



BIOBORD
PLATFORM

Guide for new Biobord users



EUROPEAN UNION

EUROPEAN
REGIONAL
DEVELOPMENT
FUND

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BIOBORD
PLATFORM

About

- Biobord is an online platform for bioeconomy innovations, knowledge sharing, discussion and networking
- It aims to create international discussion about bioeconomy topics and bring bioeconomy developers together around the Baltic Sea Region to solve joint problems



This guide helps you to start using Biobord – from registration to finding the right topics!



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Registration

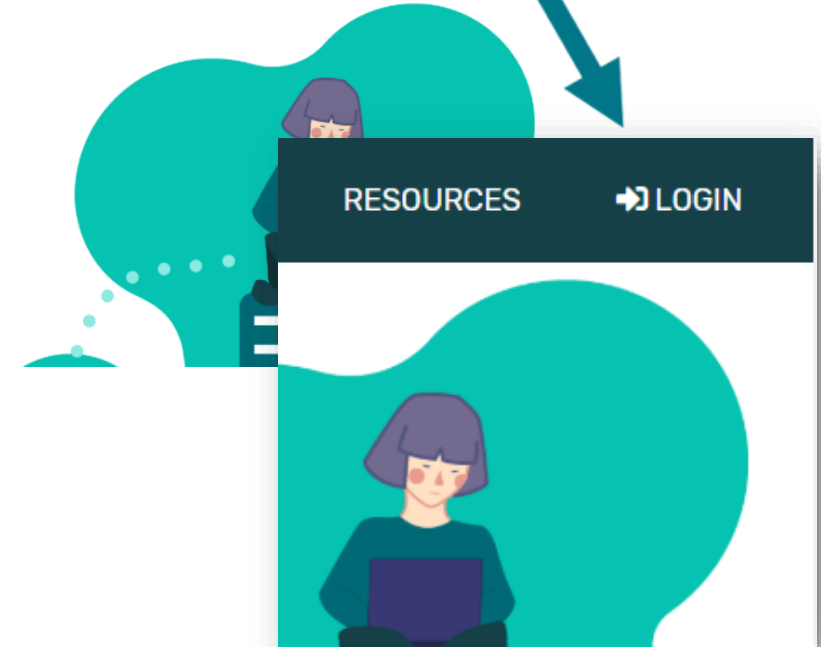
- You can login from all the tabs by using the 'Log in' button on the right top corner



Welcome to Biobord!

Biobord platform - Connecting Bioeconomy Developers

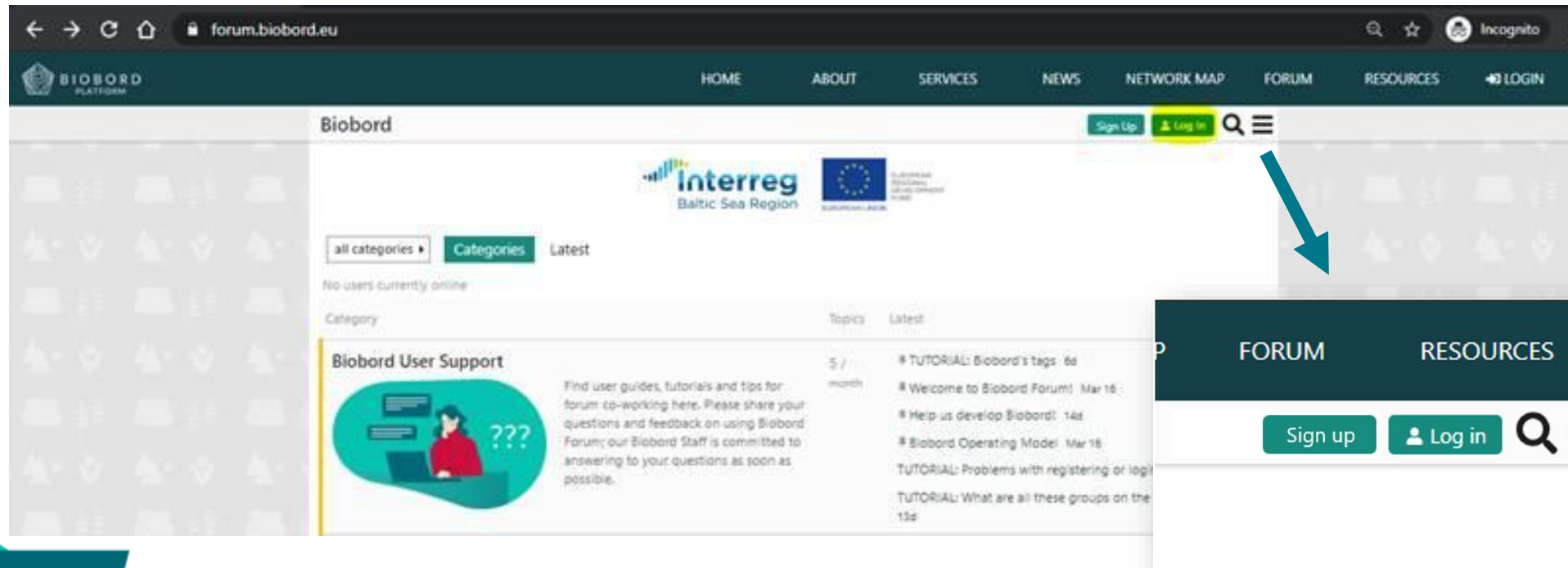
Biobord is an online platform for bioeconomy innovation, knowledge sharing, discussion and networking. Our aim is to bring bioeconomy developers together around Baltic Sea Region to solve joint problems.



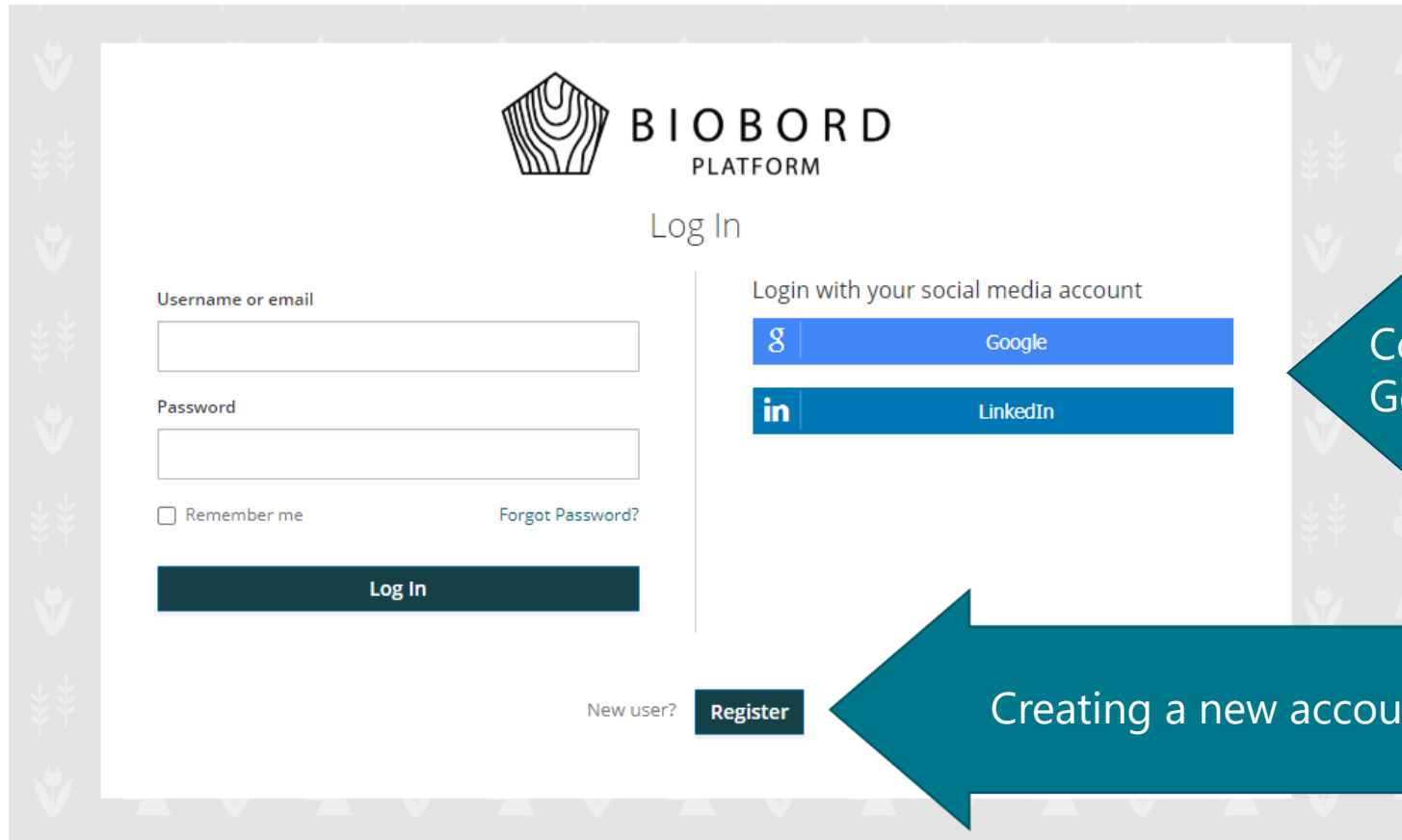

Registration is completely free
and without obligation!

Registration

- When you open the 'Forum' tab, you see all the open groups
- From this tab you do the registration and logging in



You have two options when you sign up:



The screenshot shows the BIOBORD PLATFORM interface. At the top is the logo, a stylized tree trunk inside a pentagon, followed by the text "BIOBORD PLATFORM". Below this is the "Log In" heading. On the left, there are two input fields: "Username or email" and "Password". Below the password field is a checkbox labeled "Remember me" and a link "Forgot Password?". A dark blue "Log In" button is at the bottom of this section. On the right, under the heading "Login with your social media account", there are two buttons: a blue one with the Google "G" logo and the text "Google", and a dark blue one with the LinkedIn "in" logo and the text "LinkedIn". At the bottom of the page, there is a link "New user?" followed by a dark blue "Register" button.

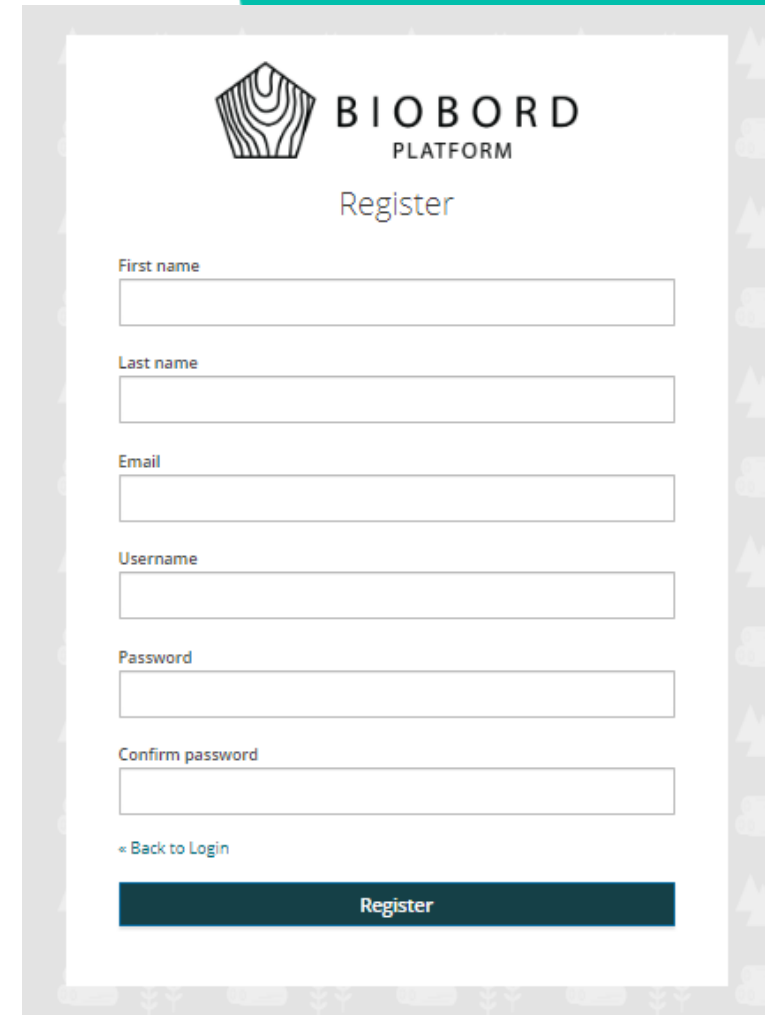
Connecting Biobord to your
Google or LinkedIn –accounts

Creating a new account

- If you choose to create a new account, press the 'Register' button
 - ➔ Fill in your information
 - ➔ Verify your account from the email you gave
 - ➔ Log in to Biobord

! Note that the confirmation email might end up to the trash folder in your email, so remember to check it after your registration

- When you have created and verified your account, you are ready to use Biobord!

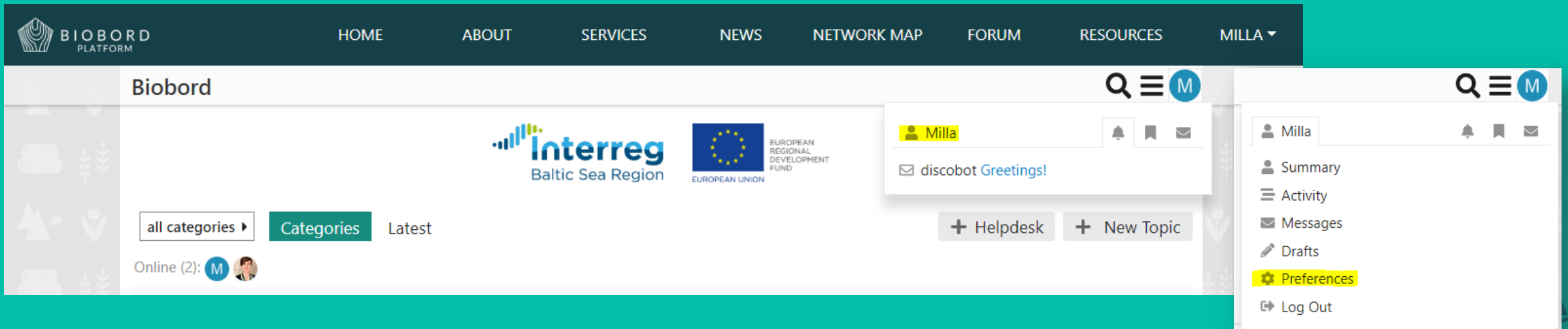
A screenshot of the Biobord Platform registration form. At the top is the Biobord logo, a stylized wood grain icon, followed by the text "BIOBORD PLATFORM" and "Register". Below this are six input fields: "First name", "Last name", "Email", "Username", "Password", and "Confirm password". At the bottom left of the form is a link that says "« Back to Login". At the bottom right is a dark blue button with the text "Register" in white.

If you face any problems with registration or logging in, don't hesitate to contact the admin Riikka Kumpulainen: riikka.kumpulainen@jamk.fi

Your profile

After logging in, you can adjust your profile

Click your initials/profile picture on the 'Forum' tab → Click your nickname → Choose preferences



The screenshot displays the Biobord Platform Forum interface. At the top is a dark navigation bar with the Biobord Platform logo and links for HOME, ABOUT, SERVICES, NEWS, NETWORK MAP, FORUM, RESOURCES, and MILLA. Below this is a light-colored forum header with the Biobord logo, search and menu icons, and a user profile icon labeled 'M'. The main content area features logos for Interreg Baltic Sea Region and the European Union, along with filters for 'all categories' and 'Categories Latest'. A user profile dropdown menu is open, showing the user's name 'Milla', a greeting from 'discobot', and a list of options: Summary, Activity, Messages, Drafts, Preferences (highlighted), and Log Out. There are also buttons for '+ Helpdesk' and '+ New Topic'.

From the 'Preferences' tab you can also change your profile picture!



We suggest you to...

- Add a profile picture – it is nice to see who you are having a conversation with
- Add a short introduction to your profile
 - Who are you?
 - Where are you from?
 - What are your expertises?
 - Where can you be helpful?
 - What do you expect from Biobord?
- Add your own introduction to Open Biobord -group, so other users get to know you

So meet the network and introduce yourself, in a best case scenario someone is looking for your knowledge at Biobord!

Categories

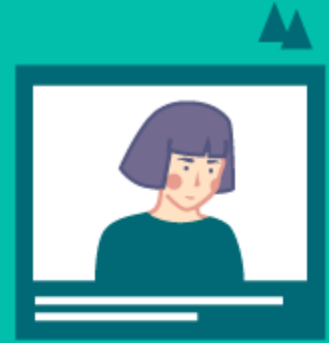
Biobord has two types of groups:

1 Main categories: User Support, Open Biobord and Biobord On Stage

- *Biobord User Support (ENG):*
User guides, tutorials and tips. Share your questions and feedback here, and the Biobord Staff will answer.
- *Open Biobord Forum (ENG):*
International meeting place for bioeconomy developers, you can look for expertise, partners or talented professionals for a project or business venture and you are welcome to share your expertise and introduce yourself at the Forum. It is also a perfect place to joint ventures and actions.
- *Biobord On Stage (ENG):*
Announcement area for bioeconomy themed webinars, for example for innovation presentation. We offer you web event platform, bioeconomy expert audience and communication channel.

2 Project groups and regional groups

- These groups can be set up by anyone with the help of admin
- Each project group has description of its content and contact person in the 'About' topic



These are the regional groups:

- *Bioeconomy Knowledge And Development Centre* – Polish group 
- *Tarvaala Bioeconomy Campus* – Finnish group 
- *INN Centre of Bioeconomy Forum* – Norwegian group 
- *Latvian Food And Bioeconomy Cluster* – Latvian group 

CENTRUM WIEDZY I ROZWOJU
BIOGOSPODARKI



Inland Norway
University of
Applied Sciences



An illustration of a man with dark skin and curly hair, wearing a purple long-sleeved shirt. He is looking down at a small purple smartphone in his right hand. Above his head is a large, dark teal speech bubble with three horizontal white lines inside, indicating text. The background consists of concentric circles in shades of teal and light blue, with two small green leafy plants floating near the speech bubble.

-
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Choose the right category

Choose tags

Add emoji

Change the colour and size of the text

When you want to direct your topic to someone, add @ in front of the name, for example @biobord_staff

Create a new Topic

Type title, or paste a link here

Open Biobord Forum optional tags + Add Event Add Location

Type here. Use Markdown, EBCode, or HTML to format. Drag or paste images.

+ Create Topic cancel show preview »

Add a Hyperlink

Add quote

Add an image, video or other content

Insert date/time

Build a poll

Tags

- Tags help you to search and recognise the topics that interest you
- Each tag has an icon, so it is easy to see what the topic is about
- Adding tags to your topic:
 - click the 'Optional tags' on your text editing window
 - either choose from the suggested tags that are most used, or write the tag and then choose it
- There are 6 main tag-categories and more specific tags under them
- We suggest you to add both: general tag and more specific tag
- 6 main tag-categories are:

◆ general

🖥 technology

🌲 forestry

🐘 food-and-agriculture

💧 blue-bioeconomy

🔌 renewable-energy

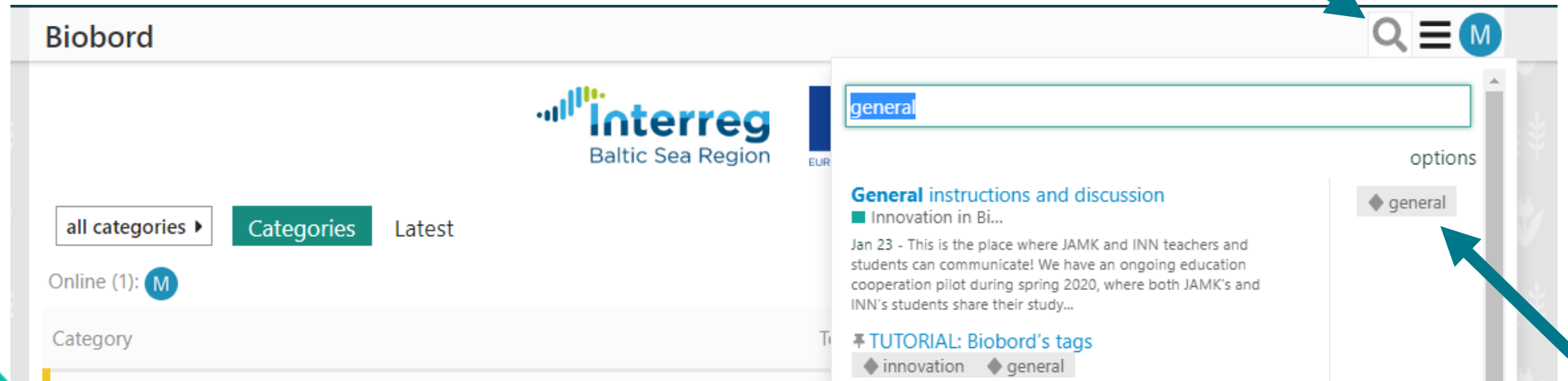
Please see the updated tag list on Biobord User Support category, and feel free to suggest new tags at HelpDesk!



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You have two options when you want to search a tag

Click the 'Search' button and type in the tag you want to search with
The results show topics that have your word in them, or you can click the tag on the right and it shows you all the topics with the tag



Or you can also open all the tags, by clicking the threeline button and then choosing 'Tags'

The screenshot shows the Biobord platform interface. At the top, there's a header with the Biobord logo, Interreg Baltic Sea Region logo, and European Union logo. Below the header, there's a navigation bar with 'all categories' and 'Categories' buttons. A teal arrow points from the text above to the 'Categories' button. To the right of the navigation bar, there's a search icon, a threeline menu icon, and a user profile icon. A teal arrow points from the text above to the threeline menu icon. The threeline menu is open, showing options: 'FAQ', 'Latest', 'Unread', 'Users', 'Tags', 'Categories', and 'New'. A teal arrow points from the 'Tags' option to the 'Tags' page. The 'Tags' page shows a list of tags with their counts, sorted by count. The tags are: agriculture (x 1), arborist, bioenergy, biomass, blue-bioeconomy, call-for-partner (x 6), alternative-proteins, biobasedproducts, biofuel, biorefinery, breeding, call-for-solution (x 6), aquaculture, biobord-platform (x 26), biogas, biotechnology, call-for-expert (x 4), and call-for-support.

Biobord

Interreg Baltic Sea Region

EUROPEAN REGIONAL DEVELOPMENT FUND

EUROPEAN UNION

all categories Categories Latest

Online (1): M

Category Topics Latest

Biobord User Support

Find user guides, tutorials and tips for forum co-working here. Please share your

5 / month

TUTORIAL: Bio

Welcome to Bi

FAQ new

Latest New

Unread Top

Users Groups

Tags

Categories

Sort by: count name

New tags 2020

agriculture x 1

arborist

bioenergy

biomass

blue-bioeconomy

call-for-partner x 6

alternative-proteins

biobasedproducts

biofuel

biorefinery

breeding

call-for-solution x 6

aquaculture

biobord-platform x 26

biogas

biotechnology

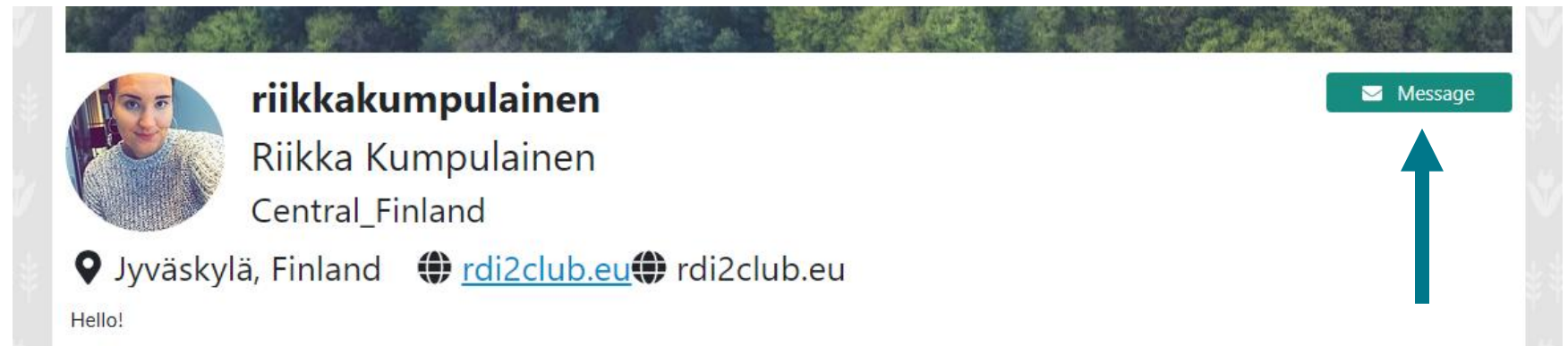
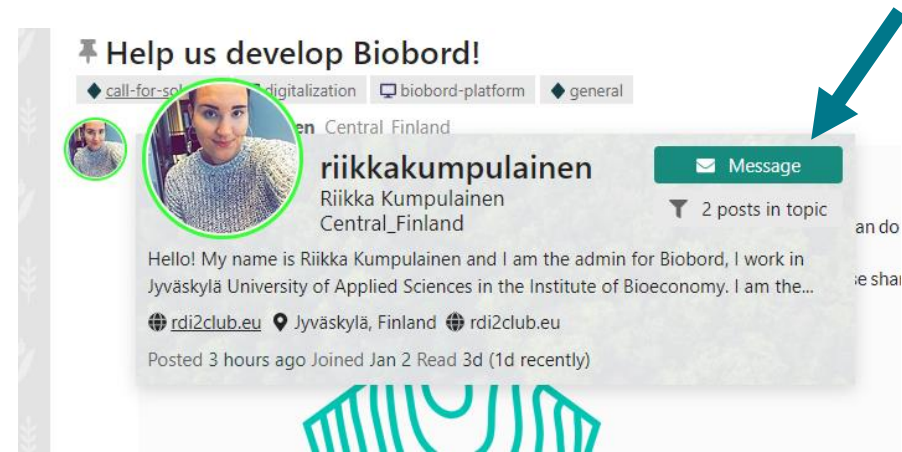
call-for-expert x 4

call-for-support

Sending a private message

You can send a private message to a person by clicking their name or profile picture, and then clicking 'Message'

You can also search for a user, and when you go to their profile, you see the 'Message' button

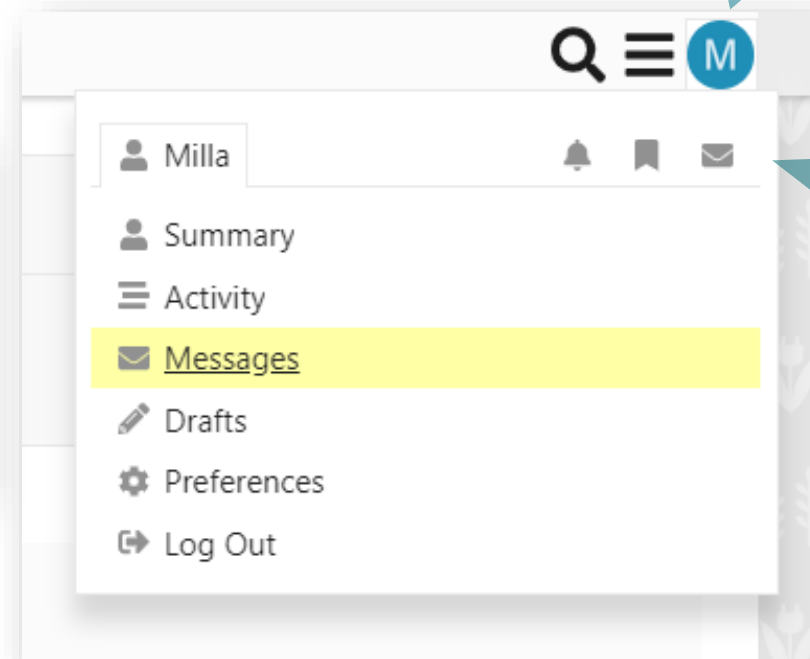
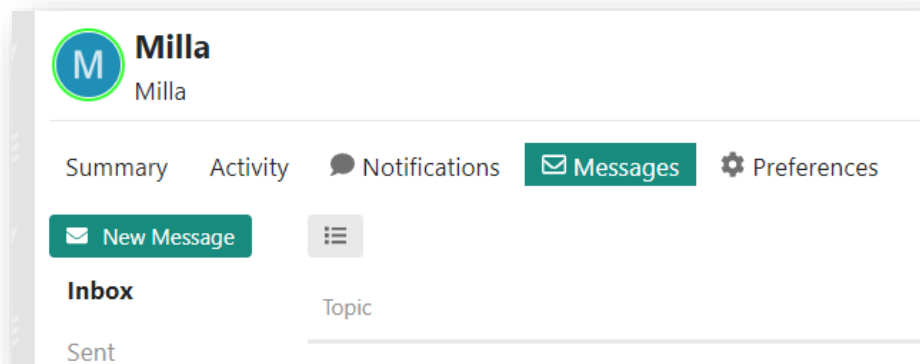


Sending a private message

Find all your messages from your profile page, or through clicking your profile picture/initials → your nickname → 'Messages'

You can send a message also through 'New Message' button on your profile page

A notification of new message is shown above your profile picture

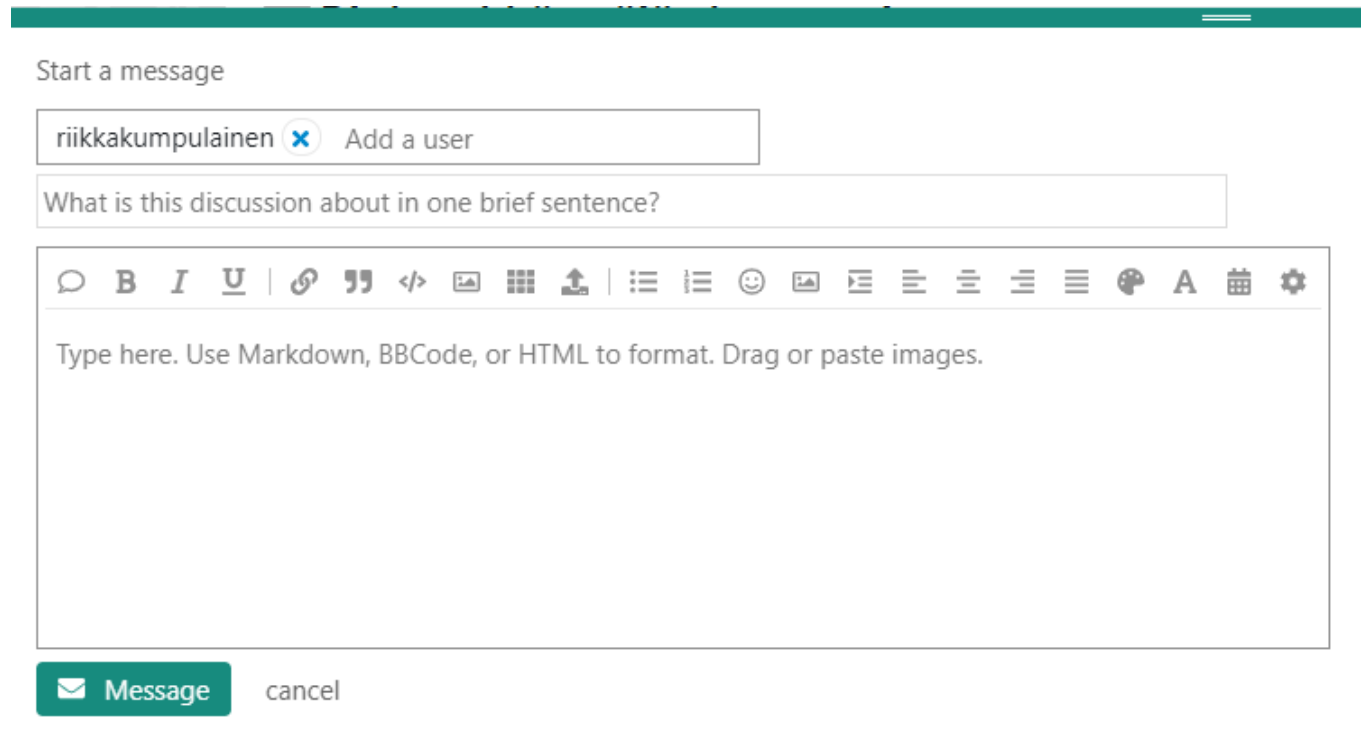


You can find your new messages through this envelope button

Sending a private message

Sending a message opens the same kind of window as when you are creating a topic

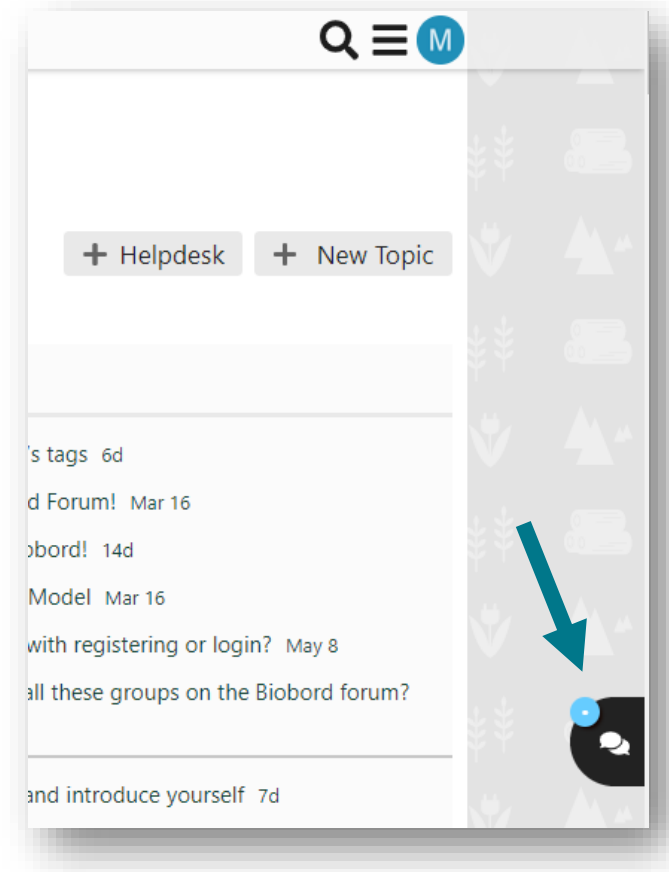
You can add multiple users to receive your message



The screenshot shows a 'Start a message' dialog box. At the top, it says 'Start a message'. Below this is a text input field containing 'riikkakumpulainen' with a blue 'x' icon and the text 'Add a user' to its right. Underneath is another text input field with the placeholder text 'What is this discussion about in one brief sentence?'. Below the second input field is a rich text editor toolbar with icons for bold, italic, underline, link, unlink, code, image, table, list, and other formatting options. The main area of the dialog is a large text box with the placeholder text 'Type here. Use Markdown, BBCode, or HTML to format. Drag or paste images.' At the bottom of the dialog, there are two buttons: a green button with a white envelope icon and the text 'Message', and a grey button with the text 'cancel'.

Chat

- Sending a private message works also from the chat, which is on the right bottom corner of the forum
- However, the chat feature doesn't send a notification to email about receiving a message
- The lightblue circle indicates that you have received a message in the chat



Help?

More information and help:

- *Biobord staff*: All questions, you can get help in your own language → Meet the staff
- *Group facilitator* (stated in every groups 'About' topic): Things concerning the group and other possible questions
- *Biobord User Support group*: All questions, here you can ask questions that would be beneficial for others too
- *HelpDesk*: Technical questions or for example requests to open new groups
- *Admin @riikkakumpulainen*: All questions

