

# Social Collaboration in the United Nations

**Teamwork leads to success.** Every day, United Nations staff worldwide collaborate -- in the office, on mission, and across geographic and organizational boundaries -- to understand and resolve the pressing issues the world faces. Evolving technologies allow a modern, connected workforce to set agreed visions and reach common goals. Communities of experts form, interact and share knowledge to find the very best solutions together.

## What is Connections?

Unite Connections is a **knowledge-sharing platform**. It enables seamless collaboration across geographic boundaries, offices and organizations. Knowledge hubs, or groups, within Connections provide a global space where people work on common causes. Professional profiles, blogs, wikis, and forums allow people to access the best and most immediate expertise. Connections also integrates existing tools and applications, such as email, document management, and Microsoft Office. Whether sharing documents, building contacts, or following relevant topics, Connections supports cooperation and meets your day-to-day needs.



## Key Features

- Provides social networking tools: profiles, blogs, wikis, and forums
- Allows real-time co-editing of documents, spreadsheets and presentations with others
- Remembers recent searches, contacts, and documents
- Enables multimedia pages within your community (e.g., text, images, audio, and video)
- Helps prioritize your content when searching ("Rank My Content Higher")
- Exports community events to an external calendar

## Key Benefits

- Collaborate in real-time across the entire world
- Increase knowledge sharing across departments, organizations, and missions
- Share expertise, strategies, policies, lessons, and best practices
- Build, transfer, and retain institutional knowledge
- Work in a unified manner across various offices
- Work at home, in the field, or in transit on a mobile device

# Connections: Social Collaboration for the UN

## Get started with Connections

### Log in to Connections

- Open a browser and go to <https://connections.unite.un.org/>
- Enter your email address (e.g. smith@un.org) and your password (UN staff use webmail password)

### Update your profile

- Select "Profile" from the menu at the top and click "Edit My Profile"
- Update your professional profile:
  - ▶ input contact information, location and photo
  - ▶ load a photo and even a sound file to pronounce your name properly!
  - ▶ share background information such as skills and expertise

### Browse communities and join

- Select "Communities" from the menu at the top and click "Public Communities"
- Browse communities and join any that interest you

### Getting help

- Visit [Connections 101](#), get answers, and find:
  - ▶ FAQs
  - ▶ How to provide access to external users
  - ▶ How-to's and the guide on features
  - ▶ Community best practices and guidelines
  - ▶ Links to download mobile apps and email/desktop plugins
  - ▶ Discussion forums
  - ▶ Updates and much more!
- From the home page, you can also access "[Getting Started](#)." Learn about the applications included in Connections and get to know the tools.



## Connections 101 Support Community

Join this community for support and  
make Connections work for you!

<https://connections.unite.un.org/communities/community/unite101>



## Live co-editing

Connections "Web Editing" for files allows you and others to co-edit documents, spreadsheets and presentations in real-time, internally and securely, without worrying about version control.

Move your work documents from Google Docs and other external providers to Connections today! For help, please contact: [connectionsadmin@un.org](mailto:connectionsadmin@un.org).

## Key policies

- How to classify content and determine where it can be published: [ST/SGB/2007/6 "Information Sensitivity, Classification and Handling"](#)
- How to create, manage and dispose of official records: [ST/SGB/2007/5 "Recordkeeping and the management of United Nations archives"](#)
- What types of websites are allowed? [ST/IC/2014/27 "Internet Filter Upgrade"](#)

## Personalize Connections

### Mobile app

Install the Connections [mobile app](#) on your smartphone or tablet.

### Build your network

Add colleagues from around the globe to your network. Have greater access to expertise and information and get help in your daily work.

### Email notifications

Customize the notifications you receive from Connections to better meet your needs.