OFFER HELP

SOCIAL GROUPS POSTING INSTRUCTIONS

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LOOKING TO HELP?

Colorado Startups boasts a crowd of 10,000+ startup members ("Startupers") across the three social groups (<u>Facebook</u>, <u>LinkedIn</u>, <u>Slack</u>). All of them are excited to help one another and share their passions. The community grows as more members help one another.
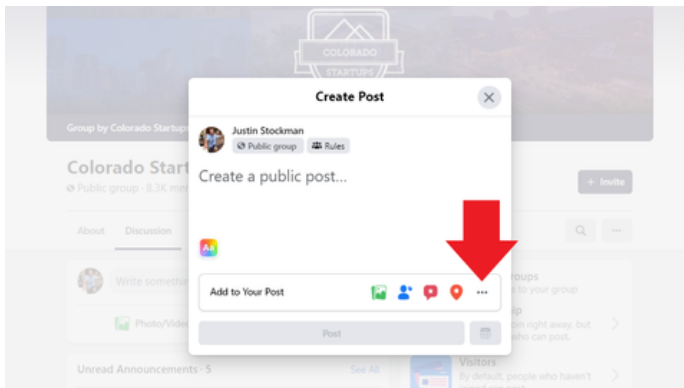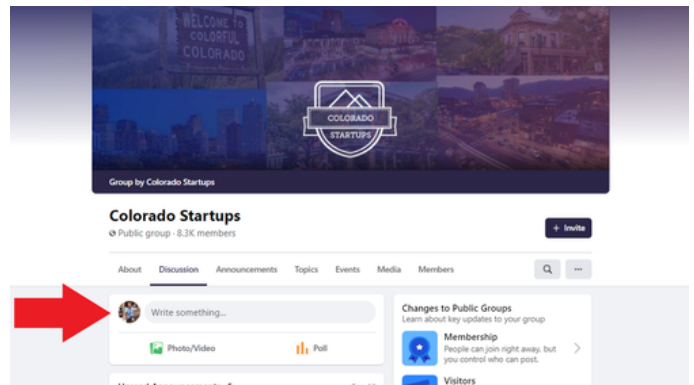
INSTRUCTIONS

1. Posting requirements for offering help vary by social group (<u>Facebook</u>, <u>LinkedIn</u>, <u>Slack</u>). Please use the guides below for posting in each group.
2. Offers for help need to be from someone with previous experience in the support role.
3. The offer to help needs to be completely free and not a solicitation of services.
4. If you need to update information on your offer to help post, please edit the original post in the group instead of posting a new one. Editing a single post prevents duplicates. You can make edits to your post as often as necessary to update the information.
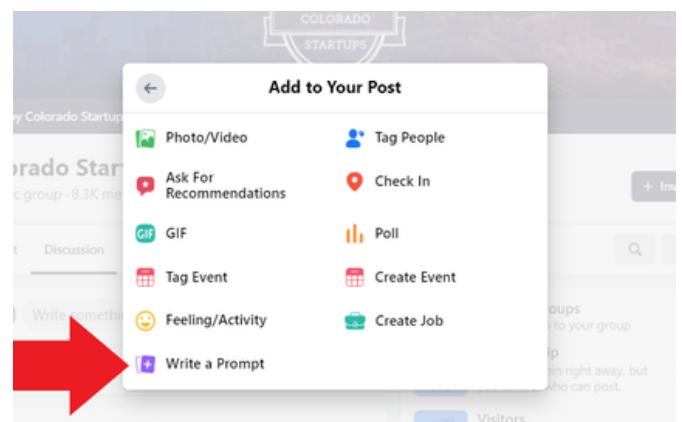
FACEBOOK POSTING INSTRUCTIONS

1. Navigate to the Facebook Group

Navigate to the Colorado Startups Facebook group. Once there, click on the "Write something..." box in the discussion tab.

2. Select "More Options"

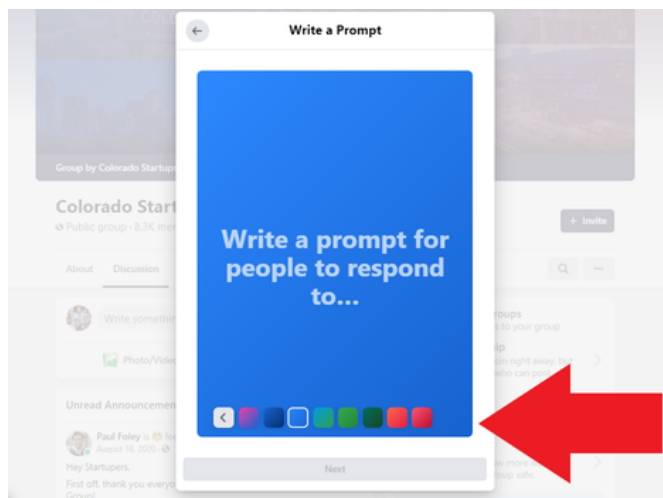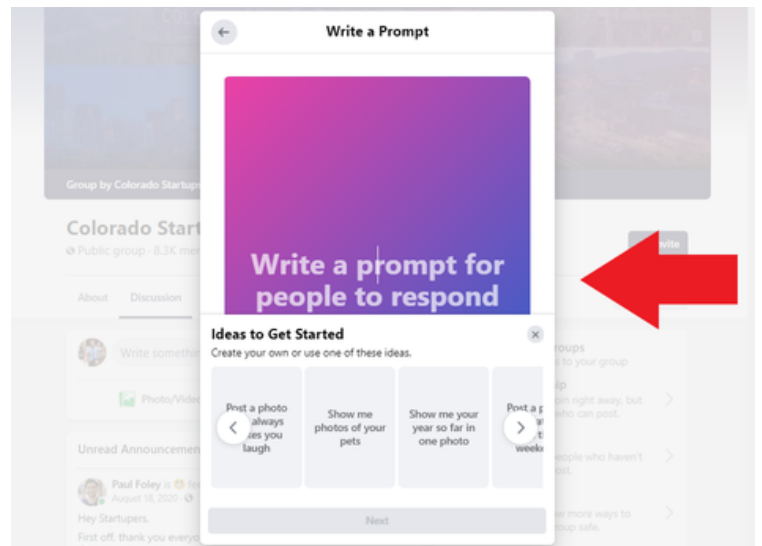Open the "more options" menu by clicking the three dots in the bottom right corner.

3. Write a Prompt

Select the purple "Write a Prompt" option in the bottom left.

4. Enter Details

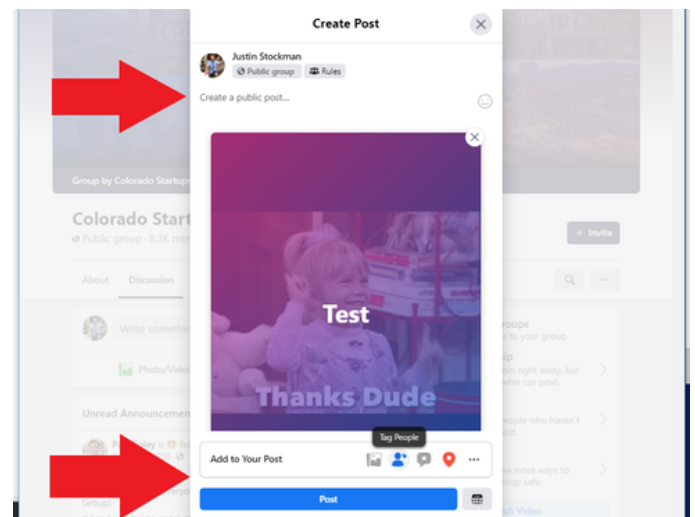Write what you are offering help with, keep it short and brief.

5. Custom Color

Customize the color of your post to help grab attention.

6. Publish

Include more information in the post, be as descriptive as possible about your offer. Once reviewed and ready, click "Post" at the bottom of the window to post your offer.
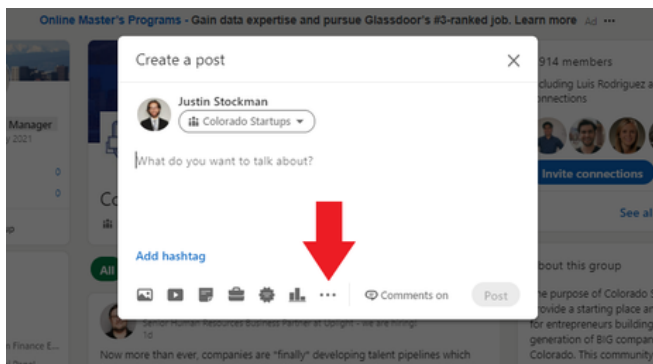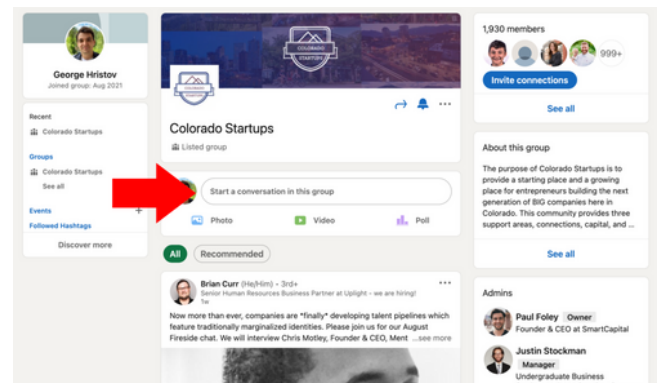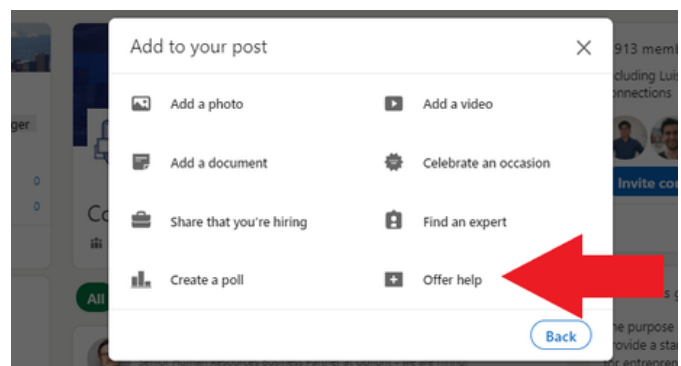
LINKEDIN POSTING INSTRUCTIONS

1. Begin Post

Navigate to the Colorado Startups LinkedIn Group, and click "Start a conversation in this group."

2. Select More Options

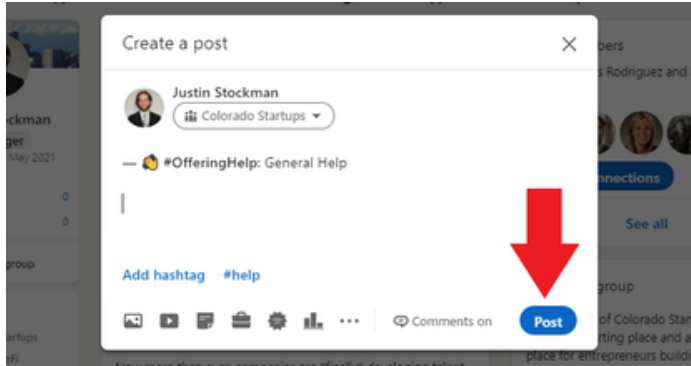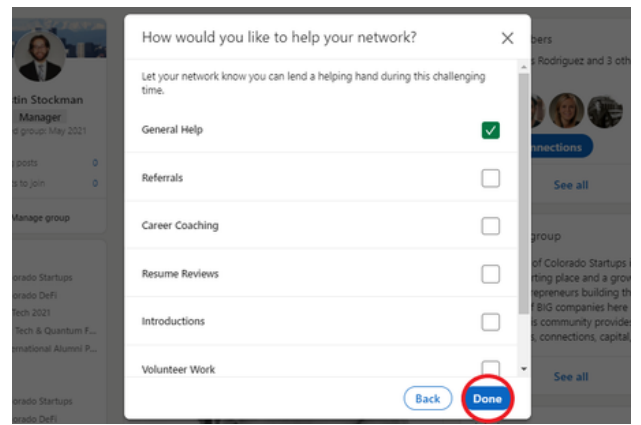Click on the three dots in the module to bring up more options.

3. Select "Offer Help"

Select the "Offer help" option.

4. Specify Help

Check the categories that are relevant to your offer.

5. Publish

Fill out additional information about you offer in the post. Once reviewed, click "Post" to submit the help offer to the group.
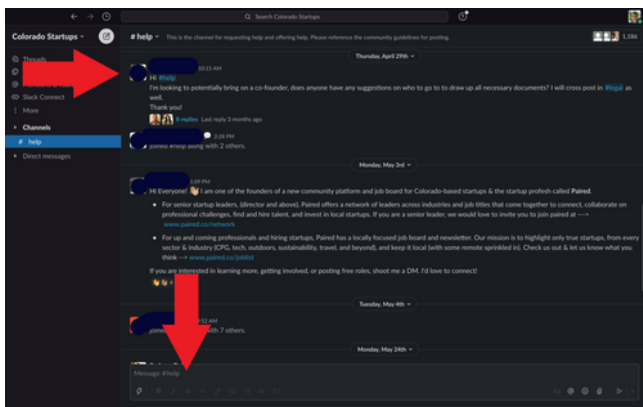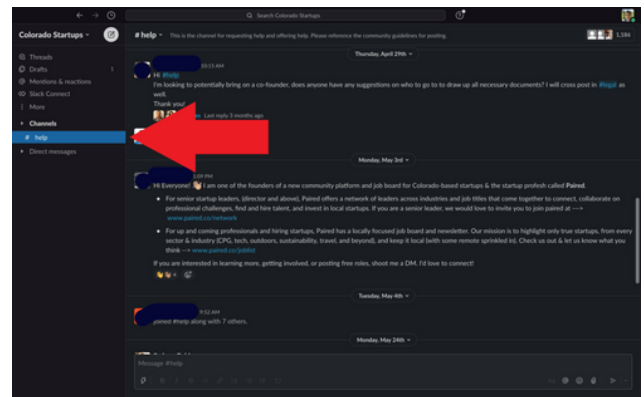
SLACK POSTING INSTRUCTIONS

SLACK GROUP

FIND REQUESTS FOR HELP

1. Navigate to the "#help" channel

If you haven't joined the Slack group yet, please sign up using the "Slack Group" link above. Once in Slack, navigate to the #help channel.
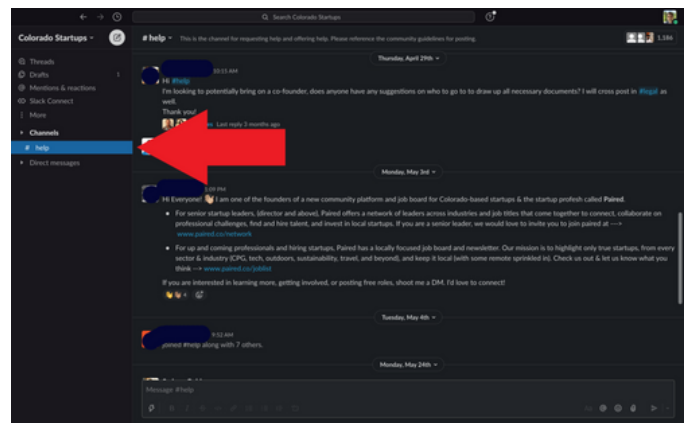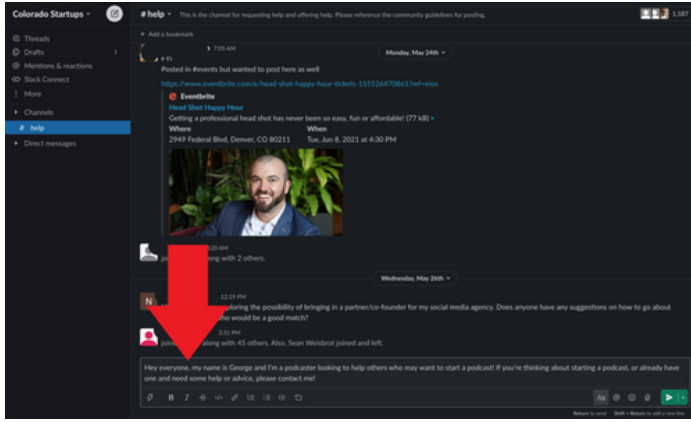
2. Write Message

Review the #help channel, where Startupers will post asking for help. If you find a post that you can help with, offer your help by replying to the thread. See an example in the picture to the right.

OFFER GENERAL HELP

1. Navigate to the "#help" channel

To offer help to the community about general help, start by navigating to the #help channel in the Slack group.

2. Write Message

Use the text box at the bottom to write the offer for help. Make sure to be specific and include any relevant details.

3. Send Message

After you've reviewed your message, click the green send button in the bottom right corner to send it to the group.