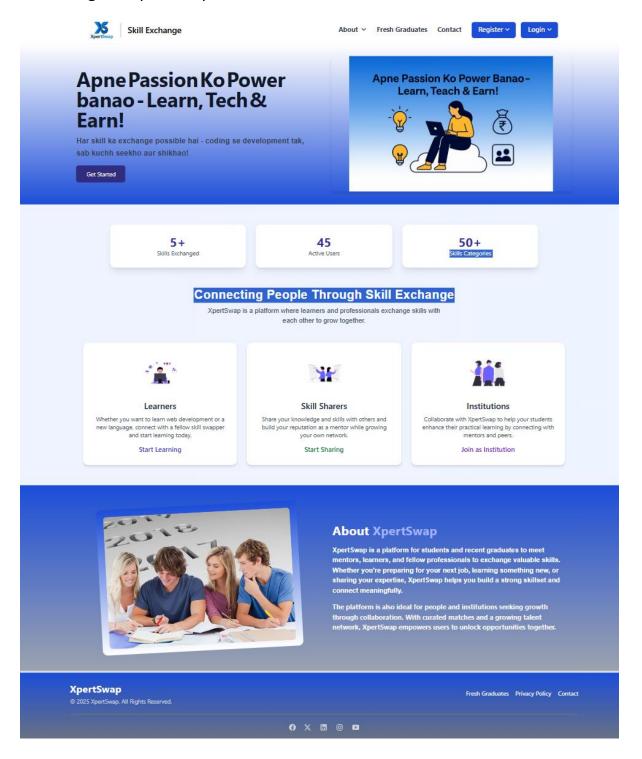
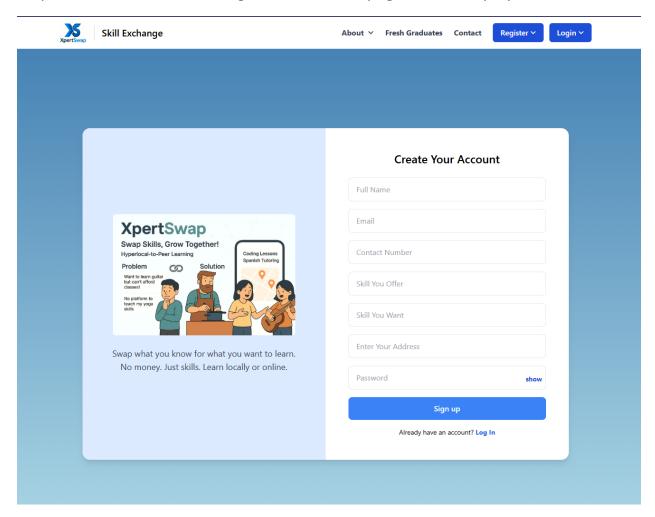
"How to Use XpertSwap"

Home Page of XpertSwap

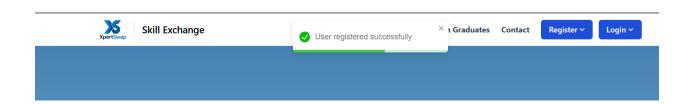


Step 1: Click Here for New Registration, a new page will be displayed on the screen

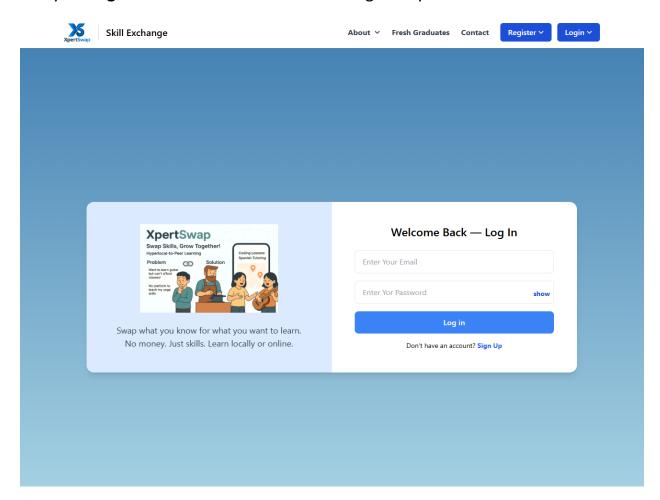


Step 2: Fill in your Name, Email, Contact Number, the Skills you know, the Skills you want to learn, Address, and Password. Then click on the "Sign Up" button.

After clicking "Sign Up", a message will appear confirming successful registration.



Step 3: After successful registration, a new page will open.
Use your **registered Email** and **Password** to log in to your account.

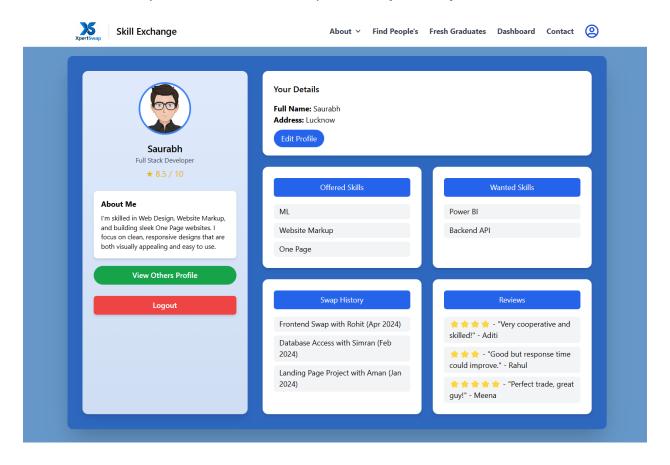


After logging in, a pop-up message will appear at the top of the website confirming a **successful login**.

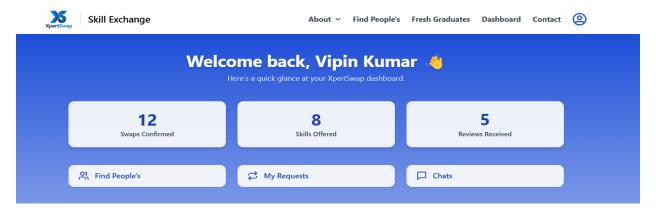


Step 3: After logging in, click on the **Profile icon** located in the top navigation bar. This will open your **Profile Page**, where you can view and edit your personal

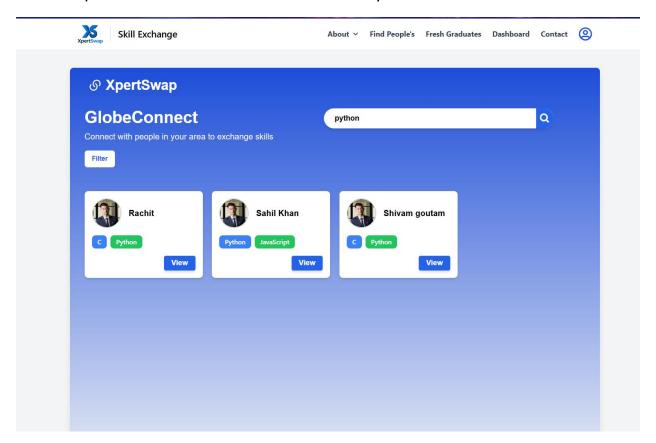
details. You'll be able to see the **skills you have added**, the **skills you want to learn**, as well as your **reviews** and complete **swap history**.



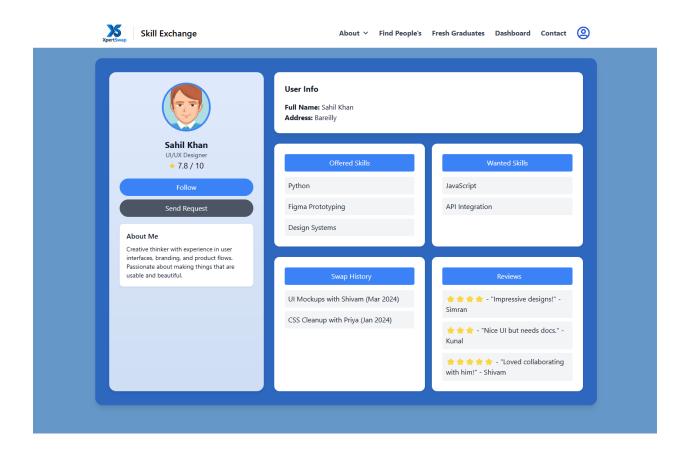
Step 4: Click on the Dashboard to view your activity summary. You'll see how many skills you've offered, swaps you've completed, and reviews received. It also gives you quick access to find people, check your requests, and chat with others.



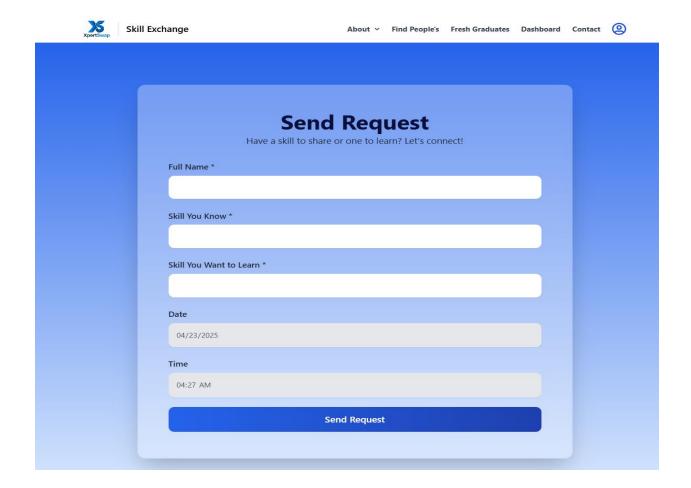
Step 5: Click on the **Find People's** button to open the Globe Connect page. Use the search bar to look for users by skill or name. Matching users will appear in cards showing their name, skills, and profile photo. Click the **View** button to open their full profile and learn more about what they offer.



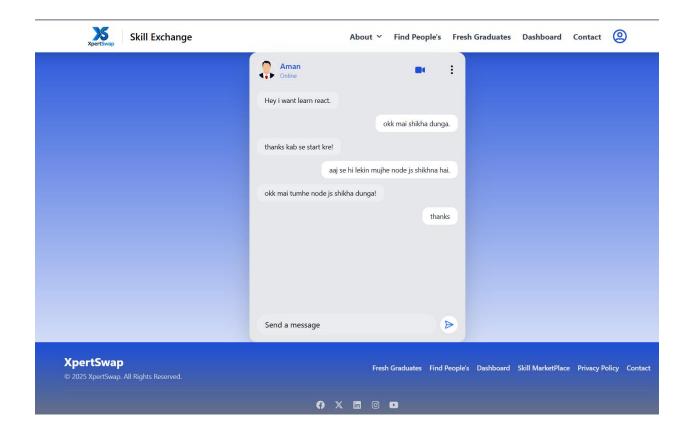
Step 6: When you click **View** on a user, their full profile opens. You can see their offered skills, the skills they want to learn, swap history, and reviews. On the left, you'll find their profile picture, rating, and buttons to **Follow** or **Send Request**. If you're interested, click **Send Request** to open a form and start the skill swap process.



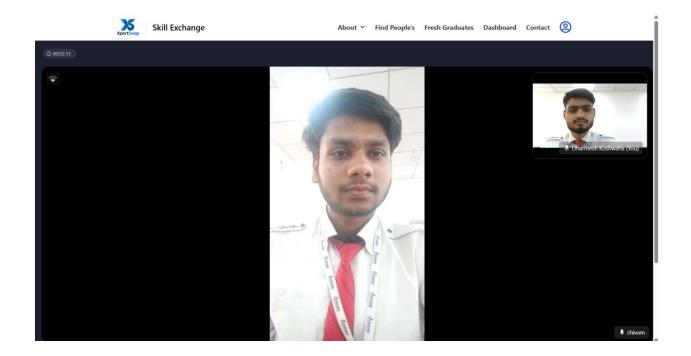
Step 6: After clicking **Send Request**, a form appears. The date and time are prefilled. Just enter your name, the skill you can offer, and the skill you want to learn. Once completed, click the **Send Request** button. A confirmation message will appear, letting you know your request was sent successfully



Step 7: Once you've sent your request, wait up to 24 hours. If the other user accepts, you'll be notified via email and on the website. After that, go to your **Dashboard** and click the **Chat** option to start a conversation. If both of you are agree you can begin swapping skills!



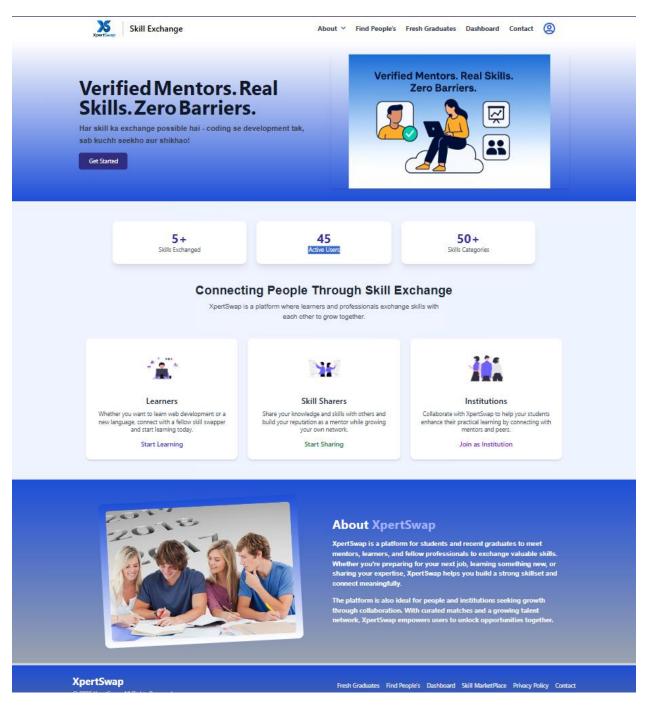
Step 8: Once both users agree to the skill exchange, they can begin swapping their skills through a **peer-to-peer video call** on the platform. The exchange is designed to be balanced: on the **first day**, one user shares and teaches their skill, and on the **next day**, the other user teaches theirs. This one-day gap allows time for the learner to **review and practice** the topic before moving on to the next session.



Step 9: During the video call session, users have access to additional features like **chat** and **screen sharing**. The **chat section** is especially helpful for asking questions, clearing doubts, sharing useful links, and typing out important terms or instructions without interrupting the flow of conversation. It acts as a mini notepad and support tool during the live session, making the learning experience more interactive and effective.



Step 10: After a successfull skill swap, both users receive rewards in the form of experience points and a small monetary bonus in dollars. As users continue participating in sessions, their profile level increases, unlocking access to advanced features and exclusive opportunities on the platform. Additionally, verification badges are awarded at different levels to showcase trust, consistency, and expertise. These badges not only boost credibility within the community but also enhance the user's portfolio and visibility across the XpertSwap platform.



Step 11: XpertSwap is more than just a platform — it's a lifelong learning ecosystem. After completing swaps and leveling up, users are encouraged to explore new skills, dive into different domains, and connect with diverse experts. The learning never stops here. Whether you're sharpening your strengths or stepping into something completely new, the platform empowers you to take charge of your journey, one skill at a time.