

Illustrated Guide to the **Investors-Only Portal**



*Get the most out of our interactive
self-service portal*

Investor Login

[LOGIN](#)
[Click here for login information](#)



Investing has its privileges

- Our website offers many self-service and exclusive benefits that only investors and/or their employees can take advantage of.
- To ensure only investors receive these benefits, these areas of our site require a valid log in.
- The pages in this guide will teach you how to log in and update your information, as well as take advantage of as many benefits as possible.
- The more you update and personalize your investor profile, the more value you will receive from us!

What can I do here?

- Change username/ password
- Update your contact information
- Upload media (enhanced listings only)
- Stay informed
- Pay your bills
- Referral report (YTD)
- Add a coupon
- WIN-ZONE (Job Board)

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William Marsay

Welcome to the Investors Only Area!

Look above for all the amazing self-service items at your disposal.
AND... check out below for any upcoming events and news articles.





Log in to take control of your investment

- You will need to use your username and password to gain access to our private Investors Only Area, or to receive special discounts on event registrations.
- If you ever forget your password, click the link to ask for it to be sent to your email address.

A screenshot of a web login form titled "Investor Login". The form has a dark blue background. It contains two white input fields: the first is labeled "username" and the second is labeled "password". Below these fields is a prominent green button with the word "LOGIN" in white, bold, uppercase letters. At the bottom of the form, there is a link that says "Click here for login information".

Investor Login

username

password

LOGIN

[Click here for login information](#)



Check out these

- Our website offers many self-service and exclusive benefits that only investors and/or their employees can take advantage of.
- The pages in this guide will teach you how to log in and update your information, as well as take advantage of as many benefits as possible.
- The more you update and personalize your investor profile, the more value you will receive from us!



Update your contact information

This link will open a page that allows you to update much of the information on your profile, as well as any other profile you are related to and have editing rights for. This helps us ensure we always have the latest information about you and your business.

You can edit the following information:

- Name, address, and other basic contact information
- Directory Listing category and descriptions
- Relationships you have to other profiles (including adding new profiles you are related to)
- Social media accounts

****see the next slide for more details****

Update your contact information

You can edit the following information:

- Profile Update for your **business**
 - Ensure you are on 'Edit Profiles Related to: 'ME'
 - Just below that.. Click 'Edit Profile' next to the business name
 - Go through the list of items on the left-hand side of your screen and update accordingly.

- Profile Update for **employee contacts**
 - Ensure you are on 'Edit Profiles Related to: 'YOUR BUSINESS'
 - Select profiles in the below list as necessary
 - Correct (or ADD) information and update if necessary
 - Add anyone else from your team/staff that should receive communication on behalf of your business (main, billing, or general contact)

- For updates to your **personal profile**
 - Click 'Edit My Profile' just below your name at the top of the screen

William Marsay

[EDIT MY PROFILE](#)

Edit profiles related to: Me
Me
YOUR BUSINESS HERE

Editable Profiles Related to William Marsay [ADD NEW PROFILE](#)

Profile	
YOUR BUSINESS HERE <input type="checkbox"/> Main Contact <input checked="" type="checkbox"/> Editor <input type="checkbox"/> Receives Communication <input type="checkbox"/> Billing Contact Relation Type Employer Title <input style="width: 100%;" type="text"/>	EDIT PROFILE

◀ ◁ 1 ▷ ▶ 10 items per page 1 - 1 of 1 items

[SAVE RELATIONSHIPS](#)

Update media

Enhanced listings only

Our Online Investor Directory can display images and videos on your listing, if your listing type allows it. When accessed, this section of your investors-only area will allow you to upload this media directly to your listing on the directory, so you can promote yourself as best as possible.

If you have the right listing level, the images or video will display automatically on your directory listing; if you don't have the right listing level it will not appear (but it will be stored in your profile).

You can add things like:

- **Business logos**
- **Embedded videos**
- **Photos**

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Depending on your level of membership or advertising participation, the media information uploaded here might have restrictions on when and where they display. Please contact the Harrison Regional Chamber of Commerce for more information and details on these restrictions.

Logo:

Upload your company logo or profile picture here. Accepted file format: jpg or gif. Maximum dimensions: 245px width, 160px height.

No file chosen (max size 4 mb)

General Information *

Additional Addresses

Additional Phones

Additional Email
Addresses *

Social Media

Update Your Preferences

Update Your Preferences

Affinity Programs

- Get Involved: Small Biz Connection
- Get Involved: (HYPE) Harrison Young Professionals & Entrepreneurs
- YES - I'd like to offer specials to Chamber Investors!

Committee

- YES - I'd like to serve: Development (Finance)
- YES - I'd like to serve: Economic Development
- YES - I'd like to serve: Marketing & Communications
- YES - I'd like to serve: Public Policy
- YES - I'd like to serve: Small Biz Connection

Related to Demographics

- Minority Owned Business
- Woman Owned Business

Stay 'In the Loop'

- Economic Vitality Issues
- Education Issues
- Housing Development Issues
- Infrastructure
- Insurance (Employee Related)
- Insurance (Property)
- National Business Issues
- Tax & Tax Regulation
- Transportation

Stay informed

Our organization tracks several lists based on your interests, demographics, participation, and more. This section of our site displays the lists we have configured to be visible to investors so they can opt in or out of any of them.

Online Bill Pay

Open Invoice Items for:

Aladdin Construction
12273 B Shriners Blvd
Biloxi, MS 39532

OPEN INVOICES

Selected	Date Due	Invoice Num	Invoice Date	Description	Item Amount	Paid Amount	Amount Due	
<input type="checkbox"/>	VIEW	1/1/2017	9087	11/05/2016	Tax Revenue Item	\$937.50	\$0.00	\$937.50
<input type="checkbox"/>	VIEW	1/1/2017	9087	11/05/2016	Tax Flat Amount	\$25.00	\$0.00	\$25.00
<input type="checkbox"/>	VIEW	4/25/2018	9627	6/7/2017	Tradeshaw Booth	\$500.00	\$0.00	\$500.00
<input type="checkbox"/>	VIEW	4/25/2018	9627	6/7/2017	Bill Me Later	\$50.00	\$0.00	\$50.00

Payment Amount: **\$0.00**

Payment Options Credit Card ▾

Name On Card

Billing Address 1

Billing Address 2

City State/Prov Zip/Postal Code

Country

Credit Card

Card Number

Security Code — This is the numbers 3 or 4 digit code on the back of your card.

Expires Month Year

Phone Number

Email Address

Save Credit Card

[Accept Payment\(s\)](#)

Transaction History For [REDACTED]

Start Date End Date [Refresh](#)

Invoice Num	Date	Description	Amount
9490	4/27/2017	General Admission - Early Bird	\$45.00
9490	4/27/2017	Sponsor Table for 7 Attendees	\$400.00
9492	5/15/2017	Early Bird Registration	\$500.00

Pay your bills

- The top section displays your open invoices. Check the box to pay online, or click View to print a copy.
- The bottom portion shows your previously paid invoices. Click Invoice Number to print a copy for your records.

Referral Report (YTD)

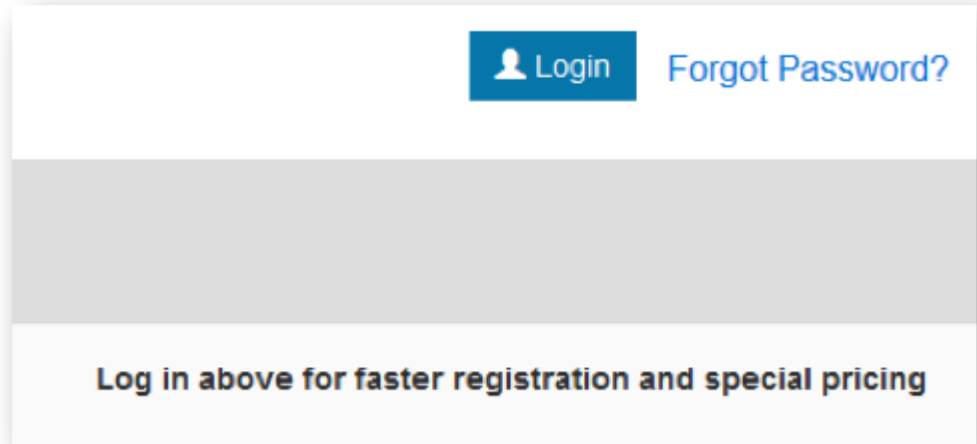
Ever wonder how often you've been referred by us? Through our website banner ads, online member directory, staff recommendations or event sponsorships, we track most of the referrals we provide you.

This section runs a detailed Referral Report, which shows you a very granular report of every time you've received a lead or impression from our website or staff.



Enjoy discounts for event registration

- Many of our events offer exclusive discounts for investors and their employees.
- Look for the login information to ensure you get every discount you deserve



An Investor's Guide to the **WIN-ZONE**

Job Board at the Harrison Regional Chamber of Commerce

*An illustrated guide to getting the most out
of our interactive self-service website*

**Check out
the Portal Guide Videos on our
website for a walkthrough**

The screenshot shows the top navigation bar of the Harrison Regional Chamber of Commerce Job Board. The logo for Harrison Regional Chamber of Commerce is on the left. To its right are buttons for 'POST A JOB', 'EMPLOYERS' (with a dropdown arrow), and 'JOB SEEKERS' (with a dropdown arrow). Below the navigation is a search bar with the placeholder text 'Search for career opportunities'. The main content area is divided into two columns. The left column lists three listing options: '30 Day Listing' (Non-member: \$99.99, Member: \$0.00), '60 Day Listing' (Non-member: \$174.99, Member: \$0.00), and '90 Day Listing' (Non-member: \$224.99, Member: \$0.00). The right column features an 'Upgrade your listing!' section with a yellow 'FEATURED' button. To the right of this button, it shows pricing: 'Non-member: +\$99.99' and 'Member: +\$99.99'. Below this is a section titled 'Why upgrade to a Featured Listing?' with the text 'Your job posting will be:' followed by three bullet points: 'Promoted at the top of the board', 'Highlighted Post', and 'Published to the Google Jobs Network'.

Listing Duration	Non-member Price	Member Price
30 Day Listing	\$99.99	\$0.00
60 Day Listing	\$174.99	\$0.00
90 Day Listing	\$224.99	\$0.00

Upgrade your listing!

FEATURED Non-member: +\$99.99
Member: +\$99.99

Why upgrade to a Featured Listing?
Your job posting will be:

- ✓ Promoted at the top of the board
- ✓ Highlighted Post
- ✓ Published to the Google Jobs Network