

Adding a message to student pages



Users can – depending on their security settings – post a message on the student pages of their EConsort instance. This tutorial explains how to do so.



Student pages > Add front text on student pages



A **user** is a person managing the EConsort application.

An **applicant** is an applying student.

A **student** is an applicant who has been admitted.



Printscreens in this tutorial are centered and indicated by a box.



Watch the corresponding video tutorial online by clicking the 'Play' icon.

▼ Click [Add new](#).



▼ Complete the subject and the text of the message.


the official website.' Below the text, there is a large image of a red and white striped rocket with a star on its side, launching into the air. The text '20:29 JULI 2013' is visible in the top left corner of the image. At the bottom of the image, the text 'Gentse Feesten' is written in a stylized font. A red box highlights the 'add text' button at the bottom of the form."/>

▲ Several items (images, Youtube videos, ...) can be inserted by clicking **the corresponding icons**. The message text can be edited as well, by using **the icons** similar to the ones in a common text editor. Complete the message by clicking **the button**.


▼ **Define which (list of) students can see the message.**


Confirm your selection by clicking the **button**.

1. **Subject of the message:**  Gentse Feesten 2013 


Text of the message:  This year's annual cultural festival will take place from 20 till 29 July.

All information can be found on [the official website](#).



Link to list of students: List of students: 

Visible for students:


2. **Subject of the message:**  Ecological breakfast

- a first testlist
- testlijst
- testlijst
- testlijst159
- MG_list_1
- 20110227applicants
- 20110227aanmeld
- 20110217member
- 20110228tweetal
- test_ljst
- 2013_applications_nonEU
- Economy_applicants

▲ You can still edit your message's subject and text by clicking **the pencil icons**. Removing the message can be done by clicking **the cross** in the upper right corner. Deleting the linked list of students is possible by clicking **remove**.

▼ All composed messages can be found in the left column, making it easy to navigate between messages.

All information



1. [Gentse Feesten 2013](#)

2. [Ecological breakfast in Saint Peter's Abbey](#)