

Dear Colleague,

We are delighted that you would like to sign up for the Supply Chain Sustainability School and become a member! Please follow the simple, step-by-step guidance below to get your account all set up and do not hesitate to contact <u>becky@supplychainschool.co.uk</u> should you need any assistance.

Step 1: Visit the Supply Chain Sustainability School website and select "Sign Up".

<u>Step 2:</u> Complete your personal details in the form (shown below), choose a password which is confidential to yourself and press submit.

SCHOL Home About a Learn a	larkets v Topics v Partners v Contact v	
Create account		
create account		
wempership to the school and the use or all resources, exeaming in	es and attendance or workshops is completely thee or charge, all we ask is that you register with us so we can recomment the most appropriate searning.	
We will not share your deans to any artipances without your perints	commenciate and allocative restorations. There are not matching to an existing process it mostly user commonly has not user predictored with the School	
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	Entry your company entual address.	
Password	*	
	The previousl must have at level 8 characters, at least 1 digits, at level 1 lower case letters), at least 1 upper case letters), at level 1 non-abhammetic characters such as an 1, or	,
Password (again)		
Firstname		
Sumame		
City/town	•	
Region	* Choose +	
Mobile number		
Desferrenzes		
Preferences		
Please select 1 or more topics your organisation is interested in		
	 Sustainability Offsite Management Lean BM 	
Please select any markets your organisation is interested in		
	Construction FM Homes Infrastructure Scotland Wales	
Please select between 1 and 3 trade categories your organisation op	es in	
	Choosal a tradie	

<u>Step 3:</u> Select which of the industry's key clients and contractors your organisation works with, by either selecting from the drop down menu, or typing their names. (**NB:** *You are able to skip this step.*)

Contractors			
Please select the organisations that you that you would class as your of	current customers (over the last 12 months)		
	📝 BIM 📝 Lean 📝 Management 📝 Offsite 📝 Sustainability		
	Scotland 🧭 Wales 🙄 Construction 🎯 FM 😺 Homes 🐨 Infrastructure		
Company	No selection		
	Search		
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<u>Step 4:</u> If you register using an email doamin which is already linked with a corporate account in the School, our system will detect this and will prompt you to join your organisation's existing account, as below:

Join company					
Name		Action furthermore			
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To ask to join the account, simply click the "request" button. The owner of the account will be contacted to accept or decline your request. (**NB**: *You are still able to access all the School's resources whilst you wait for your corporate administrator to accept you.*)

In this case, please skip step 4.5.

<u>Step 4.5:</u> If your email domain does not already exist in the School's database you will be prompted to search for your company, or create a new one by selecting "can't find your company". Please complete the registration form as prompted.

Create company			
There are required fields in this form marked 🗯			
Company	•		
Email	*	test@generic.com	
Domain		generic.com	
Address			
City/town			
Country			
Postal code	*		
Telephone			
Website			
Company size		Choose	•
Job title			
Job type	*	Choose	•
Level		Choose	•
		Are you happy for us to list yo	our company as a member of the School on the public website?
		CHEATE COMPARY DETAILS	CANCEL