

the Switchers

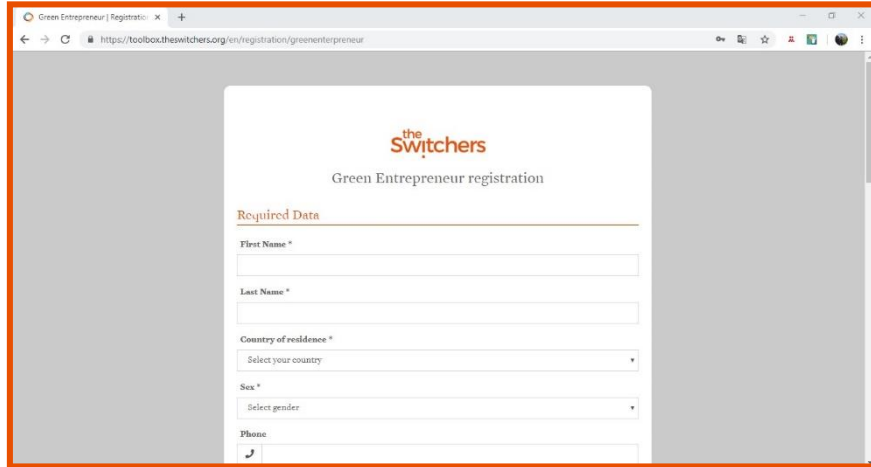
- Products



Uploading your products/services to the platform in 3 steps

1

Create your profile in TheSwitchers.org



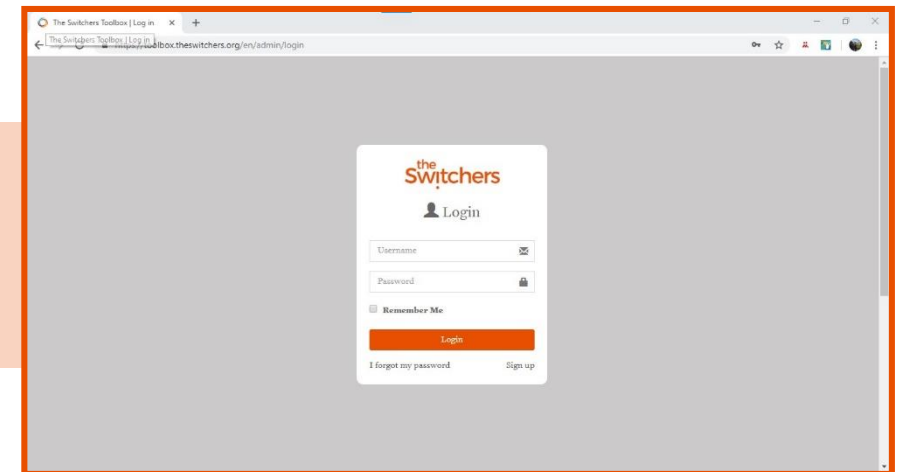
The screenshot shows a web browser window with the URL <https://toolbox.theswitchers.org/en/registration/greenentrepreneur>. The page features the 'the Switchers' logo and the title 'Green Entrepreneur registration'. Under the heading 'Required Data', there are several input fields: 'First Name *', 'Last Name *', 'Country of residence *' (a dropdown menu with 'Select your country'), 'Sex *' (a dropdown menu with 'Select gender'), and 'Phone' (a text field with a small icon). The form is set against a light gray background.

Create your profile from:

<https://toolbox.theswitchers.org/en/registration/greenentrepreneur>

Fill the form and choose a username and password.

Then log in with the username or e-mail and password that you have chosen in <https://toolbox.theswitchers.org/en/admin/login>

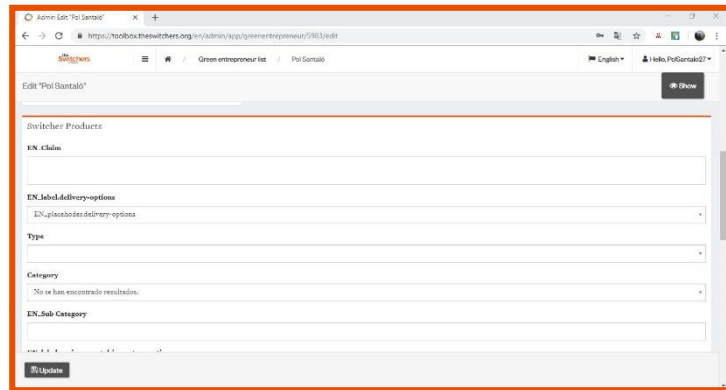
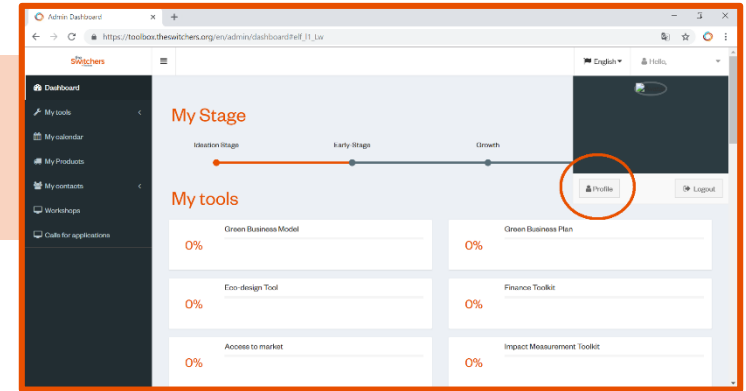


The screenshot shows a web browser window with the URL <https://toolbox.theswitchers.org/en/admin/login>. The page features the 'the Switchers' logo and the title 'Login'. There are two input fields: 'Username' and 'Password'. Below the password field is a checkbox labeled 'Remember Me'. A prominent orange 'Login' button is centered below the form. At the bottom of the form, there are two links: 'I forgot my password' and 'Sign up'. The background is a light gray.

2

Create the profile of your organization


Once you have logged in TheSwitchers.org, you will be on your profile menu. On the top right-hand corner, click on 



Once in your profile, you will see all your information displayed. Scroll down until you reach the **Switcher Products** section.

The information you will include in the **Switcher Products** section is what will appear in the Switcher Products platform on your profile as a producer.

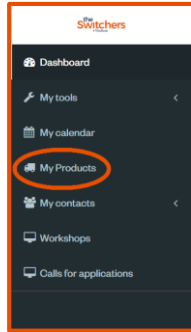
- **Claim:** what your organization is doing
- **Delivery option:** what is the reach you want your product(s)/service(s) to have? Do you want to promote it/them locally, nationally or internationally?

 **Do not forget to upload the photo of your business or brand at the end of the section!**

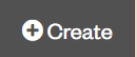
Click on 

3

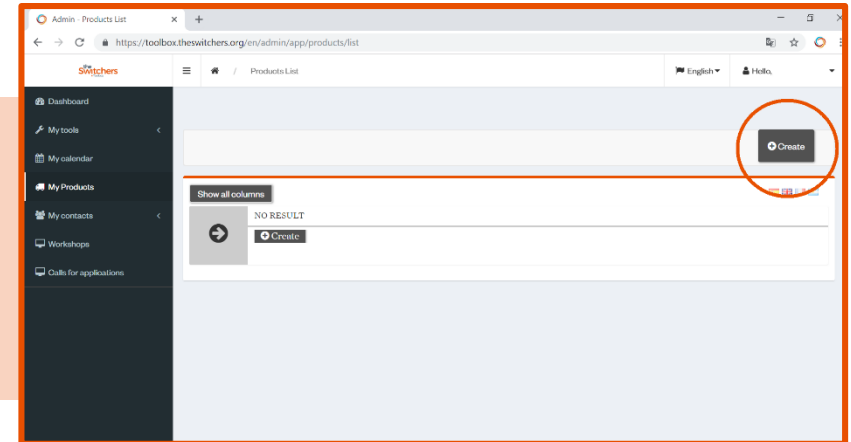
Create a profile card for your product/service



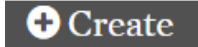
From the dashboard, on the left menu, click on the **My Products** section.

Click on  on the right.

Fill in the form with the information of your product/service.



**Do not forget to upload the photo of your product/service at the end of the section!
Your product/service cannot be published without picture.**

Click on  at the end of the form

An administrator will review your request and publish it. 