview

Announcement Test

We will perform a regular system maintenance on xx/xx/xxxx from 10:00am to 1:00pm.

Send

Cancel

- If you select 'Email' option from 'Type' and click the [Send] button, the email will be sent to all OSF users who are affiliated to the institution.
 - 'reply-to' cannot be specified
 - The address that can be entered in 'From' is openscienceframework-noreply@osf.nii.ac.jp
- If you select 'SNS (Twitter)' option from 'Type' and click the [Send] button, the message will be posted to the linked destination shown on the 'Announcement-Options' screen, which appears by clicking the [Edit] button in [Options] on the 'RDM Admin' screen. The linked destination can be changed when you send a message.
 - **As of May 2021, notifications via SNS cannot be executed with the specifications of twitter.**