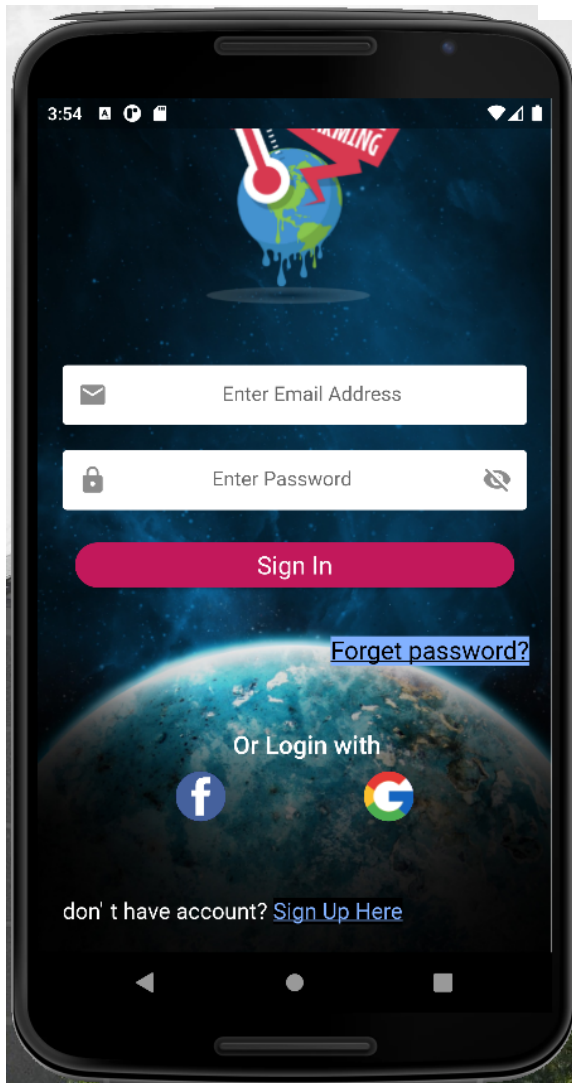


Welcome!

You have just downloaded the Climate Awareness application. This guide will serve to guide you through setting up the up and will provide you with basic usage skills and tips.

## 1. Creating an account (first time user)

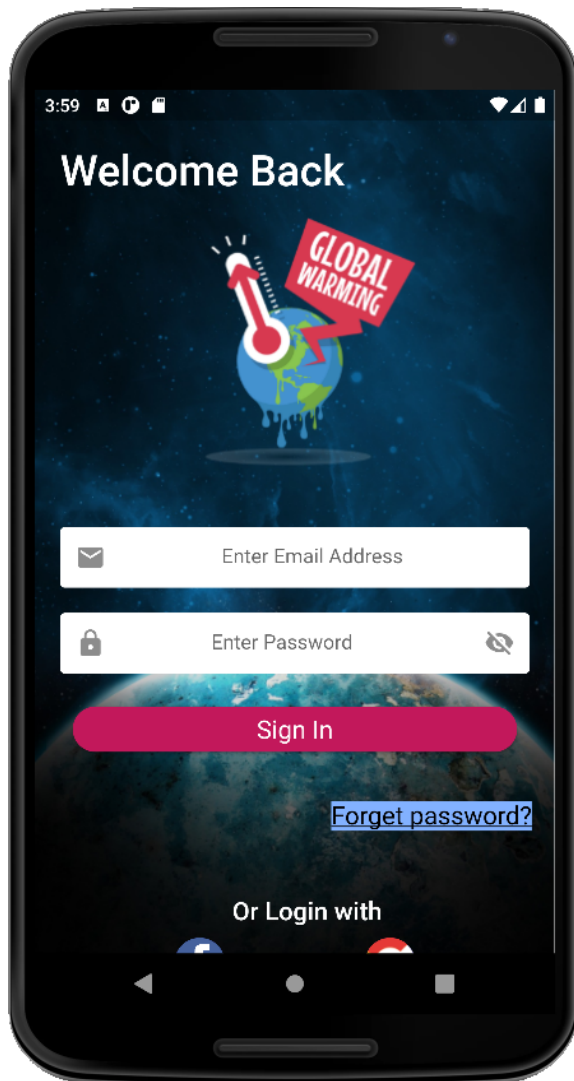
On the login page, scroll down to the bottom where you will see a link “Sign Up Here”



On this page, enter your information and create a strong password by following the tips. If your password doesn't meet the requirements, you won't be able to create an account until you fix any issues.

After you have entered your information, click on the “Sign Up” button at the bottom. You will then receive an email shortly, asking you to confirm your registration. Once you have confirmed your registration, you will be able to log in to your account.

## 2. Logging in to your account



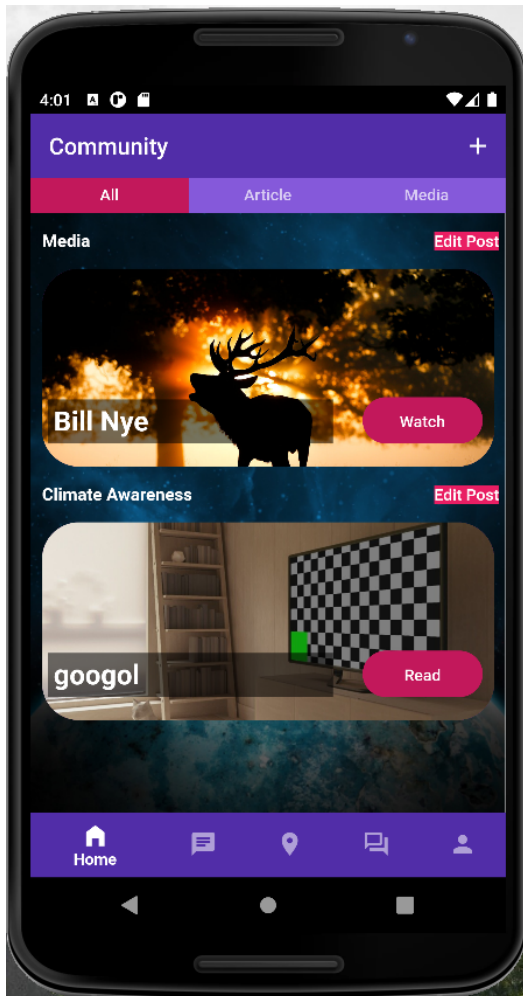
To login to your account, enter your email address and password and click on “Sign In”.

If you are having issues logging in, confirm that:

- 1) You have entered the correct email and password
- 2) You have confirmed your registration (if you are a first time user)

If you do not remember your password, click on “Forget password?”, where you’ll be able to enter your email, and you will be sent a link to reset your password.

### 3. Home page



On the home page, you can read/watch articles and media, create your own articles/media, and also read/create forum posts.

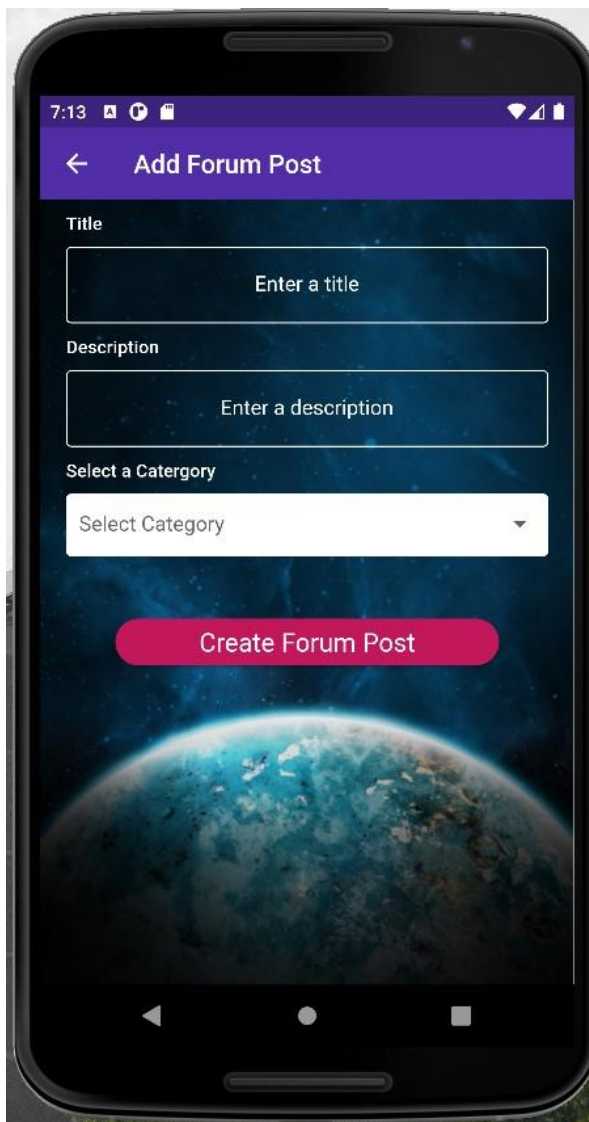
- 1) To read an article, click on the “read” button in the lower corner of the article of interest, and you will be taken to the article page.
- 2) To watch media, click on the “watch” button in the lower corner.

- 3) To create your own article/media, click the “+” in the top right corner. Here, enter the link to the article/media, give it a description, and upload a picture (either via an image link, or uploading from your phone’s photo gallery). Once you are done, click on “Create Post” and your new article/media will pop up in the home page.

#### 4. Forum Page

On the forum page, you can read other users’ forum posts and like/comment on them. You can also create your own forum post by following these steps:

- 1) Click the “+” icon in the top right corner.
- 2) Here you can enter a title and a description for your post, and select a suitable category.



- 3) Once you have finalized the post details, click on “Create Forum Post”, and your post will be added to the ‘forum posts’ page.

## **5. Profile Page**

Here you will be able to see your profile information: profile picture, name, carbon score (if calculated), personalized tips (if carbon score has been calculated).

As a first time user, you will have to follow these steps to calculate your carbon score. Similarly, as a returning user you can refine your score by following these steps:

- 1) Click on the vertical triple dots in the upper right corner of the profile page.
- 2) On the option screen, scroll down to the bottom and click on “Questionnaire”.
- 3) On this page, enter your postal code, select the number of people in your household and your household income.
- 4) Once you have entered the information, click on “Calculate Carbon” and your carbon score will appear under your profile picture.

If you would like to get a more detailed carbon score assessment, follow these steps:

- 1) Click on the vertical triple dots in the upper right corner of the profile page.
- 2) On the option screen, scroll down to the bottom and click on “Questionnaire”.
- 3) In the lower right corner, click on “Refine Your Estimate”.
- 4) Here you will be able to fine tune your results, such as your electricity use, water usage, etc.
- 5) Once you fill out the information, you will be provided with a more personalized carbon score and helpful tips on the profile page.