

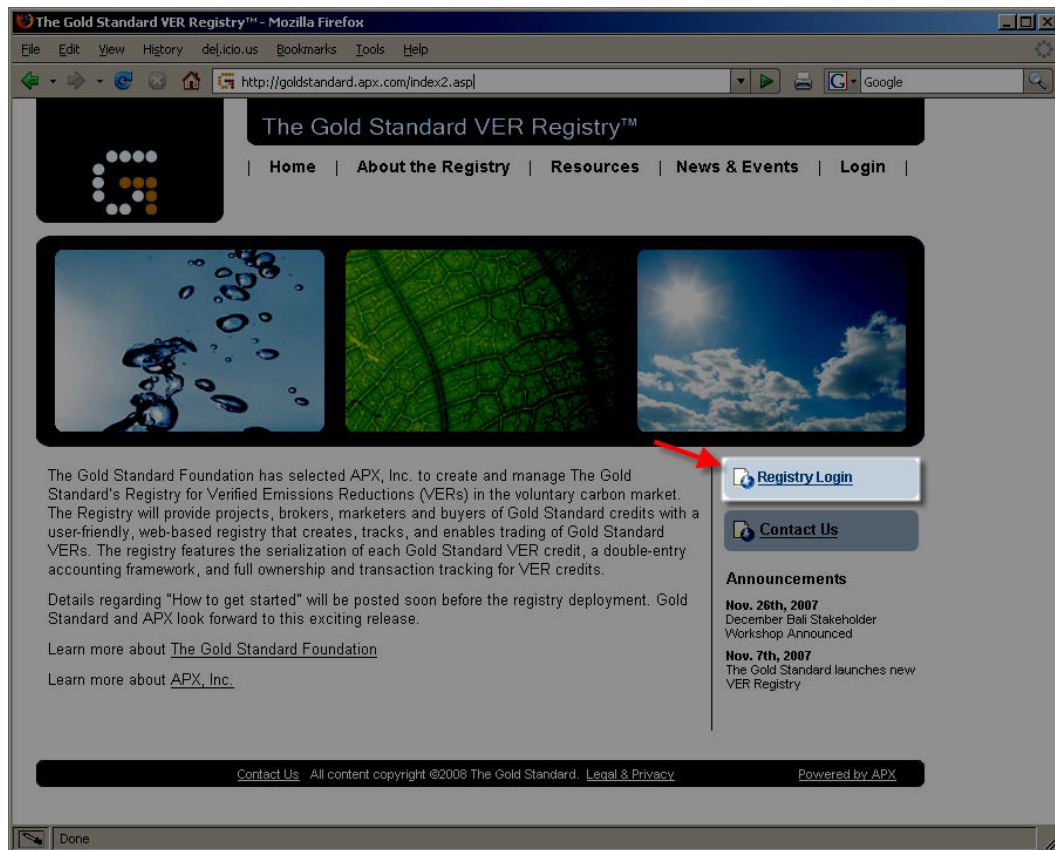


Getting Started Guide for Stakeholders

Account Registration

Access the Gold Standard Registry Login Screen:

1. Go to <http://goldstandard.apx.com> (screenshot below)
2. Click on the link highlighted in the screenshot below **Registry Login**



3. This link will open the registry login screen
4. Click on the hyperlink **Not a Member? Register Here** (highlighted in the screenshot below)



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Help

Login

Login Name:

Password:

Login

Remember My Login Name

[Trouble logging in?](#)

[Not a Member? Register Here](#)

Message Notification - last 30 days

Total Messages: 0

Message Type	Message	Receive Date
No Records!		

[More...](#)

Public Reports

- [Account Holders](#)
- [VER Projects](#)
- [VER Project Credits](#)
- [VER Status by Serial Number](#)
- [Public Retirement Sub-Accounts](#)
- [Retired VER Credits](#)
- [Gold Standard CDM/JI Projects](#)
- [Gold Standard Certified CERS/ERUs](#)

5. A checklist pop-up will appear describing the steps required to register for an account. Select the Reviewer Account Type and click the **Continue Registration** button.
6. Complete the **New Account Application** form and press the **Submit for Approval** button. *Note: It will be possible for the public to view the Organization information you provide. Mark the account as a Private Account if you would prefer that no one other than the Gold Standard and APX know of your account in the Gold Standard Registry.*
7. An “Activation” email will be sent to the Account Manager email address entered into the **New Account Application** form. Follow the instructions on the email to activate your new account. This will trigger a notification to the Registry Administrator that a new account application has been submitted.
8. Review and sign the Terms of Use document. Then send it to the Gold Standard following the instructions on the checklist pop-up. Once the Terms of Use is received, the Gold Standard will review the submitted account application.
9. You will receive an email when your account is approved. All registry functionality available to your Account Type will be accessible.



Registry Navigation

The main account screen or “homepage” is referred to as the Dashboard. The Dashboard is the screen that first appears when you login and is a central hub that facilitates the use of the software. The Dashboard makes it easy and intuitive to access functions or view summary information about their account. Each colored block represents a module that is used to display account information and/or provide you with links to application functions. Comprehensive help screens are available by clicking on the “Help” and “?” links. The Help link is always located in the upper right corner of the screen.

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Welcome, carlsh1 | Account: OCS Stakeholder Account

Customize Page | Change Password | Help

Registration [?] [v] [x]
[Change Profile](#)

Account Management [?] [v] [x]
[Review/Edit/Add Logins](#)

Reviewer Reports [?] [v] [x]
• [My Event Log](#)
• [Project Registration](#)

Account Information [?] [v] [x]

Account ID	14264
Company Name	OCS Stakeholder Account
Company Address1	5201 Great America Parkway
Company Address2	
Company City	Santa Clara
Company State/Province	CA

Message Notification - last 30 days [?] [v] [x]
Total Messages: 72

Message Type	Message	Receive Date
Account Holders	Send to all Account Holders	2/19/2008 1:33:22 PM
Account Holders	Test message to all companies/accounts	1/22/2008 3:27:29 PM
Public	Test Message to the public	1/22/2008 3:26:36 PM
Public	This is the Gold Standard Version 0.01	12/12/2007 2:14:27 PM
Public	TEST WREGIS	9/12/2007 3:51:21 PM

[More...](#)

Reviewer Accounts

Reviewer accounts help Gold Standard stakeholders review project registrations by providing access to project information not yet made available to the public.

Reviewer accounts have limited rights within the Registry. When logged into the Registry, Reviewer accounts do not see many of the modules. The primary features Reviewer accounts use is the **Project Registration** report, which is in the **Reviewer Reports** module and is only available to Reviewer accounts. The report displays all the projects in the Registry by status and lists key project information such as project type, location, project developer, and assigned DOEs. The report allows stakeholders to review project documents that are not public yet, but have been made available to the Reviewer accounts by the Registry Administrator.