S4FASHION
MANUAL

S4FASHION

MANUAL CONTENT

european creative hubs network

DATA SCOUTS

envOlve ENTREPRENEURSHIP

IED

ZIPHOUSE

Co-funded by the COSME programme of the European Union

S4FASHION

HOW TO REGISTER FOR THE S4FASHION PLATFORM

· Head to https://platform.s4fashion.eu/register

· Fill in the registration form

· Agree to the Terms of Use and Privacy Policy

· Click Sign Up

· You can now access the platform temporarily. To gain permanent access, your registration will be curated by the platform owners to ensure the quality of the community.

Note: Next time you want to login, you will have to activate your account through the activation email you have received, before being able to visit the platform.

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HOW TO CREATE YOUR ACTOR
(if you have not done so during registration)

· Look for the '**+**' button below on any page

· Click Add New Actor

· Fill in the name of your company

(if your company is already known by the system, you'll see it appear below and you can click on it)
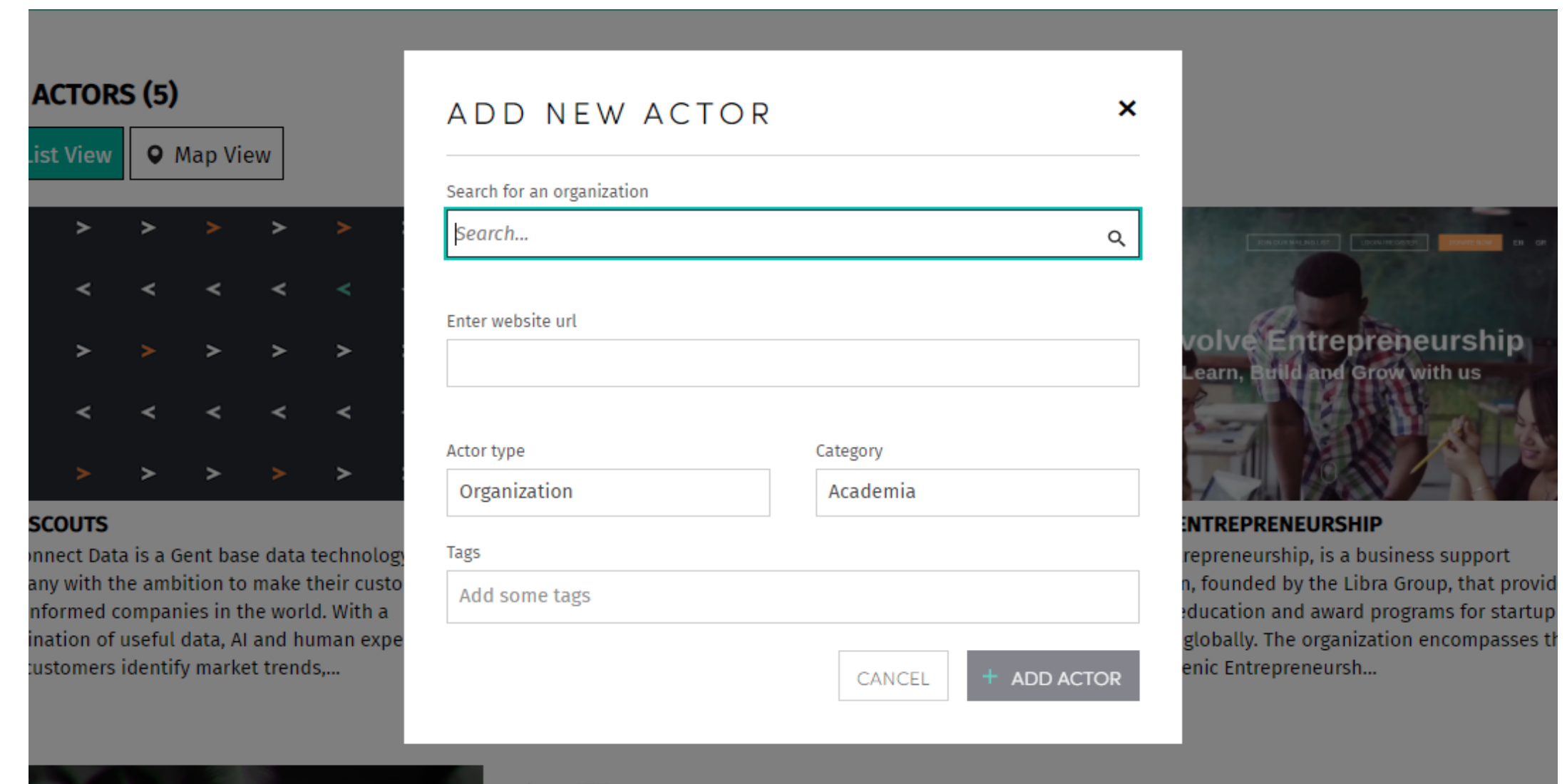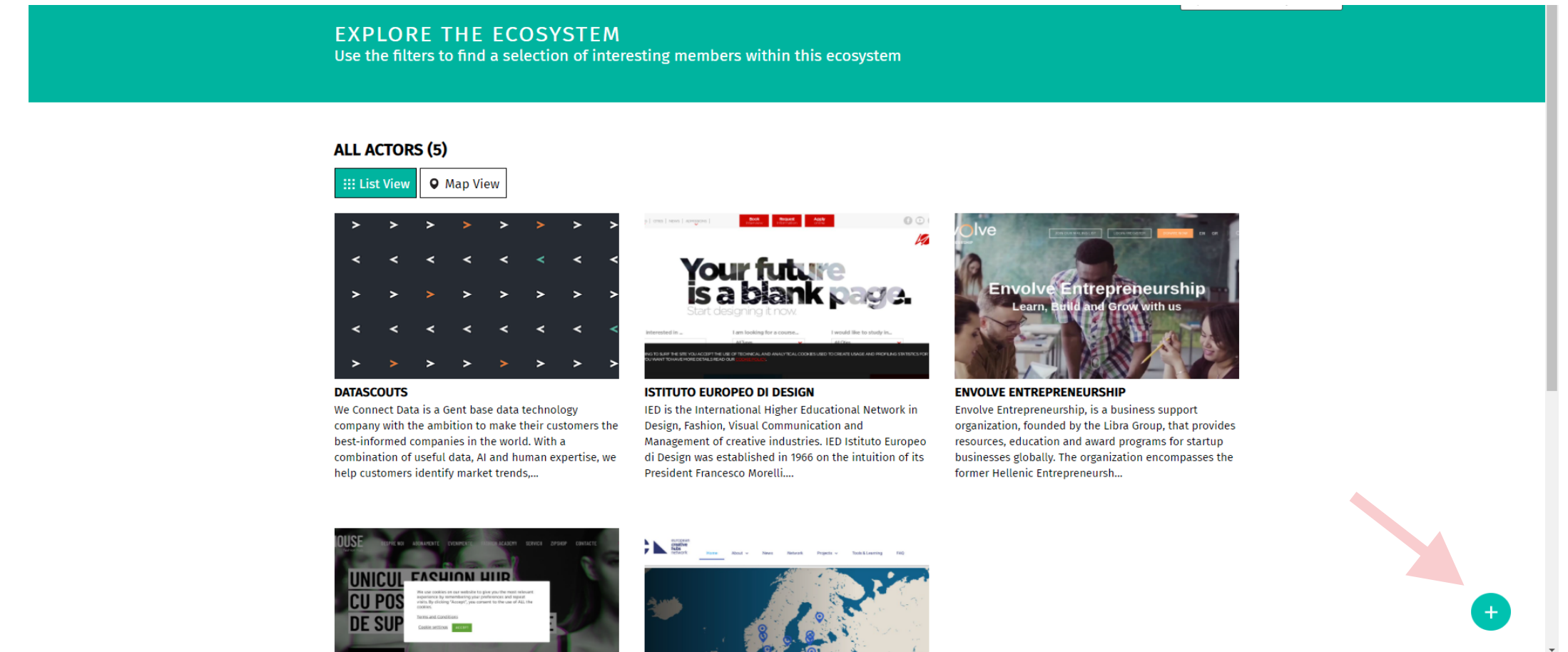
· Fill in your website URL

· Select actor type = Organization for company profile

· Select how you identify your company
(academia, association, brand, enabler, knowledge institute, manufacturere, etc.)
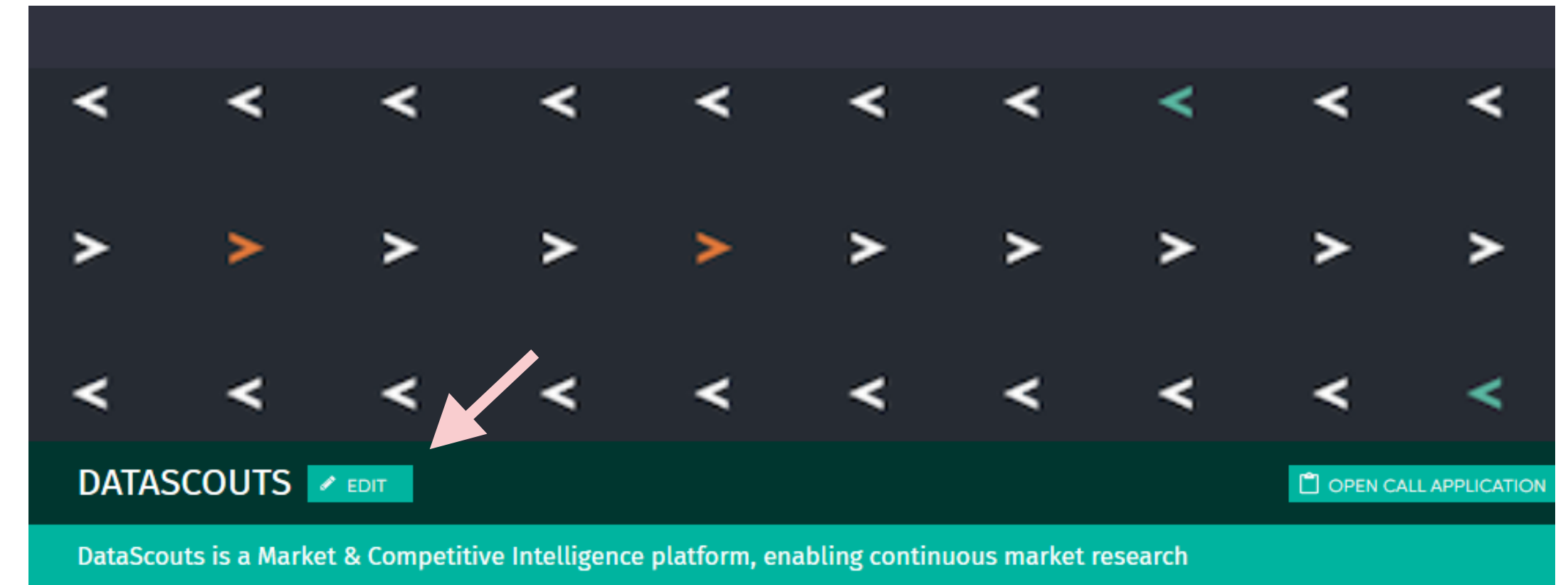
· Tags can be added

· Click Add actor

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HOW TO COMPLETE YOUR ACTOR PROFILE
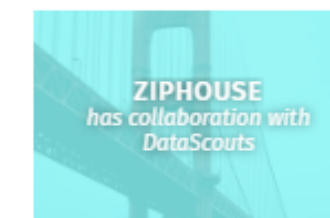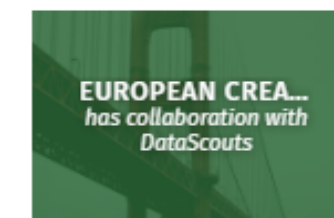
Note: Completing your profile is a must have to position yourself within the ecosystem, for other users to find you and to allow platform-generated matchmaking.

· After you have added your actor, the system will automatically search if it can upload information as found on your website.

· Click edit to to complete your profile and give more information about your activities, background, experience and collaborations linked to sustainable and circular fashion

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HOW TO COMPLETE YOUR ACTOR PROFILE

· Fill in your company information

· In your company description you can upload images (drag & drop) and add links

· In "describe you product or service offering" you can give a overview of your offering

· To apply to the open call you must provide the platform with your activities, background, experience, collaborations linked to sustainable and circular fashion in your company description.

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HOW TO COMPLETE YOUR ACTOR PROFILE

· Activities allow you to select the options that best describe the activities your company performs.

· You indicate the SDG's you're working on as a company

· Specifications allows you can indicate the certifications that your company has obtained and the innovative business models you apply.

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ANNOUNCEMENTS

· On the message board you can find relevant
events, articles, use cases, webinars, new features,
information about the EU Horizon 2020 project, etc.

· We invite you to actively contribute to the ecosystem
& use the announcements to share upcoming events,
projects, opportunities, vacancies, webinars, etc.

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HOW TO APPLY TO THE CALL FOR PROPOSALS

Note: You will have to complete the steps above to submit your application to the call for proposals

- Navigate to your Actor Profile

- Click the 'Call For Proposals Application'-button

- Fill in the Application Form:

  - Identify the partners participating in your project

  - Enter the name of your project

  - Select the main Sustainable and/or Circular strategies applied in your project

  - Upload the Application Form

  - Upload the Declaration of Honour files

  - Upload Creative Material

TIP: The Homepage banner informs you how much time their is left to submit your application to the call for proposals

YOUR ACTOR NAME   ✏ EDIT   VIEW ALL CONTRIBUTORS   📋 CALL FOR PROPOSALS APPLICATION   f t in cB 🌐
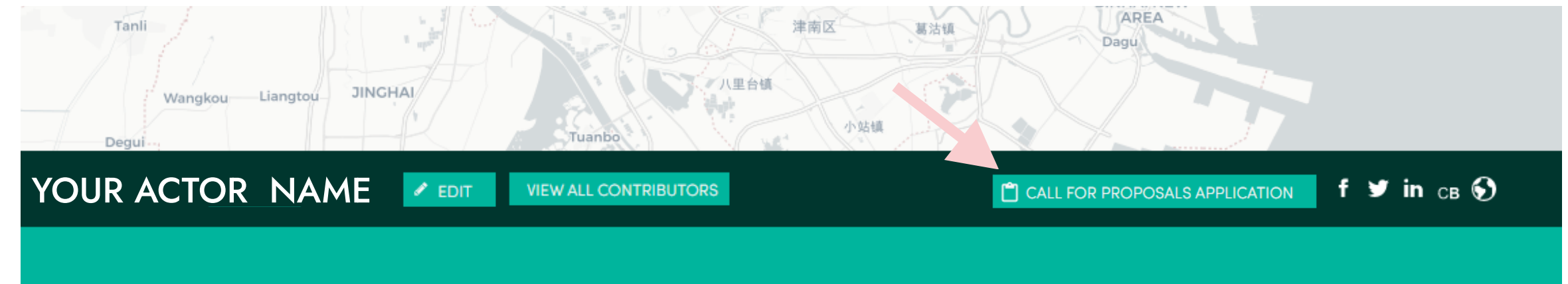
OPEN CALL APPLICATION   ⬆ EXPORT

S4FASHION - NEW SUSTAINABLE AND CIRCULAR WAYS
FOR FASHION

The S4Fashion Open Call for proposals is supported by S4Fashion-Sustainability for Fashion
sector project, funded by COSME programme, under Grant Agreement 958038.

The purpose of the call for proposals is to select and provide funding and support to 25
transnational partnerships that aim at creating a new innovative product or service directly im-
proving the take-up and adoption of sustainability and circularity models and practices in the
fashion sectors.

The selected partnerships will receive direct funding of up to EUR 15.000 for their innovative
projects and will also benefit from additional business support services such as training work-
shops, mentoring, brokerage events, and investment forums to ensure the innovative projects
develop into a marketable product.

IDENTIFY YOUR PARTNERS

Select the partners with whom you are applying for S4Fashion funding. Start typing their name
and select your partner. If you made a mistake you can remove them by clicking on the "delete"
button (the bin) in front of their name. Note: Partners must be registered to the platform in order
to add them.

SELECT YOUR PARTNERS FROM THE DIRECTORY

Search for actors...

SUBMIT YOUR PROPOSAL

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PERSONAL SETTINGS

· Click your avatar in the right top corner to access
My personal settings

· My Info:

· Here you can provide additional personal information
to feed the matchmaking algorithm.

· Select the permissions for the communication you
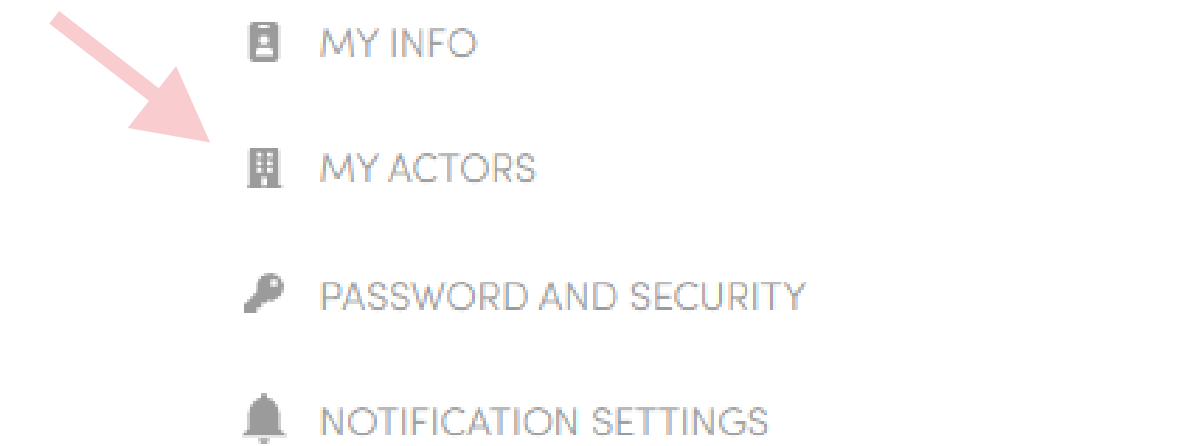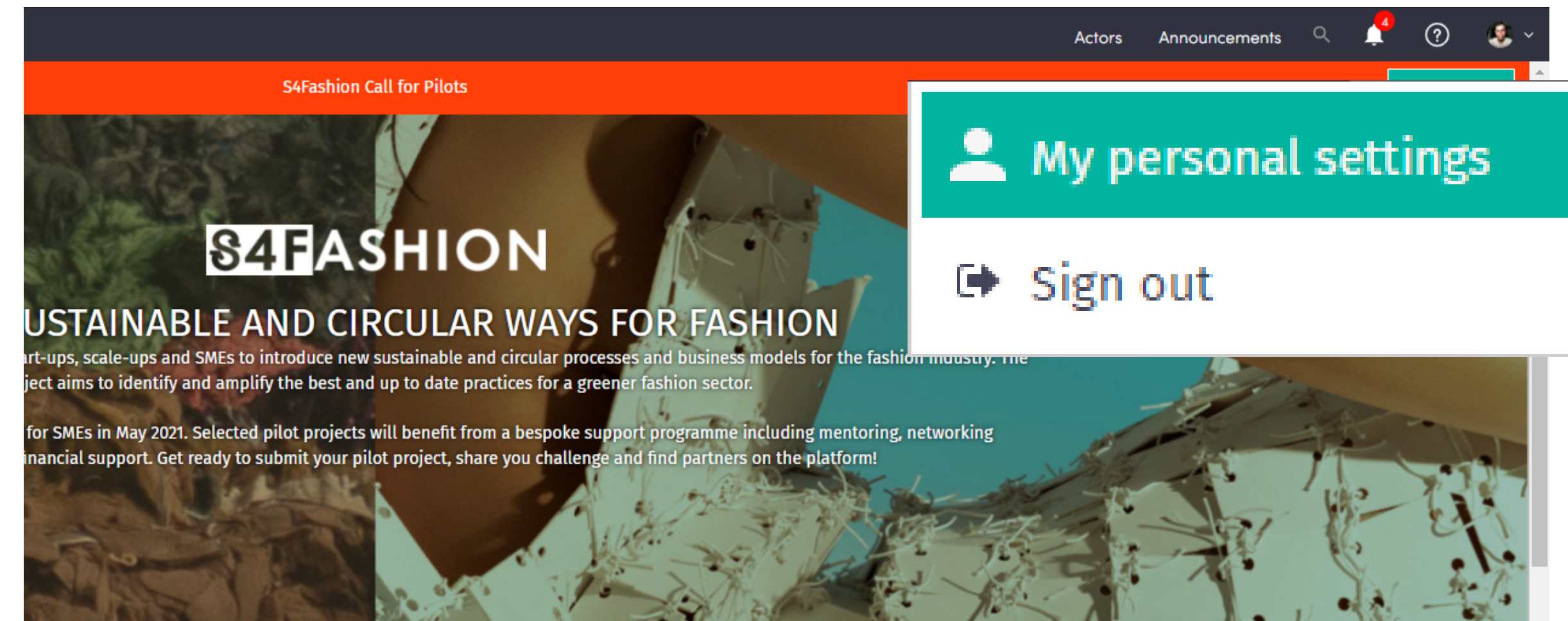would like to receive from the S4Fashion Ecosystem
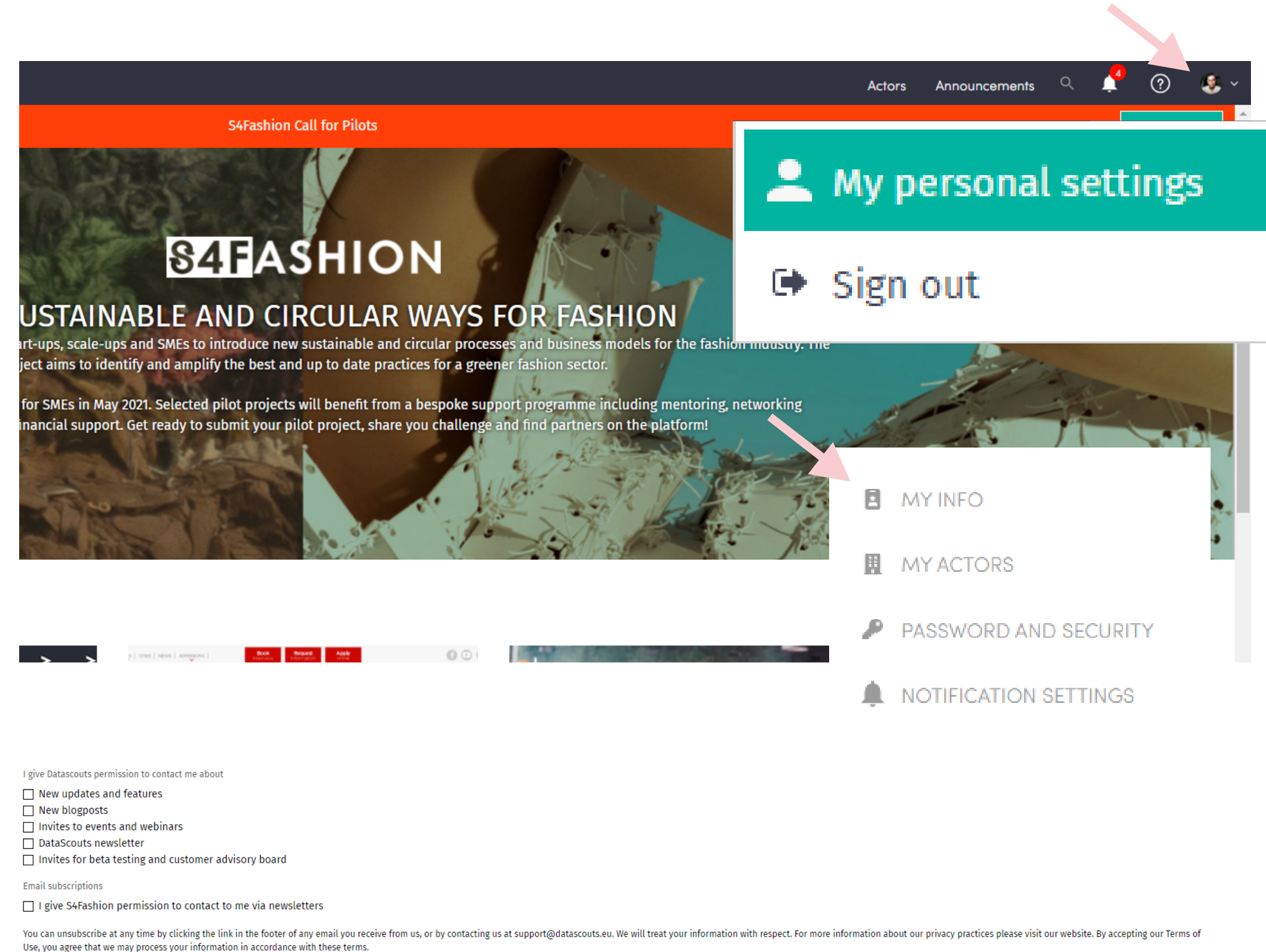
PERSONAL SETTINGS

Click your avatar in the right top corner to access

My personal settings

My Actors:

· This is the place to present your collection or the

products and services you offer, the events you

organise, the communities you run, etc.

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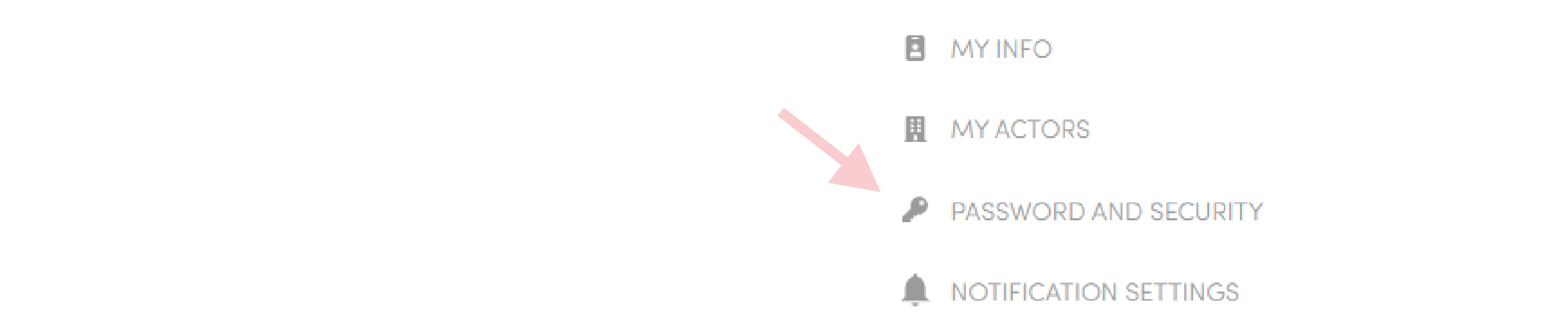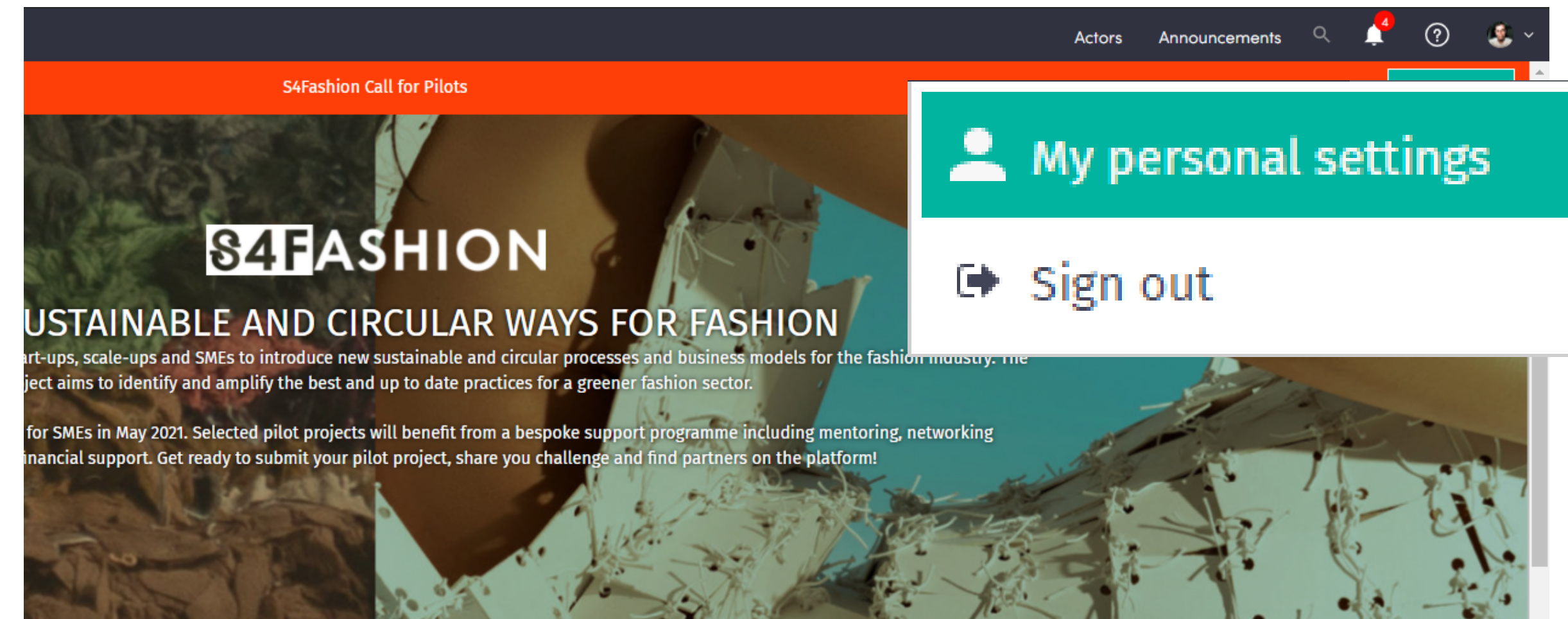
PERSONAL SETTINGS

Click your avatar in the right top corner to access

My personal settings

Password and Security:

· Here you can change your password

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PERSONAL SETTINGS

Note: Stay informed about what is happening in the ecosystem

Click your avatar in the right top corner to access

My personal settings

Notification Settings:

· Select what notificatons you would like to receive

· In-app: notifications only on platform.s4fashion.eu

· Email: receive a notification by email when something happens in your ecosystem

· Ecosystem digest : a recap email with what has happened in your ecosytem

· Content digest: most important articles on the new topic you follow
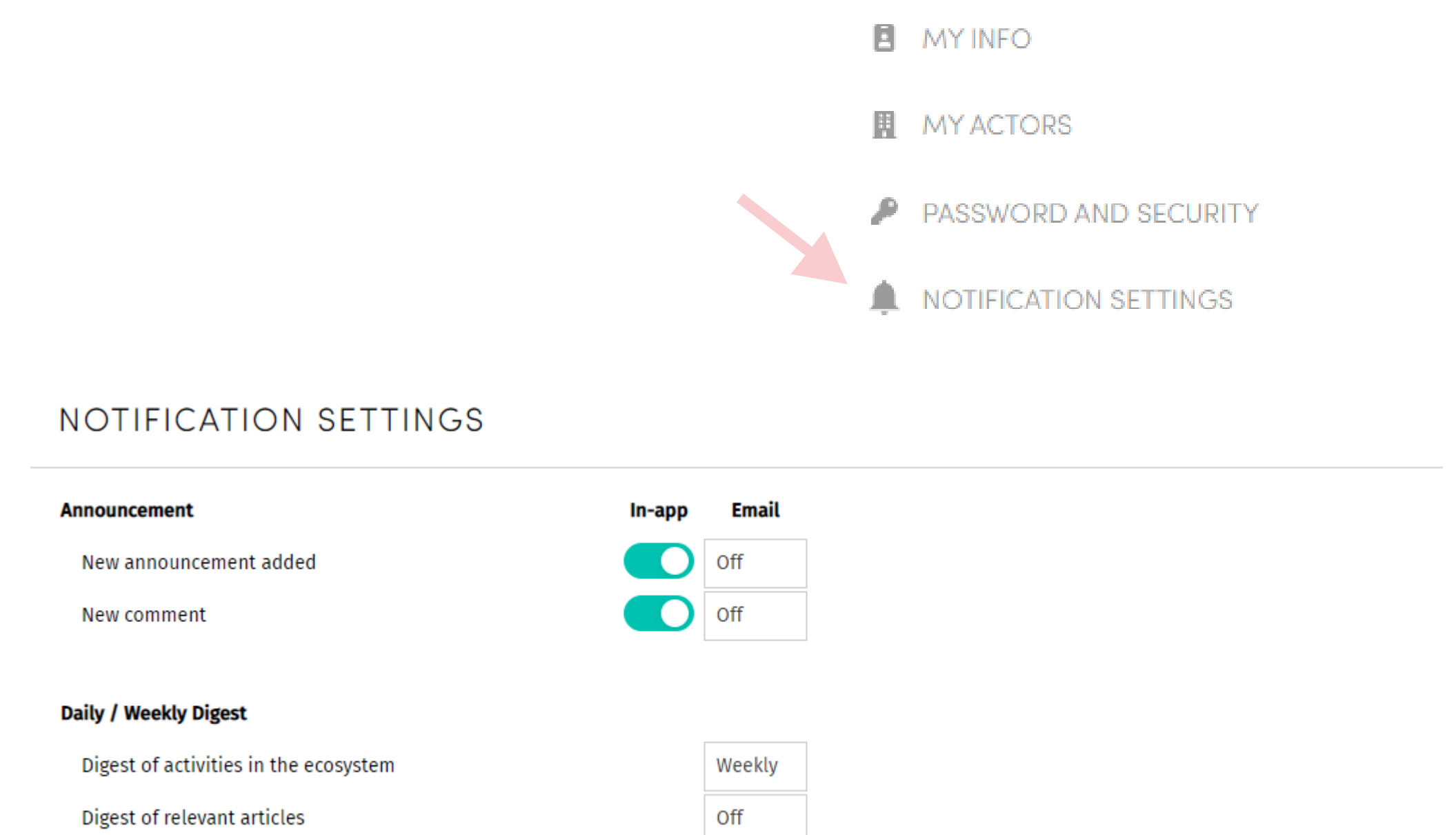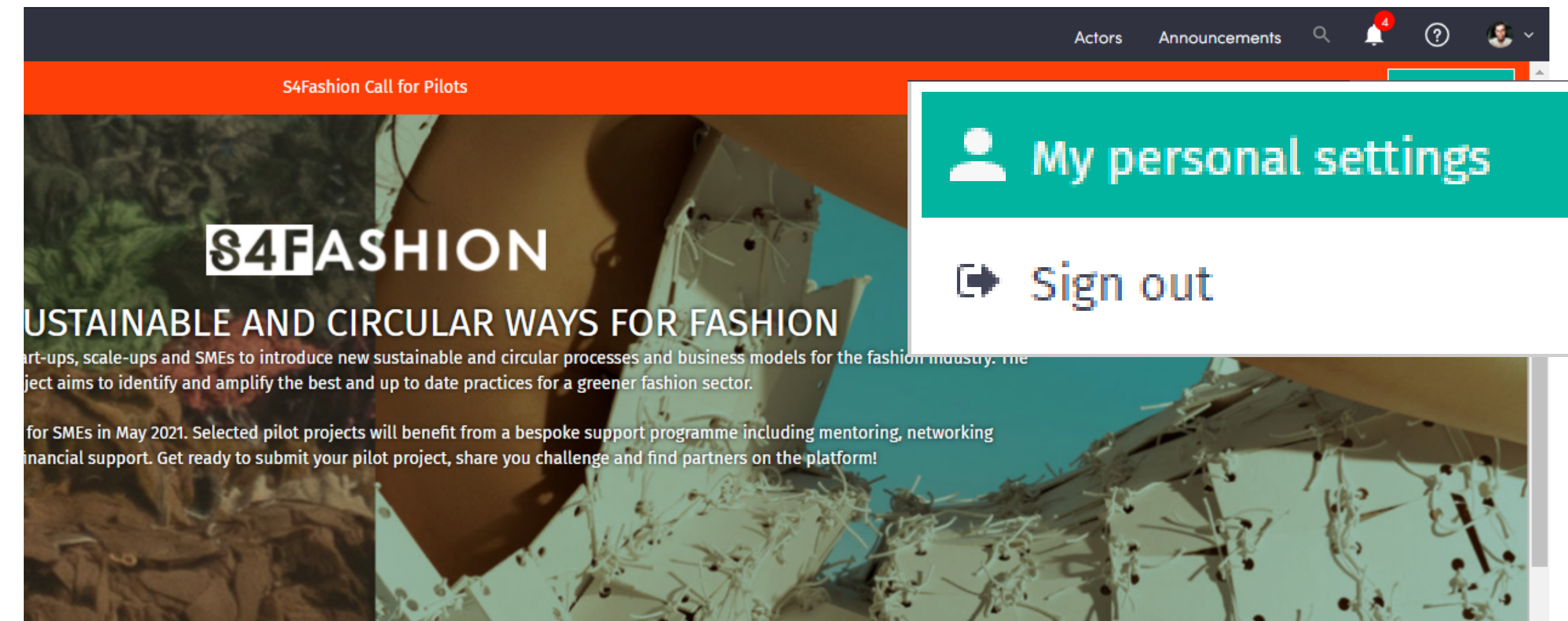
ANY MORE QUESTIONS?

support@s4fashion.eu