



1. Register a user account

From the homepage, create a user account by entering a username, email address and password. You will be emailed an activation code, which finalises setting up your user account.

Dashboard
(your online content all in one place)

Getting Started Dashboard Profile

It's free to sign up

The Dashboard is a prototype developed by the University of Nottingham for the RCUK funded project 'Scaling the Rural Divide'. Sign up to the Dashboard for free and connect your business to the world wide web.

Username

Email

Password

Confirm Password

[Create Account](#)

3. Adding services to your dashboard

Behind each category is a list of services that you can add to your dashboard. Click 'Add to dashboard' on the services you want or click 'Tutorial' to find out more.

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Communicate with Customers

Twitter
Twitter allows fast communication with your audience through 140 characters.

Email
Email is the most popular way of sending electronic messages on the Internet. It give you a way of being reached and allows you to get in contact with businesses that are online.

Facebook
A Facebook Page is for a business, organisation or brand to share their stories and connect with people.

[Tutorial](#) [Add to Dashboard](#) [Tutorial](#) [Add to Dashboard](#)

2. Getting started

The getting started page, lets you browse by category to find online services that might interest you for your business.

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- 1 Market Your Business**
Market your business on the web and reach out to more customers. A business website can help you get noticed more. It is like having a shop window on the Internet, where customers can find you every day of the year. Also, if you are locally based, having a web presence will open your business up to new markets and customers outside your local area.
[Find out more](#)
- 2 Branding and Identities**
Your business might be a part of a community or under a head organisation, institute or company. It might even be sponsored, labelled or badged, which can give your business a higher quality of genuineness and professionalism. Learn about some of the online badging and branding services, which can give your business for customers to see.
[Find out more](#)
- 3 Communicate with Customers**
Communication with customers is important for your business. The Internet has a range of website services, which makes communication with customers simpler. These services can help you deliver news to your customers, allow you to listen to what customers have to say and let you answer customer questions.
[Find out more](#)
- 4 Know Who Your Customers Are**
Would you like to know who visits your website? or what your customers are most interested in? Understanding your customer base can help you run a better business and can allow you to see what areas gain you the most amount of profit. You can also get customer statistics on the website services you use.
[Find out more](#)
- 5 Sell Online**
If your business sells items or products, you could expand your reach and have a 24-7 shop on the Internet. Popular websites such as Ebay and Etsy allow anyone to sell items on the Internet.
[Find out more](#)
- 6 Send Packages**
If you sell items online or want to send packages to destinations on a regular basis, you might want to take a look at some of the services that can help you do this. There are delivery services that can make it sending/receiving parcels easy.
[Find out more](#)

4. Manage your dashboard

Connect services with your Dashboard and manage your multiple accounts through the Dashboard.

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Post about Placebooks
You haven't posted in 2 weeks. Regularly post content to Facebook in order to build a relationship with your customers. Keep posts as short and concise as possible and begin a dialogue with your audience by asking them a question.
(What have you been up to?) [Post](#)

Placebooks wants to be able to use your Another Badge badge
[Placebooks](#) wants to join your badge scheme, [Another Badge](#). In order for them to use it, you need to give them permission.
[Accept Placebooks](#) [Remove](#)

Create a Badge
Badge Name
Badge Icon Choose File No file chosen
Badge Description
[Post](#)

Service Visitors

Facebook	593
Website	1419

6. Profile


Your profile is an automated web page, which aggregates your data from the services that you add to your dashboard. It's automatically kept up to date by pulling information from the services that you use and update. If you don't already have a website, you can use your profile page as a front-facing web page.



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Placebooks

  
[Community Award](#) [Test Badge](#)

PlaceBooks enable you to create digital booklets about your favourite places and interests. You can take them with you on your mobile phone to find your way around the places you visit and to locate the things that interest you. You can also share them with your friends and other PlaceBook users.

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[Placebooks](#)
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Facebook — 15 May