













### **EUREKA Clusters AI Call**

### **Brokerage tool**

- Create account / login
- Project idea portal
  - Overview all AI project ideas
  - Create new idea
  - Add new partners
  - Project idea invitations & requests
- Partner search
- Profile settings

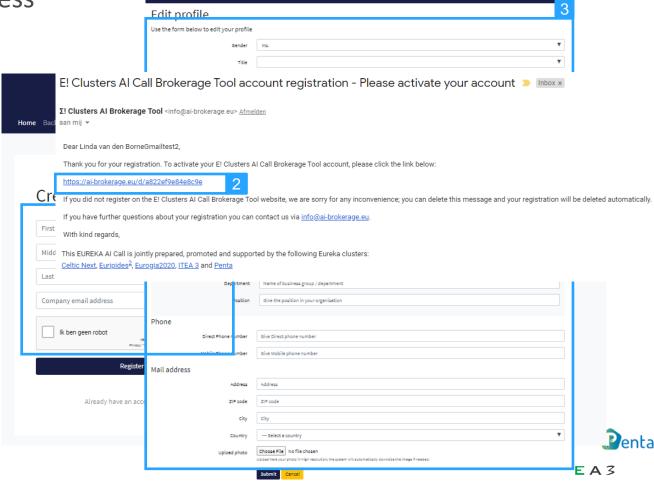




Create account (<a href="https://ai-brokerage.eu/user/register.html">https://ai-brokerage.eu/user/register.html</a>)

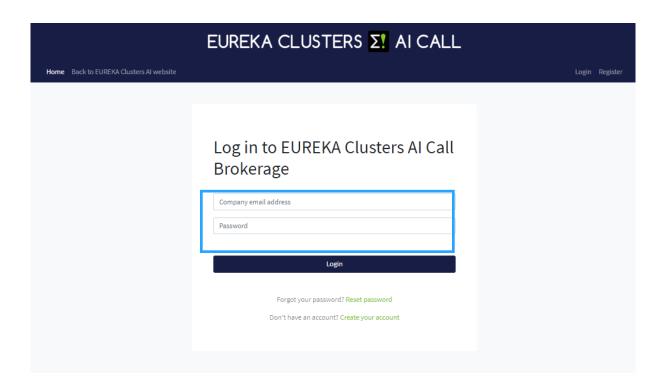
#### To use the Brokerage tool, you need to create an account:

- 1. Fill your name and company email address
- 2. Activate your account via the email link
- Fill in additional information e.g. company name and set your password



Login (https://ai-brokerage.eu/user/login.html)

If you already have an account, you can login using your credentials (email address and password).



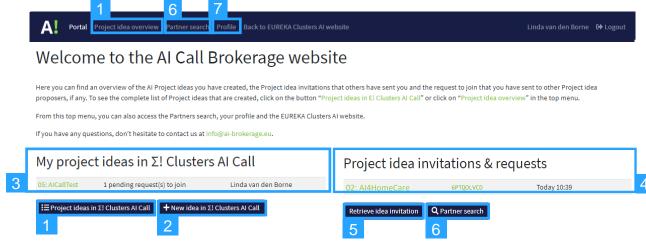




Project idea portal (<a href="https://ai-brokerage.eu/community">https://ai-brokerage.eu/community</a>)

#### From the AI Project idea portal you can access all elements:

- 1. Overview all AI project ideas (slide 6)
- 2. Create new idea (slide 7)
- Overview of your AI project ideas and manage your project idea (slide 8)
- 4. Overview of invitations (people who invited you) & requests (ideas you want to join)
- 5. Retrieve idea invitation (slide 11)
- 6. Partner search (slide 12)
- 7. Edit your profile / expertise / organisation / password (slide 13)



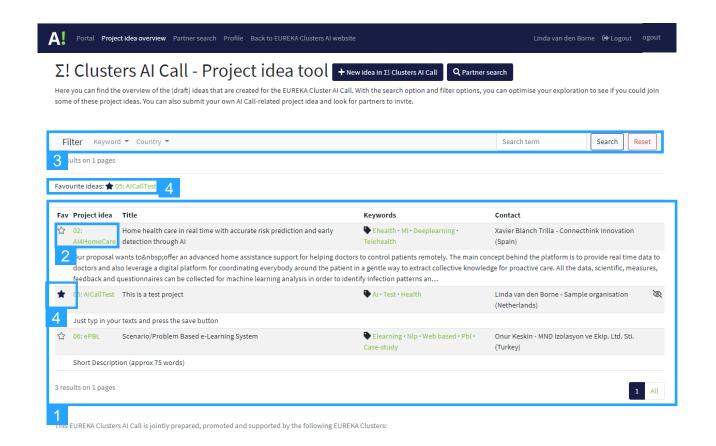




1. Overview all Al project ideas (<a href="https://ai-brokerage.eu/community/idea/list/tool-1.html">https://ai-brokerage.eu/community/idea/list/tool-1.html</a>)

### From the overview All Al project ideas you can:

- View basic information of the created ideas
- 2. Open ideas and read all details (and send request to join)
- Filter on Keyword, Country or Search term
- Save your favourite ideas by clicking on the Star in the first column (it will stay on top of the list)



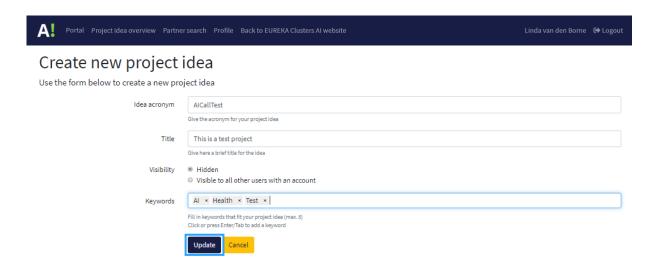






2. Create new idea (https://ai-brokerage.eu/community/idea/new/tool-1.html)

To create an AI project idea, fill in the key date and press Update



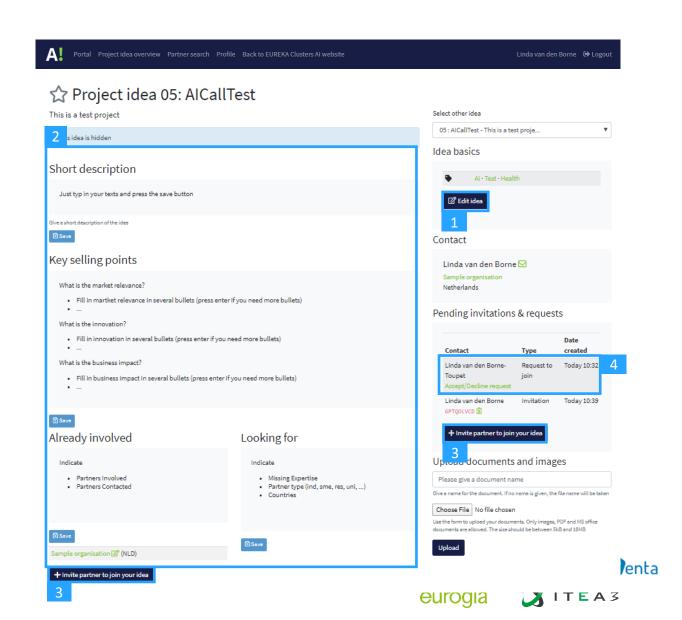




#### 3. Manage project idea

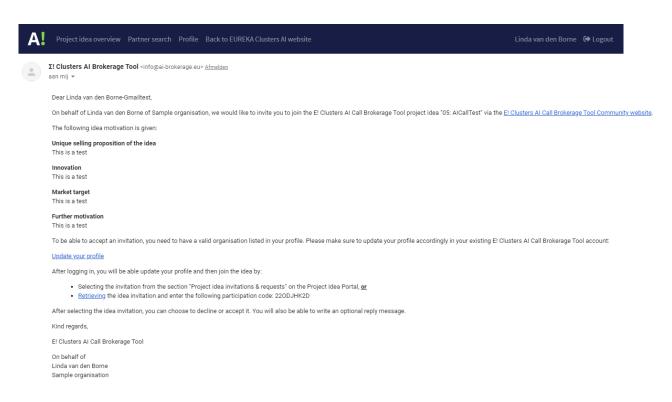
#### Manage your project idea

- 1. Edit basic information (slide 7)
- 2. Fill in requested information
- 3. Invite partners to join idea (see slide 9)
- Manage requests to join (see slide 10)



#### 3.3 Invite a partner to join

- 1. Fill in the requested information and press Send invitation
- 2. The invited person will receive an email



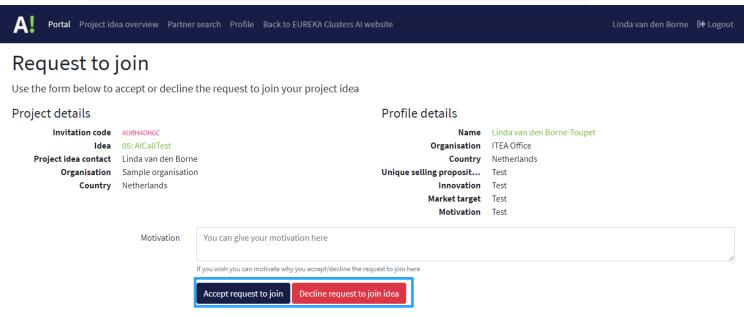






### 3.4 Manage requests to join

- 1. Accept or decline request by choosing the corresponding button
- If you accept, the organisation will be added automatically in the list of Already involved partners of your project idea
- 3. The applicant will receive an email to inform him/her about your decision

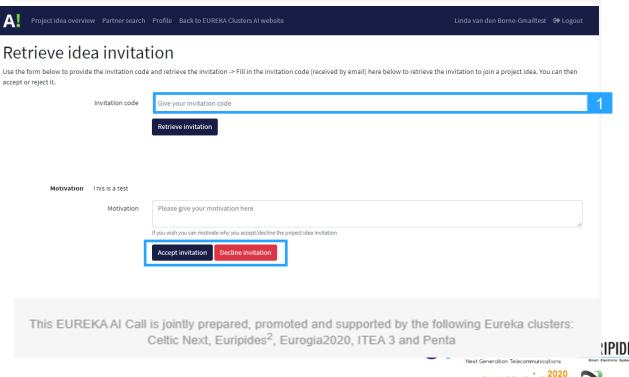






Retrieve idea invitation (<a href="https://ai-brokerage.eu/community/idea/invite/retrieve.html">https://ai-brokerage.eu/community/idea/invite/retrieve.html</a>)

- 1. Fill in the code received by email
- 2. Accept or decline invitation
- 3. The project proposer receives an answer after confirmation/decline

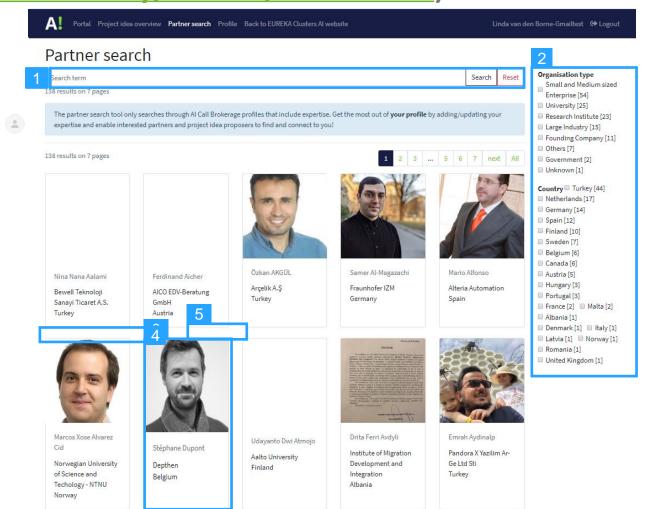






Partner search (https://ai-brokerage.eu/community/contact/search.html)

- Search by term in expertise of profiles
- 2. Search by Organisation type or Country
- Open profile
- Discover profile + invite button
- Invite person to join your project idea
- The invited person will receive an email











#### Edit your profile / expertise / password

- 1. View your profile settings
- 2. Open your profile
- 3. Update profile and expertise
- 4. View organisation details
- 5. Update organisation details
- 6. Open password settings
- Change password
- 8. Set profile visibility settings
- 9. Update profile and visibility

