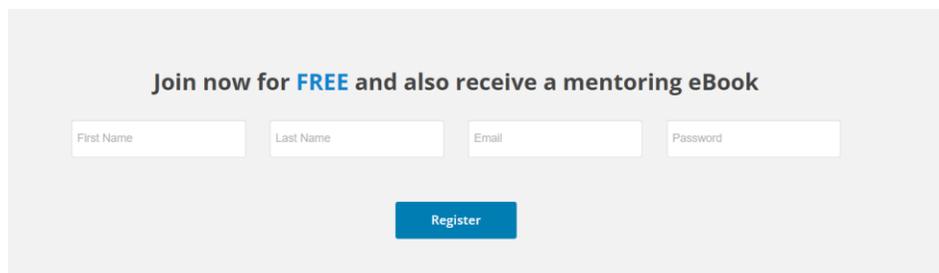


MENTORCITY INSTRUCTIONS

Step 1. Visit <https://www.mentorcity.com/en/individuals>

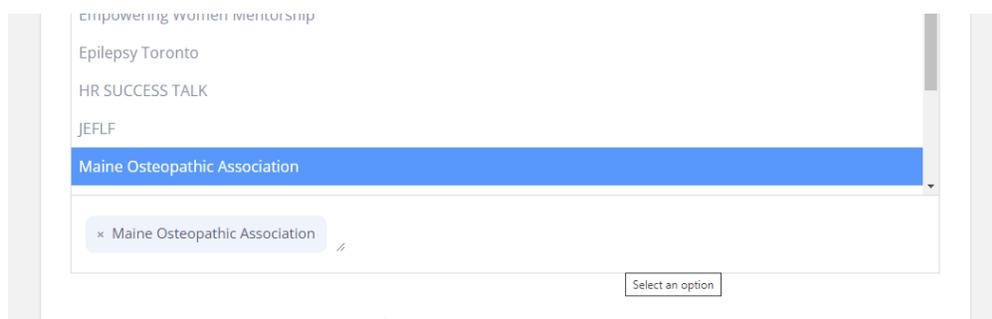
Step 2. Register for a profile on the FREE mentoring platform by navigating to the middle of the homepage. There you will see a button that says *Join for FREE*. Once selected, you will be redirected to the registration page.



Join now for **FREE** and also receive a mentoring eBook

First Name Last Name Email Password

Step 3. Set up your profile: Input name, email and your selected password. Once this is done, click on the blue register button. You will then be directed to terms of use screen. Click on the red ACCEPT button. Once terms have been accepted, the system will navigate you to finish setting up your profile. --
IMPORTANT – on the first page where it asks for your personal information, make sure to add Maine Osteopathic Association as your Organization!

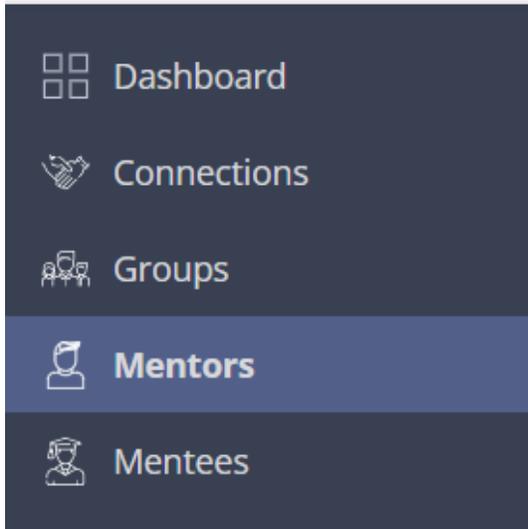


empowering women mentorship
Epilepsy Toronto
HR SUCCESS TALK
JEFLF
Maine Osteopathic Association

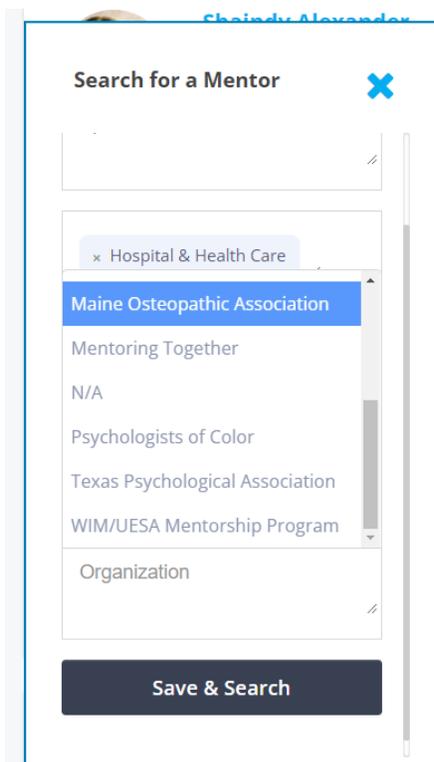
x Maine Osteopathic Association

Select an option

Step 4. Explore! Check out the Mentors or Mentees section to search for matches. Click on the three parallel lines at the left-hand top of the page. This will give you a drop down menu of places to navigate.



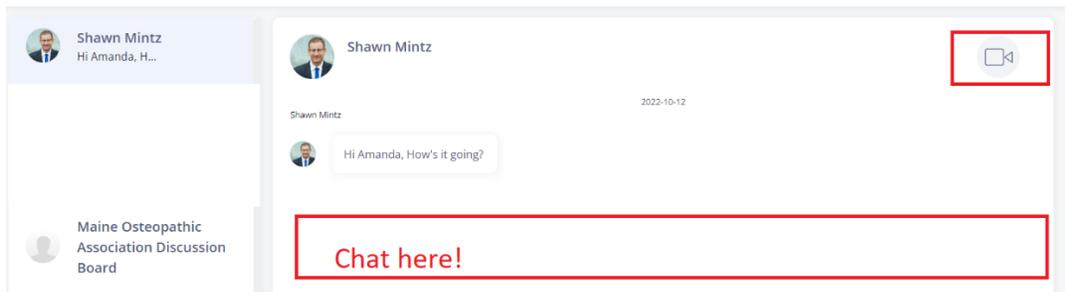
To find matches in MOA's network, make sure to add Maine Osteopathic Association to the Organization field in the search



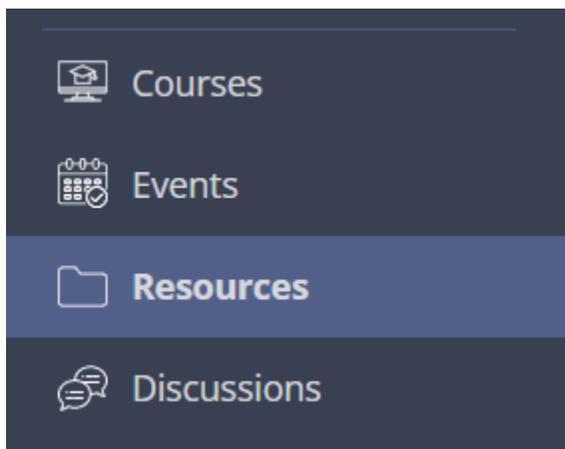
Step 5. Maintain Your Connections!

All of your relationships in the platform are stored in the "Connections" section. You can check out matches and set up meetings/set goals, etc.

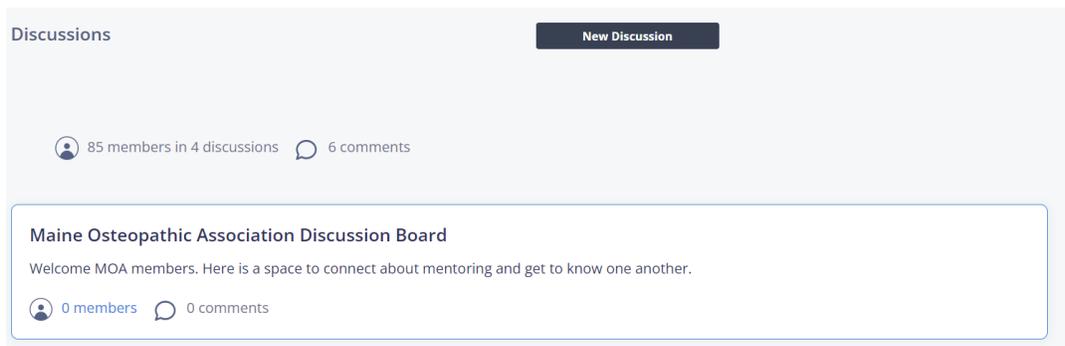
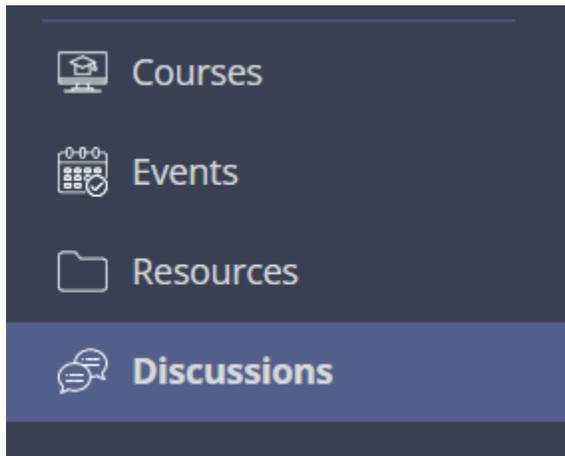
You can always chat or hop on a video call with connections in your network!



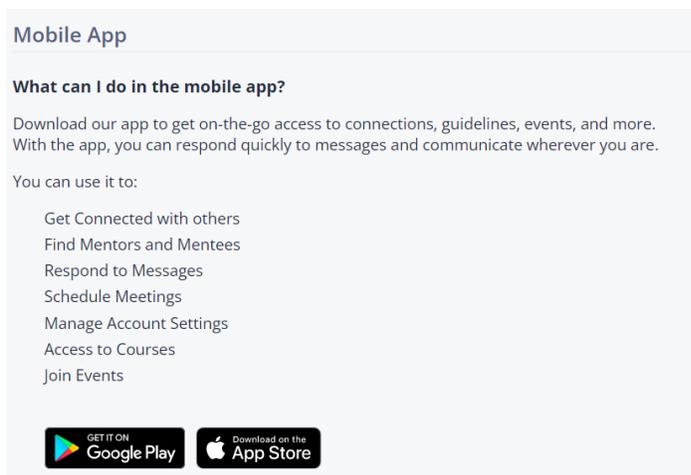
Step 6. Get Help -- Use the Resources section to read tips and tricks for making meaningful mentor/mentee connections.



Step 7. Join the Discussion! MOA has an exclusive Discussion Board on MentorCity -- ask questions about the platform, mentoring best practices or just get to know one another.



Step 8. Make connections on the go -- download the Mobile App!!



If you have any further questions, please do not hesitate to contact us at 207-623-1101 or by emailing office@mainedo.org