



ROYAL NAVY FORUM

INFORMED. INVOLVED. IN TOUCH.

forum.royalnavy.mod.uk



THE ROYAL NAVY FORUM

The Royal Navy Forum is a fully-accredited and secure area on the Royal Navy website which allows service families a safe space to be informed, involved, and in touch with Royal Navy Command — as well as supporting organisations and charities. It holds a wealth of information on all matters related to the Royal Navy.

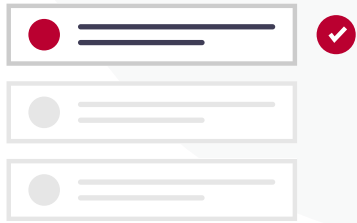
Built within an open area, you will find topical information which is continually evolving to provide a comprehensive resource directory under relevant headers and will support you throughout your journey as a Royal Navy Family.

As a member, you will also be able to access specific areas for Units (both UK and Overseas), Training Establishments, Royal Navy Networks, and Local Support. You can interact directly with the Units, Establishments, and Royal Navy Family & People Support (RN FPS).

These all hold a wealth of information pertinent to the Unit or area you are affiliated to. There is also a space for Deployment which holds bespoke information to support you before, during, and after deployment.



Get started by scanning the QR code or visiting
forum.royalnavy.mod.uk



HOW TO JOIN



If you were a member of the old Royal Navy Forum, you can use your original details to sign-in to the new Royal Navy Forum.

01

Visit forum.royalnavy.mod.uk

Or scan the QR code on the previous page using your phone.

02

Fill in the registration form

Use the details of the serving person as displayed on their JPA admin/HR site.

03

Check your email

Click the activation link and you'll be ready to sign-in and start exploring.

04

We're here to help

If you have any issues, the RN FPS Digital Engagement Team can be reached via the contact details on the back cover.

05

Sign in to your account

Click the sign-in icon in the top right of the page. Once you've signed in, you'll see the main navigation buttons displayed at the top of the page. These sections are explained in depth on the following pages.



Groups



Topics



Events



News



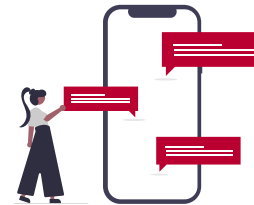
Contact

06


Request to join

Once at the group or topic area of your choice, you will need to use the **request to join** button. Please ensure you fill in the detail box prior to submitting, and the Duty Digital Moderator will accept your request as soon as they can.

Simply repeat step six to access other areas.



Follow for updates

Click the follow icon  to activate email notifications and to ensure updates come up on your Home Screen.

Once you have followed the Topics and Groups, related content and announcements will also appear on your home screen when you next visit the RN Forum.



GETTING AROUND

Groups

Find your interests



Navigate through and join the groups that you are most interested in, and keep in touch by receiving notifications of any updates. Join in on discussions specific to your serving person's Unit, and build friendship groups with like-minded people in a safe environment. Share your experiences, ideas, and knowledge to support your peers.

Units are set out in categories, so you will need to click until you get to the one of your choice, or use the search bar at the top by typing in what you are looking for. If you can't find an area for your specific Unit, please email us using the contact details on the back cover.

Topics

Topical information which is continually evolving



This area will support you throughout your journey as a member of the Royal Navy community. It ensures you are kept informed of service-related updates from MOD departments, Navy Command, external organisations, and charities. Anyone with an interest or who supports Armed Forces Families can access and read this information, as well as view, and download useful resources.

As a Royal Navy Forum Member, you can subscribe to areas of your choice and receive updates to your inbox. You can also get involved in the discussions — providing your feedback and ideas whilst being able to ask questions.

Events

Things to do



Here you will find two calendars:

Other activities and events gives details of any service-related events, briefings, etc. This calendar is open to all visitors to the Royal Navy Forum and does not require membership.

Members activity and events provides dates specific for the Royal Navy community and allows you to book to attend both face to face and virtual events, including FWG Days Out for families with a deployed service person.

This calendar is only accessible to members of the Royal Navy Forum, so you will need to **request to join** to view. If you have booked to attend or are interested in an event, ensure you click on **more** and **Turn on Notifications** to receive updates on the events. This sits just under the main text, near 'like' and 'feedback' stars.

News

The Royal Navy News page



In future, this will show news from around the Royal Navy community which will bring you some interesting stories and great updates on what has been going on in the Royal Navy community.

Contact

Putting you in touch with supporting organisations



This area provides you with details on who to contact at times of personal crisis — both within the Royal Navy and external stakeholders.

It also notes how you can get in touch with the RN FPS Engagement Team Information Officers and Forum Moderators.



ENGAGEMENT

Announcements

Here you can find useful information and updates that are posted by the RN FPS Engagement Team, Forum Liaison Officers, and a selection of stakeholders, such as Naval Families Federation.

Discussions

This is where the community can really engage. Those noted above may start a discussion should they wish for your feedback/questions on certain items — these allow you to add your comments, concerns, or suggestions in a safe and protected environment away from social media.

You can also set up your own discussion and engage with other members, share experiences and ideas, get to know others, or just ask a question. As well as sharing images and videos.

Like any communication, all members must still be careful with the content that is discussed within the secure Royal Navy Forum, so it is moderated to ensure Operational Security (OPSEC) and Personal Security (PERSEC).

Resources

This area provides a place to store useful documents, posters, and forms.

The resources within the Topics area can be downloaded as required and may be useful to display and share in community or educational settings that work with RN Families.

Those within the 'Groups' area are for members personal use only and should not be shared with anyone who would not be entitled to become a member of the Royal Navy Forum.

Gallery

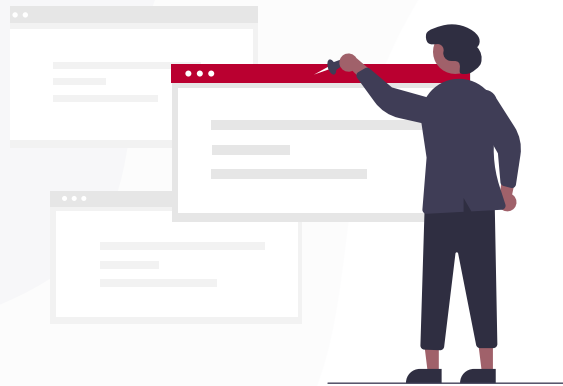
The gallery allows Forum Liaison Officers and RN FPS to upload images from specific events and activities — including the selfie frame images from Families Days and Homecomings.

What's Next?

The RN FPS Engagement Team are busy working with Units to encourage them to post, set up discussions, and share resources and images.

Units are in the process of identifying their Forum Liaison Officers for you to engage with, so do keep looking in your selected areas. If you find nothing is happening, give them a nudge by adding a discussion!

Some areas are very new, such as Training Establishments, and engagement work is now starting to enable us to start populating their areas with the intention of engaging with Families from the start of the service person's career.



OTHER TOOLS

Lightning Bolt

Staying up to date



This is another way to see what has been posted in the groups you follow. Click the lightning bolt and use the drop-down links to go directly to the post and mark as read once completed.

Direct Messaging

Communicate with other members



Direct Messaging can be used to connect privately with other members, and is a useful tool to contact the Duty Moderator, RN FPS Information Officer, or Forum Liaison Officer without others reading your message.

Follows

Your interests in one place



Follows allows you to see what areas you are interested in, and provides you with a shortcut to the area itself. Click on **Groups** to see all your shortcuts. Click on **Members** to see who you are connected with.

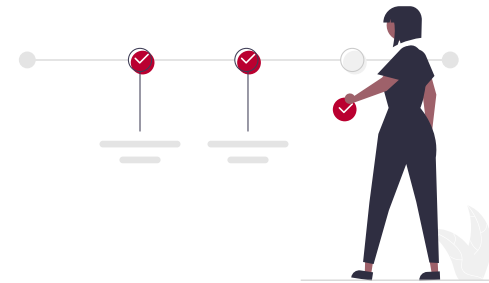
Profile

Your personal details

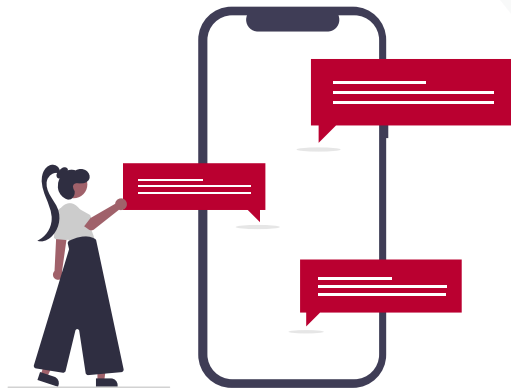


This is the icon to the right of Follows. The Profile area allows you to add details about yourself, see what you have achieved within the Royal Navy Forum, and check your Friendship List (those that you connect with directly).

This also shows the areas of the RN Forum you have membership to. Click on the one you would like to visit, and it will take you directly to the group.



Ensure you stay Informed, Involved, and In Touch
Join the Royal Navy Forum!



NOTIFICATIONS

There are two ways in which you will receive notifications: one through the lightning bolt on your homepage and the other through email notifications. These are received once you have clicked on the **Follow** button in Topics and Groups.

New items in Announcements, Gallery, and Resources will send only one notification whereas Discussions will send a notification when first posted and then with every comment. This is the default setting of the RN Forum.

If you find these are getting too much these can be controlled by clicking on 'Profile', the little circle at the top right of your screen. On the dropdown click on settings. Once in settings, click on Notifications. Here you will see two columns:

Live Alert are those you will see on your profile when you log in, so these do not need changing. Turning these off will mean you have no way of knowing what has been added to the areas you follow.

Email are those that come to your email inbox and can become frequent if a discussion is creating lots of replies. To stop receiving emails each time a comment is made on a discussion, remove the 'tick' from: Replies are added to threads I'm subscribed to'.

Further boxes for emails can be unticked, however by doing this you will need to log in regularly to see what has been updated as you will no longer receive any notifications to your inbox, including updates from the Units you are following. If you need any support with notifications, please contact us using the details on the back page.



SOCIAL MEDIA

Official *Royal Navy Community* Facebook Groups are a great place for support and for finding information that can sit within social media or any public domain, but there are times when we cannot use it and times where we must remove comments for security reasons.

With heightened tensions across the world, it is even more important that we steer away from engaging within these platforms. The Royal Navy Forum has been developed to provide the Royal Navy with its own engagement platform away from third-party providers. It provides a very safe and secure area to do this, but we still should be careful of what can and can't be posted — taking into consideration both OPSEC and PERSEC.

Not all Units have an Official Facebook group. Those without one are now fully engaging with families within their own area of the Royal Navy Forum.

Official Royal Navy Facebook Pages and Twitter will still be available for you to follow, and any relevant items will be shared into the Royal Navy Forum.



SECURITY

The Royal Navy Forum is accredited up to OFFICIAL which allows us to communicate information to our members in a safe and secure way.

Any information that is posted into the Royal Navy Forum is moderated by a duty team who are available 0800-2200, 365 days a year. They are there to support you as members and to ensure that there are no breaches of OPSEC/PERSEC.

All information within the Royal Navy Forum is not to be copied or posted onto external digital/social platforms. Anyone found doing this will have membership removed.

Further details on security can be found at:
<https://www.gov.uk/government/publications/using-social-media-a-guide-for-military-personnel>



IN CASE OF EMERGENCY (ICE)

If circumstances should arise whilst your relative is overseas (Inc. N Ireland) either on a posting, at sea, on deployment, that make it necessary for you to apply for his/her return on compassionate grounds (such as death in your immediate family, serious illness or serious family crisis) you should call:

Joint Casualty & Compassionate Cell (JCCC)
01452 519951

In all other circumstances, call:

Royal Navy Family & People Support (RN FPS)
Freephone: 0800 145 6088
Email: navypeople-psrnfpsportal@mod.gov.uk

The following details will be required:

Rank/Rate _____

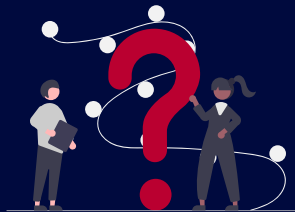
Full Name _____

Date of Birth _____

Service Number _____

Unit Name _____

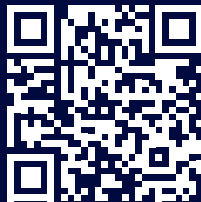
BFPO Number _____



Questions?

The RN FPS Engagement Team Duty Moderators are available from 0800 – 2200, 365 days a year

rnfpsmediamailbox@royalnavymail.mod.uk



forum.royalnavy.mod.uk