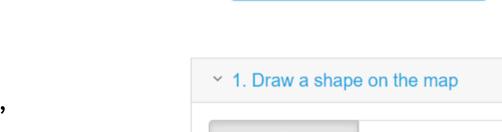


Click here to explore.

This Navigator provides an accessible and reliable guide to the services and activities of local charities, social enterprises and community groups. It is here to enable collaboration, mutual support and enhanced collective knowledge.

How to add a service to the Navigator

- 1. First, you need to be signed in to add to the map. Signing up is very simple you can find the sign-up page <u>here</u> or by clicking 'Sign in' in the upper-right corner of the <u>map</u>. It helps if you set your display name as the name of your organisation.
- 2. Once you are signed in, click 'Add contribution'.



Point

Add contribution

Line

- 3. Follow the instructions that open on the sidebar, starting with 'Draw a shape on the map'. Select 'Point' to place your service as a point on the map.
- 4. To get the most accurate location for your contribution, zoom in on the map as closely as you can, or search your address using the symbols on the left.

 Don't worry if your organisation doesn't have a central address. You can add your point wherever you think is most appropriate. This can be a community space where you meet regularly, a registered address, or even a general area you work in.
- 5. Choose a category that your service falls under.

On this platform, you can only select one category for each point. If your work falls in two key areas, or if you have multiple services, we kindly ask you repeat these steps to ensure it is found in both categories. Thank you — your work makes the map work!

- 6. Add data to your new contribution by filling in the fields. These include the name of your organisation and other details so others can learn more about your work.
- 7. Click 'Add contribution' and find your contribution on the map! You can sign in anytime to edit the details you have included for your organisation.

Thank you for contributing to our Service Navigator! Your efforts enable this project to grow and support a collaborative third sector in Perth and Kinross.