



The IENC Harmonization Group (IEHG) Discussion Forum is available on the US Army Corps of Engineers (USACE) All Partners Access Network (APAN) website.

### **Create an Account**

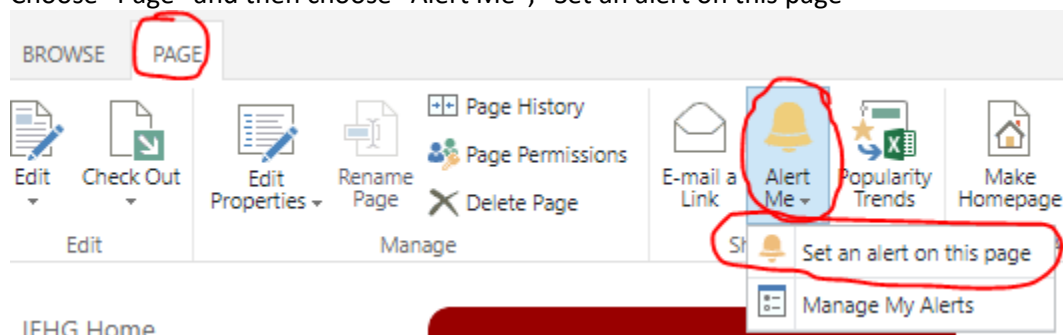
1. Please go to <https://apan.org>, choose your language, and “Create an Account”



2. Once your account has been created (APAN will email you to confirm your account activation),
3. Sign in and under “search” type in IEHG or click on the link below.  
[Inland ENC Harmonization Group \(IEHG\) Discussion Forum - Home](#)
4. Once you request access to the IEHG, the USAC will be notified via email and will approve you to join the Discussion Forum.

**Notifications / Alerts** – if you would like to set up alerts to notify you when new content has been added, you will need to follow these steps:

1. For each of the Discussion Boards (General, Change Request, and S-100) and the subsite on S-401, click on the topic, e.g. “General”
2. Choose “Page” and then choose “Alert Me”, “Set an alert on this page”



3. You can then title your Alert, e.g. IEHG General Discussion Alert, and set your delivery preferences.

Another option for setting up alerts is to go to the following link [https://wss.apan.org/army/iehg/\\_layouts/15/SubChoos.aspx](https://wss.apan.org/army/iehg/_layouts/15/SubChoos.aspx) where you individually select the radial button for each discussion and add them individually as different alerts. In the example below, 3 separate alerts have been added, one each for General Discussions, Change Requests, and S-100 Discussions

The screenshot shows the 'My Alerts on this Site' page of the Inland ENC Harmonization Group (IEHG) Discussion Forum. The page has a sidebar on the left with the following links: IEHG Home, Discussion Boards, General, Change Requests, S-100, Misc Documents, Calendar, and Site Contents. The main content area has a header with the IEHG logo and the title 'My Alerts on this Site'. Below the header, there are two buttons: 'Add Alert' and 'Delete Selected Alerts'. The main content area is titled 'Alert Title' and contains a section for 'Frequency: Immediate'. This section is circled in red and contains three checkboxes, each with a corresponding alert name: 'General Discussions Alert', 'Change Requests Alert', and 'S-100 Discussions Alert'.

Alert Title
Frequency: Immediate
<input type="checkbox"/> General Discussions Alert
<input type="checkbox"/> Change Requests Alert
<input type="checkbox"/> S-100 Discussions Alert

One item of note is that accounts are made inactive after 35 days of inactivity, so if you do not log on to the system within a 35 day period you will need to submit a ticket to have your account re-activated. This typically will only take a few hours to resolve.