

GPSA Knowledge Platform – Webinar Series

How to navigate the GPSA Knowledge Platform

These guidelines will help you navigate the Knowledge Platform and ensure that your learning and sharing experience meets your expectations.

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How to register to the Knowledge Platform

Step 1 – Create your personal account

To participate in all the platform's activities, such as <u>webinars</u>, <u>e-forums</u>, <u>networking</u>, among others, you need to be registered and logged in to the platform. You can create your account <u>here</u>, or use the sign up button located on the upper right corner of the website.

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Fill in all the account and profile details asked in the form to create the account.

Note: Remember that you can only use letters, numbers, ".", "-" and "@" in your username. Spaces, capital letters and other special characters are not accepted.

Suggested username should include your name and last name, for example: johnsmith

We highly encourage participants to fill out all the sections when creating a personal account, including country and organization, which will facilitate the networking between the GPSA community.

Once you have filled the form out, an activation mail will be sent to you. Please click on the link to <u>activate your</u> <u>account</u>.

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Step 2 – Login and complete your profile

Login:

Once you have created your personal account, you will be required to login in with your username and password to participate in the Knowledge Platform's activities.

To login, look for and click on the login button in the upper right corner of the website. A popup box should appear:

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Once you have logged in, your name should appear on the upper right corner of the website.

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Complete and edit your profile:

When you click on **your name** on the upper right corner of the Knowledge Platform you can access additional information on your profile. A dropdown menu appears with additional information such as messages from the administrator, updated information or a link to view your profile.



To view or modify your profile, click on <u>View profile</u> on the pop-up box.

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Your profile will appear to you such as in the following screenshot. There, you will be able to upload your profile picture, edit your profile, access your inbox, send messages to other participants, among other things.

We highly encourage participants to upload a profile picture, as this will facilitate the networking between the GPSA community members.

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Get to know the different sections of the Knowledge Platform

The GPSA Knowledge Platform is integrated by four functional modules. These modules are mutually reinforcing and, together, aim to strengthen users' knowledge, learning and practical expertise on social accountability.

Knowledge Exchange

The Knowledge Exchange module promotes virtual peer learning, sharing, and interaction among users. Through activities such as forums and webinars, it encourages the exchange of good practices and lessons learned, and the development of new shared-knowledge.



The Knowledge Exchange module offers Webinars and E-Forums.



- Webinars

To participate in the webinars, as well as in all the platform's activities, you need to be <u>registered and</u> <u>logged in</u> to the platform (See the **How to register to the Knowledge Platform** section, page 2).

Once you are **<u>registered</u>** and **<u>logged in</u>** and your username appears in the upper right corner, access the webinar you are interested in and look for the blue button that says "Join the Webinar".

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To know more about the GPSA Knowledge Platform's webinars and the participation rules, please read the <u>Guidelines for Webinar Participants</u>.

- The E-forums

To access the e-Forum, you need to be **registered and logged in** to the Knowledge Platform. You can access the e-forums by clicking on "**Forums**" in the top bar menu and select Forums.

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The platform offers two kinds of forums:

 Expert Forums: In these forums, participants discuss about critical social accountability topics or issues and experts answer their questions. These forums last up to two weeks and are moderated by a community manager. In these spaces, the knowledge comes from both, the experts and participants' interaction and contributions.

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To write new comments please scroll-down the page where you will find the comment box section at the bottom. Write your comment and "click" submit.

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In these peer-learning spaces, participants interact and communicate among each other, generating and creating knowledge from their exchange. These forums are moderated by a community manager and are created at user's demand.

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Networking

The Networking module is a user friendly space that provides users with an opportunity to connect, interact and collaborate with other peers and practitioners in order to expand the knowledge and practice around social accountability.

The Networking module contains three sections:

- The Networking board

This section only appears to participants that are **registered and logged in**.

Click on **Networking** on the top navigation bar to see all updates and members.

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You can also see the members up to date and sort out messages per type or category clicking on the dropdown menu next to RSS.

ALL MEMBERS	125 MENTIONS	
RSS VIEWING ITEM	1 TO 5 (OF 41 ITEMS)	Updates Everything Updates New Groups Group Memberships
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- The Blog

The Blog is opened to **registered and non-registered members**. It features the opinion of experts and practitioners on social accountability. It aims to advance and improve the knowledge, learning and practice on social accountability. It also features external blogs.

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3 A P R	The GPSA Knowledge Platform: A Space for Social Accountability Learning and Sharing				: OUR PARTNERS' BLOG Social Accountability in Ethiopia – learning by doing, by Lucia Nass I stumbled upon a digital presentation: Social Accountability – What does the evidence really say? (Jonathan Fox) by the Global Partnership for Social Accountability (GPSA), and I couldn't resist the urge to read it.			
	Author: Miguel Pulido Over the last few years we in Fundar have watched excitedly as more and more citizens find their voice, and are listened to, through the growing number of social accountability initiatives. Today, governments increasingly understand that citizen feedback is not only good for citizens, but it is good for government too. Donors are more prepared to support this work, academics are undertaking more research, and CSOs and citizens are refining the tools and methods. Yet, despite all							

Note: If you wish to write a blog post or know of a blog on social accountability that could be featured in the Knowledge Platform, please contact us through the <u>Contact us form</u>.

- The Roster of Practitioners

The Roster of Practitioners is a resource to assist GPSA grantees and partners, and other CSOs, in identifying potential short-term social accountability consultants.



<u>Click on the name of the practitioner</u> to know more about him or her. If you wish to contact a practitioner for a potential short-term social consultancy work, contact us using the <u>Contact us form</u>.



Knowledge Repository

The Knowledge Repository provides easy access to relevant research and knowledge on social accountability, helping users to strengthen their capacities and work. It is also a useful tool for organizations to store and disseminate the materials they produce on social accountability.



Learning

The main goal of the Learning module is to improve users' knowledge through structured learning and training activities to ultimately strengthen their social accountability initiatives and work.



Thank you for visiting the GPSA Knowledge Platform!

We hope you will enjoy it.



