



## NONPROFIT GUIDE

# HOW TO BUY AND STORE CRYPTO



## INTRODUCTION

These guides are intended to help you take information presented in our webinar series and translate that into practical knowledge.

Nonprofit Guide 1 will take you through the stages of setting up a crypto exchange and wallet, how to add funds, and to buy your first cryptocurrency.

Once you have completed the guide, you'll be well on your way to using cryptocurrency for yourself and your organization.

This guide is intended as a quick introduction to the world of cryptocurrency, so is far from definitive. We encourage you to take the lessons learned and explore further. It is not intended to be financial advice.

## A GUIDE FOR LEADERS

To understand cryptocurrency, there's no better way than simply to get your feet wet by buying some.

It doesn't have to be a large amount. We recommend starting with a small figure, experimenting, and only adding more once you're fully comfortable and confident. While it might seem daunting at first, it's very simple once you're set up.

### DISCLAIMER

Decisions regarding investments, specific investment choices, and timing are entirely up to you. Please be aware that THIS GUIDE DOES NOT PROVIDE INVESTMENT ADVICE. It is simply a how-to on the basics of buying and storing your crypto via Coinbase. There are other crypto exchanges that you may choose to use. Coinbase is included in this resource guide because it is "one of the largest and most well-known exchanges."

# SIGN UP FOR AN EXCHANGE

## EXCHANGES

The most popular way to buy and sell cryptocurrencies is through exchanges. These online platforms make it easy for users to trade regular money into cryptocurrency, similar to trading one currency for another at an airport foreign currency exchange. They do this by allowing you to create an account and link a bank account or credit card to make a deposit. For this guide, we'll be focusing on Coinbase. If Coinbase isn't available in your location, simply search the web for "exchanges" in your country.

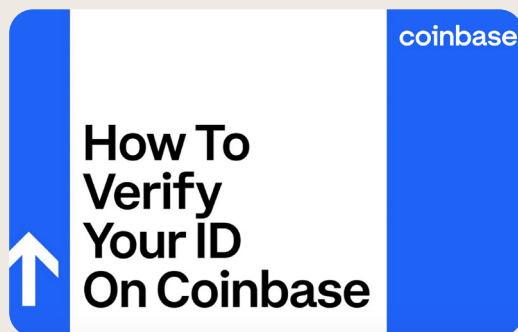
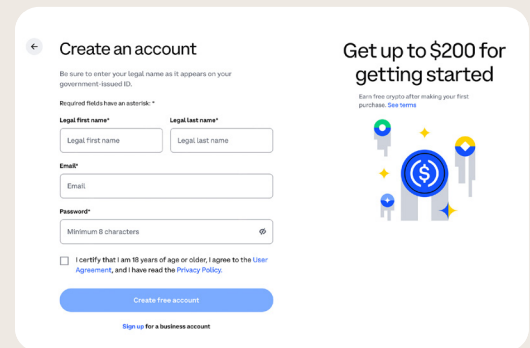
Coinbase offers several advantages for CSO leaders. Primarily, it is a wallet and an exchange in one, easily allowing you to buy and store your crypto all in the same place. Because Coinbase provides a "custodial" wallet, you don't have to worry about the added concerns of managing private keys. It is a reputable and secure platform with a wide range of supported cryptocurrencies. It has a user-friendly interface, specialized institutional solutions, strong regulatory compliance, and robust security measures. Its institutional-grade offerings, such as Coinbase Custody, provide added security and services for organizations. However, it's important for business leaders to conduct thorough due diligence, consider their specific needs, and ensure compliance with regional regulations when using Coinbase or any cryptocurrency platform for business purposes.

### STEP 1 SIGN UP FOR AN ACCOUNT ON COINBASE

Signing up for an exchange like Coinbase is very simple. All you need to sign up is your name, a valid email address, date of birth, home address, and a valid government-issued ID.

Visit <https://coinbase.com> and click the **Get Started** button on the top right of the page.

Just provide your name, email, and the password you'd like to use when signing into the Coinbase Exchange. After that, just click **Continue** and you'll be sent an email verification. Once you've clicked that, you'll be ready to get verified.



### STEP 2 GET VERIFIED

To comply with financial regulations and ensure the security of your account, Coinbase will ask for identity verification. This usually involves providing a photo of your government-issued ID (such as a driver's license or passport) and taking a selfie for facial recognition.

Follow the on-screen instructions to upload your ID and take a clear selfie. Make sure the documents are well lit and visible.

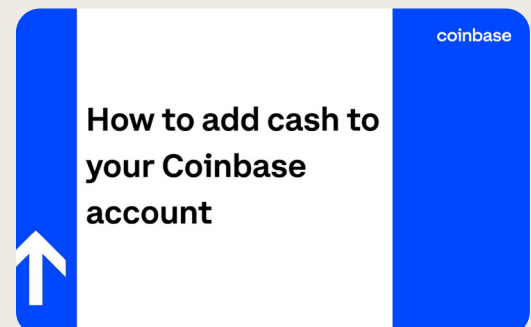
For more information on getting verified, including what's needed for your jurisdiction, [visit the Coinbase website](#).

### STEP 3 ADD A PAYMENT METHOD

You'll need to link a payment method to your Coinbase account. Coinbase accepts various payment methods, including bank accounts and credit or debit cards. To add a payment method:

- 1 Click **Settings** or **Add a payment method**.
- 2 Follow the prompts to add your preferred payment method.
- 3 You may need to verify your bank account or card by providing additional information.

The exact information varies depending on location, so if you run into any difficulties, [visit the Coinbase website](#).



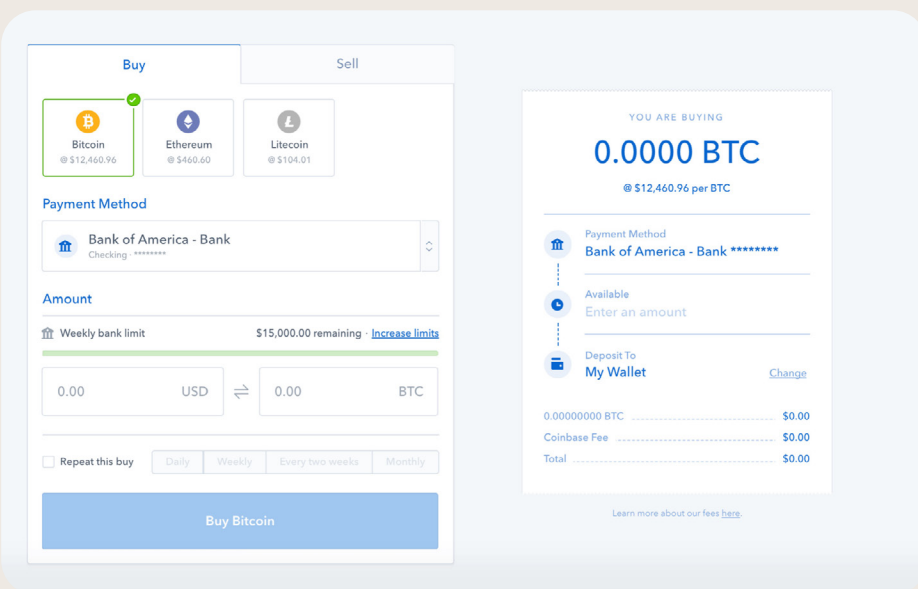
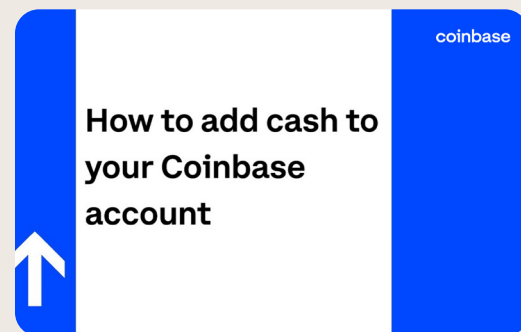
## STEP 4 ADD FUNDS

Click **Portfolio** or **Assets** to access your account's wallet.

Click **Add Cash**.

Enter the amount you'd like to add and select your payment method. Review the details and click **Add Cash Now**.

If you're buying cryptocurrency with a bank account or credit or debit card, follow the prompts to link your payment method and specify the amount you wish to purchase.



## STEP 4 BUY YOUR FIRST CRYPTO

Click **Buy/Sell** from the upper right-hand corner of the page.

Then select the cryptocurrency you'd like to purchase. Bitcoin is a typical choice for first-time buyers, but the choice is up to you!

Enter the amount you'd like to buy in your deposited currency. Start with a small amount, and never buy more than you're willing to lose.

Click **Preview Buy** to confirm your purchase (you can always click the back arrow to make a change).

If the details are correct, click **Buy** to complete your purchase. Congratulations! You are now the proud owner of cryptocurrency!

## Do you have any questions?

Drop us a message at [makerlabs@techsoup.org](mailto:makerlabs@techsoup.org)

This guide is supported by an award from the [Filecoin Foundation for the Decentralized Web](#).