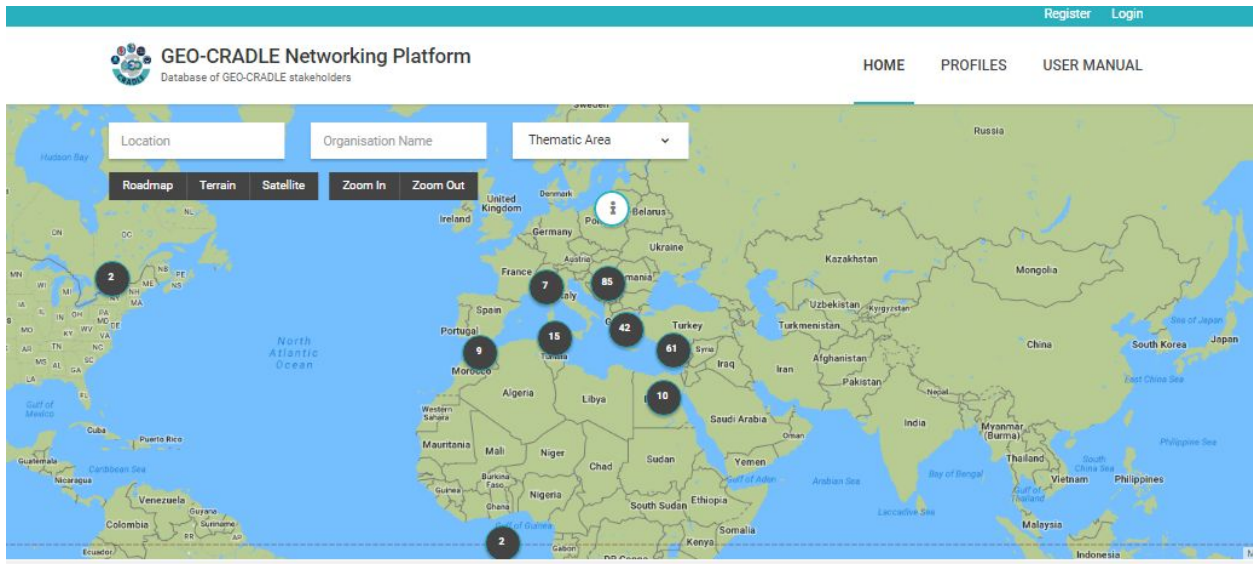


User Manual


1. User Registration

If you wish to register on the Geo-Cradle Networking Platform, please go to the Registration page here <http://cpdev.crowdpolicy.com/geo-cradle-stakeholders/register/> by clicking on the “Register” menu-item on the top header menu.



On the Registration page you will be asked to fill in some basic info, such as the username and email you wish to use for your account. Please fill in the form and click on “Sign Up” button.

Register Login

 **GEO-CRADLE Networking Platform**
Database of GEO-CRADLE stakeholders

HOME PROFILES USER MANUAL

Registration

Username

E-mail

Password

Retype Password

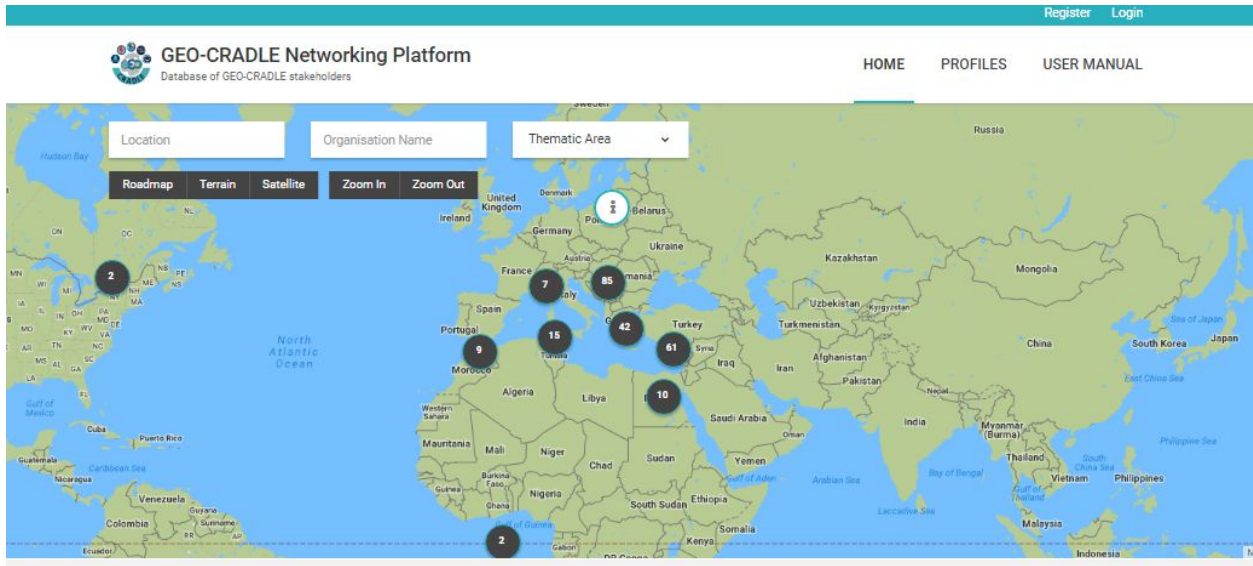
I agree with [terms & conditions](#)

Sign Up

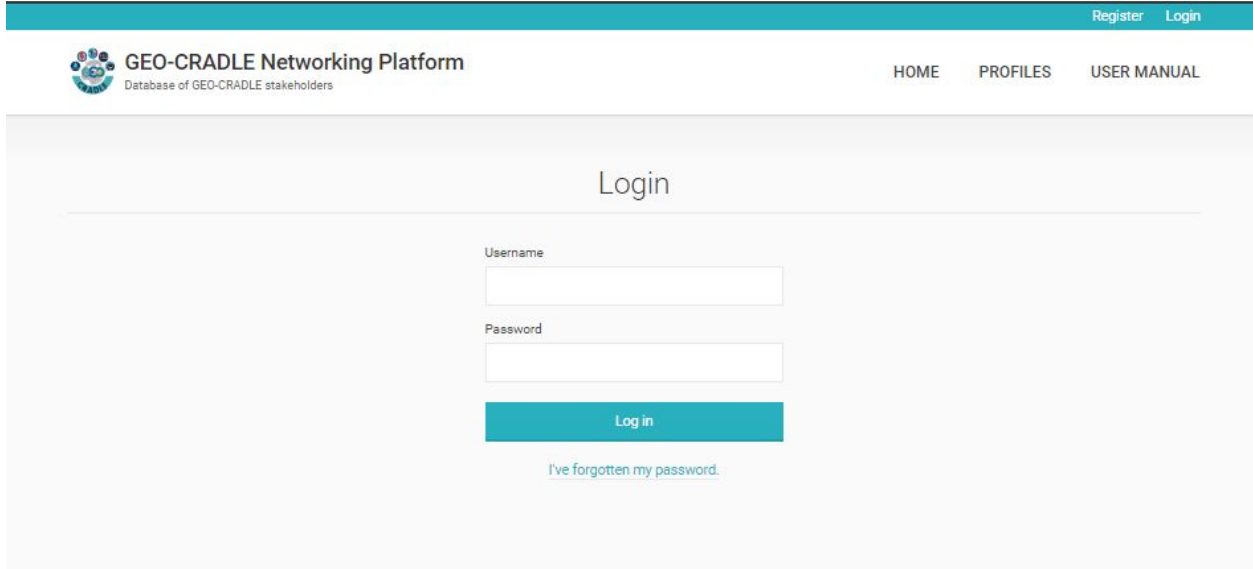
After your submission you will be informed by email with instructions in order to create your profile. For more information please read Section 3 below.

2. User Log In

If you wish to log in on the Geo-Cradle Networking Platform, please go to the Log In page here <http://cpdev.crowdpolicy.com/geo-cradle-stakeholders/login/> by clicking on the “Login” menu-item on the top header menu.



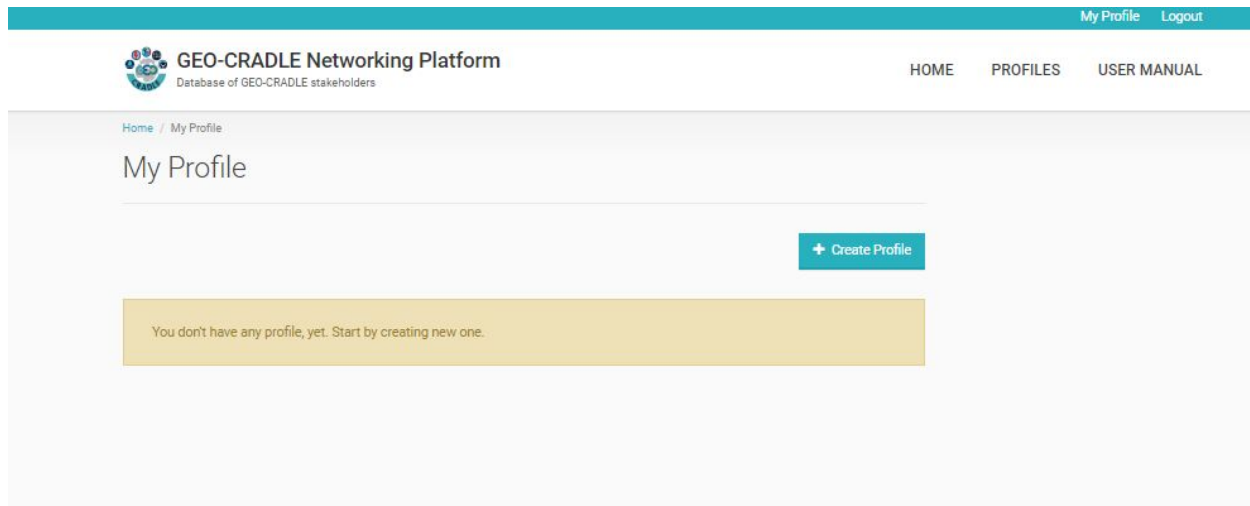
On the Log In Page you will be asked to fill in the credentials you have submitted during your registration.



After your successful log in, you will be redirected to your profile page in order to create your profile. For more information please read Section 3 below.

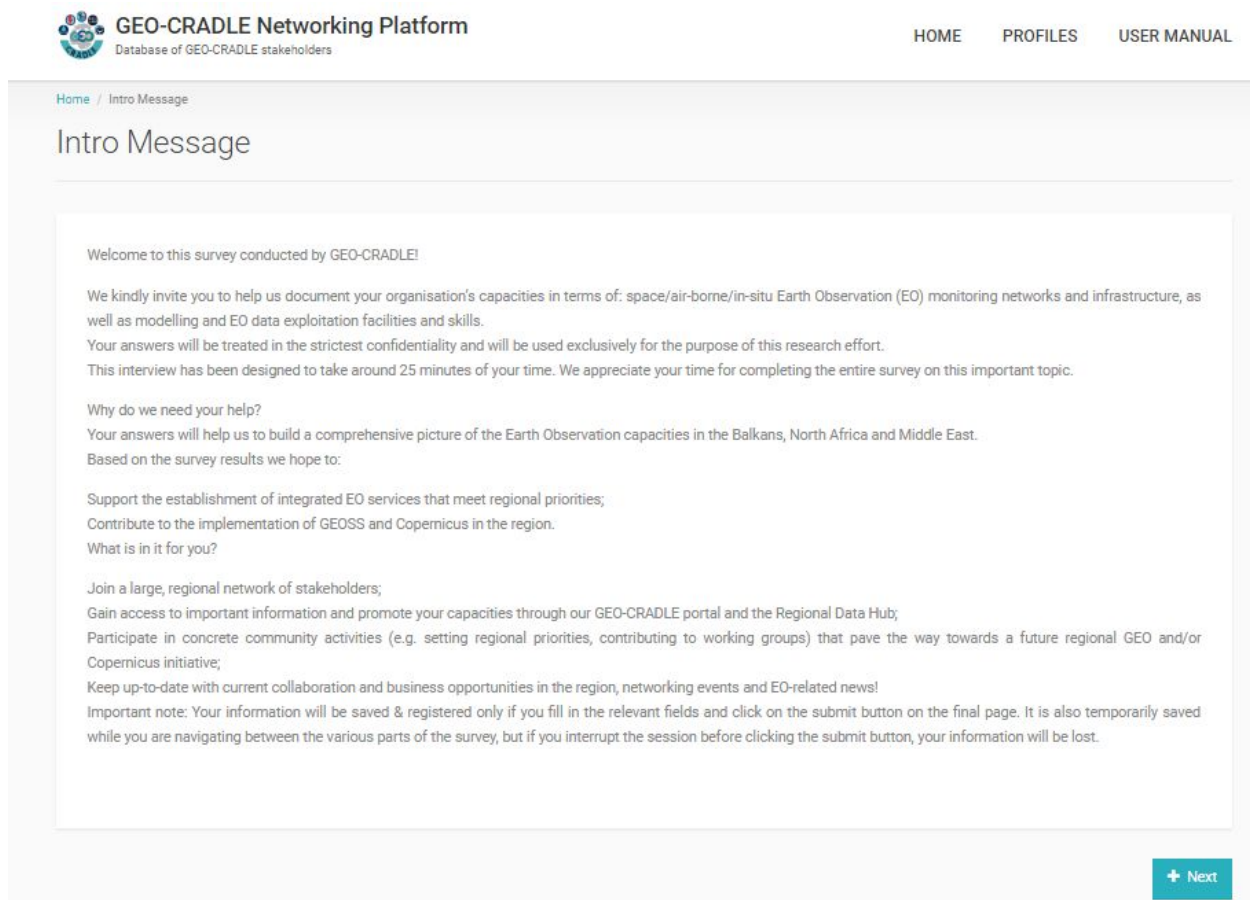
3. Create Profile

After your successful log in, you will be redirected to the page below:



The screenshot shows the 'My Profile' page of the GEO-CRADLE Networking Platform. The header includes the platform logo, name, and tagline 'Database of GEO-CRADLE stakeholders', along with navigation links for 'HOME', 'PROFILES', and 'USER MANUAL'. A secondary header contains 'My Profile' and 'Logout'. The main content area features a breadcrumb 'Home / My Profile', the title 'My Profile', and a prominent blue '+ Create Profile' button. Below this is a yellow message box stating: 'You don't have any profile, yet. Start by creating new one.'

Please click on the “+ Create Profile” button and then follow the instructions in order to fill in and save your profile information.



The screenshot shows the 'Intro Message' page of the GEO-CRADLE Networking Platform. The header is identical to the previous page. The main content area features a breadcrumb 'Home / Intro Message' and the title 'Intro Message'. The message text reads: 'Welcome to this survey conducted by GEO-CRADLE! We kindly invite you to help us document your organisation's capacities in terms of: space/air-borne/in-situ Earth Observation (EO) monitoring networks and infrastructure, as well as modelling and EO data exploitation facilities and skills. Your answers will be treated in the strictest confidentiality and will be used exclusively for the purpose of this research effort. This interview has been designed to take around 25 minutes of your time. We appreciate your time for completing the entire survey on this important topic. Why do we need your help? Your answers will help us to build a comprehensive picture of the Earth Observation capacities in the Balkans, North Africa and Middle East. Based on the survey results we hope to: Support the establishment of integrated EO services that meet regional priorities; Contribute to the implementation of GEOSS and Copernicus in the region. What is in it for you? Join a large, regional network of stakeholders; Gain access to important information and promote your capacities through our GEO-CRADLE portal and the Regional Data Hub; Participate in concrete community activities (e.g. setting regional priorities, contributing to working groups) that pave the way towards a future regional GEO and/or Copernicus initiative; Keep up-to-date with current collaboration and business opportunities in the region, networking events and EO-related news! Important note: Your information will be saved & registered only if you fill in the relevant fields and click on the submit button on the final page. It is also temporarily saved while you are navigating between the various parts of the survey, but if you interrupt the session before clicking the submit button, your information will be lost.' A blue '+ Next' button is located at the bottom right of the message box.

After the Intro page you will be redirected to the first form step by clicking the “Next” button.

The screenshot shows the 'Create Profile' page on the GEO-CRADLE Networking Platform. The page header includes the logo, the title 'GEO-CRADLE Networking Platform', the subtitle 'Database of GEO-CRADLE stakeholders', and navigation links for 'HOME', 'PROFILES', and 'USER MANUAL'. The breadcrumb trail is 'Home / Create Profile'. The main heading is 'Create Profile'. On the right, a 'Progress' sidebar lists six steps: 1. Profile Info (active), 2. General Info, 3. Activity Focus, 4. Capacities, 5. National Activity, and 6. Engagement in GEO-CRADLE. The main form area contains the following fields and buttons:

- Stakeholder Name (This will be displayed as your Profile name)***: A text input field.
- Description**: A large text area for a detailed description.
- Profile Photo**: A section with the text 'No image selected' and an 'Add Image' button.
- Cover Photo**: A section with the text 'No image selected' and an 'Add Image' button.
- Save**: A button at the bottom of the form.

After finishing the process above, you will be informed for your profile successful submission with a message on your screen.

Also, by clicking on the top header menu-item “My Profile”, you can edit, delete or view the status of your profile. A system administrator should check your submission and publish it. When this happens your profile status will be changes from disabled to published.

Home / My Profile

My Profile

✓ Profile published

DISABLED



fff

0 views



Edit



Change Profile Information



Remove

STAKE HOLDERS

Navigation

My Profile

Change Password