

The Jive logo consists of the word "jive" in a lowercase, bold, sans-serif font. The letter "j" has a distinctive hook that extends downwards and to the left.

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## Using Jive Ideation

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# Using Jive Ideation

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## What are ideas?

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An idea is a type of content that you or others can create and vote on. If your community members vote positively, your idea gets more points; if they vote negatively, points are taken away.

Creating an idea is a lot like creating a document. You give your idea a title and then type in its description. As with documents, you can format the idea's content as you would apply formatting in a word processing program. For more on creating ideas, see [How do I create an idea?](#)

## How do I create an idea?

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When you've got an idea to share with the community, you create it the same way you create other content, such as a document. Here are the steps:

1. Click **Create > Idea**.
2. Choose the location in the community where you want to put your idea. For example, you could put it in a space, group, or project related to the idea. Keep in mind that some places might not have the idea feature enabled.
3. Give the idea a title and type your idea into the big area under the title. Note that you can do special formatting just as you would for other content.

When you're typing your idea's title, you might get a list of ideas with similar titles. This is a chance for you to avoid posting an idea that's already in the community. If you see something that looks similar, take a look at it before you save your idea.

4. Attach any files you need by clicking **Browse**, selecting the file, and then **Open** for each file you want to attach.
5. Set collaboration options if needed.
6. Click **Create Idea**.

## How do I vote on an idea?

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When you vote on an idea, Jive assigns points to the idea. For example, a vote in favor of the idea (up arrow) could give it 5 points, while a vote against the idea (down arrow) could give it -5 points. The point value is set up by your community administrator. You can vote up or down as many times as you want; your last vote is saved until you change it and your vote counts only once.

To vote on an idea, click **Vote up** or **Vote down** below the idea's title. You can vote on an idea from several locations:

- The Activity stream - click **Preview** on the idea item to see the voting arrows.
- Your Inbox - click **Show Full Preview** on the idea item to see the voting arrows.

- The idea's page - get there by clicking on an idea in the Activity stream or browsing for an idea and clicking on it (**Browse > Content: All > Ideas**).
- The large versions of the Recent Ideas and Top Ideas widgets.

## How does voting on ideas affect my status points?

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As with other things you do in the community -- creating content, responding to discussions, and so on -- your actions on ideas contribute points to your overall status points in the community. (If you aren't familiar with your status points, you can view them on your profile page.)

Depending on how your community is configured by your administrator, you may earn status points for the following (typically, you earn more points for creating ideas and less for commenting or voting on them):

- Creating ideas.
- Commenting on ideas.
- Voting on ideas.

## What is an idea stage?

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Stages are a quick way to see the current development state of an idea. For example, an idea could be "active," "delivered," or "in progress." An idea's stage is assigned in the community by a system, space, or group administrator or owner.

Depending on how the community is set up, some stages may not support voting. For example, you may not be able to vote on an idea in the "delivered" stage. This is determined by your community administrator.

Here are a few idea stage examples along with possible meanings (your community's stages and meanings may be different):

- Active -- the idea is actively being voted on.
- Delivered -- the idea has been delivered to its intended audience.
- In Progress -- the idea is being developed.

## How do I keep track of the community's ideas?

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For a quick overview of the community's ideas, use tools such as idea lists, widgets, and feeds.

### Browse Ideas

- To see all of the ideas in your community, go to **Browse > Content (All) > Ideas**.
- To see a list of ideas in a specific place, go to **Browse > Places**, and then select the desired group and click **Ideas**.

## Use Ideas Widgets

Consider using an ideas widget in any spaces, projects, or groups you own. The Top Ideas and Recent Ideas widgets make it easy for others to quickly view lists of ideas and vote on them.

- The Top Ideas widget displays a list of the ideas that are getting the highest scores in the community.
- The Recent Ideas widget shows the ideas that were created most recently.

See the Jive core documentation to understand how to use widgets to customize your view of the community or a place.

## Use Feeds for Ideas

As with other content in the community, you can get feeds (such as RSS feeds) for ideas. By subscribing to a feed of ideas in a particular project, for example, you'll get updated information whenever an idea in that project is updated.

You subscribe to feeds using an RSS reader. To subscribe to feeds for ideas, go to the Content tab for a place in the community (for example a space, group, or project overview). At the bottom of the Ideas list on the page, click **Get a feed of this content**.