

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.

work better together™

**Using the Jive for iOS App**

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# Using the Jive for iOS App

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Access your community anywhere using the Jive for iOS App on your iPhone or iPad.

## iOS App Features

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Here's a quick list of the app's features.

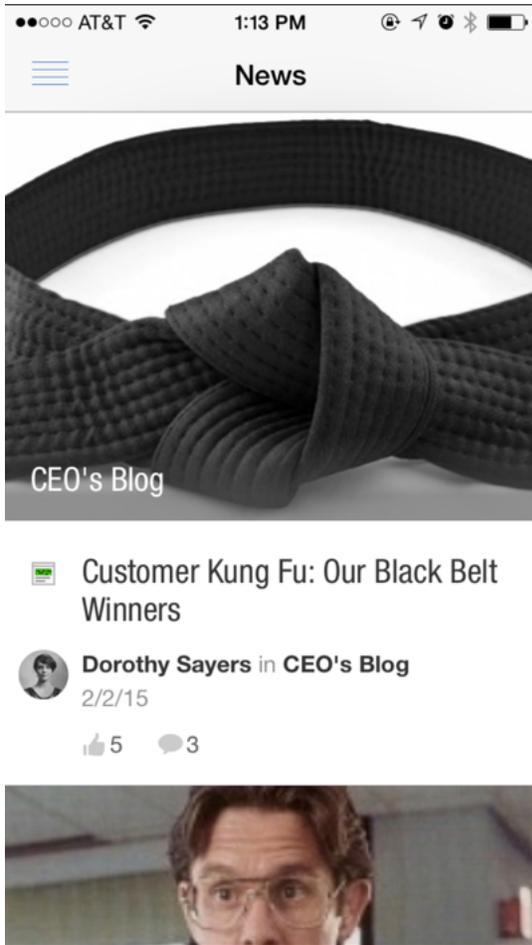
- Scroll through all of your streams, including News and your custom streams
- Follow content, people, and places in multiple streams
- Create content (blogs, documents, videos, discussions, direct messages, and status updates)
- Post a status update in a specific group
- Add @mentions and images to status updates and discussions, including discussion replies
- Read and reply to content
- Mark items as Helpful, Decision, for Action, and so on
- Search for content, people, and places
- See your personal content activity
- Attach a file in Jive from another service such as Dropbox or Mail

## Getting Started

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After you've connected to your community, you'll see News, which shows important content that's been highlighted for you, as well as your custom streams. You can scroll through this stream to see what's happening right now, or tap the bars icon in the upper left corner (or just swipe from the left) to access your other streams, your Inbox, and Find.

You should see something like the following. Now just tap something to get started!



## Using Your Inbox

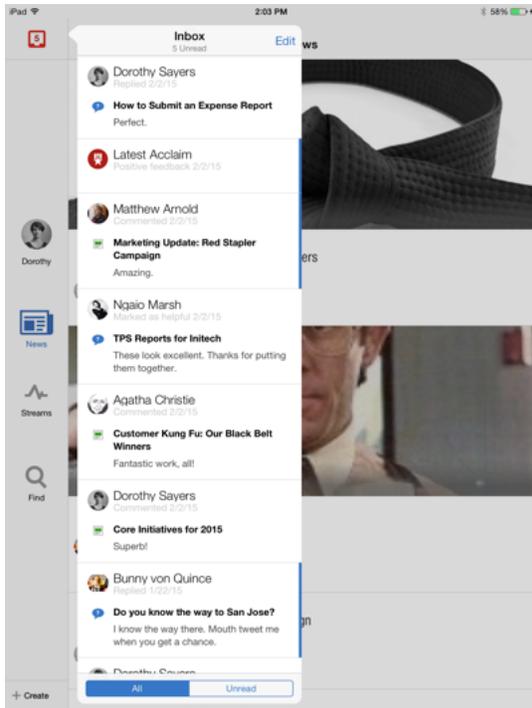
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Quickly read and respond to things from your Inbox.

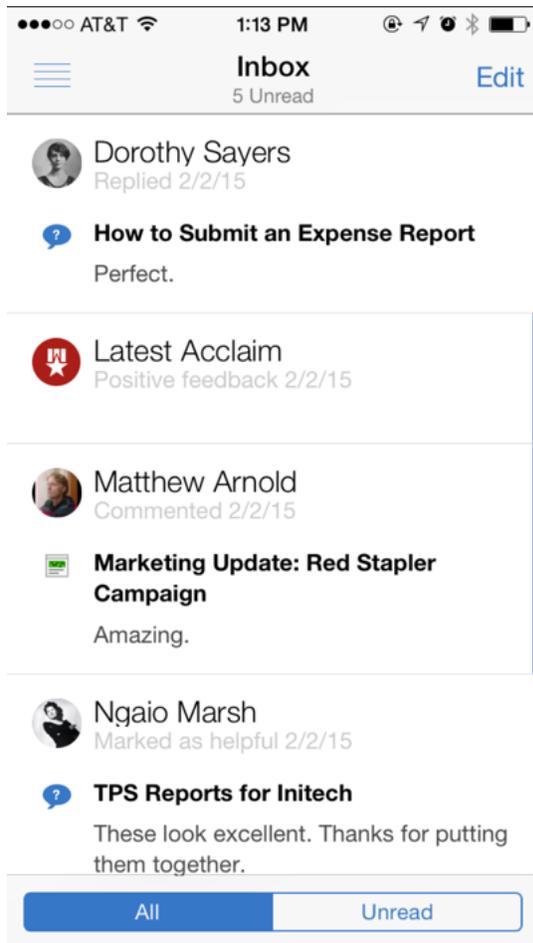
From your Inbox you can:

- Sort your Inbox items by tapping either **All** or **Unread** at the bottom of the Inbox.
- Mark items as Read or Unread by tapping **Edit** and selecting items to display as Read or Unread.

Here's an example of Dorothy's Inbox on her iPad:



And here it is on her iPhone:



## Following People, Places, and Content

There are a few ways to begin following a piece of content, a person, or a place in the community. Here are some easy ways to get started.

- From the All Activity stream, tap a person's name or avatar, a content item, or the name of a place, and then tap the Follow icon



You can then select the stream(s) in which you want to follow the person, place, or content item.

- Use the Find feature to search for keywords of things that might interest you. When you find something you want to follow, tap on it. From there, tap the Follow icon and select the stream in which you want to follow the person, place, or item.

### Stop Following People, Places, or a Piece of Content

To stop following something, go to the item, person, or place (by either tapping it from a stream or searching for it under the Find tab), and then tapping the Follow icon. From there, select the streams from

which you want to stop following the person, place, or content item. You will no longer see the checkmark next to that stream(s), and you will no longer see updates for that person, place, or content item in that stream(s). Those updates will still appear in the All Activity stream, however, because that stream shows all public activity in the community.

## Creating Content

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You can create discussions, documents, blog posts, and status updates, as well as send direct messages, right from your mobile device.

To get started creating content:

1. Tap **Create** in the left sidebar on an iPad, or, on an iPhone, swipe from left to right and then tap **Create**.
2. Select which type of content you want to create (discussion, status update, blog post, and so on).
3. Start typing!
4. Select the place where you want to publish the item by tapping the **Publish as** button in the upper right corner. Once you select an option here, the item will be published.

From the embedded keyboard you can:

- @mention people, places, or content items
- embed images in the content
- format text so it's bold, underlined, and so on

## Editing Content

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From your mobile device, you can edit content items that you have permissions to edit, such as discussions, blog posts, and documents.

1. From a content item that you have permissions to edit, tap **Edit** in the upper right corner of the screen.
2. Make the changes to the content.
3. Be sure to Save or Publish your changes when you're finished.

From the embedded keyboard you can:

- @mention people, places, or content items
- embed images in the content
- format text so it's bold, underlined, and so on

## App Security FAQ

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Learn how to make your device more secure.

### How can I make my device more secure?

If you want an extra layer of security, Jive Software recommends enabling a passcode lock on your device. When you enable a passcode, the device

will automatically encrypt everything you store on it, including documents and other items you download from your community. To learn more about how this works, read Apple's description [here](#).

To set up a passcode on your device, see Apple's instructions [here](#).

### **Does the Jive App store my user credentials?**

It depends on how your community administrator has set up user authentication in your community. Ask your administrator how your community authenticates users. Here are the options:

- SSO -- If your community uses a web-based SSO system, the Jive for iOS App uses the same behavior set up in the SSO system. In this case, the app may or may not store your credentials, depending on whether the SSO system is configured to store user credentials.
- No SSO -- If your community does not use a web-based SSO system, the Jive for iOS App stores your user credentials in the device's iOS keychain using basic authentication.