



PLATFORM

USER'S MANUAL

WWW.YOUTH2YOUTH.EU

Welcome to the Youth2Youth Platform User Guide

INTRODUCTION

USER REGISTRATION

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F.A.Q.



Youth2Youth Platform has been designed to be intuitive to use.

This guide will take you through the key points of the platform.



Read the information carefully to understand how it works.

YOUTH2YOUTH Interactive Platform:

From IDEAS to BUSINESS exploitation

One of the main activities of the Youth2Youth project was to connect young Spanish, Italians and Bulgarians entrepreneurs in order to create a network full of ideas and entrepreneurial innovation.

The Youth2Youth platform was created in order to allow young entrepreneurs and trainers who actively took part in the Youth2Youth project to exchange views, improve and be able to advertise their ideas entrepreneurship chasing potential stakeholders to whom propose.

Within the platform, in fact, young entrepreneurs they inserted their own ideas, which they are therefore possibly intercepted by a large audience made up of Companies, NGOs, public authorities, universities and many others yet. At the same time, the spaces reserved for training entrepreneurship within the platform are rich in tools, video lessons and training materials useful for growth professionally and improve day by day.

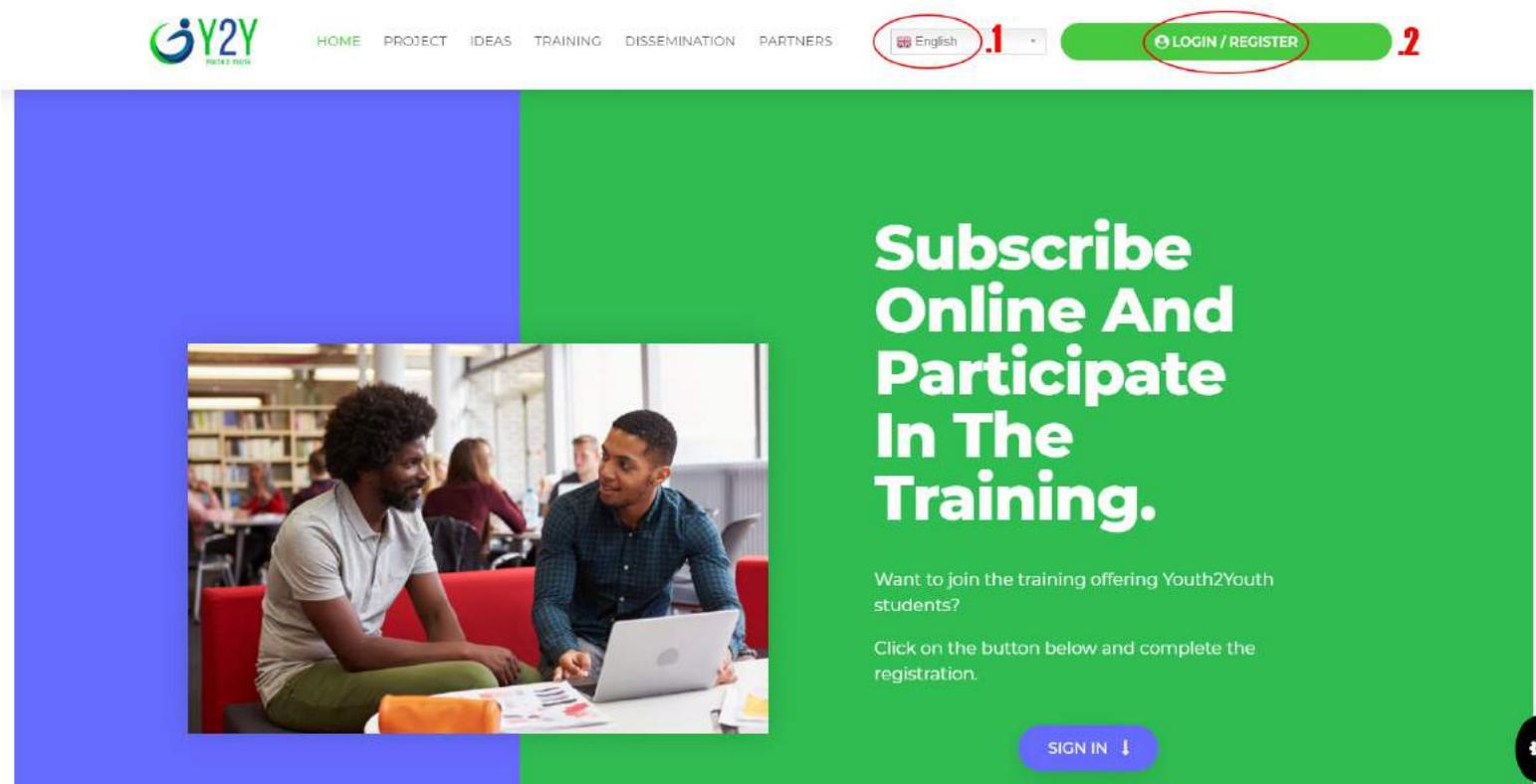
Each of the sections of the platform is therefore to be discovered in its functionality; through this guide It will be possible to explore its parts step by step, so to allow full use of the platform and its potentialities.

The guide is divided into several sections, to be read carefully; also attached the F.A.Q. for a perfect browsing.

USER REGISTRATION

To access the **Youth2Youth Platform** and reserved areas, you need to create a **Personal Account** directly on the platform.

To do this, you will first go to the web address www.youth2youth.eu, select the **LANGUAGE** (available from English, Italian, Spanish, Bulgarian) in the drop-down menu in figure .1; then by clicking the "**LOGIN**" button as in figure .2, You will access the registration area.



The screenshot displays the top navigation bar of the Youth2Youth Platform. On the left is the Y2Y logo. The menu items are HOME, PROJECT, IDEAS, TRAINING, DISSEMINATION, and PARTNERS. A language dropdown menu is set to 'English' and is circled in red with a red dot labeled '.1'. To its right is a green button labeled 'LOGIN / REGISTER' with a red dot labeled '.2'. Below the navigation bar is a large banner with a blue and green background. On the left side of the banner is a photograph of two young men sitting on a red sofa, looking at a laptop. On the right side, the text reads 'Subscribe Online And Participate In The Training.' Below this text, it says 'Want to join the training offering Youth2Youth students?' and 'Click on the button below and complete the registration.' At the bottom right of the banner is a blue button labeled 'SIGN IN' with a downward arrow. In the bottom right corner of the page, there is a gear icon and a blue hexagon containing the number '3'.

USER REGISTRATION

Once you enter the **LOGIN** section, you can register by clicking on the **REGISTER** button as in figure .1

Y2Y
YOUTH 2 YOUTH

HOME PROJECT IDEAS TRAINING DISSEMINATION PARTNERS

English

LOGIN

Login To Your Private Area

Access

Username

Password

remember me

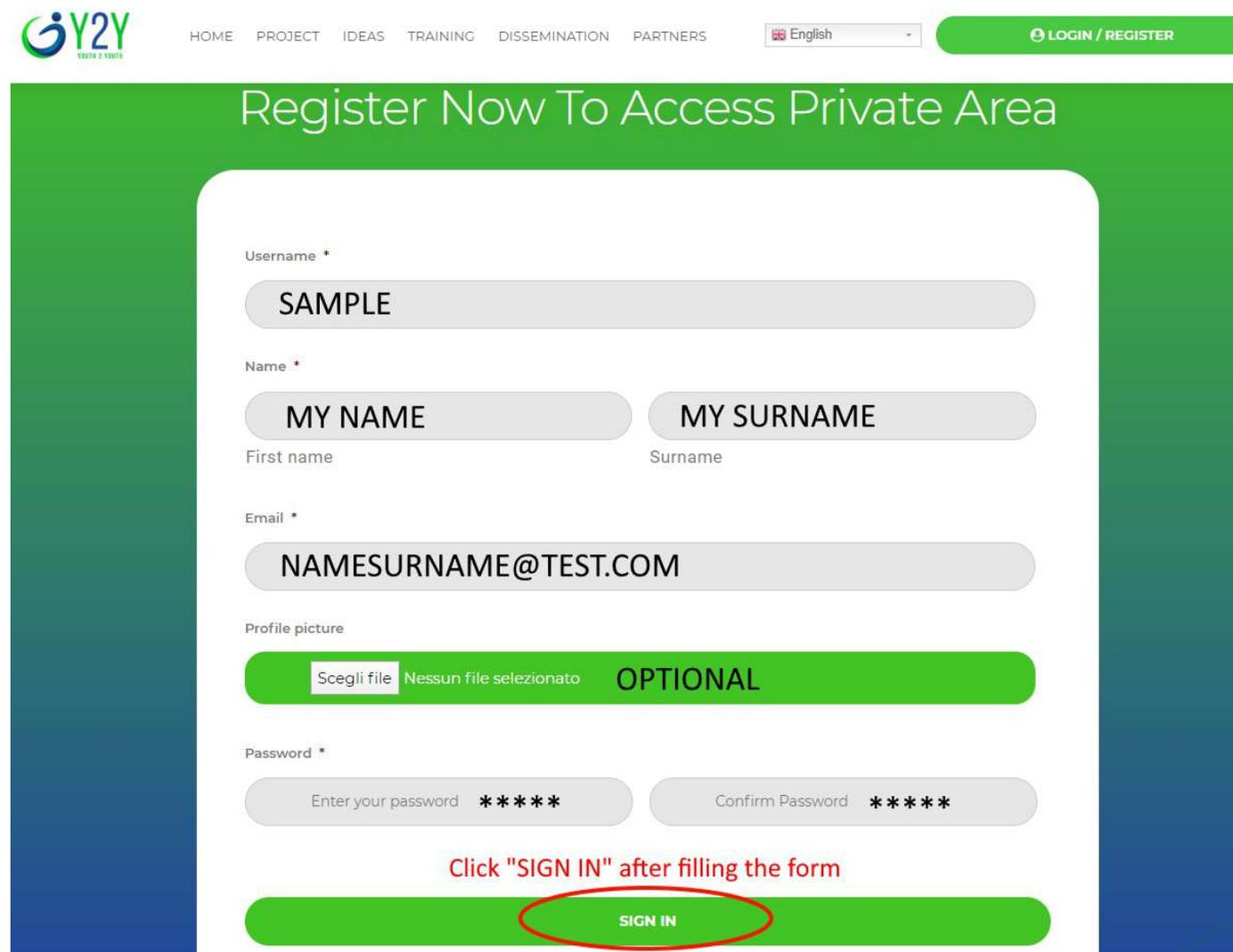
ACCESS

REGISTER

FORGOT YOUR PASSWORD?

USER REGISTRATION

Now, to complete the registration, fill the fields indicated by choosing **USERNAME**, and inserting your **NAME**, **SURNAME** and **EMAIL** of reference. If you want, it will also be possible to insert a representative image, of something that represents you!



The screenshot shows the registration page for Y2Y. At the top left is the Y2Y logo. The navigation menu includes HOME, PROJECT, IDEAS, TRAINING, DISSEMINATION, and PARTNERS. A language dropdown is set to English. A green button at the top right says 'LOGIN / REGISTER'. The main heading is 'Register Now To Access Private Area'. The form fields are: Username (SAMPLE), Name (MY NAME and MY SURNAME), Email (NAMESURNAME@TEST.COM), Profile picture (OPTIONAL), and Password (*****). A red circle highlights the 'SIGN IN' button at the bottom.

Y2Y
YOUTH 2 YOUTH

HOME PROJECT IDEAS TRAINING DISSEMINATION PARTNERS English LOGIN / REGISTER

Register Now To Access Private Area

Username *
SAMPLE

Name *
MY NAME MY SURNAME
First name Surname

Email *
NAMESURNAME@TEST.COM

Profile picture
Scegli file Nessun file selezionato OPTIONAL

Password *
Enter your password ***** Confirm Password *****

Click "SIGN IN" after filling the form

SIGN IN

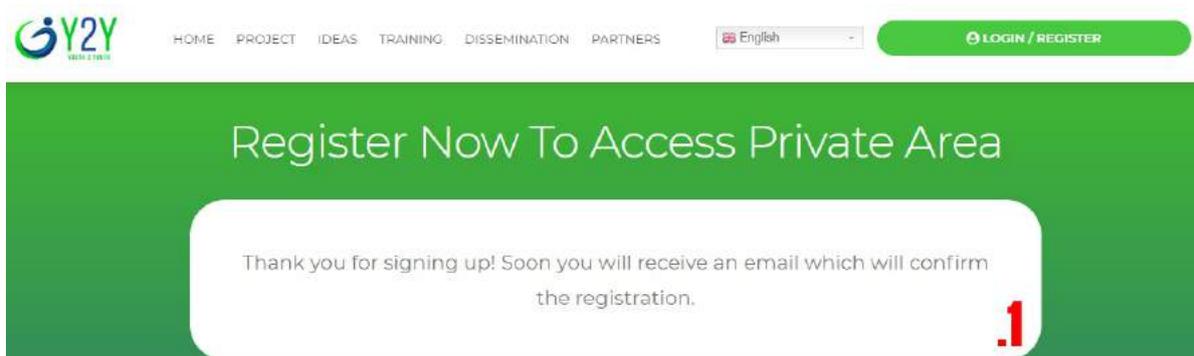
It is very important that you **insert one E-mail you have it easy access**, as an email will be sent confirmation from our system to activate the account.

Choose a password consisting of **letters and numbers for greater safety**.

Keep and take note of **Username, Email and Password** with which you will access, once your account is activated, to your reserved area.

USER REGISTRATION

Once registration is complete, a screen will appear (.1) and within a few minutes you will receive an EMAIL at the address indicated during registration as in figure .2 which will certify your successful registration.



Grazie per esserti registrato! Posta in arrivo x **.2**

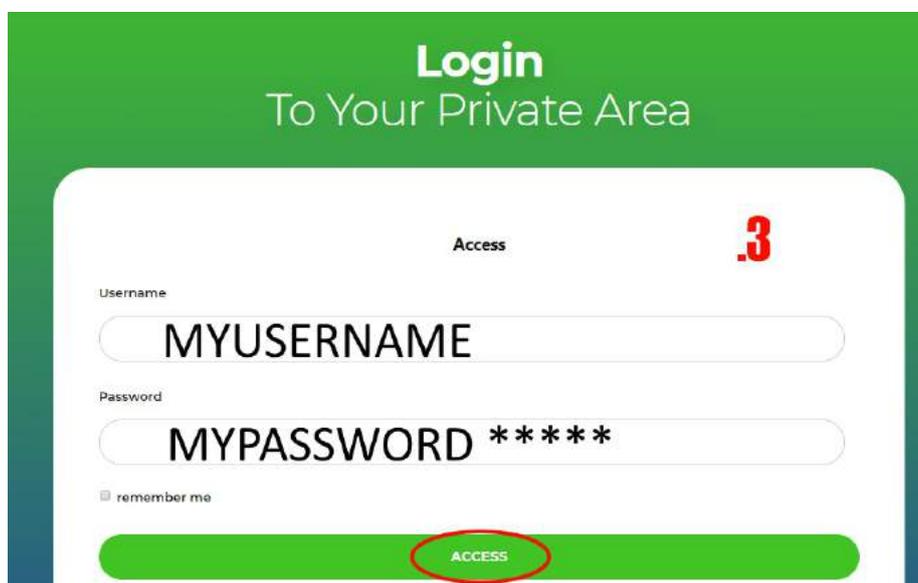


Youth2Youth info@youth2youth.eu tramite aruba.it
a me ▾

Grazie per esserti registrato nella nostra piattaforma. Puoi accedere alla sua area riservata direttamente a questo link: <http://www.youth2youth.eu/accedi>

WARNING! Activation notification email may end in **SPAM**. If so, check both the inbox and the spam box.

In any case, the account will be active and you will be able to access the sections of the platform by entering the access data as in figure .3.

A screenshot of the Y2Y login page. The page has a green header with the text 'Login To Your Private Area'. Below the header is a white form area with the title 'Access' and a red number '3'. The form contains two input fields: 'Username' with the value 'MYUSERNAME' and 'Password' with the value 'MYPASSWORD *****'. There is a 'remember me' checkbox and a green 'ACCESS' button at the bottom. A red circle highlights the 'ACCESS' button.

LEARNING SECTIONS

Once the registration has been finalized and the first access has been carried out, you will have **full navigation of the Youth2Youth platform!**

At the top, in the site menu (fig. 1) there are various contents:



PROJECT: here you will find information about the project, objectives and results obtained, to know the progress and the next steps of the project.

IDEAS: this section contains all the fantastic entrepreneurial ideas that were collected during the project; you can log in and contact young entrepreneurs to discover their idea and collaborate!

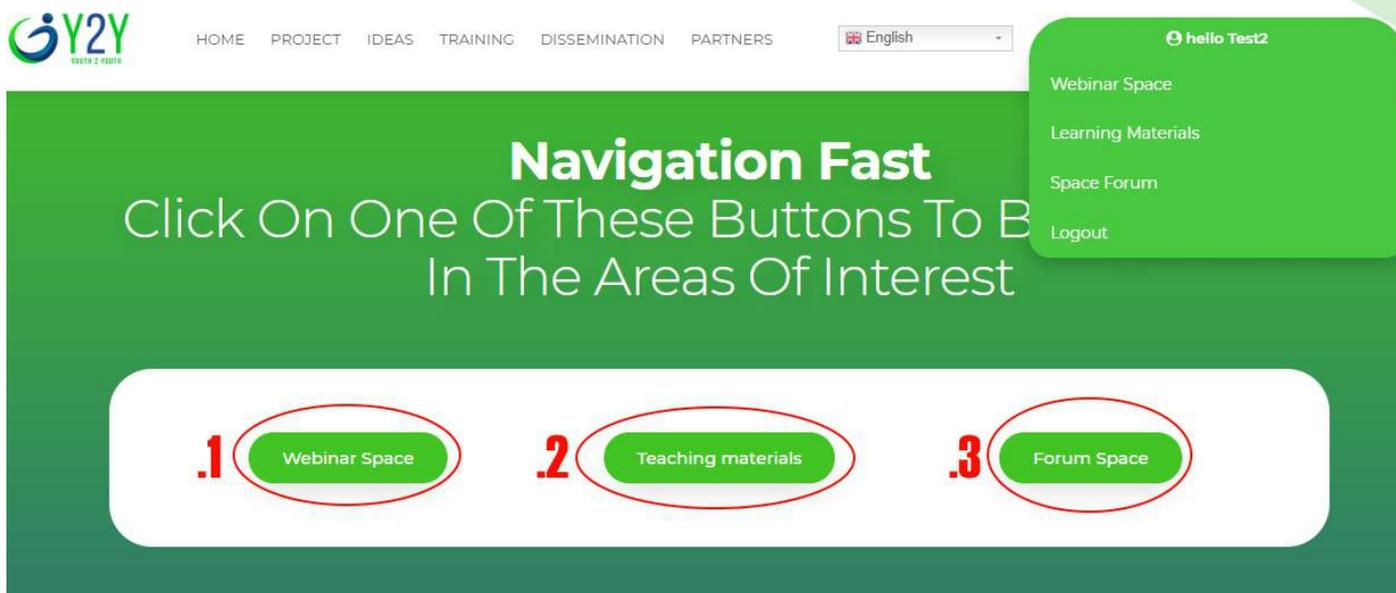
TRAINING: in this section you can access the contents carried out during the trainings foreseen by the project in Malaga (For Staff) and in Palermo (for young people), and discover the adventure of young Youth Workers and Entrepreneurs of the Y2Y project.

DISSEMINATION: here you will find photos of the dissemination events created and our social profiles.

PARTNERS: here we tell you about the international partnership of Y2Y project made up of Italian, Spanish and Bulgarian entities, like all the municipalities that participated in the experimentation.

LEARNING SECTIONS

To access the contents of the learning sections, it is possible click on the buttons as shown below, which will lead the user in different parts of the Youth2Youth platform.



The screenshot shows the top navigation bar of the Youth2Youth platform. It includes the Y2Y logo, a menu with 'HOME', 'PROJECT', 'IDEAS', 'TRAINING', 'DISSEMINATION', and 'PARTNERS', a language dropdown set to 'English', and a user profile 'hello Test2'. A green dropdown menu is open, listing 'Webinar Space', 'Learning Materials', 'Space Forum', and 'Logout'. Below the navigation is a large green banner with the text 'Navigation Fast' and 'Click On One Of These Buttons To Be In The Areas Of Interest'. Three buttons are shown: '1 Webinar Space', '2 Teaching materials', and '3 Forum Space', each circled in red.

In the **WEBINAR SPACE** section (Fig .1) you will find content on "*Strategic Management: The Importance of Strategic Management For Young Entrepreneurs*" a section entirely dedicated to Strategic management with **10 Webinars** available, which cover a wide range of topics.



The screenshot shows a webinar interface. At the top, the title is 'Youth2Youth Strategic Management The Importance Of Strategic Management For Youth'. Below the title is a video player showing a woman presenting in front of a whiteboard. The whiteboard has the text 'STRATEGIC MANAGEMENT' and 'WHY STRATEGIC MANAGEMENT?'. To the right of the video player, the text reads: 'The importance of Strategic Management for Youth'. Below this, a paragraph explains that the webinar describes new models for management based on ICT and technologies, young friendly devices and languages. It states that Strategic Management is a methodology that aims to improve the rationality of decisions or actions in a systematic and integrated manner, compatible with existing opportunities and constraints, and with the resources available. It also mentions that objectives can only be pursued if there is a clear definition of the mission and the company vision, which is important to fight against youth unemployment.

.1 Webinar Space

LEARNING SECTIONS

To access the contents of the learning sections, it is possible click on the buttons as shown below, which will lead the user in different parts of the Youth2Youth platform.



In the **TEACHING MATERIALS** section (Fig. 2) you can download all the training contents created during the Y2Y project; specifically, you will find useful tools to structure your business following guidelines and scientific papers especially on how to structure an entrepreneurial idea following the "*Business Model Canvas*" model. In particular, by clicking the button in fig .4 you will access a section rich in content for **Practical and Operational Use Of The Business Plan**.



LEARNING SECTIONS

To access the contents of the learning sections, it is possible click on the buttons as shown below, which will lead the user in different parts of the Youth2Youth platform.

Y2Y
HOME PROJECT IDEAS TRAINING DISSEMINATION PARTNERS English

hello Test2
Webinar Space
Learning Materials
Space Forum
Logout

Navigation Fast

Click On One Of These Buttons To Be In The Areas Of Interest

1. Webinar Space
2. Teaching materials
3. Forum Space

In the FORUM SPACE section (Fig .3) you can access one section entirely dedicated to **networking** among youth workers, young entrepreneurs and other registered people to join freely in contact, **creating threads**, asking questions or replying in the available threads.

Forums members Recent Posts My Profile Logout

Home > Forum > Youth2Youth

Youth2Youth

Add Thread

Thread Title	Posts	Views
Training PALERMO- C2 22/09 - 29/09 First post and replies Last post by marcomarchese, 5 months ago Program Training course program-FINAL.pdf	1	48

Share: [Twitter] [G+]

Statistics Forum

Forum: 1	Threads: 1	Posts: 1	Online: 1	Members: 27
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Recent Posts: Training PALERMO- C2 22/09 - 29/09 | Latest Member: Test2 | recent Posts | unread Posts | Tags

LEARNING SECTIONS

Always in the **FORUM SPACE** section it will be possible to freely navigate and take advantage of all the potential of the networking tool.

Indeed, all our young entrepreneurs who presented some business ideas, they are registered in the platform and it is possible to **enter contact with them**, either directly or through questions or by opening threads. Figure 1 shows all the access keys to the platform and Figure 2 shows the button that allows you to open a new discussion on the platform.

1

Forums members Recent Posts My Profile Logout

Forum > Youth2Youth >

Youth2Youth

2 Add Thread

Thread Title	Posts	Views
Training PALERMO- C2 22/09 - 29/09 First post and replies ^ Last post by marcomarchese, 5 months ago>	1	48

Program Training course program-FINAL.pdf 5 months ago From marcomarc

Share:

Statistics Forum

1 Forum	1 Threads	1 Posts	1 Online	27 Members
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Recent Posts: Training PALERMO- C2 22/09 - 29/09 Latest Member: Test2 recent Posts unread Posts Tags

MEMBERS: this section presents the list of all registered users, and if available also contacts;

RECENT POSTS: you can view all recent posts;

MY PROFILE: in this section you can add personal data, contact details, social networks and much more other to make known your profile;

LOGOUT: Allows you to exit the forum.

F.A.Q.

Frequently Asked Questions for YOUTH2YOUTH PLATFORM:

Below you will find some question or examples of difficulties that may arise while using the platform. For any further doubts we invite you to contact directly:

assistenza@unioneassessorati.it.

Q.) Does joining the platform involve costs?

A.) No, registration on the platform and access to all its contents is absolutely free!

Q.) I forgot my password and user, what can I do?

A.) When logging in, click the "Forgot your Password?" is enter the email you registered with; in a short time you should receive it an email to reset the password. If you don't remember the email, contact us and we will provide you with assistance.

Q.) I have a business idea, can I participate in the project?

A.) You can at any time post a thread with business ideas with which enter the network, however, it is not possible to participate in the phases of project contest as open only for a limited period of time.

Q.) I can't download the material, what to do?

A.) To correctly download the material contained in the platform, just click on the resource waiting for the complete upload, then click on "download" and save on own PC. If further difficulties arise, you can always contact our support who will provide additional support.

Q.) Is it possible for my account to be deleted?

A.) To ensure full transparency, our moderators check threads created, images uploaded and profile information to make sure that users are real and do not create problems within the space shared.

PLATFORM USER'S MANUAL

WWW.YOUTH2YOUTH.EU

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