I. Access Cornell StartupTree Platform

For New Users:
1. Go to cornell.startuptree.co and click Join in the top right corner
2. Enter the information you would like to use as your account email and password, or opt to log in with your Facebook or LinkedIn accounts
3. Follow the sign up process and fully complete your profile. Be sure to add your skills and roles to find your best match for an Entrepreneur in Residence
4. Welcome to the activity feed, the home page for the platform

For Returning Users:
1. Go to cornell.startuptree.co and click Log In in the top right corner
2. Log in with your already registered email address and password or through your Facebook or LinkedIn accounts

II. Find Your Entrepreneur in Residence

1. On the top navigation bar hover over the “People” tab and select “Mentors” from the drop down menu.
2. On the Mentors page, on the filter bar above the list of mentors hover of the “Tags” tab and then enter and selected “Pillsbury Institute for Hospitality Entrepreneurship”
3. Browse through all the Entrepreneurs in Residence that have been filtered for and find the Entrepreneur you are interested in meeting with. Click on their name or photo to view their profile.
4. Click through the <<or>> arrows to view their availability and select “Schedule Meeting” for the time slot that works best for you!
5. After selecting the time slot, you will be sent an email confirmation. The email will include buttons to add the meeting to your personal calendar to make sure you don’t forget.