

Social Innovation Challenge

Firstport Community Portal
instructions: registering an
Expression of Interest

Getting into our Community Portal

Find the 'Log in' button at the top right of any Firstport page and click on it.

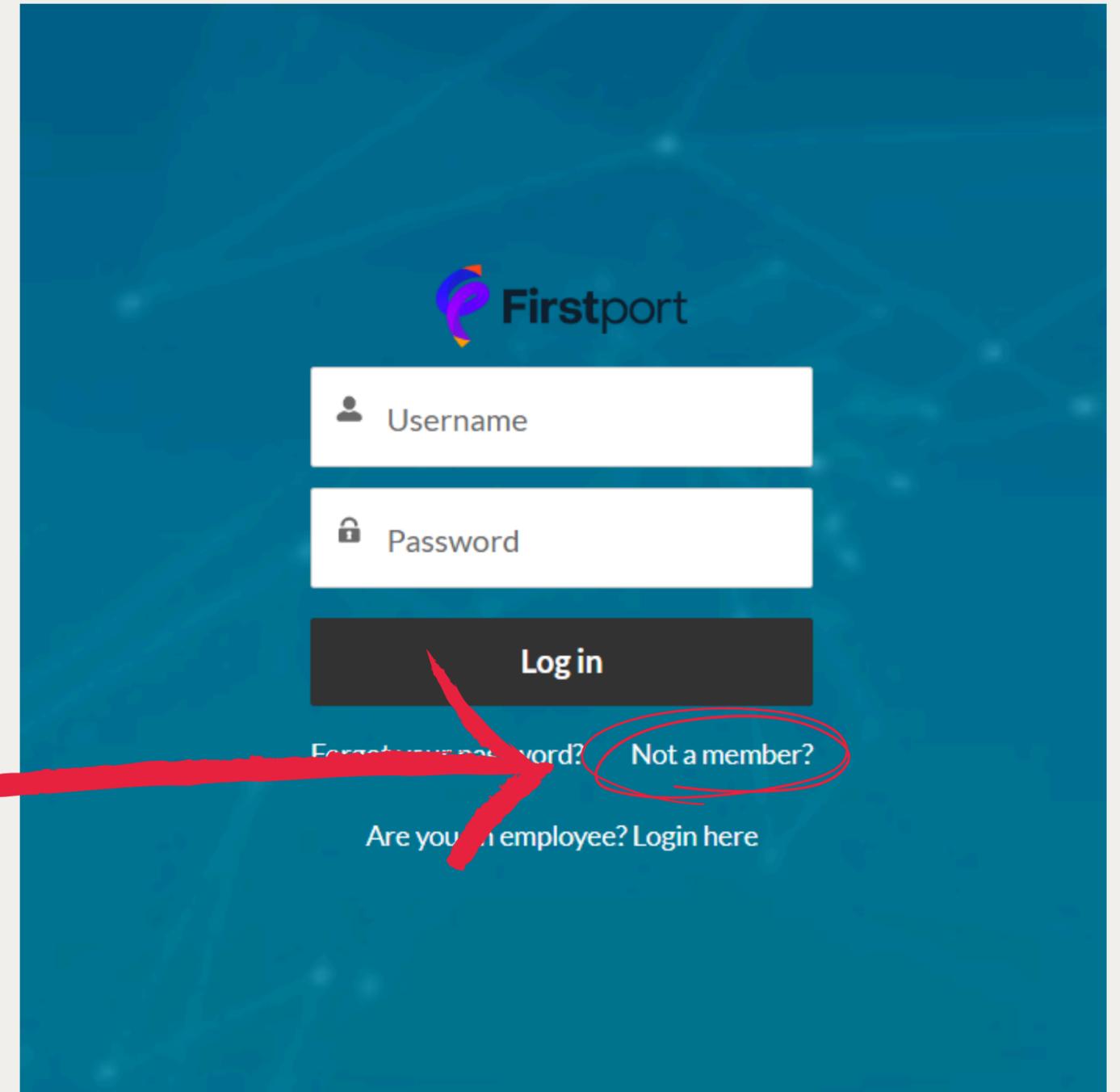
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Getting into our Community Portal

A) Is this your first time interacting with Firstport?

Click on 'Not a member?' to create a new account.

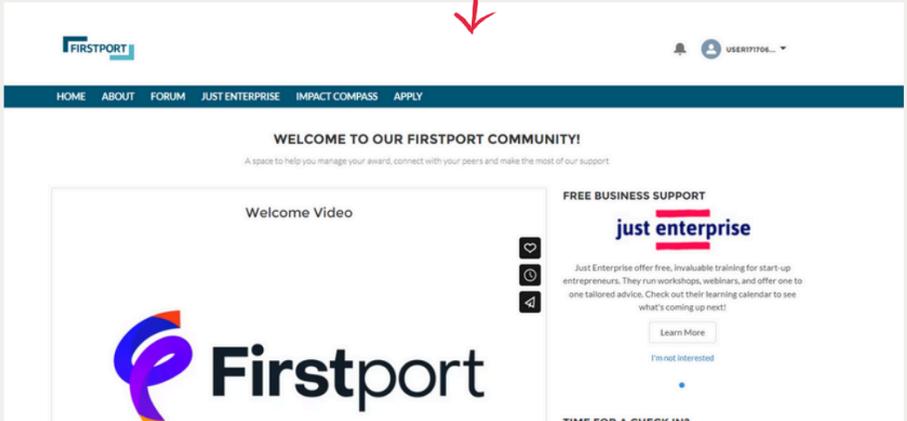


The image shows a screenshot of the Firstport login page. At the top center is the Firstport logo, which consists of a stylized 'f' icon in purple and blue followed by the text 'Firstport'. Below the logo are two white input fields: the first is labeled 'Username' with a person icon, and the second is labeled 'Password' with a lock icon. Below these fields is a dark grey 'Log in' button. Underneath the button, there are two links: 'Forgot your password?' and 'Not a member?'. The 'Not a member?' link is circled in red. A large red arrow points from the text on the left towards this link. At the bottom of the page, there is a link that says 'Are you an employee? Login here'.

Getting into our Community Portal

Fill in the information.

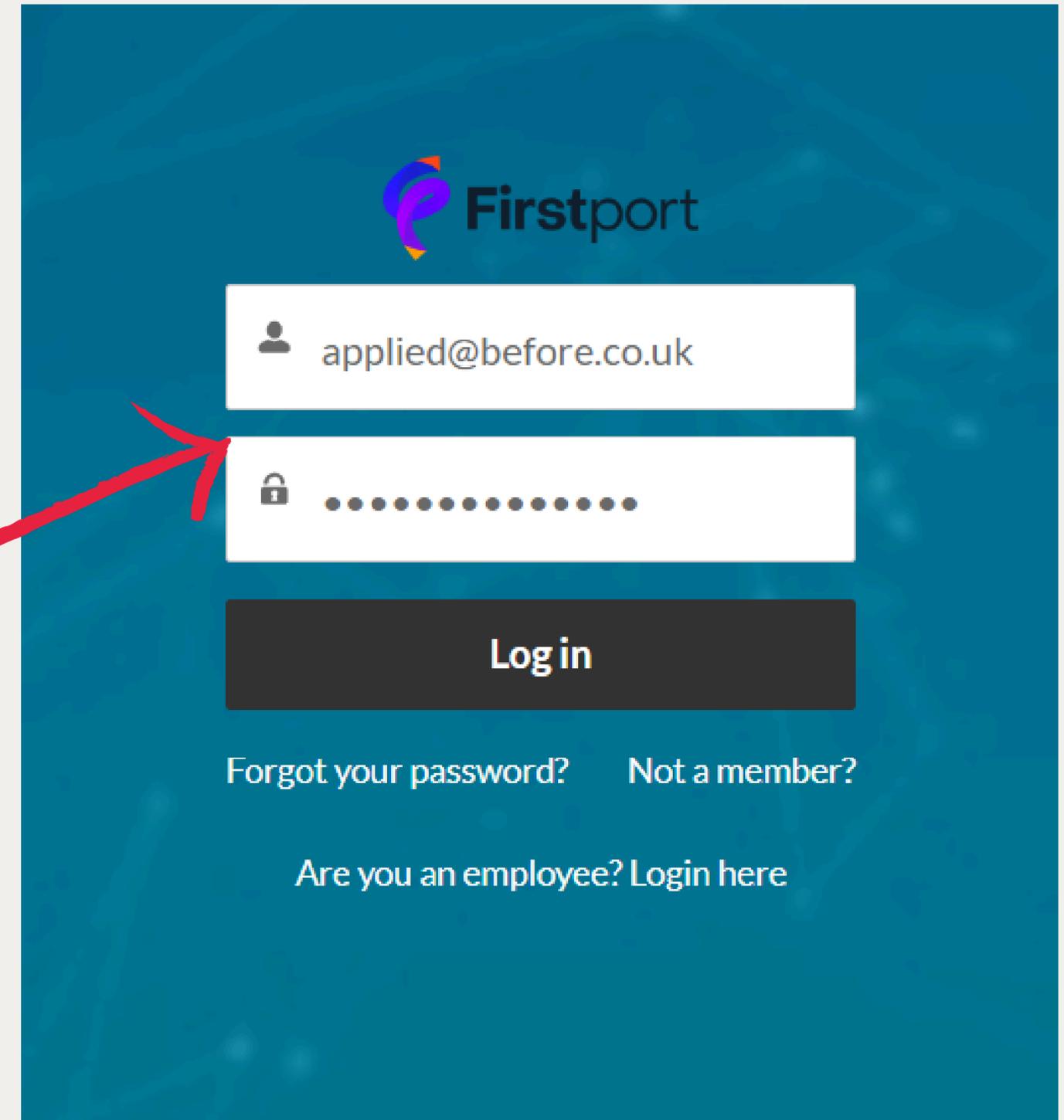
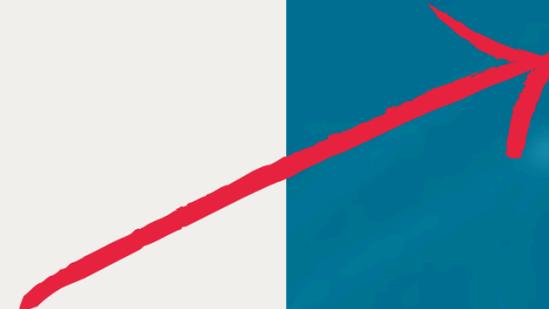
Then click 'Sign Up', which will automatically take you to our portal.

A registration form for the Firstport community portal. The form is set against a dark teal background. At the top, the Firstport logo is displayed. Below the logo, the text reads: "Join the community to receive personalized information and customer support." The form consists of several input fields: "First Name", "Last Name", "Email", "Create Password", and "Confirm Password". Each field has a corresponding icon (person, envelope, or lock). At the bottom of the form, there is a dark grey button labeled "Sign Up", which is circled in red. Below the button, the text "Already have an account?" is visible. A red arrow points from the "Sign Up" button in the registration form to the "Sign Up" button in the navigation bar of the home page screenshot.

Getting into our Community Portal

B) Do you already have an award from Firstport?

If you have recently used this portal to manage your award, use the same email address and password as before to log in.



The image shows a login form for the Firstport community portal. The form is set against a teal background. At the top right, the Firstport logo is displayed. Below the logo, there are two white input fields. The first field contains the email address 'applied@before.co.uk'. The second field contains a password represented by a series of dots. A red arrow points to the password field. Below the input fields is a dark grey 'Log in' button. At the bottom of the form, there are two links: 'Forgot your password?' and 'Not a member?'. At the very bottom, there is a link that says 'Are you an employee? Login here'.

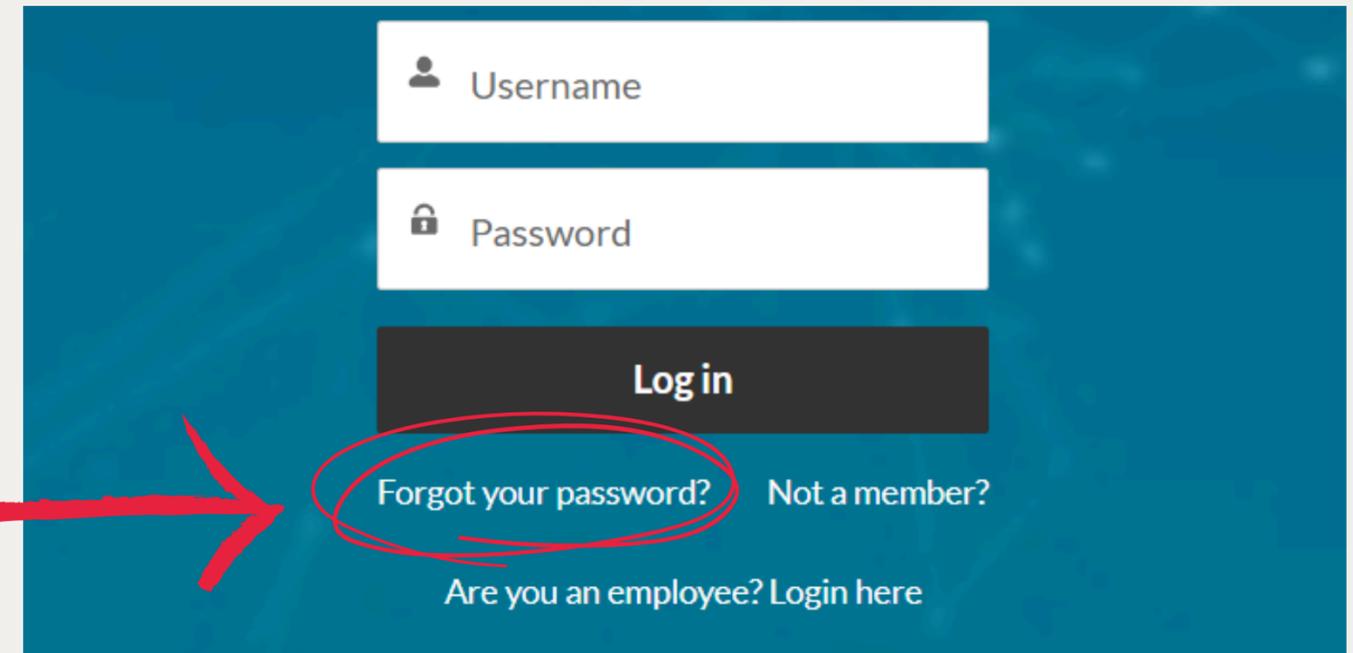
Getting into our Community Portal

C) Did you apply to Firstport before, but haven't used the portal?

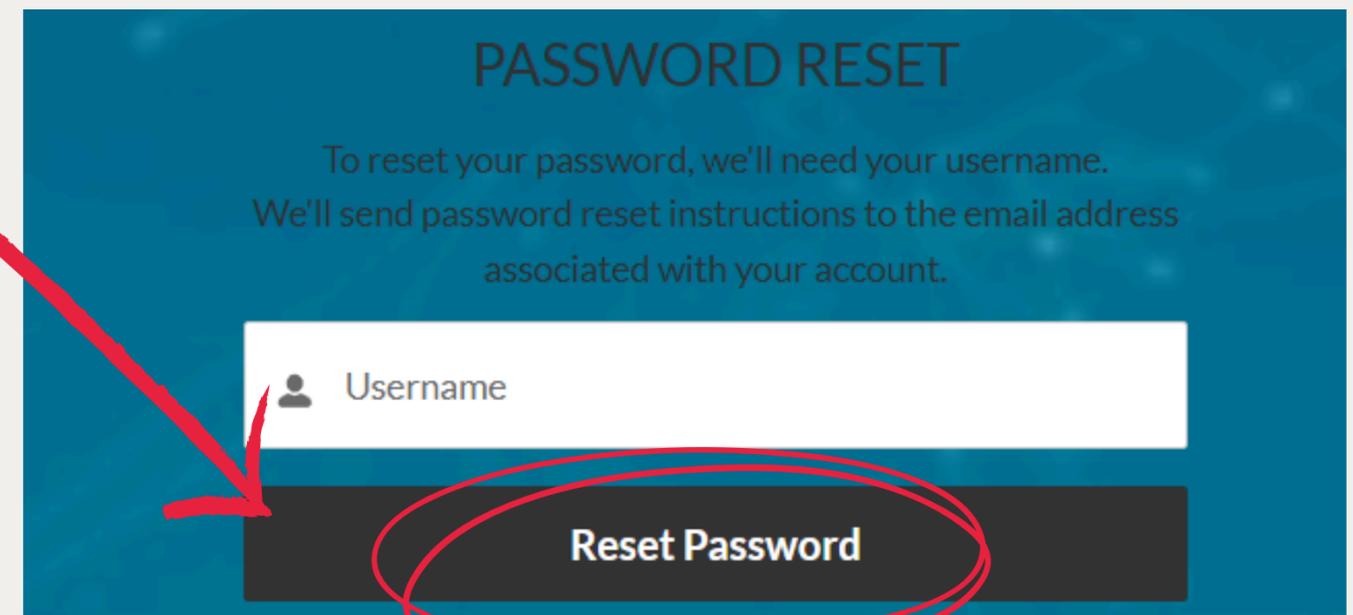
Click on forgot password:

Then enter your **email address** and click on 'Reset Password'.

You will receive an email with a link to help you set up a new password.



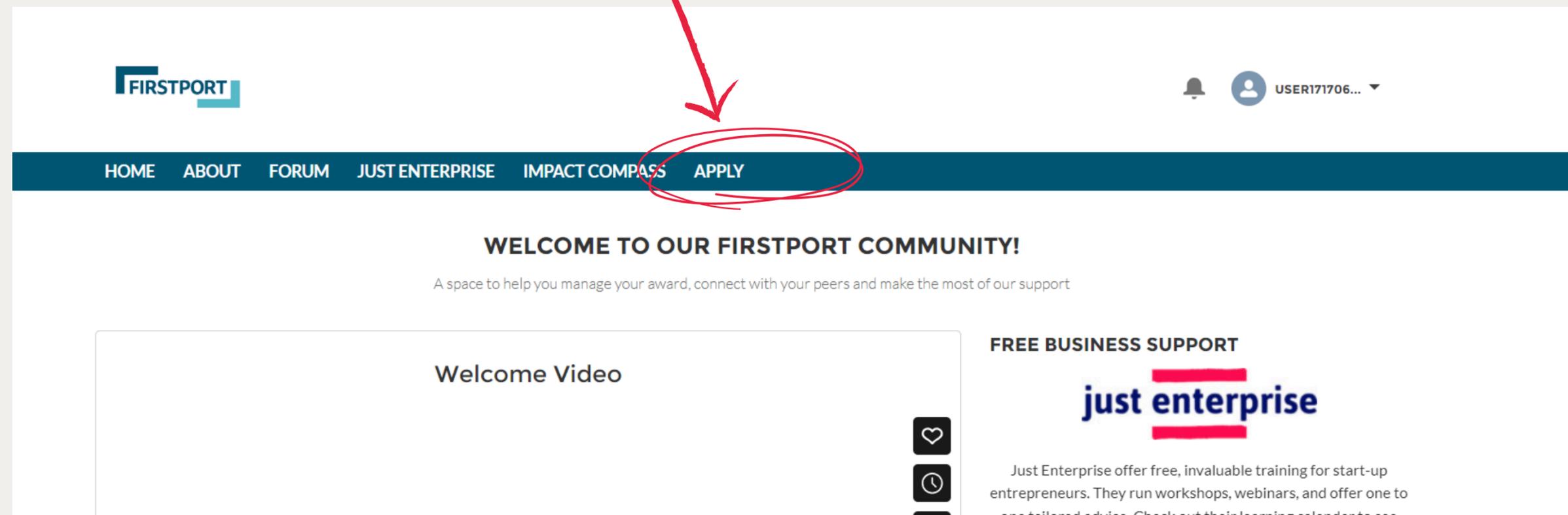
A screenshot of a login page with a teal background. It features a white input field for 'Username' with a person icon, a white input field for 'Password' with a lock icon, and a black 'Log in' button. Below the button are two links: 'Forgot your password?' (circled in red) and 'Not a member?'. At the bottom, there is a link that says 'Are you an employee? Login here'. A red arrow points from the text 'Click on forgot password:' to the 'Forgot your password?' link.



A screenshot of a 'PASSWORD RESET' page with a teal background. The text reads: 'To reset your password, we'll need your username. We'll send password reset instructions to the email address associated with your account.' Below this is a white input field for 'Username' with a person icon. At the bottom is a black 'Reset Password' button (circled in red). A red arrow points from the text 'and click on 'Reset Password'' to the 'Reset Password' button.

Filling in a Social Innovation Challenge Expression of Interest

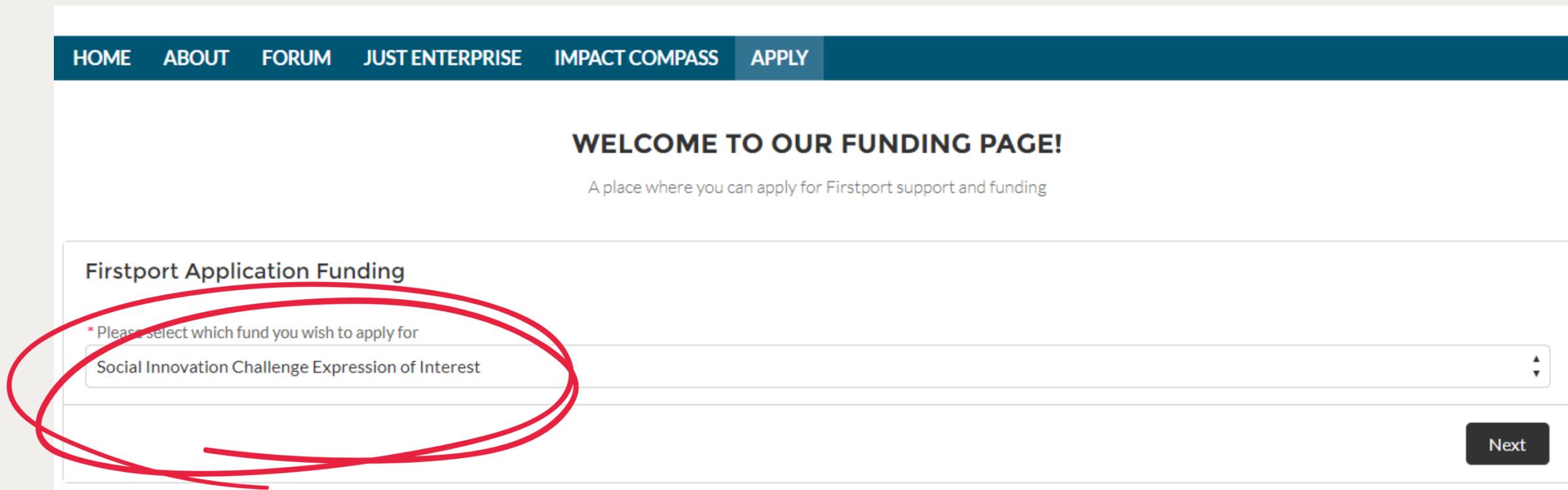
Click on the 'Apply' tab:



The screenshot shows the top navigation bar of the Firstport website. The 'FIRSTPORT' logo is in the top left. In the top right, there is a notification bell icon and a user profile icon labeled 'USER171706...'. The navigation menu is a dark teal bar with white text for the following items: HOME, ABOUT, FORUM, JUST ENTERPRISE, IMPACT COMPASS, and APPLY. The 'APPLY' tab is circled in red, and a red arrow points from the text 'Click on the 'Apply' tab:' to it. Below the navigation bar, the main content area features a 'WELCOME TO OUR FIRSTPORT COMMUNITY!' heading, a sub-heading 'A space to help you manage your award, connect with your peers and make the most of our support', a 'Welcome Video' placeholder, and a 'FREE BUSINESS SUPPORT' section for 'just enterprise'.

Filling in a Social Innovation Challenge Expression of Interest

Select 'Social Innovation Challenge Expression of Interest' from the drop down list and then click 'Next':

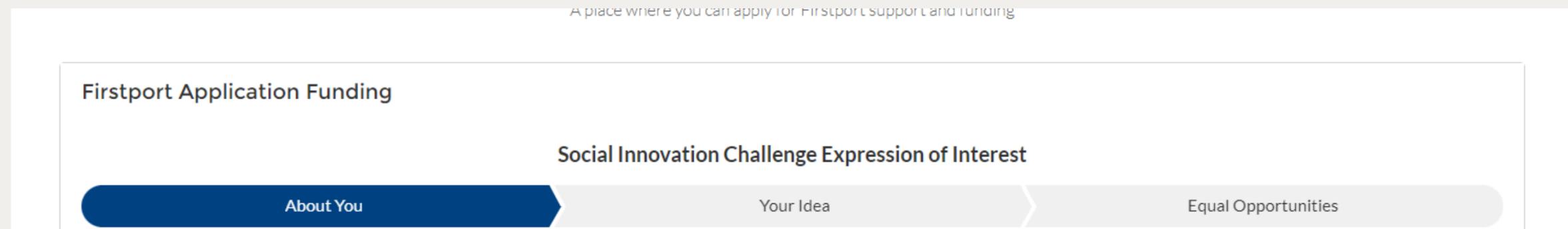


The screenshot shows a web application interface. At the top, there is a dark teal navigation bar with white text links: HOME, ABOUT, FORUM, JUST ENTERPRISE, IMPACT COMPASS, and APPLY. Below the navigation bar, the main content area has a white background. It features a heading "WELCOME TO OUR FUNDING PAGE!" followed by a sub-heading "A place where you can apply for Firstport support and funding". Below this, there is a section titled "Firstport Application Funding". Inside this section, there is a red circle highlighting a dropdown menu. The dropdown menu has a red asterisk and the text "* Please select which fund you wish to apply for". The selected option in the dropdown is "Social Innovation Challenge Expression of Interest". To the right of the dropdown menu, there is a dark teal button with the text "Next".

Filling in a Social Innovation Challenge Expression of Interest

Fill in the necessary information under each tab, clicking 'Next' at the end of each page.

Once you click 'Next' on the final tab ('Equal Opportunities') your expression of interest will be automatically submitted.



Filling in a Social Innovation Challenge Expression of Interest

If you have any issues, get in touch with us at:
info@firstport.org.uk or directly with Carmen, the SIC
Programme Manager, at carmen@firstport.org.uk.

Firstport Application Funding

Thank you for your application!

Your application number is APP7705

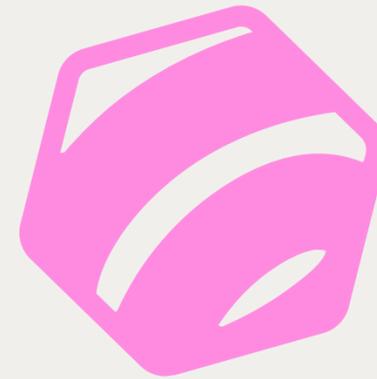
Thank you for filling in our form. You should receive an email with a booking link for the information sessions shortly. This may go into your junk mail folder.

If you have any other questions in the meantime, or if you haven't received the email, please feel free to get in touch with Carmen, our Social Innovation Challenge Programme Manager at carmen@firstport.org.uk.

Finish



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Social Innovation Challenge

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