



#4 Finding Documents and Resources

Welcome to the fourth in a series of member support tutorials to help you get the most out of your Council membership.

Getting Started Finding sample documents

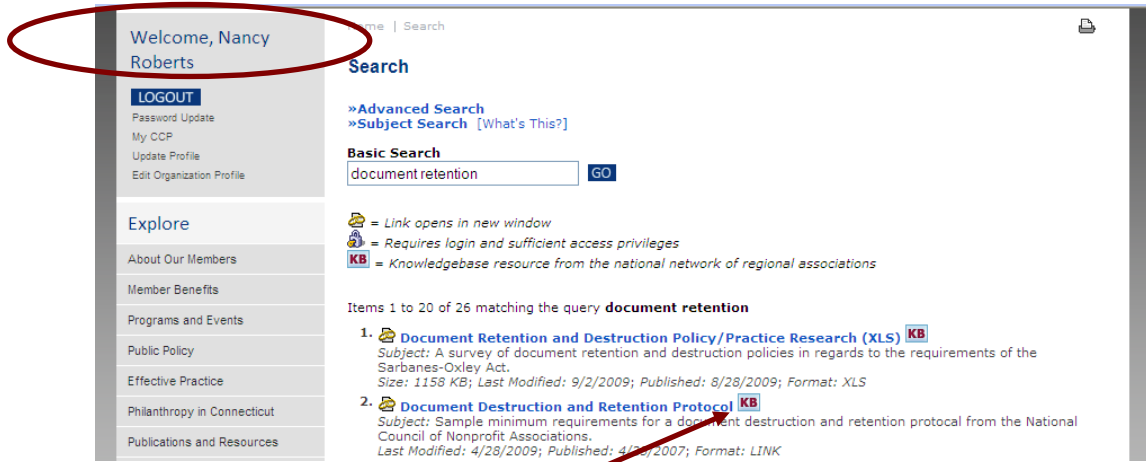
Are you interested in viewing sample bylaws? Would information on administrative expenses be helpful? Look no further.

You can browse the content immediately by using the key categories found on the left-hand navigation bar or you can search by keyword.



As a member, you can also search for resources and benefit from the collective knowledge of your philanthropy colleagues. The Council’s website features the **Knowledgebase**, a compilation of the best resources from among the nation’s 32 regional associations and other partners. The Knowledgebase is a secure, central repository for a wide range of content and links to external resources that are fully indexed and easily searchable.

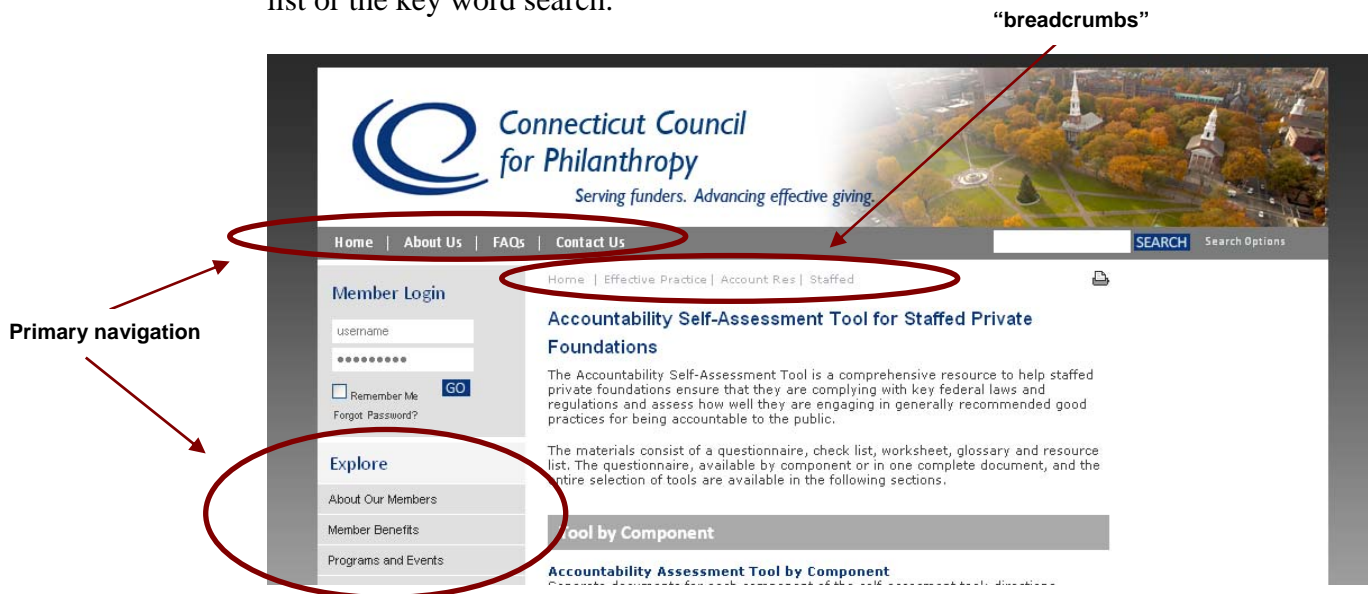
Remember to Login! To access the Knowledgebase (or documents from past programs), you will need to login using your Username and Password.



Hint: Documents marked with a “KB” icon are exclusive, members-only documents. You will not be able to open these documents unless you are logged-in with your member Username and Password.

Once you’ve opened a document, you can also save it to your own computer using the same procedure you would use to save other online resources.

While you are using the site, and if you get lost, you can use the secondary navigation tool (breadcrumbs) to click back through sections, or you can use the primary category list or the key word search.



TIP
For a one-stop way to return to the Home Page, click on the Council’s logo at the top of every web page.

Questions or Difficulty If you have questions, please call 860.525.5585 or email ccp@CTphilanthropy.org.