

Instructions for Creating Your Plant Science Graduate Program Listing

1. If you do not already have a Plantae profile, create your free profile at <https://community.plantae.org/user/register>.
2. Once you have your profile. Go to the Plant Science Graduate Programs network (<https://community.plantae.org/organization/plant-science-graduate-programs/dashboard>) and join the network.
3. Click on the Create+ button on the top right.
4. Select "Article"
5. In the upper right corner, in the drop-down menu that says "Select a network", select the Plant Science Graduate Programs network.
6. Then you can create the page. Your title should first state the name of the institution, then list the department name. You can also add a subtitle.
7. In the body of the page, you can include links, pictures, embed videos, any information you want to make it appealing. These editing tools are found on the top left of page.
8. When done, click on publish, or if you need to save without publishing, you can save as a draft and come back to it.
9. Go back to the network page and click on your article to see it as others will see it. If needed you can select "edit" to make changes, and be sure to save your changes. You will have additional options on the left sidebar, for example, you can add a co-author so a colleague can edit your page.
10. You will receive notifications when someone comments on your article. Make sure you have someone who will check often and respond to any comments.