

# GLOBAL CLEANTECH INNOVATION PROGRAMME FOR SMEs IN SOUTH AFRICA

## MENTOR REGISTRATION PROCEDURE

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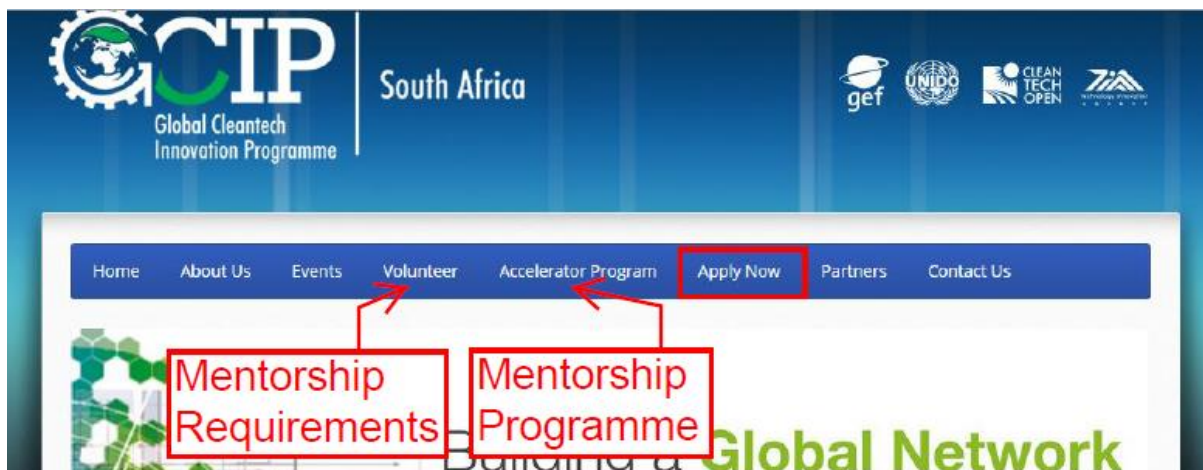
## 1. How to Register as a Mentor

You will need to have a Cleantech Open account to participate as a Mentor on the Global Cleantech Innovation Programme.

Information on the Requirements of the Mentorship and Mentorship Programme is available on the South Africa GCIP website at:

- [http://southafrica.cleantechopen.org/mentor\\_a\\_team/](http://southafrica.cleantechopen.org/mentor_a_team/)
- <http://southafrica.cleantechopen.org/mentoring-programme/>

1.1. Registration should be completed and submitted online on the South Africa GCIP website at [www.southafrica.cleantechopen.org](http://www.southafrica.cleantechopen.org)



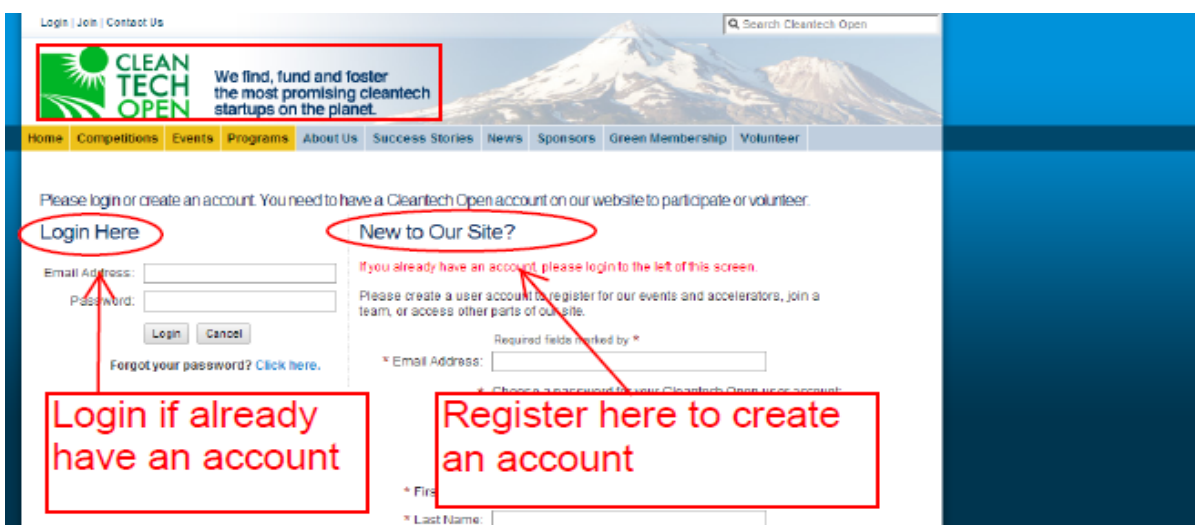
1.2. Select the “**Apply Now**” menu to complete the mentor registration forms on Cleantech Open.

The system will provide you with **Instructions** on login, updating mentor profile or creating a user account on Cleantech Open website as **Mentor**.



1.3. Select **“LOGIN”** to access the Cleantech Open website.

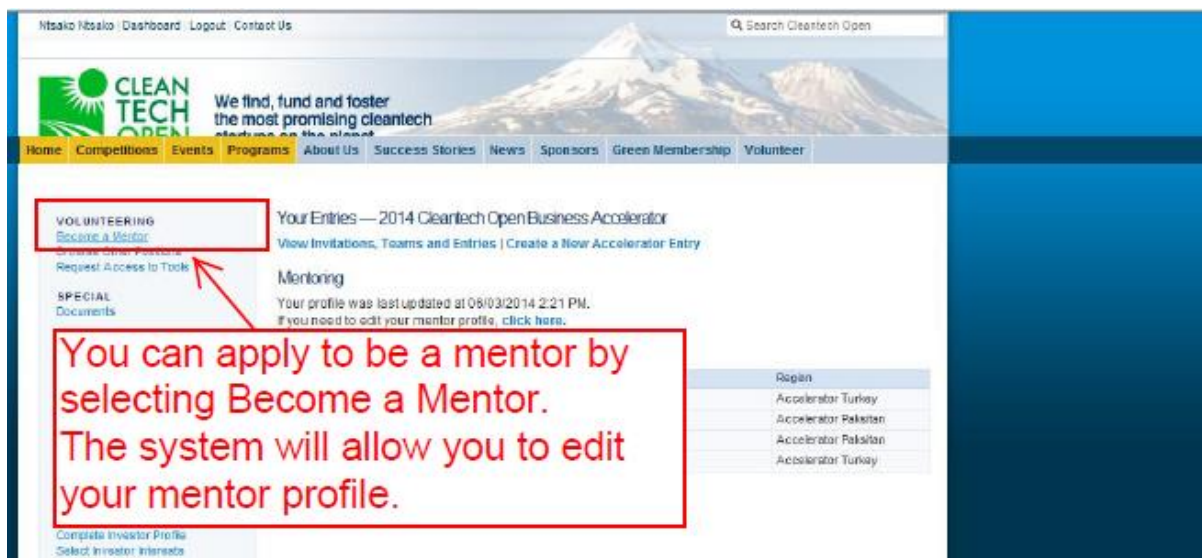
The Cleantech Open will provide you with an option of login if you have an existing user account on **“Login Here”** or creating a new user account on **“New to Our Side”**.



## 2. Signing in as a Mentor

- 2.1. If you already have an account, login and the system will display your profile as shown below.

To sign in as Mentor or edit your existing Mentor profile, **click on Become a Mentor**.



The screenshot shows the user's dashboard with the following elements:

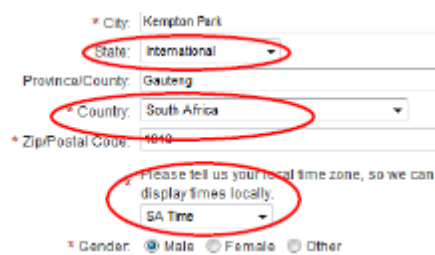
- Navigation menu: Home, Competitions, Events, Programs, About Us, Success Stories, News, Sponsors, Green Membership, Volunteer.
- Left sidebar: VOLUNTEERING, Become a Mentor (highlighted), SPECIAL Documents.
- Main content area: Your Entries — 2014 CleanTech Open Business Accelerator, Mentoring (Your profile was last updated at 08/03/2014 2:21 PM. If you need to edit your mentor profile, click here).
- Right sidebar: Region dropdown menu with options: Accelerator Turkey, Accelerator Pakistan, Accelerator Pakistan, Accelerator Turkey.

**You can apply to be a mentor by selecting Become a Mentor. The system will allow you to edit your mentor profile.**

## 3. Creating a New User Account

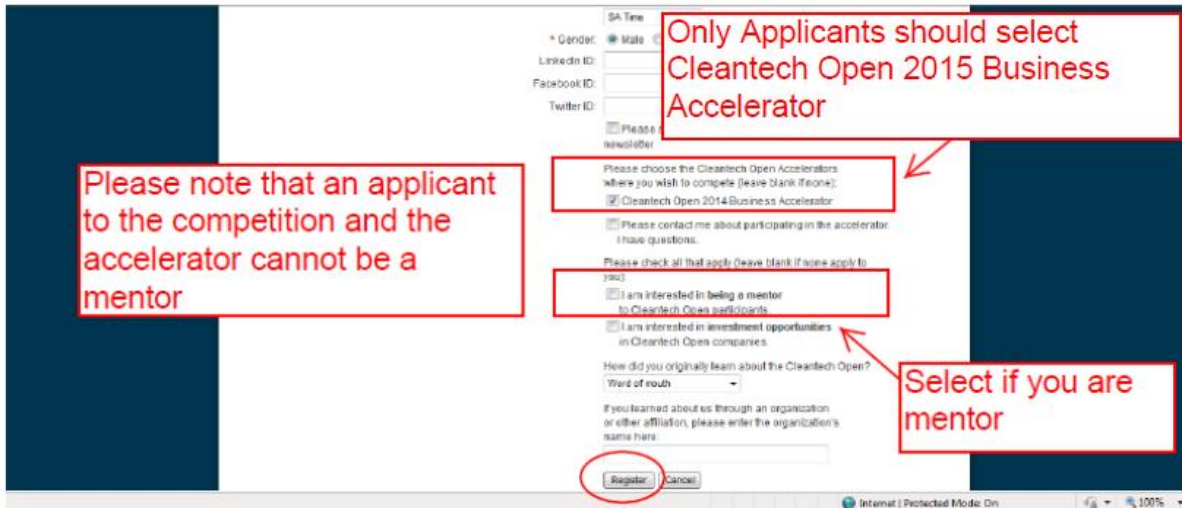
If you do not have an account, register on the New to our Site, follow the steps below to apply as the mentor.

- 3.1. Complete your personal details on the registration form on the New to Our Site section.
- 3.2. Select **International** for the State, **South Africa** for the Country and **SA Time** for local time zone.



The registration form snippet includes the following fields:

- City: Kempton Park
- State: International (circled in red)
- Provincial/County: Gauteng
- Country: South Africa (circled in red)
- Zip/Postal Code: 1810
- Please tell us your local time zone, so we can display times locally. SA Time (circled in red)
- Gender:  Male  Female  Other

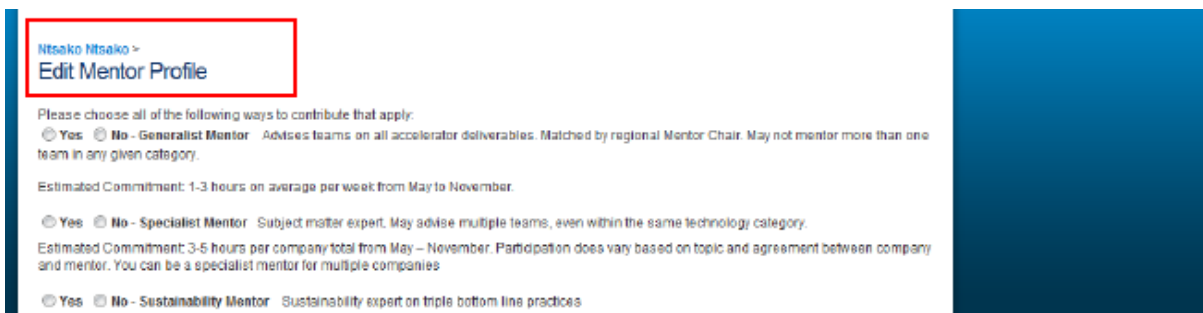


- 3.3. Select **I am interested in being a mentor to CleanTech Open participants** to apply for mentoring.
- 3.4. Click the **Register** to submit your registration form.

## 4. Creating/Editing Mentor Profile

The system will take you through various stages of creating or editing your mentor profile. Complete the forms with applicable and relevant information.

- 4.1. Select **“Yes”** for the relevant Mentor profile.



- 4.2. Select **Technology Areas** you can provide mentorship on from the **Accelerator South Africa**.

Accelerator Pakistan	<input type="checkbox"/> Energy Efficiency <input type="checkbox"/> Energy Generation	<input type="checkbox"/> Waste to Energy <input type="checkbox"/> Water Efficiency
Accelerator Russia	<input type="checkbox"/> Energy Efficiency <input type="checkbox"/> Energy Generation	<input type="checkbox"/> Waste to Energy <input type="checkbox"/> Water Efficiency
Accelerator South Africa	<input checked="" type="checkbox"/> Energy Efficiency <input checked="" type="checkbox"/> Energy Generation	<input type="checkbox"/> Waste to Energy <input type="checkbox"/> Water Efficiency
Accelerator Thailand	<input type="checkbox"/> Energy Efficiency <input type="checkbox"/> Energy Generation	<input type="checkbox"/> Waste to Energy <input type="checkbox"/> Water Efficiency
Accelerator Turkey	<input type="checkbox"/> Energy Efficiency <input type="checkbox"/> Energy Generation	<input type="checkbox"/> Waste to Energy <input type="checkbox"/> Water Efficiency

4.3. Attach a copy of your CV as relevant to the Mentoring Programme.

Please upload a copy of your CV

Acceptable file formats are PDF and Microsoft Word

Your state:

Home City, State:

4.4. Read the terms and conditions for being a mentor.

Please enter any special requests including team assignments here:

Yes  No Acknowledgement — I have read the foregoing and understand its terms and stipulations and agree to all of them: Please select Yes to acknowledge that you have read this agreement and will adhere to the [Mentoring Standards](#) described herein.

4.5. Select “**Yes**” to acknowledge that you have read and understood the requirements of being a mentor.

4.6. Select “**Save and Next**” to continue with the process.

The system will present you with options to choose the areas of your expertise.

4.7. Select relevant **industries** and the areas of your expertise (Specialities).

Ntsako Ntsako > Mentor Profile >  
Choose Industries

Industry Experience (please check all that apply):

Agriculture and Forestry - Agriculture and Forestry

Architectural, Engineering, and Related Services - Architectural, Engineering, and Related Services

Automotive Services - Automotive Services

Ntsako Ntsako > Mentor Profile >  
**Choose Specialties**

Please check all of the below skills for which you can offer mentoring guidance:

<input type="checkbox"/> Asia Pacific Region	<input type="checkbox"/> Grant Writing	<input type="checkbox"/> Renewable Energy Certificate Markets
<input type="checkbox"/> B2B	<input type="checkbox"/> Grid Efficiency	<input type="checkbox"/> Renewable Energy Design
<input type="checkbox"/> B2C	<input type="checkbox"/> Hardware Development	<input type="checkbox"/> Risk Management

4.8. Select **“Save”** to continue with the process.

Ntsako Ntsako > Mentor Profile >  
**Mentor Application Received**

<http://www.cleantechopen.com/app.cgi/users/23212/mentor>  
Thank you for volunteering to be a mentor. We will be in contact with you soon.

[Return to Main Menu](#)

**You have successfully applied as a mentor.**