

LeNSes website installation **Quick Guide**

In this website section you can:

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After having logged in, click on the DOWNLOAD SITE section 1 and in case user is not allowed send an e-mail to the LeNSes Admin (lenses@polimi.it) asking for the permission of downloading the website.

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Once the website is online, click on NETWORK 1 and then on JOIN AS MEMBER 2 fill the form and ask your partners to do the same. Confirm by clicking REGISTER 3

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Logged as administrator, click on PERSONAL AREA 1 and click on the tab MANAGE MEMBERS 2 and click on PUBLISH 3 to make a member request appear in the member page.

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Jan Carel Diehl j.c.diehl@tudelft.nl http://www.tudelft.nl Unpublish University of Nairobi The University of Nairobi is the oldest and highest ranking university in Kenya. The University in Kenya, The University in Kenya and Africa high level manower and training needs in both the sciences and arts. The university is proud of its record achievement in teaching, research, development and consultancy. The LeNses project is being undertaken by the School of the Arts and Design within the College of Architecture and Engineering. Kenya Lilac Osanjo lilac.osanjo@uonbi.ac.ke http://arts-design.uonbi.ac.ke Publish a Partner University of Milan The university of Milan is a science and technology university producing engineers, architecture and industrial designers through a variety of innovative specialising courses. The architecture of Milan has always been based on queries is coordinated by research group Design and system Innovative specialising courses. The coordinated by research group Design and system Innovation for Sustainability. Milano Tiger Whale hello@tigerwhale.com www.universitadimilano.it Mow it works Personal area Outlock Credits Design Competition	Profile Manage Users	Manage Challenges & Groups	Manage Jolly Area Partners	Manage Members	Edit Logo, Affiliated Network and Select Language	Edit Home page and News	Edit About LeNSes and Network	Edit Interface Edit Conf Cred	Download Site, lacts and lits
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And if you want to make a member become a partner, click on the tab MANAGE PARTNERS 1 and click on PUBLISH 2 to make a member appear even in the partner page.

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If you desire to change the logo image, click on the tab EDIT LOGO, AFFILIATED NETWORK AND SELECT LANGUAGE 1 and click on CHOOSE FILE and then UPLOAD 2.

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Insert the name of an affiliated network (ex: LeNS-Italia) and its web address 1 and confirm by clicking CREATE 2.

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