

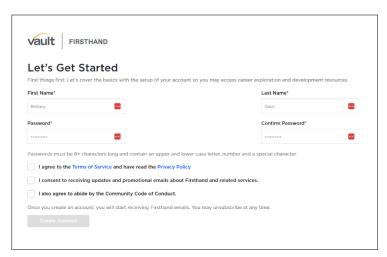
Registration User Guide for Hybrid Mentor & Mentee Role:

1. Enter your email address or sign up through SSO with your network ID or sync with Linkedin



2. Enter in first name, last name and password and agree to Terms & Services

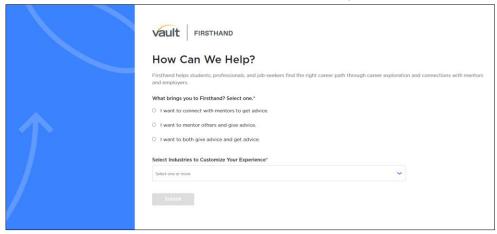
Please note passwords must be 8+ character long and contain an upper- and lower-case number, and a special character.



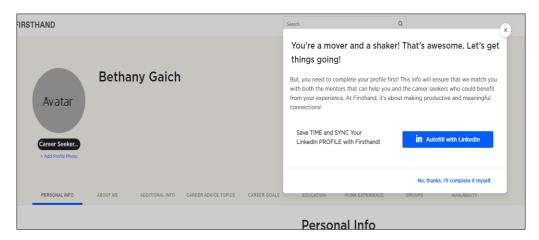


FIRSTHAND

3. How Can We Help – Complete Information on what role your signing up for (mentor, mentee or both). Select Industries of interest from the drop-down menu:



- 4. Verify Your Email
- 5. Fill in Your Profile Once in the platform, you will see the below pop up. You can choose to how you'd like to complete your profile. Depending on the Platform settings, the options may look different.

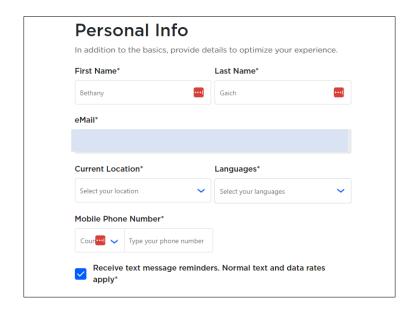




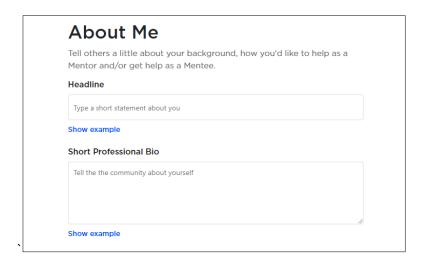


Complete your Profile Information – Complete the attributes in each Profile section. These options may change depending on your Platform Settings. (**Fields required for Complete Registration)

*Personal Info - In addition to the basics, provide details to optimize your experience:



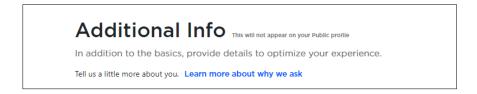
About Me – Tell others a little about your background, how you'd like to help as a Mentor and/or get help as a Mentee:







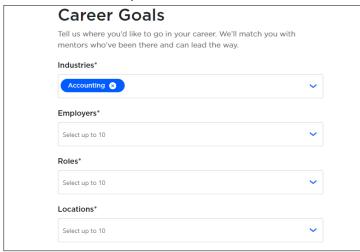
Additional Info - This section will vary by Platform:



*Career Advice Topics – Select topics of interest and we'll match you with mentors who can profile the advice you seek. (These options will differ by Platform):



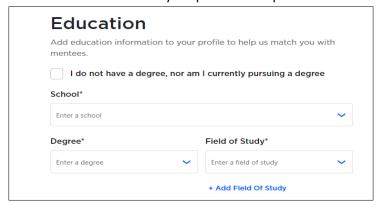
*Career Goals – Tell us where you'd like to go in your career. We'll match you with mentors who've been there and can lead the way:



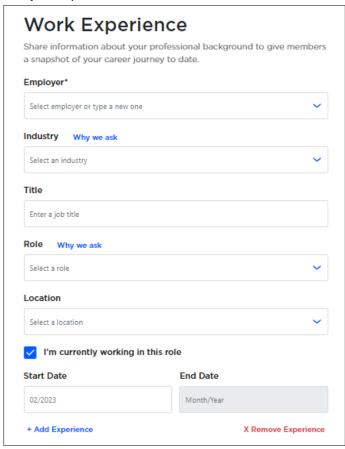




*Education - Add education information to your profile to help us match with mentees:



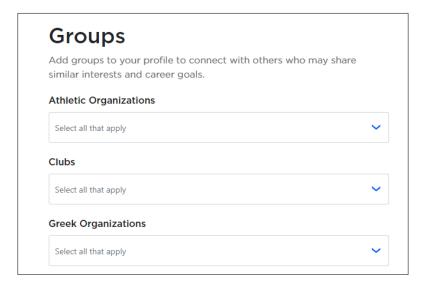
*Work Experience – Share information about your professional background to give member a snapshot of your career journey to date.:





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Groups – Add groups to your profile to connect with others who may share similar interests and career goals. (Group options will differ by Platform):



*Availability – Select the days and hours you prefer to meet. These days and times will appear on your Public Profile so Mentees may book consultation with you:

