

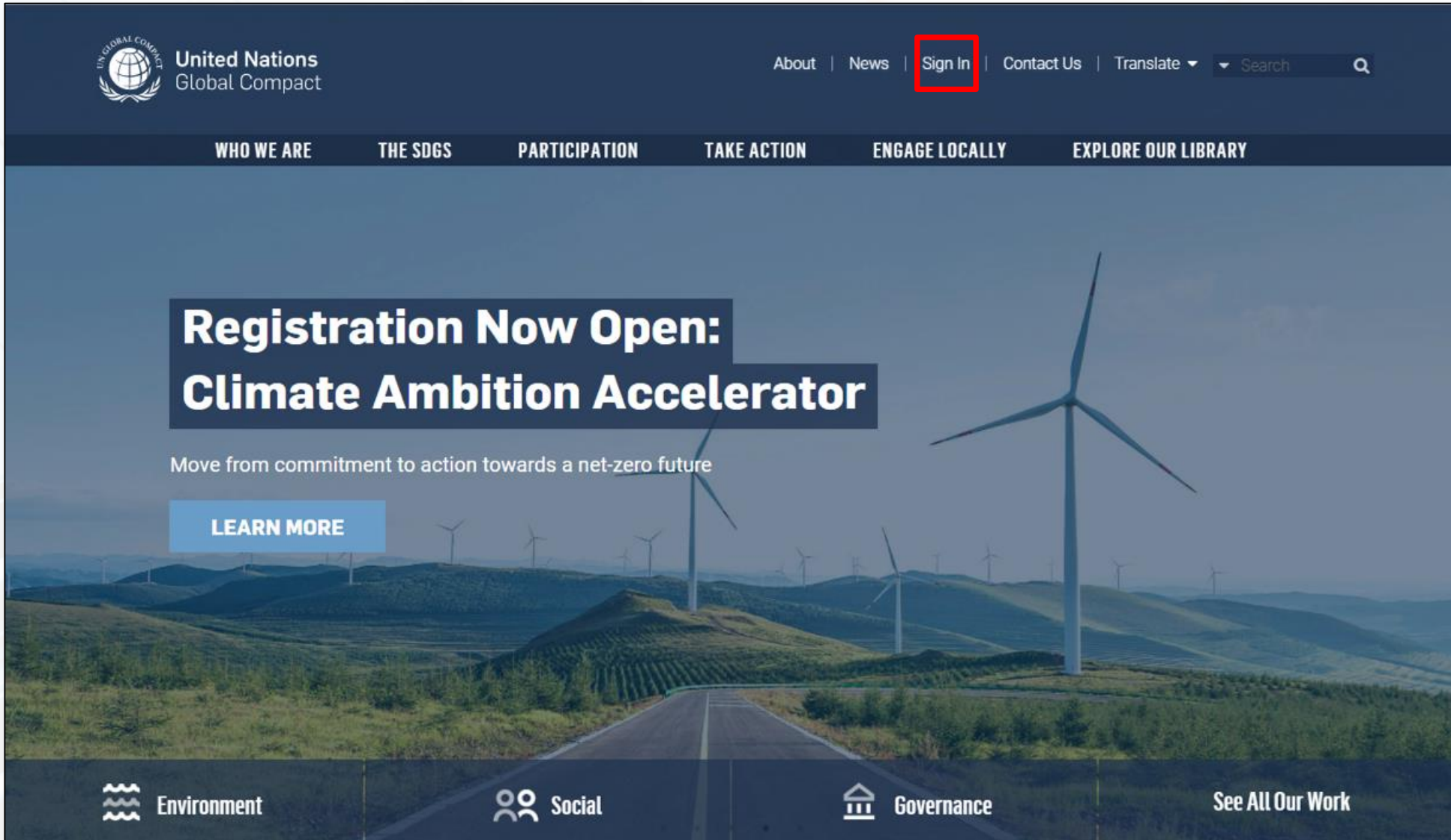
# Log-in Guide to the Communication on Progress

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## Digital Platform

## Step 1: Select "Sign In"

Go to [www.unglobalcompact.org](https://www.unglobalcompact.org) | Navigate to "Sign In," marked in **Red**



## Step 2: Type in credentials

- Once on the website, you will be prompted to enter your username and password (UN Global Compact dashboard credentials).
- If you do not have login credentials, please see “Step 3: Create New Contact Point” in the following slides (4-8). If you do have login credentials, please skip to slide 9.



United Nations  
Global Compact

Dashboard

Your account was not activated yet.

### Login

Username

Password

Remember me ☐

[Forgot your username or password?](#)

## Step 3: Create new Contact Point

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- To create a new “Contact Point”, please go to the [UN Global Compact login page](#) and click on "Create new contact point".

### Login

Username

Password

Remember me

☐

Forgot your username or password?

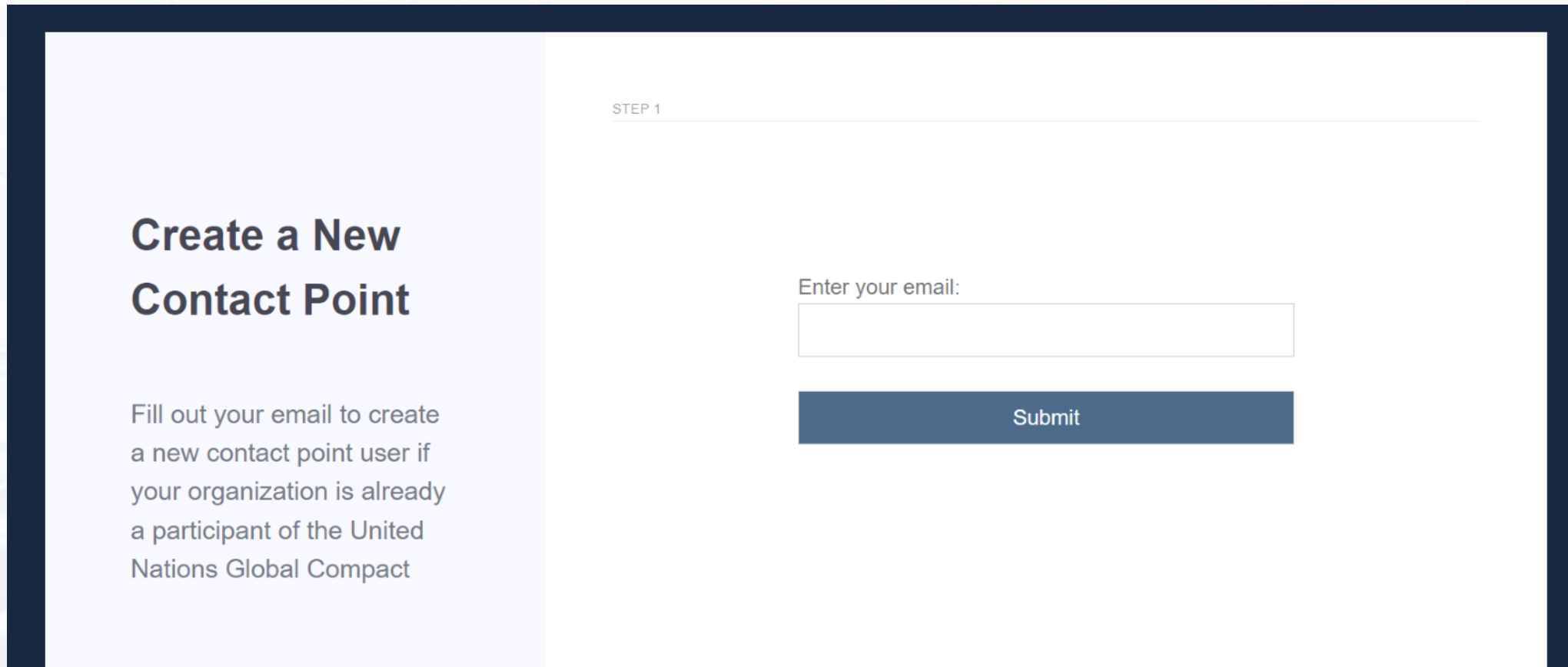
LOGIN

If your company is already a Participant of the UN Global Compact, and you need to create a new user to access your company's Participant Dashboard click on the button below

**Create new contact point**

## Step 3: Create new Contact Point

- After you click on "Create new contact point", you will be redirected to a screen where you will be asked to enter your email address. **Please note:** the email address must contain your organization's email domain.



The screenshot shows a web interface for creating a new contact point. On the left, a light blue sidebar contains the title 'Create a New Contact Point' and a paragraph: 'Fill out your email to create a new contact point user if your organization is already a participant of the United Nations Global Compact'. The main content area is white and labeled 'STEP 1' at the top. It features a text input field with the placeholder 'Enter your email:' and a dark blue 'Submit' button below it.

STEP 1

### Create a New Contact Point

Fill out your email to create a new contact point user if your organization is already a participant of the United Nations Global Compact

Enter your email:

Submit


## Step 3: Create new Contact Point

- After you've entered your email address and clicked on "Submit", you will receive an email requesting to verify your email address. Please note that you will have 24 hours to verify your email address until the verification link expires. If you do not verify your email address within this window, you will need to repeat "Step 3" from the start.

### Create a New Contact Point

Verify your email to create a new contact point user if your organization is already a participant of the United Nations Global Compact

STEP 2



### Verify your email

If you have an email domain associated with any UN Global Compact member, you will receive an email with instructions on how to create a contact point.



## Step 3: Create new Contact Point

- In the verification email you receive, please click on "Create new contact point".
- You will be redirected to a screen where you will be asked to fill in information to create your account (Organization, First Name, Last name, Job title, Username, Password, & Country)

### Create a New Contact Point

Fill out your email to create a new contact point user if your organization is already a participant of the United Nations Global Compact

STEP 3

Organization

Select your organization

Role type

Contact Point

**Personal info**

First name

Last name

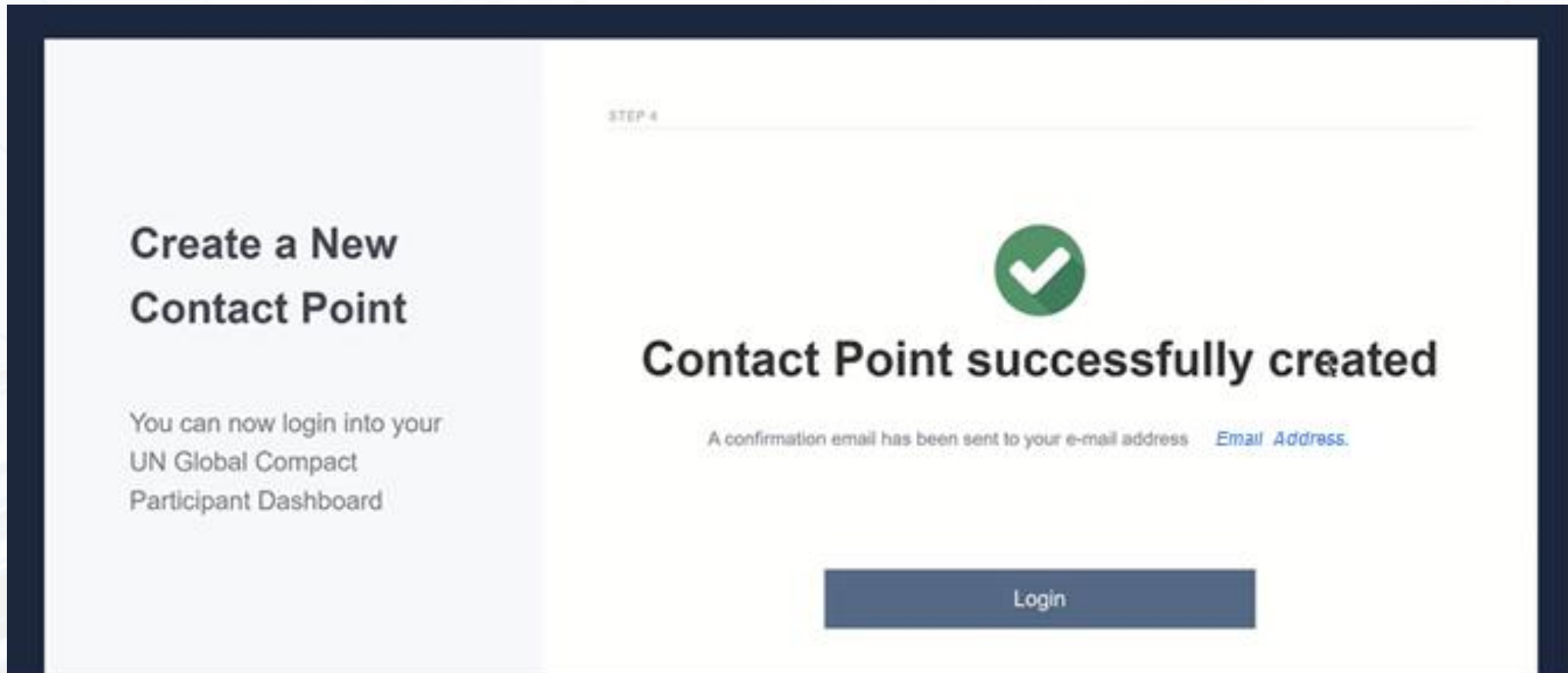
Job title

Country

Select your country

## Step 3: Create new Contact Point

- After you've entered all information, you will receive a confirmation email informing you that you have successfully created and added a new 'contact point' to your organization's GC dashboard. Please then click on "Login" to sign into your account.





## Step 4: Select "COPs" and launch platform

- After signing in, organizations should select the "COPs" tab, marked in **RED**, from the screen illustrated below
- To start your new enhanced CoP, please click on the **GREEN** link that reads:  
**"Complete 2023 Communication on Progress"**

### Company Name

Overview   Getting Started   Contacts   Logo Requests   **COPs**

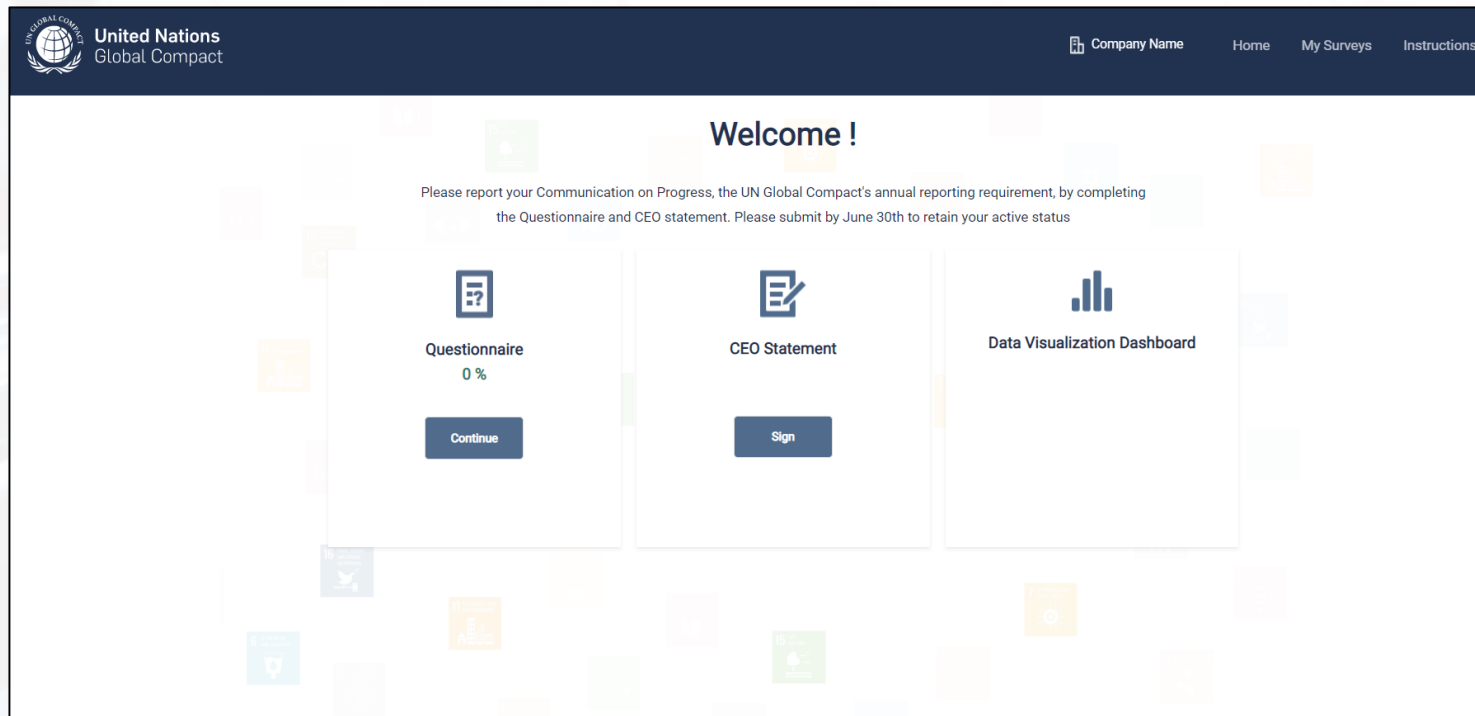
Please note that submitting a CoP via the current system (by uploading a report in pdf format onto the GC dashboard) is no longer applicable after 31 December 2022. Starting 2023, participants will need to submit their CoP through the new digital platform and following the new requirements. The digital platform can be accessed by participants starting March 2023. We thank you in advance for your understanding.



**Complete 2023 Communication on Progress**

## Step 5: Complete your COP

- You will be redirected to your Participant Homepage, where you will see both COP requirements: the **Questionnaire** and **CEO Statement of Continued Support**
- This page will also host the Data Visualization Dashboard, which will become available at the end of the universal submission period (30 June)
- **Note: To ensure that inputted data is saved correctly, we recommend that different users within the same company do not use the digital platform at the same time.**



Note: Elements of the enhanced Communication on Progress are being finalized and might appear slightly differently online