## **Private Feedback Forum**



The option of setting up a private forum is available only for feedback forums. When you transfer a feedback forum into a private one, the list of ideas on the forum will be visible to customers only after logging in to the forum.

Support forums are private by default. Customers can only see their personal requests and communicate with a support assistant privately.

Customer Case allows you to create **private forums** for your internal use. Access to such forums can be restricted for particular **email domains** or **users' emails**. Additionally, you can select which authentication capabilities should be available for accessing each feedback forum.

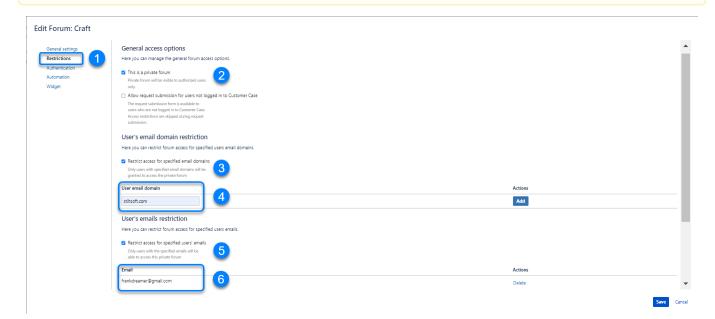
- Setup of Private Forums
- Defining Access Restrictions for Email Domains
- Defining Access Restrictions for Users' Emails

## **Setup of Private Forums**

- 1. On the list with feedback forums, locate the appropriate one.
- 2. In the Actions column press the Edit link.
- 3. In the opened form click the Restrictions link.
- 4. The Restriction methods screen opens.
- 5. In the General access options block, enable the This is a private forum checkbox. Once enabled, the forum will be no longer visible to users that have not logged in to the feedback forum.
- 6. You can allow users who are not logged in to Customer Case to submit requests on your private forum. However, they still will not have access to the ideas on the forum. Select the Allow request submission for users not logged in to Customer Case option.



It's important to mention that enabling the *This is a private forum* checkbox doesn't make your forum private. Users that have an account in the Customer Case app, once logged in, will be able to see all the requests on the forum. Thus, you need to add email domains or email restrictions to close access to your forum from the unsolicited visitors.



## **Defining Access Restrictions for Email Domains**

Customer Case allows you to restrict access to feedback forums for particular email domains. Only users with email addresses included in the User's email domain restrictions section will be able to log in to feedback forums.

- 1. Locate the Email domain restrictions block.
- 2. Select the Restrict access for specified email domains option.
- 3. Enter the appropriate email domain and click the Add button.
- 4. Don't forget to check the Restrict access for specified email domains checkbox to enable these restrictions.
- 5. If you no longer need some email domain, click the Delete link next to this domain.
- 6. Click Apply.

## **Defining Access Restrictions for Users' Emails**

Customer Case allows you to restrict access to feedback forums for particular users based on their email address. Only users with email addresses specified in the settings of the feedback forum will be able to log in.

- 1. Locate the User email restrictions block.
- Select the Restrict access for specified users' emails option.
  Don't forget to check the Restrict access for specified email domains checkbox to enable these restrictions.
  Enter the appropriate email address and click the Add button.
- 5. If you no longer need some email addresses, click the Delete link next to this email.
- 6. Click Apply.

Customer Case will automatically send the invitation email to all the specified users' emails.