Instructions for:

Creating a new profile in the NextGen Database

Version: 1.1

caps lock

shift

Create a New Profile in the NextGen Database

This is a unique searchable database of researchers from Canadian universities, colleges, research institutes, think-tanks and civil society organizations – all working on issues related to global and national sustainable development. The NextGen Database also maps areas of research to the 2030 Agenda and the SDGs. It identifies how researchers in Canada contribute to the implementation and understanding of the SDGs. Find researchers or practitioner-researchers to collaborate with!

Follow the instructions below to create a new user account and add your profile to the NextGen Database.

Please note: these instructions assume a profile has not already been created for you

Step 1: Visit the NextGen Database Website

To begin, visit the NextGen Database Website by following the link below.

https://nextgendatabase.ca/

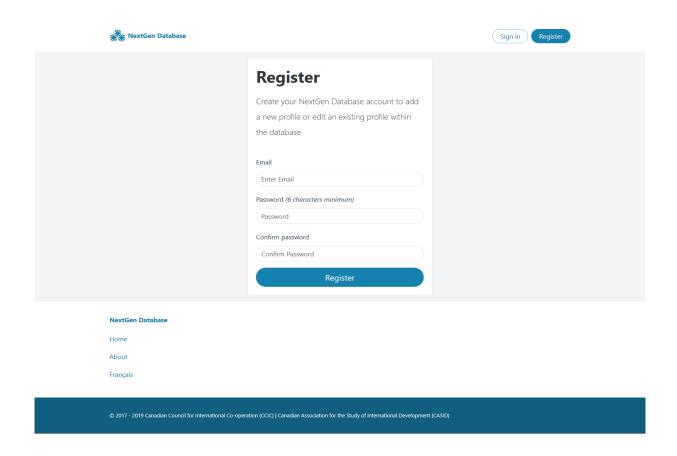


Step 2: Register and Create a New Login

Click on the "Register" button



Complete the registration form and create a new login by entering an email address and a password and selecting the "Sign Up" button.



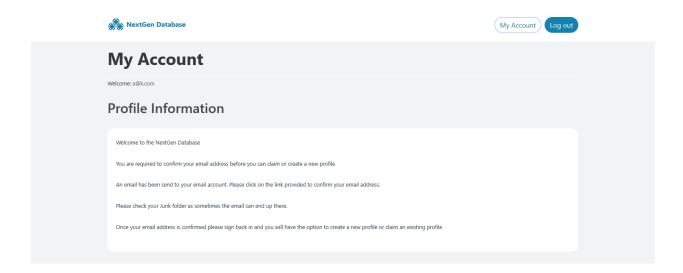
Step 3: Confirm your email address

Before you can create a new profile, you must confirm your email address.

The system will send you an email at the email address you used to register. This email will contain a confirmation link. Please click on the link to confirm your email address.

When you are in the system, before your email address is confirmed you will be presented with a message asking you to confirm your email address.

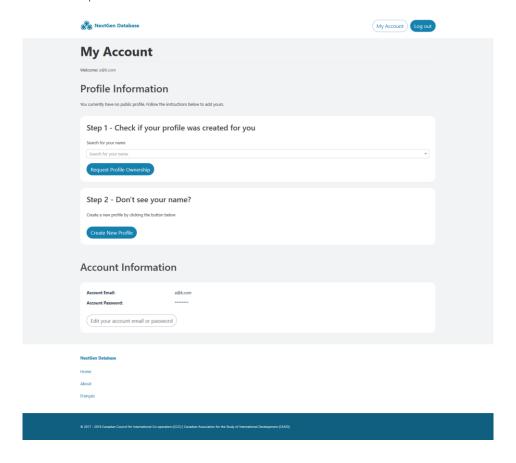
Please note: the email may be in your Junk or Spam folder. Please check those folders.



Step 4: Click the confirmation link in the email

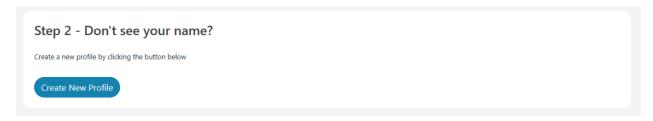
When you click on the link in the confirmation email it will take you directly to the My Account screen.

Now that your email address has been confirmed, you will have the options to claim an existing profile or create a new profile.



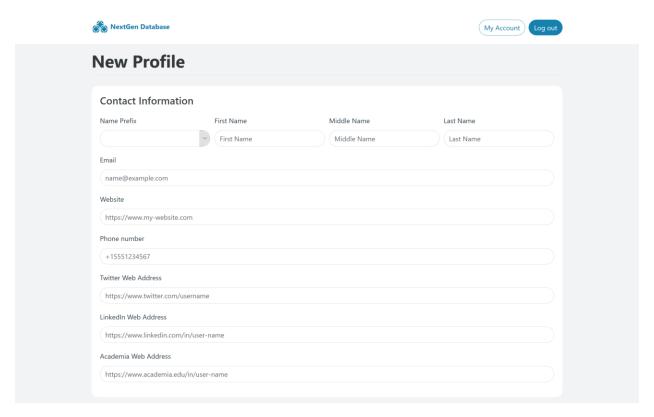
Step 5: Click the "Create New Profile" button

To create a new profile, we just need to click on the "Create New Profile" button to launch the new profile screen.



Step 6: Fill in your profile details

Fill in your profile details and hit "Create Profile" at the bottom of the page.



Step 7: Complete - Your profile is now live

Your new profile will now be live and searchable.

