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How to register a new account

1. On the login page, click the button “Register Here”.
2. Type your phone number.
3. Check to agree to the PwC EULA, and scroll down to the end of the text, then click “Proceed”.
4. Click the “Next” button.
5. The PwC OnePlus system will send you a one-time password (OTP) verification code via SMS.

6. Input the OTP code to the app, and click the “Next” button.

7. Then complete your profile and click the “Next” button.
8. After completing your profile, you will be redirected to the last step that is “Privacy Settings”.
9. Choose what to set as public or private.
10. Click the “Save” button.
How to Login to the App

1. Open the App.
2. Type your **Username** and **Password** you have previously registered.
3. Click the “Login” button
4. You will be redirected to the Home Screen.
How to Change your Current Password

1. In the Edit Profile page, click the “Change Password” menu.
2. Type in your current password and click the “Submit” button.
3. Type in your old password.
4. Type in your new password.
5. Re-type in your new password.
6. Click the “Save” button.
How to Reset your Password

1. In the Login Page, type your registered email.
2. Then click on “Forgot your password?”.
3. Check on your mailbox.
4. Click on the text “Create a new password”.
5. You will be redirected to a website browser.
6. Type a new password in the Reset Password Form.
7. Click the “Submit” button.
How to Edit your Profile

1. On the right-top Homepage, click the “Profile Icon”.
2. Click the “Edit Profile” button.
3. In the “Edit Profile” page, you are able to change the following:
   a. Profile photo
   b. Basic Information
   c. Social Media
   d. Manage interest
   e. Manage Education
   f. Manage Experience
   g. Account Security (Password)
   h. Privacy Settings
4. Click the “Save” button to save the changes.
How to Change your Primary Phone Number

1. In the Edit Profile page, click the “Change Phone Number” menu.
2. Type in your current password and click “Submit” button.
3. Type in your new phone number.
4. The page will redirect to the Phone Number Verification Page.
5. Check your phone messages and type in the OTP Code to the Oneplus App.
How to Change a Primary Email

1. In the Edit Profile page, click the “Change Email” menu.
2. Type in your current password.
3. Type in your new email.
4. Click the “Save” button.
How to Change/Manage your Privacy Settings

1. In the Edit Profile page, click the “Privacy Setting” menu.
2. Click the right side icon to manage privacy settings.
3. Choose public to show the information in your profile.
4. Or, Choose privacy to hide the information from your profile.
How to Manage Interests

1. On Home > Interest Tab.
2. Click on “Manage Interest”.
3. Choose the Interest.
4. Click the “Follow” button to interest you like.
5. Then, click the “Done” button.
How to Report a Post

1. Click the “Option” button in the post list.
2. Choose “Report an issue”.

How to Report a Post
3. Type your report and click “Submit”.
4. Or you can click on the post, then click the “Option” button.
5. Choose “Report an issue”.
6. Type your report and click “Submit”.

How to Report a Post
1. In the “Home” Screen, click the “+” button.
2. Click the “Statistic” icon.
3. Type your question in the top field.
4. Click the “Plus” icon to add an option and fill the options.
5. You are able to set the due date of your poll by clicking on “Select Date”.
6. You can select interest(s) if your post is relates to some of interests.
How to Chat with PwC Admin

1. Go to the “Message” menu.
2. Tap on “PwC Admin” in the top of the list.
3. Type your message and click the “Send” icon.
1. Click the “Message” menu from the menu bar.
2. Click the “Plus” button.
3. Click “Create New Group”.
4. Select alumni(s) who you invite to the group.
5. Click the “Next” button.
6. You can change the group Profile by clicking “Change Group Profile”.
7. Type the Group Name.
8. Click the “Create” button
9. Type your message and click “Send”.

How to Create a New Group Chat
How to Mute a Group Chat and Invite a New Member to the Group Chat

1. Open a group chat room.
2. Click the “Group” icon on the top-right corner of the screen.
3. Then, click the “Option” icon.
4. Choose from the menu “Mute Notification” to mute group notifications.
5. Or, Choose from the menu “Invite” to invite a new member to the group chat.
How to Mute Chat Notifications

1. Go to the “Message” menu.
2. **Slide left** to the chat you want to mute.
3. Choose the “Speaker” icon.
How to See Job Openings

1. Go to the “Jobs” menu.
2. There are two tabs for two types of Job Openings:
   a. Graduates
   b. Experienced Hires
How to Filter Job Openings based on Interest

1. On the Job Opening List Page, tap the “Interest” filter section.
2. Select one interest to filter the job listing.
3. The page will show job listings based on the selected interest.
How to Recommend a Job Opening

1. On the job detail page, click the button “Recommend”.
2. Type in somebody’s email.
3. Click the “Submit” button.
How to Logout from the App

1. Go to the “My Profile” menu.
2. Click the “Setting” icon.
3. Choose Logout.
4. You will be redirected to the Login page.