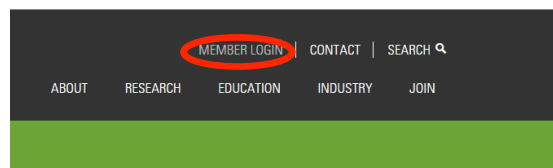


New FREEDM Website 101

Enclosed are instructions for setting up your “People” Page on the freedm.ncsu.edu website! This will enable industry members to find you on our FREEDM website, and all publications are linked to your profile.

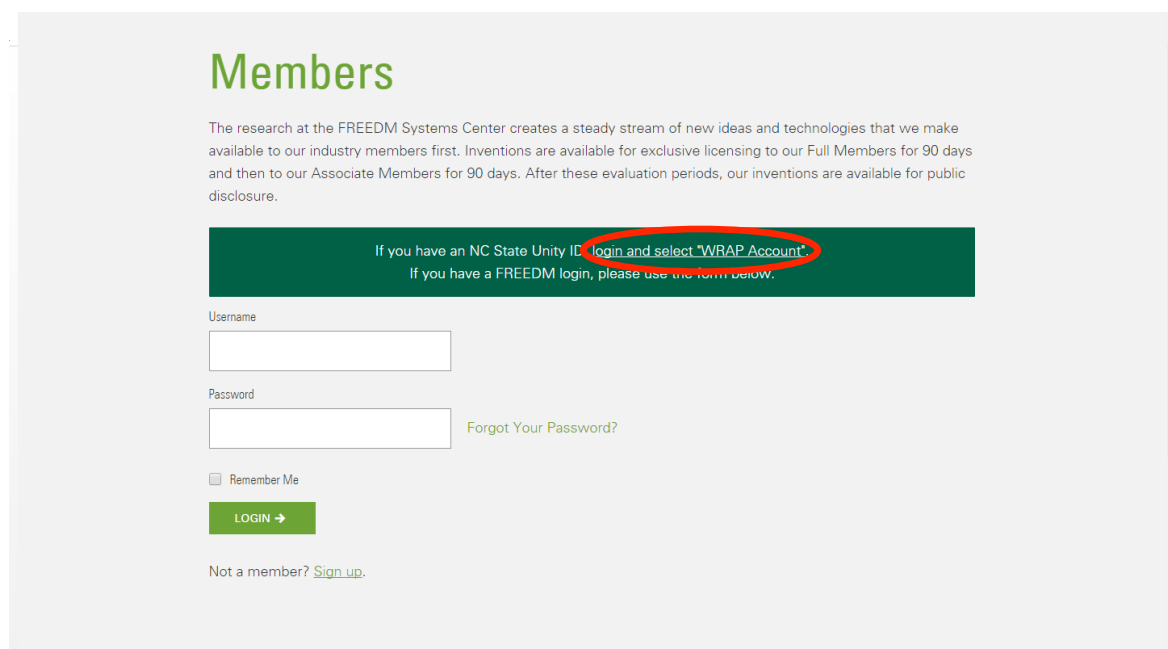
Step 1) If you are new to FREEDM Systems Center – Contact Rebecca McLennan (rhmcleenn@ncsu.edu) to be added to the system. After you have been added to the system, you will receive an email. If you already have a login, continue to Step 2.

Step 2) You will need to login by clicking on Member Login on the top right of the page.

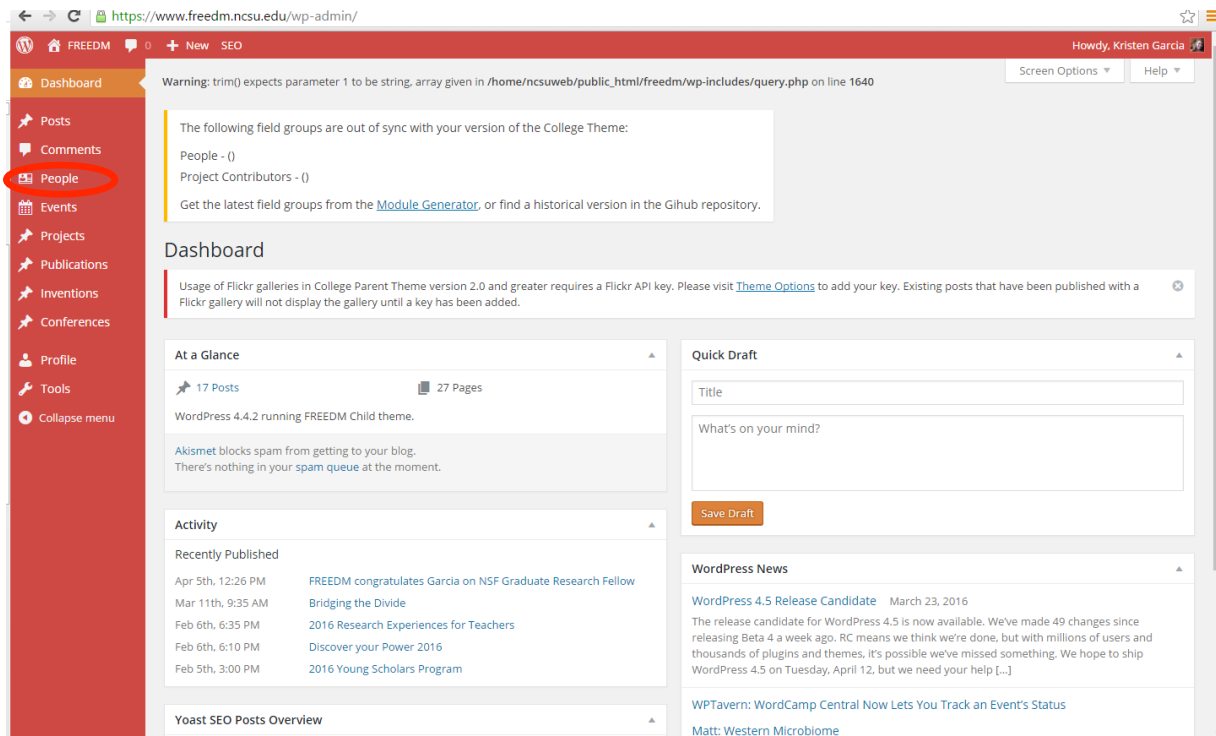


Step 3) As an NCSU student, click on the link in the green box to take you to Shibboleth using your NC State Unity ID. Then, login! If you are from a partner school, login with the username and password by typing it into the screen below.

****If you are an NCSU student, and unable to log in using your WRAP ID, please contact Rebecca McLennan.**

A screenshot of the 'Members' login page on the FREEDM Systems Center website. The page has a light grey background. At the top, the word 'Members' is written in a large green font. Below it, a paragraph of text explains the membership benefits. A dark green rectangular box contains white text: 'If you have an NC State Unity ID, login and select "WRAP Account".' The phrase 'login and select "WRAP Account"' is circled in red. Below this box, there are input fields for 'Username' and 'Password'. To the right of the password field is a link that says 'Forgot Your Password?'. Below the input fields is a checkbox labeled 'Remember Me'. At the bottom of the login section is a green button with the text 'LOGIN →'. At the very bottom of the page, there is a link that says 'Not a member? Sign up.'

Step 4) This brings you to your Dashboard.



Step 5) To edit your profile, click on the People profile as seen above. This will bring you to a screen with your name. Click on your name to edit your profile. From this page, you can add a CV, a short bio, a picture, your LinkedIn account, and previous education. An example can be found here: <https://www.freedom.ncsu.edu/people/kristen-booth/>. From the Dashboard, you can also edit your Wordpress profile, but this does NOT show up within your FREEDM profile.

Image Note – All Profile Pictures should be uploaded in a 1:1 ratio. This will ensure a clean grid on the “People Page.” This means before uploading an image make sure it is completely square. This can be done in Adobe, Preview, or more image processing softwares! Only upload 1 photo. If you need help, contact Rebecca.

https://www.freedm.ncsu.edu/wp-admin/post.php?post=1991&action=edit

Howdy, Kristen Garcia

Dashboard Posts Comments People Events Projects Publications Inventions Conferences Profile Tools Collapse menu

People

☐ Update Contact Information Daily from Campus Directory?

If checked, your contact information, website, and position title will be pulled daily from the campus directory. Campus directory information can be updated within the "Personal Information" section of MyPack Portal.

First Name

Last Name

Title

Website

Email

Office

We recommend that you update the profile information manually rather than checking the box on the picture above. If you are not an NCSU student, you will have to enter everything in manually. Make this page detailed and express your interests, works, and your hard work!

Please contact the Rebecca McLennan at rhmcleenn@ncsu.edu if you have any further questions!