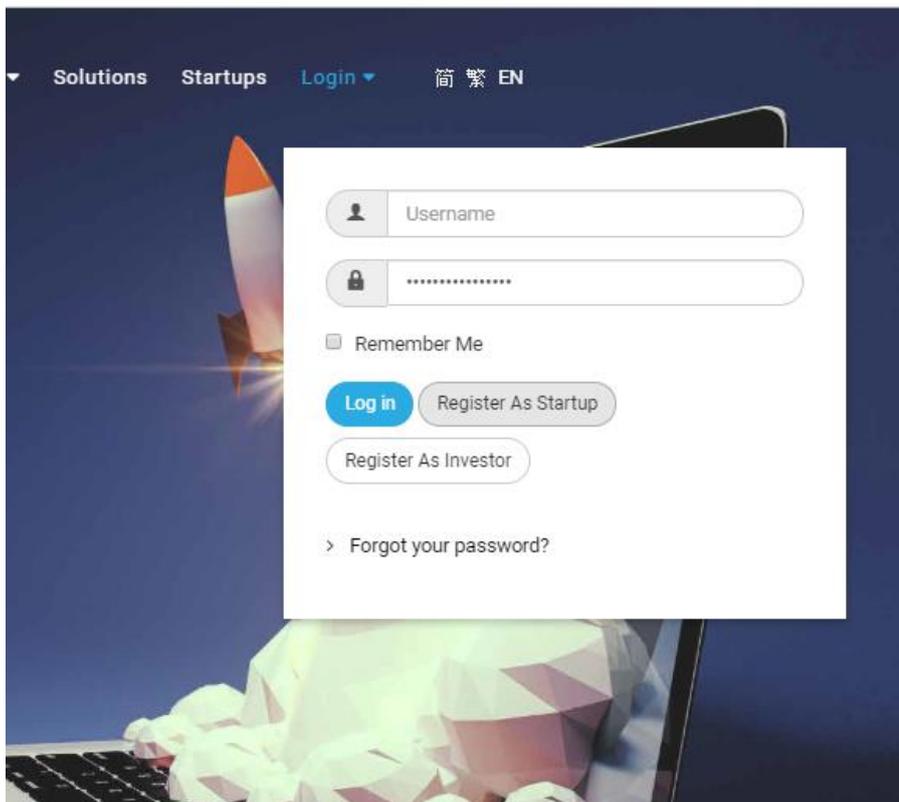


# Quick Start Guide



This Quick Start Guide provides a brief overview of the request process as well as step-by-step instructions for new account setup.

## 1. Register as startup



From any web browser connected to the internet:

- Access iStartup portal login screen by login menu.
- Select the 'Register as startup' button.
- A Register screen will be displayed to enter information about yourself and your company.

## 1.1 Register as startup > Enter user data



Just a few steps away from activating your account ...

Name \*

john

Username \*

john.chan

E-mail \*

john@gmail.com

Verify E-mail \*

john@gmail.com

Password \*

....

Verify Password \*

....

Next >

Enter user information from the register screen:

Enter all the requested data including:

User Information:

- Name and User Name
- Email address including confirmation
- Password with confirmation

When all the data is entered, click Next button go to next screen to continue.

## 1.2 Register as startup > Enter Company data



Just a few steps away from activating your account ...

Company Name \*

John Venture Inc

Company Type \*

Limited Company

Website \*

www.johnventure.com

Phone \*

25123123|

< Prev

Next >

Enter company information from the register screen:

Enter all the requested data including:

Company Information:

- Company Name
- Company Type
- Website
- Phone

When all the data is entered, click Next button go to next screen to continue.

### 1.3 Register as startup > Select privacy options



Just a few steps away from activating your account ...

Important Notice \*

I acknowledge that I have carefully read and fully understood the provisions of the [Terms and Conditions](#), and I agree to be bound by the same. I understood that Hong Kong Cyberport Management Company Limited ("Cyberport") is entitled to delete, suspend or edit all information on this site at any time at its absolute discretion without giving any reason and without prior notice.

I do not agree to receive emails from iStartup.

< Prev

Submit

Reset

Select privacy options and review the term and conditions.

When all the data is entered, click Submit button to complete the registration.

### 1.4 Register as startup > Email message

Dear Member,

Thank you for your registration. Please click below button to activate your account:

[user activation link](#)

After activation you can login using the following username and password:

Username: john.chan

Password: 12#\$ZXCV

Should you have any questions, please contact us at [info@istartup.hk](mailto:info@istartup.hk)

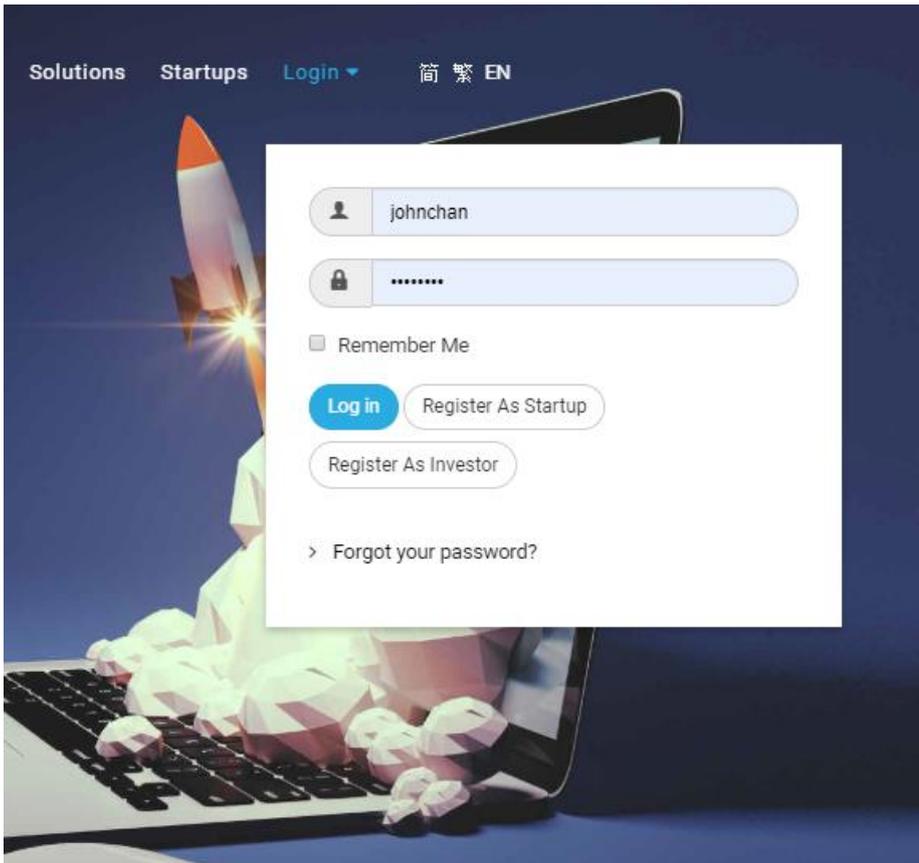
Best Regards,  
iStartup Team

An email message confirming your registration will be sent to you. Please click to related link to activate your account and keep this message for your records.

## 2. Login

You can now start login the portal.

- Access the login screen
- Enter your Username and Password.
- Select Log In button.



### 2.1 Login > Edit User Account

You can change the field values here.

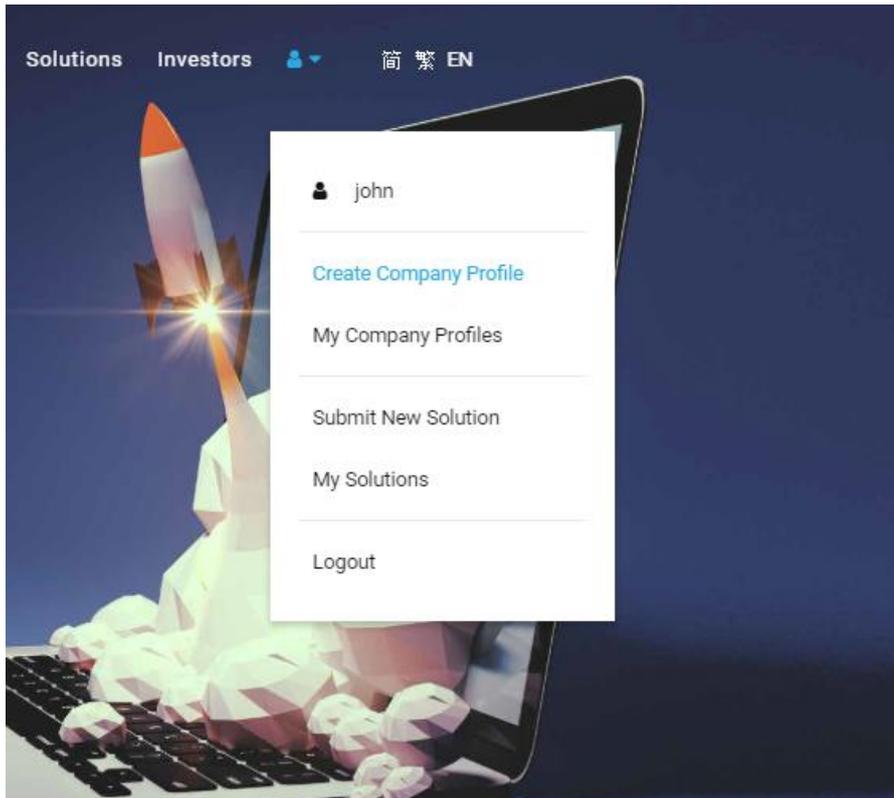
Click Submit button to save.

Edit Your Profile

Name *	<input type="text" value="john"/>
Username (optional)	<input type="text" value="johnchan"/>
Password (optional)	<input type="password" value="....."/>
Confirm Password (optional)	<input type="password"/>
Email Address *	<input type="text" value="john@gmail.com"/>
Confirm Email Address *	<input type="text" value="john@gmail.com"/>

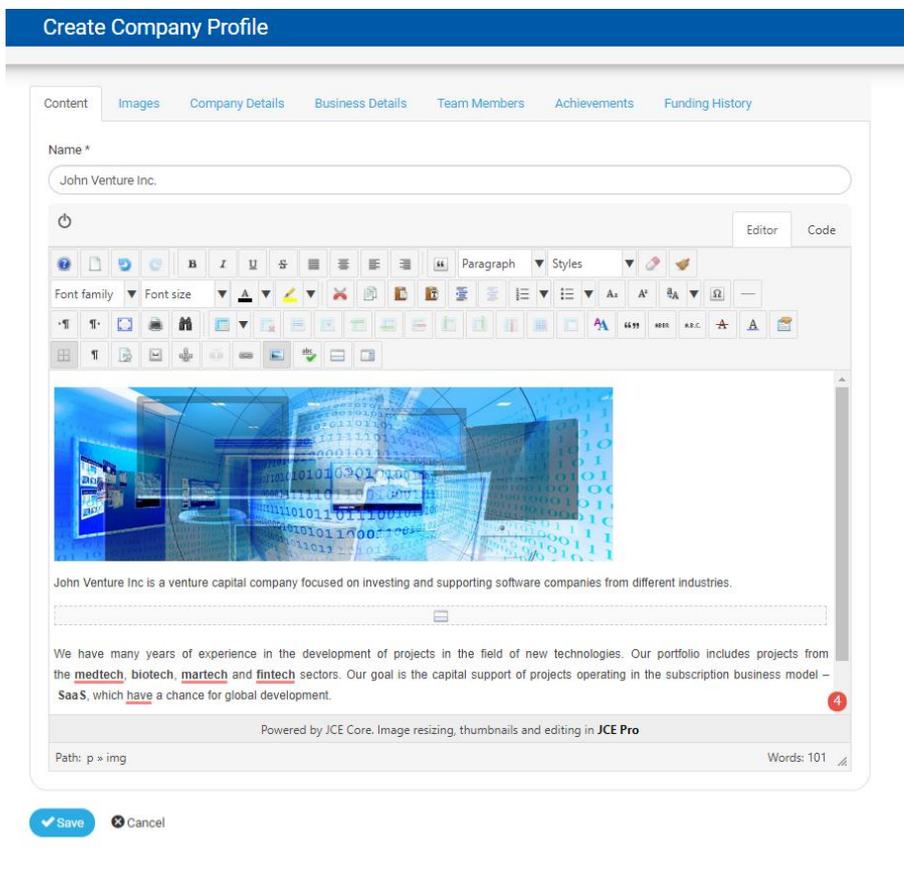
### 3. Create Company Profile

Click menu item go to Create Company Profile screen.



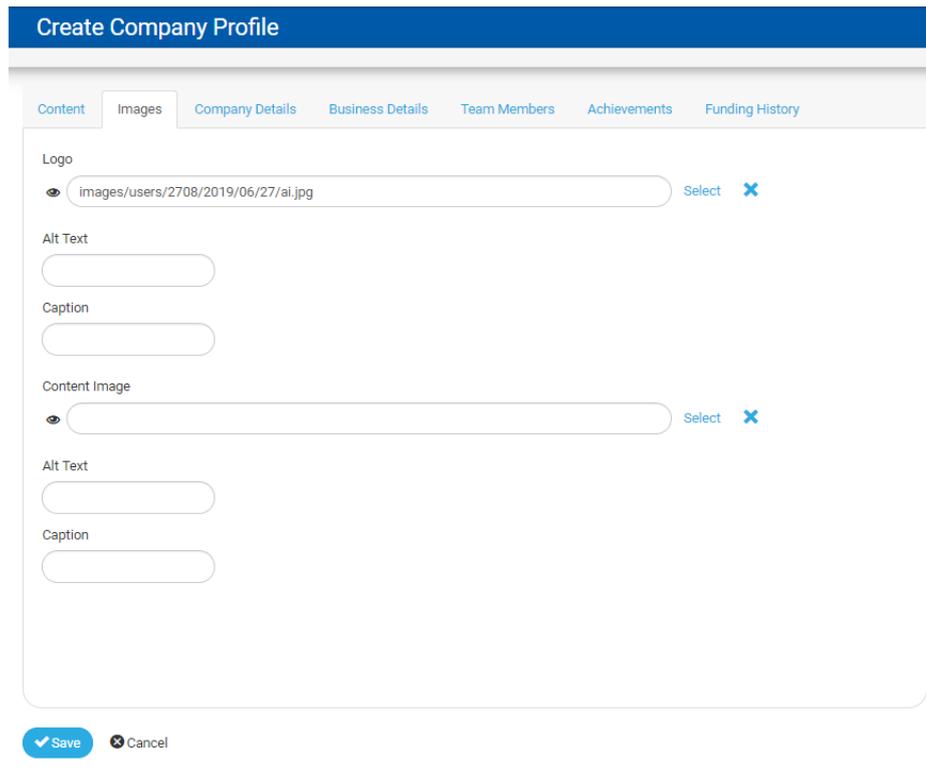
### 3.1 Create Company Profile > Edit content

In the Content section of the Create Company Profile screen:



- Enter the Company Name field
- Enter the company details information.

### 3.2 Create company profile > Images > upload company logo

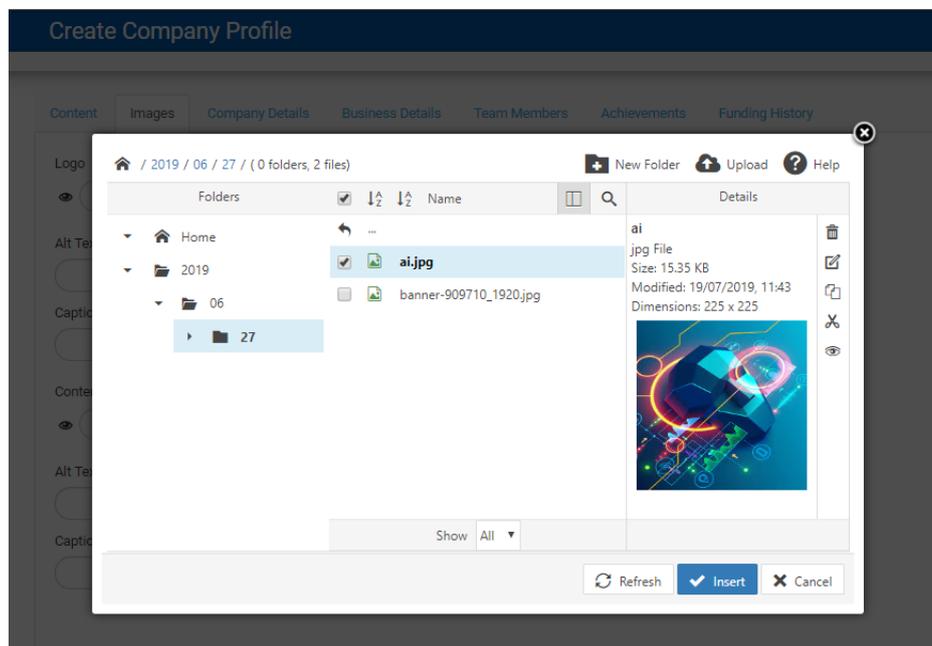


In the Images section of the Create Company Profile screen:

Click Select button to navigate the desired image file from your local drive.

Select Save.

### 3.3 Create company profile > Images > Upload



In the Image section of the Create Company Profile screen:

Select the Upload button and navigate to the desired image file from your local drive.

Select Insert.

### 3.4 Create company profile > Edit Company Details

My Company Profiles

Content Images Company Details Business Details Team Members Achievements Funding History

Address  
Units 1302-04, Level 13,  
Cyberport 2, 100 Cyberport Road, Hong Kong

Region of Origin  
Hong Kong

Contact Person  
John Chan

Contact Number  
25123123

Contact Email  
john@gmail.com

Website  
www.johnventure.com

Founders  
John Chan

Founding Date  
2016-07-01

Facebook

LinkedIn

Twitter

Save Cancel

In the Company Details section.

Enter all the requested data including:

- Address
- Region of Origin
- Contact Number
- Contact Email
- Website
- Founders
- Founding Date
- Facebook
- LinkedIn
- Twitter

### 3.5 Create company profile > Edit Business Details

My Company Profiles

Content Images Company Details Business Details Team Members Achievements Funding History

Technology Sector  
Tech

Target Industry

- Accommodation
- Aerospace Technology
- Agriculture
- Arts, Culture, Media And Recreation
- Biotechnology, Medical & Healthcare
- Design & Marketing
- Electronics, Electrical Appliances & Lighting
- Energy
- Government
- Finance And Insurance
- Food Services
- Gambling & Gaming
- Goods, Textiles & Fashion Accessories
- Gifts, Houseware & Stationery
- Government
- Information & Real Estate
- Information Technology
- Manufacturing
- Media
- Meetings, Conferences, Conventions And Exhibitions
- Professional, Scientific And Technical Services
- Timepieces, Jewellery & Optical Goods
- Toys & Baby Products
- Transportation And Transportation
- Traveling
- Utilities
- Others

Nature Of Business

- Major League Organizers
- E-Sports Associations
- E-Sports Stadium And Arena Owners
- E-Sports Teams
- Game Developers And Publishers
- Infrastructure Planners
- Blockchain Experts And Practitioners
- Government Regulators And Bodies
- Tech Entrepreneurs
- Investors (Angel Investors, VC And PE)
- Intermediaries
- Startups
- Academia
- Others

Cyberport Intake

Cyberport Intake Project Name

Cyberport Incubation Status  
Active

Relationship

- Incubator
- Tenant

Presentation Deck

Select

Save Cancel

In the Business Details section.

Enter all the requested data including:

- Technology Sector
- Target Industry
- Nature of Business
- Cyberport Intake
- Cyberport Intake
- Project Name
- Cyberport Incubation
- Status
- Relationship
- Select the navigate to the Presentation Deck file from your local drive

### 3.6 Create company profile > Edit Team members

Name	Position	Email	LinkedIn	Remark
John Chan	Director	john@gmail.com		
Peter Ho	Manager	peter@gmail.com		

In the Team Members section.

Enter all the team data including:

- Name
- Position
- Email
- LinkedIn
- Remark

### 3.7 Create company profile > Edit Achievements

Past 12 Months Revenue (USD)  
123000

Has Patents?  
No

Patent Details

Received Awards?  
No

Awards Details

In the Achievements section.

Enter all the requested data including:

- Past 12 Months Revenue
- Patents and Patent details
- Awards and Award details

### 3.8 Create company profile > Edit Funding History

Funding Stage

Pre-seed Seed **Series A** Series B Series C Series D Series E Others

Date	Investors	Amount (USD)	Valuation (USD)	Reference (URL)
1/7/2015	Google	123400	123400	
1/7/2016	Cyberport HK	200000	200000	

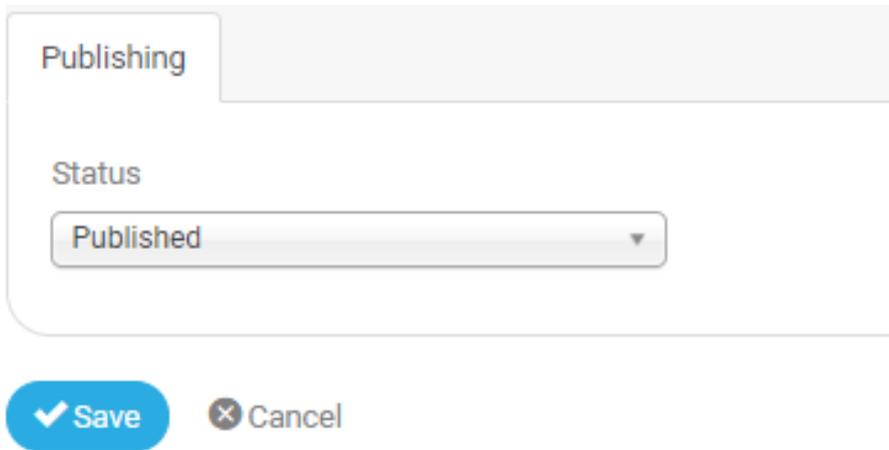
In the Funding history section.

• Select Finding Stage  
• Enter the Funding details data including:

- Date
- Investors
- Amount
- Valuation
- Reference

Click the Save button to save Company Profile.

### 3.9 Create company profile > Publishing



Publishing

Status

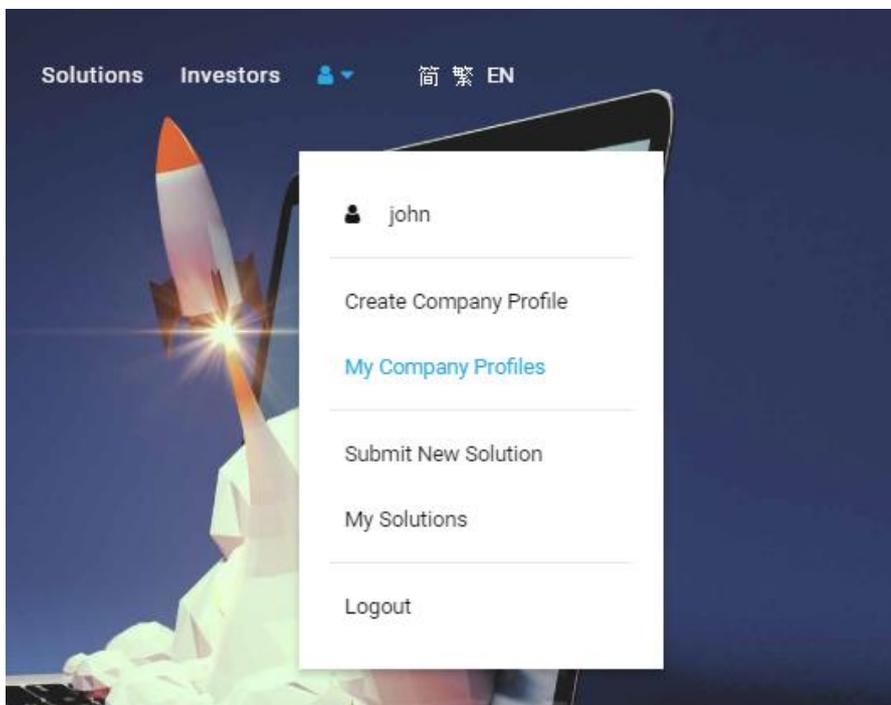
Published

✓ Save   ✕ Cancel

In the Publishing section.

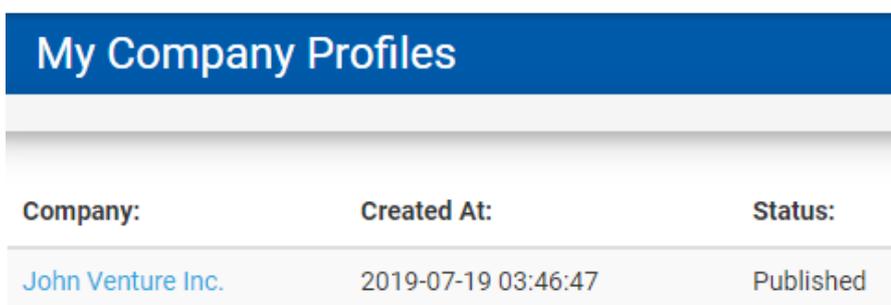
- Select Status to “Published” to launch the profile.

### 4. My Company Profile



Click menu item go to My Company Profile screen.

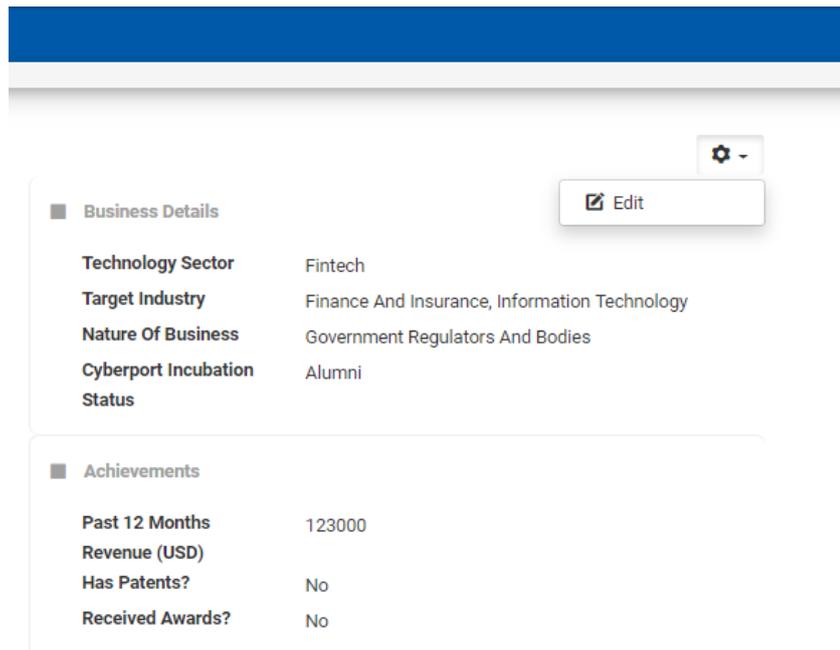
### 4.1 My Company Profile



My Company Profiles		
Company:	Created At:	Status:
<a href="#">John Venture Inc.</a>	2019-07-19 03:46:47	Published

Click Company link to go to Edit screen.

## 4.2 My Company Profile > Edit

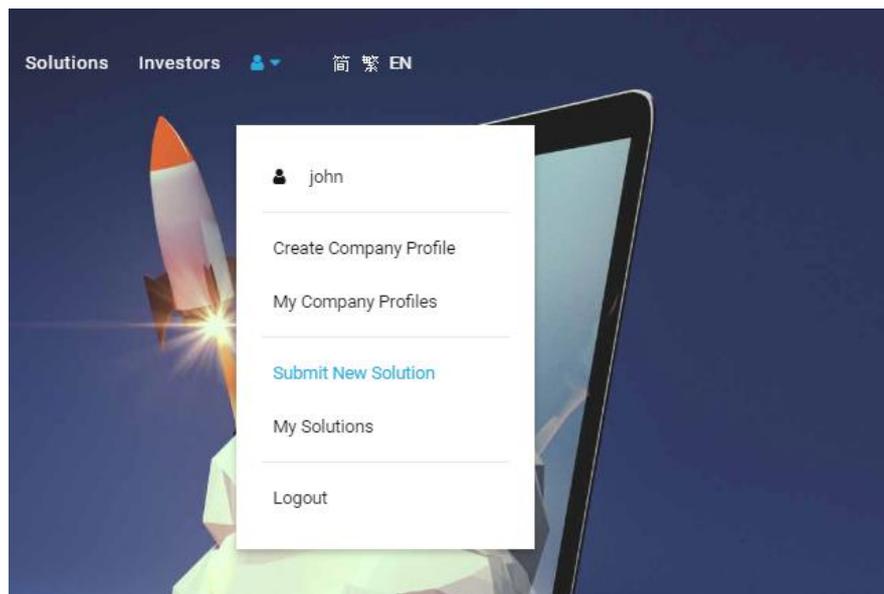


The screenshot shows a user interface for editing a company profile. It features two main sections: 'Business Details' and 'Achievements'. The 'Business Details' section includes fields for Technology Sector (Fintech), Target Industry (Finance And Insurance, Information Technology), Nature Of Business (Government Regulators And Bodies), and Cyberport Incubation Status (Alumni). The 'Achievements' section includes fields for Past 12 Months Revenue (USD) (123000), Has Patents? (No), and Received Awards? (No). An 'Edit' button is located in the top right corner of the 'Business Details' section.

In the My Company Profile section.

Click the dropdown menu to go to Edit screen.

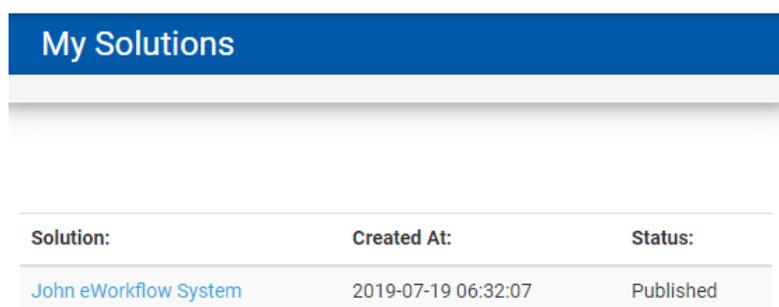
## 5. Submit New Solution



The screenshot shows a user interface for submitting a new solution. It features a navigation bar with 'Solutions' and 'Investors' links, and a user menu dropdown. The user menu includes options for 'john', 'Create Company Profile', 'My Company Profiles', 'Submit New Solution' (highlighted in blue), 'My Solutions', and 'Logout'. The background of the page shows a rocket launch and a tablet.

Click menu item go to Submit New Solution screen.

## 5.1 Submit New Solution > My Solutions

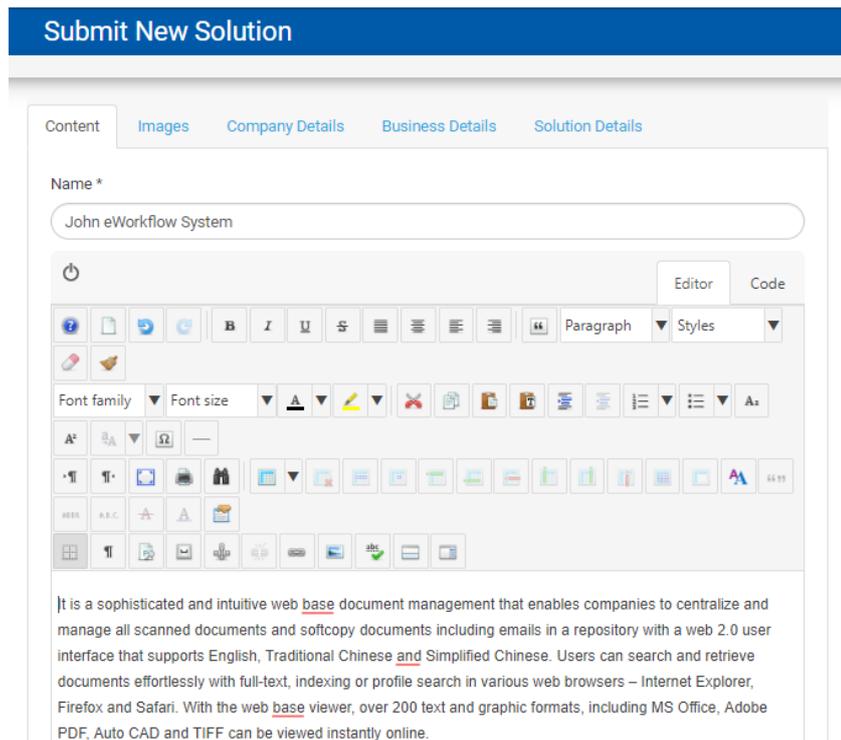


The screenshot shows a user interface for viewing 'My Solutions'. It features a table with columns for 'Solution', 'Created At', and 'Status'. A row is visible with the solution 'John eWorkflow System', created at '2019-07-19 06:32:07', and status 'Published'.

Solution:	Created At:	Status:
<a href="#">John eWorkflow System</a>	2019-07-19 06:32:07	Published

Click Solution link to go to Edit screen.

## 5.2 Submit New Solution > Edit Content



**Submit New Solution**

Content Images Company Details Business Details Solution Details

Name \*

John eWorkflow System

Editor Code

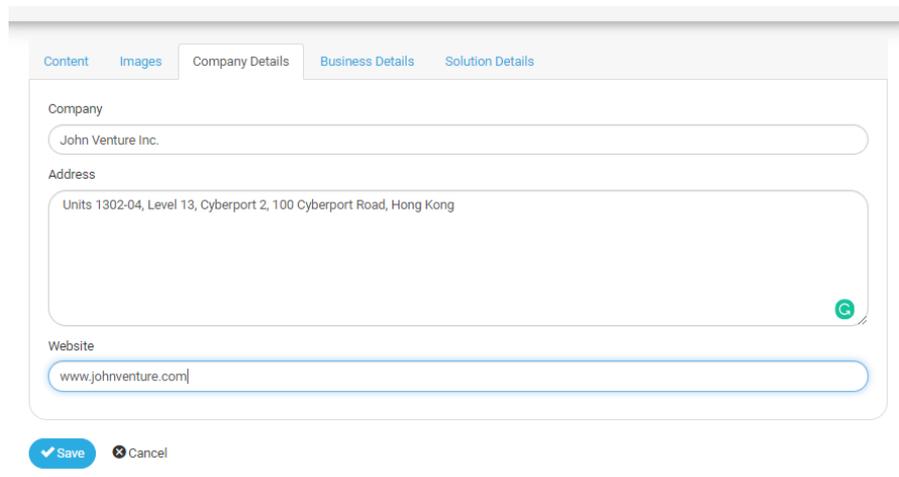
Font family Font size Paragraph Styles

It is a sophisticated and intuitive web base document management that enables companies to centralize and manage all scanned documents and softcopy documents including emails in a repository with a web 2.0 user interface that supports English, Traditional Chinese and Simplified Chinese. Users can search and retrieve documents effortlessly with full-text, indexing or profile search in various web browsers – Internet Explorer, Firefox and Safari. With the web base viewer, over 200 text and graphic formats, including MS Office, Adobe PDF, Auto CAD and TIFF can be viewed instantly online.

In the Content section.

- Enter the Name field
- Enter the details information.

## 5.3 Submit New Solution > Company Details



Content Images Company Details Business Details Solution Details

Company

John Venture Inc.

Address

Units 1302-04, Level 13, Cyberport 2, 100 Cyberport Road, Hong Kong

Website

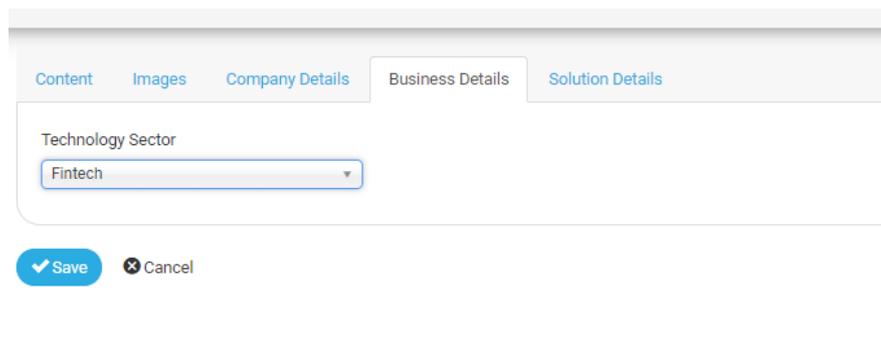
www.johnventure.com

Save Cancel

In the Company section.

- Enter the Company field
- Enter the Address
- Enter the Website

## 5.4 Submit New Solution > Business Details



Content Images Company Details Business Details Solution Details

Technology Sector

Fintech

Save Cancel

In the Business Details section.

- Enter the Technology

## 5.5 Submit New Solution > Solution Details > pricing

Content Images Company Details Business Details Solution Details

Pricing

Editor Code

Paragraph Styles

Font family Font size

**STANDARD**  
Rule + Workflow Platform

Starts at  
**\$3,666**  
per month

Single Server  
Unlimited Users  
Unlimited Designers  
Unlimited Guest Users  
Unlimited API/scheduled job processing

**ENTERPRISE**  
Rule + Workflow Platform

Contact Us  
For Details

Multiple (2+) Servers  
Unlimited Users  
Unlimited Designers  
Unlimited Guest Users  
Unlimited API/scheduled job processing

Powered by JCE Core. JCE Pro

Path: p Words: 0

In the Solution Details section.

- Enter the Pricing information.

## 5.6 Submit New Solution > Publishing

Publishing

Status

Published

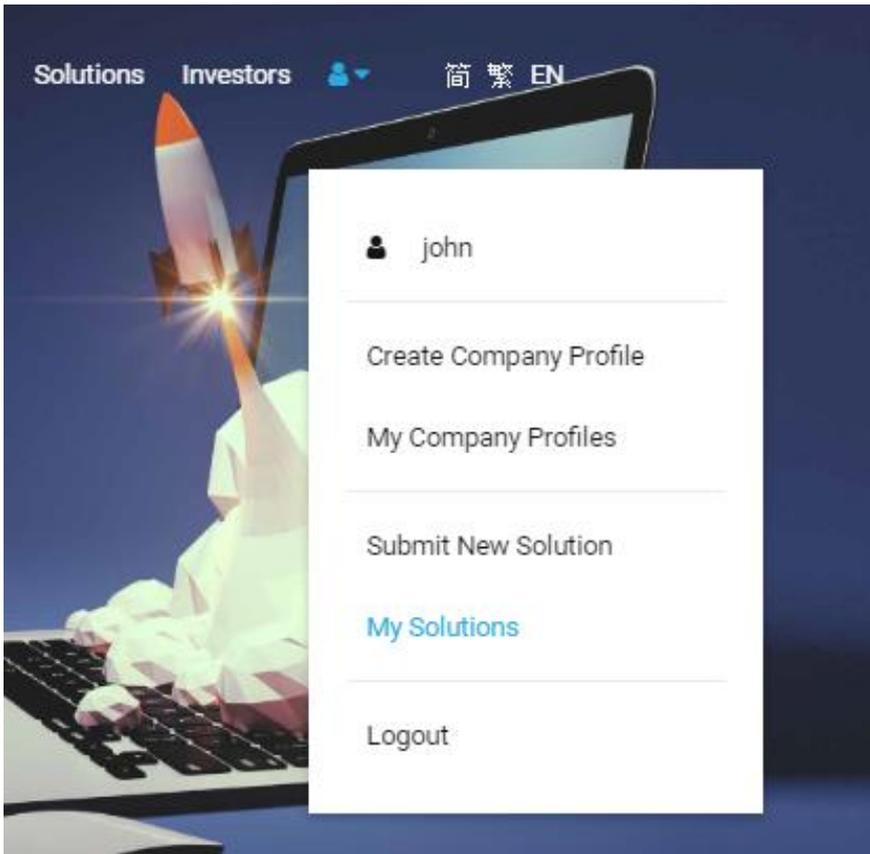
Save Cancel

In the Publishing section.

- Select Status to “Published” to launch the profile.

## 6. My Solution

Click menu item go to My Solutions screen.



### 6.1 My Solution > Edit

Click Solution link to go to Edit screen.

My Solutions		
<b>Solution:</b>	<b>Created At:</b>	<b>Status:</b>
<a href="#">John eWorkflow System</a>	2019-07-19 06:32:07	Approved

### 6.2 My Solution > Edit

In the My Solutions section.

My Solutions

It is a sophisticated and intuitive web base document ⚙️ -

**Company Details**

**Company** John Venture Inc.  
**Address** Units 1302-04, Level 13, Cyberport 2, 100 Cyberport Road, Hong Kong  
**Website** www.johnventure.com

**Business Details** ✎ Edit

**Technology Sector** Fintech

**Solution Details**

**Pricing**

<b>STANDARD</b> <small>Rule + Workflow Platform</small>	<b>ENTERPRISE</b> <small>Rule + Workflow Platform</small>
Starts at <b>\$3,666</b> <small>per month</small>	Contact Us For Details
<small>SINGLE SERVER</small>	<small>MULTIPLE (2+) SERVERS</small>

Click the dropdown menu to go to Edit screen to edit related field values.

## 7. Searching

The new content is not automatically updated in search pages, it will take 5 minutes or more for a search engine to update search results.