Instructions on Accessing Member-only Resources and Editing your Member Profile
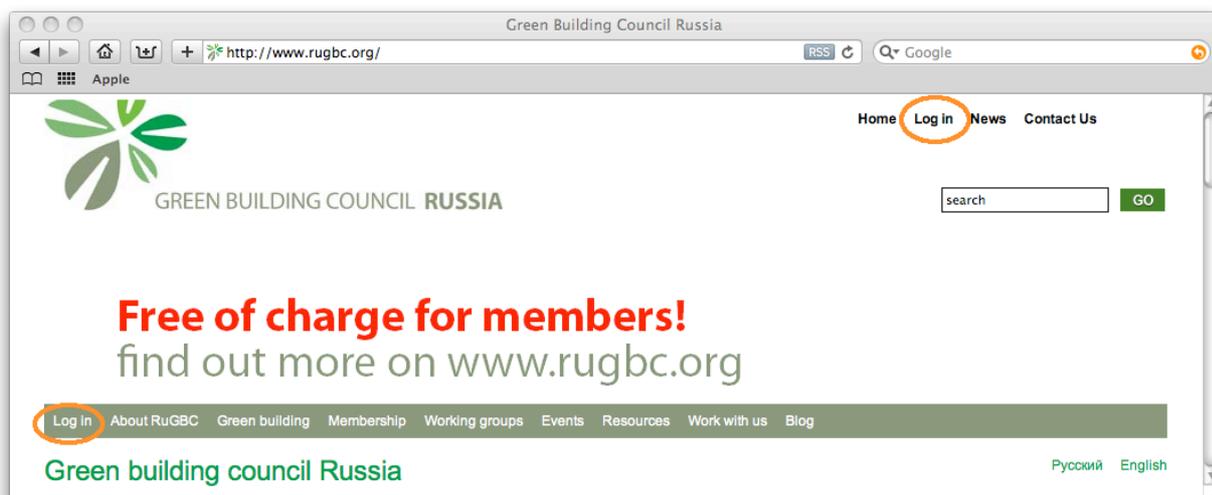
Dear RuGBC member,

By now, you should have received a separate email from RuGBC Administration <info@rugbc.org> with your RuGBC username and password. If you don't see it in your inbox, please check your spam folder and make sure to add RuGBC email addresses to your contact list. If you cannot find the email, please email your inquiry to membership@rugbc.org

You will need your username and password to access member-only resources on RuGBC website and update your member profile. Profiles of corporate members include descriptions on their company (in Russian and English, 250 words), their logo, link to the website and contact info.

To access member-only resources, please do the following:

1. Locate and click "Log In" links on the RuGBC homepage (in the upper right corner or on the menu bar);
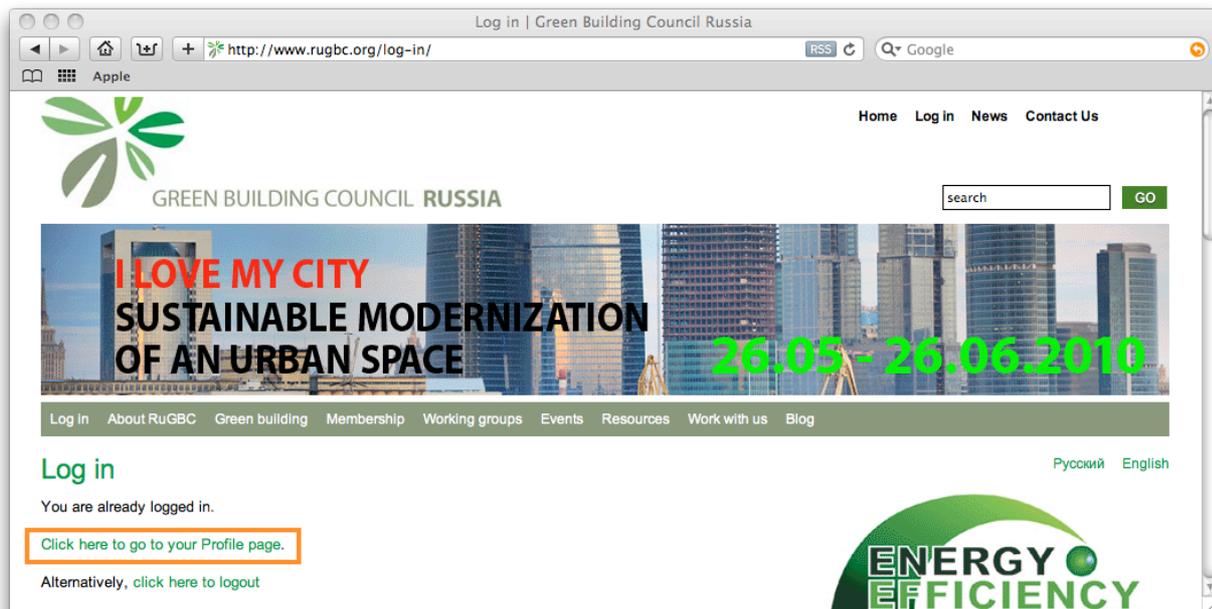

2. Log in with your username and password. You should now be able to access all member-only resources.
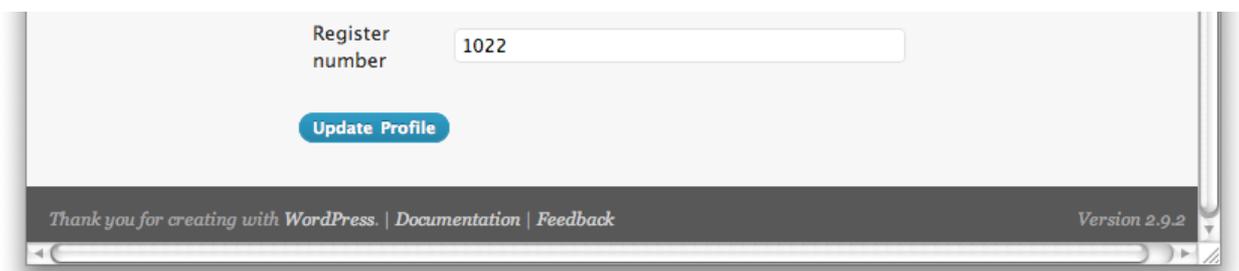
To edit your member profile, please do the following:

1. After you have logged in with your username and password, click on the «log in» link. Once you have done this, select «Click here to go to your Profile page» link.

2. On your profile page you can:
   a. Add/ change your address;
   b. Add/ change contact person details (please note that these can be viewed by any RuGBC website visitor);
   c. *Add/ change company description in Russian and English. Descriptions should be around 250 words each for both Russian and English versions. If your company has any green specialties, policies or credentials, we strongly suggest that you include that information in your description.*
   d. Add/ change company logo;
   e. Change your password.

3. Once you are done making changes to your profile information, make sure to save the changes by clickling the «update Profile» button at the bottom of the page.

4. You can now view your member profile by selecting your company from the list of the current members at http://www.rugbc.org/members/current-members/