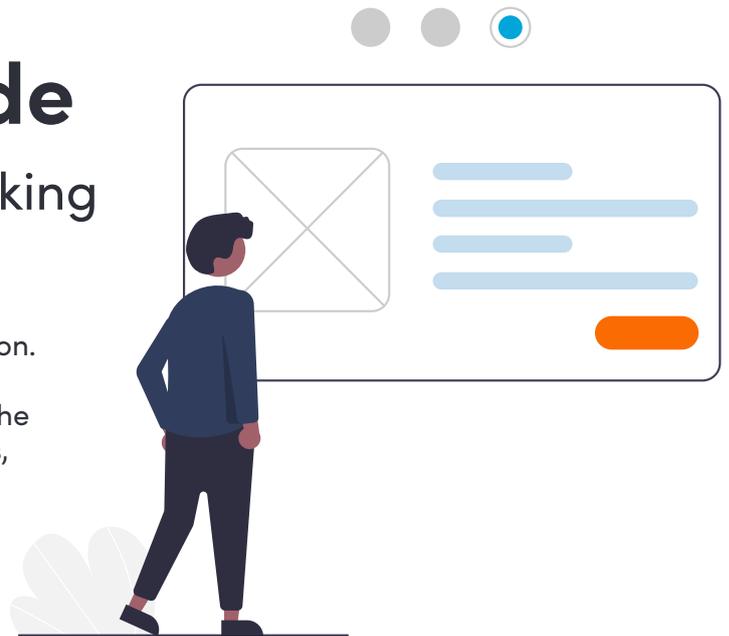


Our easy onboarding guide

Discover a new way of working

Smarter, faster and easier. My Pagabo simplifies every process giving you better exposure to potential clients and streamlining every interaction.

From start to finish you'll have instant access to the latest information, from proposals and estimates, to the latest opportunities and social value data – all in one place.



Why choose My Pagabo?



Everything you need in one place

With your very own dashboard you'll have all the essential information at your fingertips.



Procurement made easier for you and your clients*

Review and register for opportunities, then submit bids to win work.



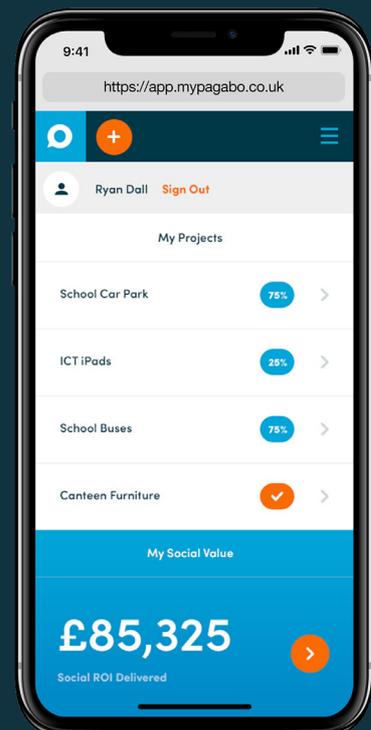
Track social value*

Forecast and manage your Social Value impact.



A seamless experience

Integrated with the industry's leading technology suppliers including SPC and CreditSafe, with more exclusive integrations coming soon.



How to onboard

It's so easy to implement and use My Pagabo.
Here's how it works...

Register

1. Register yourself and your organisation at app.mypagabo.co.uk/login
Once approved, sign in!



Admin



2. Next, complete your organisation's profile by clicking the 'Admin' tab and selecting 'Organisation'. In there you can upload your logo, change your address and other company details.

Users

3. At this stage you can also register your colleagues to join My Pagabo with you. You can do this by again clicking the 'Admin' tab, but this time selecting 'Users' and following the simple steps.



Frameworks

4. Now that your company profile is complete, click on the 'Frameworks' tab to view Pagabo's Frameworks all in one place. On each individual Framework page you can access user guides, documentation and other useful information.

Our Success

5. Now it's time to really promote yourself! You can do this by clicking the 'Our Success' tab. Within this area follow the simple steps to add and share your case studies and other good news initiatives.



Opportunities

6. Finally, take a look at all of the projects that you have ongoing through Pagabo by selecting the 'Opportunities' tab.

And now you're all set for the big launch!

Please be aware:

The deadline for onboarding is **7 December 2020** when our clients will be onboarded. So, if you don't want to be left behind – join My Pagabo today.

Your key contacts



Julian Penna

Technical Support

E: mysupport@pagabo.co.uk

T: 07718 168362



Tom Retallick

Framework Administrator

E: mysupport@pagabo.co.uk

T: 01482 255130