

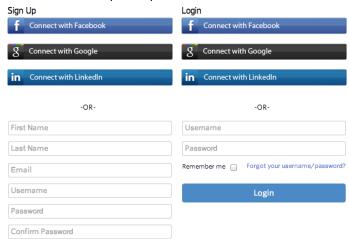
How to contribute to ImpactSpace:

- 1. Go to www.impactspace.org
- 2. Click on login on the top right corner

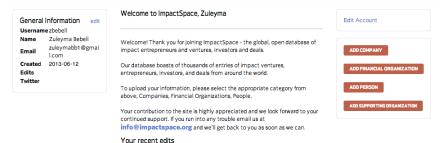
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IMPACTSPACE beta
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3. You can log in by using your Facebook, Gmail or LinkedIn account or you can create an ImpactSpace account:

About > Blog > Join > Login



4. You will be directed to a welcome page. On the right hand side of the screen you will see the options to add a company, financial organization, person, or a supporting organization.



5. Pick one of the options on the right or at the top of the screen to start. Simply follow the instructions in the next page. While only two fields are required (name of entity and url), we highly encourage you to create a profile with as much information as possible.



New Company Submission Welcome! To submit a Company, please enter as much information as you can (otherwise leave bla If you have any issues with the form, please let us know. Note: Your ImpactSpace profile will be placed in a moderation queue before going live. Entries will g a 24 to 48 hour time period. You will be able to make further edits once your entry is live. Name * Mission Statement Category Choose one ‡ Certifications Choose one ‡ Mitp:// Blog http:// Blog Feed URL

- 6. Your ImpactSpace profile will be placed in a moderation queue before going live. Entries will go live within a 24 to 48 hour time period. You will be able to make further edits once your entry is live.
- 7. You will receive a confirmation email once profile has been approved. You can then come back to your profile and make any necessary changes and additions as needed.
- 8. Share your profile on social media!



Notes on linking:

* One of the great features of ImpactSpace is the ability to link the founders, team, investors and investments to any of the company/impact investor's profiles.

However, before you are able to link a person or an investment, the profile must already exist in the database. Follow the instructions from step 5-7 to add a new profile. Once the profile has been approved, you can return to the company/impact investor profile to link. If the name of the

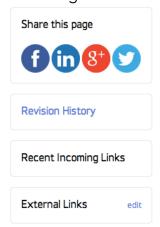


person/company/impact investor/supporting organization is already in the database, the name will be recognized and added to the profile.

Note: We have an auto-complete function which helps prevent duplicates. As you are typing names will appear and you can select the appropriate entry.



2. Linking your blog post to an ImpactSpace profile: On the right hand side of the profile page you will see 'External Links' tab.



3. Click on the edit button to add the link to your post: A screen will appear indicating where to add the URL and the Title of your post. You can also use this tab to add videos to your profile. In here, you can also add Power Point presentations, PDFS and other relevant material.



Add any important links he interest.	ere. Well-written articles about the company are of
Please do not include a link	to this company's homepage.
Title*	URL* (Eg: http://example.com) add
Attachments (Word docs, Powerpoints, PDFs) Title add Save	

If at any point during this process you have any questions or concerns, please email us at info@impactspace.org.