

## CREATE MENTOR PROFILE:

*After logging in, you will see a black bar at the top of the website. This lets you know you're logged in. Hover over "ADD CONTENT" > then click "MENTOR PROFILE"*

Before filling out your Mentor Profile, please prepare the following information and materials. Having this prepared will make filling out your profile easy and fast.

- Title (name) \*
- Education
- Work Experience
- Extracurricular Activities
- Areas of Expertise
- Details of Availability
- Phone
- Email
- Address
- Website
- Category: Choose Business, Government or Non-Profit
  
- Profile photo
  - **Square photos work best. Recommended size = 600 x 600 px**
- Photo banner: *Not necessary for mentor profile*

When you finish filling out your profile, click SAVE.

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To review your published Mentor Profile. Go to the Homepage (Click the GWCC logo in menu or Home icon in the black bar), and go the MY CONTENT section under main website banner.