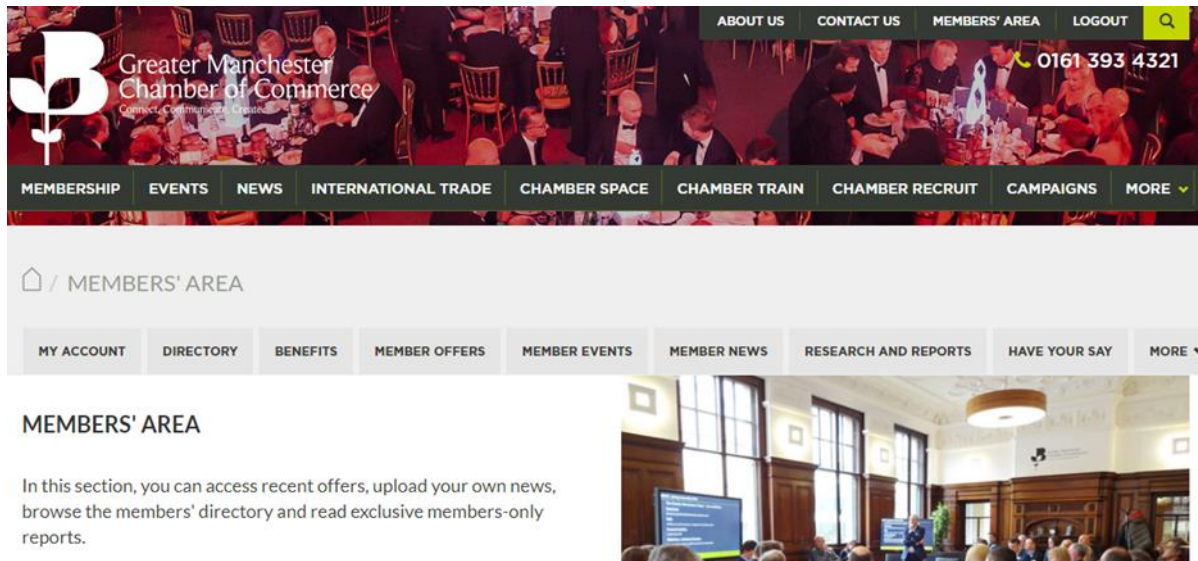

Uploading a Member Offer

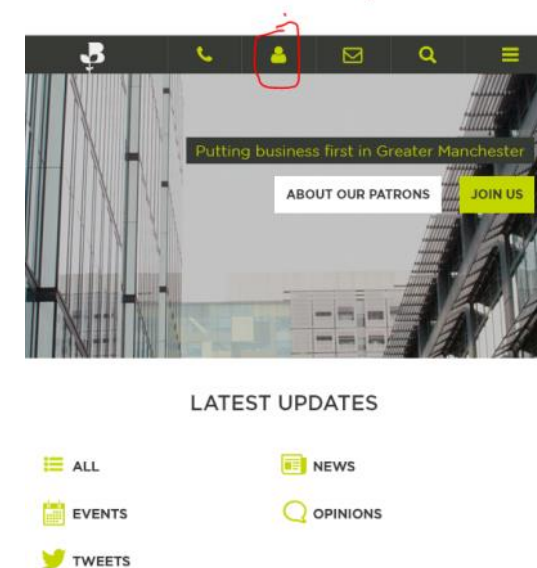
1) Log on to the website

Navigate to www.gmchamber.co.uk and log in to the Members' Area (using the LOGIN button at the top right hand side of the screen, or the "Person" icon if you're using a tablet or phone) using your registered e-mail address* and password

Desktop view



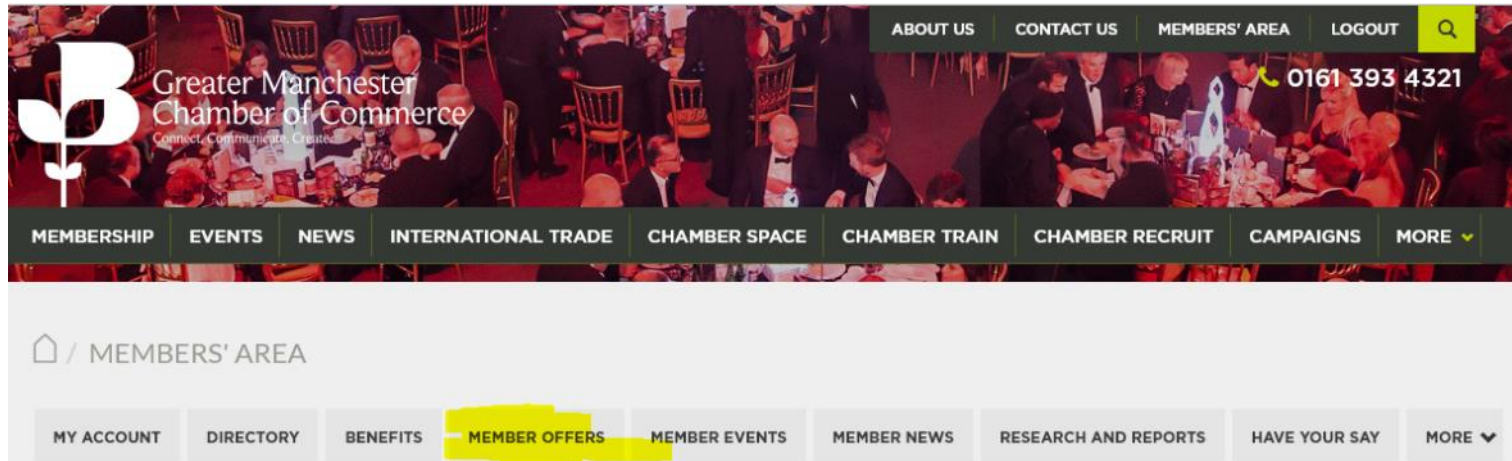
Mobile view



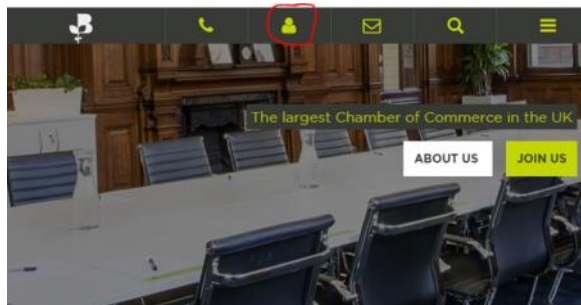
*Your unique link, allowing you to register to use the Members' Area of the site was e-mailed on Thursday 14 September – please check your Spam inbox if you have not received it, alternatively contact us at communicate@gmchamber.co.uk and we'll be able to re-issue it.

2) Navigate to Member Offers

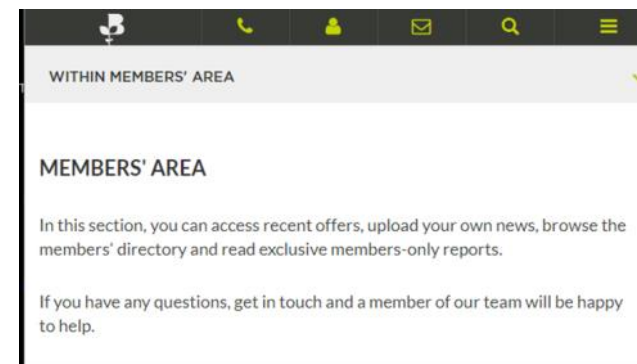
Click on the Member Offers tab – here you review Member Offers and upload your own:



If you're viewing the site on a mobile, tablet, or via minimised screen, you may see this – click on the “Person” icon to access the Membership area:

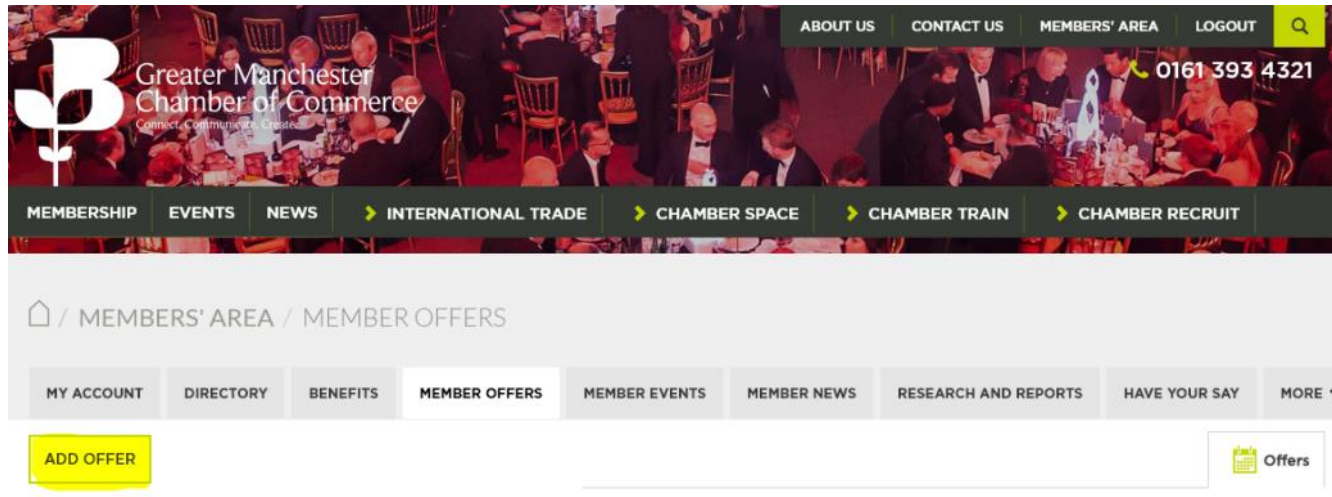


Then click on “Within Members’ Area” to access the full menu.

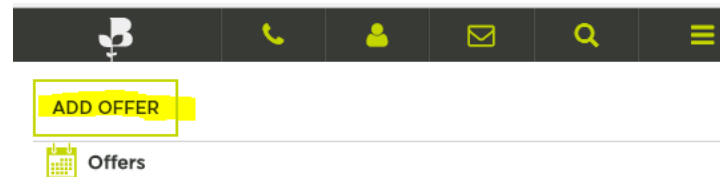
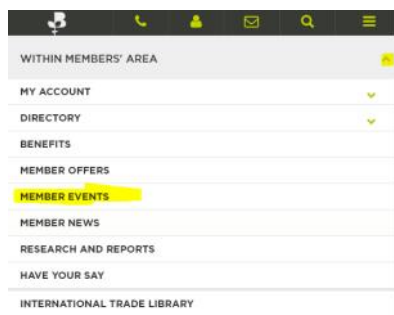


3) Click on Add Offer

Click on "Add Offer"



If you're viewing the site on a mobile, tablet, or via minimised screen, expand the "Within Members' Area" to view options:



4) Add Your Offer

Submit an offer

Name *

Email *

Company Name *

Offer Item Title

Offer Start Date

Offer End Date

Offer Description

Describe your offer, including links to your own website if necessary.
Include a link to any terms and conditions

Image

 No file chosen

5) What Happens Next?

Once your offer is submitted, it will be sent to the Marketing team for publishing.

We'll email you once your offer is published – and we'd be delighted if you share the link via your own channels, including

- Twitter
- LinkedIn
- Facebook
- Instagram