I. INTRODUCTION

One of the new features included in the IUCN World Conservation Congress 2020 website is a User Dashboard. This provides an overview of your user details and applicable online services IUCN offers for the Congress (e.g. submitting a Forum proposal or registering for the Congress).

II. OVERVIEW OF THE SERVICES

Navigation of the User Dashboard is easy. It has four main parts:

1) **USER DETAILS**

Your first and last name, your preferred language and if applicable, any related IUCN role(s).

![User Dashboard](image)

- **First name LAST NAME**
- **Preferred language:** English
- **IUCN Role(s):** Staff of Member Organisation
2) **MAIN MENUS**
These provide access to various available services.

*Buttons highlighted in green are active; buttons in grey relate to services that will become available at a later stage.*

![Welcome First name LAST NAME](welcome.png)

In this section, you can take advantage of various Congress online services such as submitting a proposal for the Forum, registering to the Congress (as of September 2019), among many others. We invite you to browse through the menu below to access all the available services. Please note that the buttons in grey link to services that will become available at a later stage.

![Take Action](take-action.png)

a) **Take Action**
This menu provides access to the online Congress-related services.
b) **Exercise your rights**
Available for people who have roles related to any of the IUCN constituents (Members, Commission members, Regional or National committees, IUCN Council or the IUCN Secretariat).
The buttons appearing in this menu are linked to the rights you are entitled to, based on your IUCN role (e.g. submit a motion, view motions in draft form or submitted, discuss the Draft Programme 2021-204 , among others).

c) **My Personal Area**
This menu provides the possibility to edit your profile (coming soon) and allows you to view the Congress programme, as well as your approved events.

3) **HISTORY OF YOUR ACTIONS**
Under the main menus, there is a list of your actions, so you can easily view your submissions (for example Forum proposal).
4) **MY ORGANISATION DETAILS**

If you are staff of a Member organisation, this will indicate your Member category, the role(s) in your organisation, your membership dues payment status, as well as your Member rights.

<table>
<thead>
<tr>
<th>My organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Name of Organisation</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Type: NG</th>
<th>Member organisation role(s): Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>Membership dues payment status: In order</td>
<td></td>
</tr>
<tr>
<td>Members' rights: Full voting &amp; speaking rights</td>
<td></td>
</tr>
</tbody>
</table>

Please find below the abbreviation definitions for the field “Type”:

- **AF**: Affiliate
- **GA**: Government Agency
- **IN**: International NGO
- **IP**: Indigenous peoples’ organisation
- **NG**: National NGO
- **ST**: State
III. USER SUPPORT

Please do not hesitate to contact us if you need any assistance or are looking for further information:

- For general Congress questions and registration: congress@iucn.org
- For the Forum: congressforum@iucn.org
- For Exhibition: congresspartnerships@iucn.org
- For Member organisations, dues payments and rights: membership@iucn.org
- For Members’ accreditation: accreditation@iucn.org
- For Motions: motions@iucn.org