How to join MCR2030 and access the dashboard
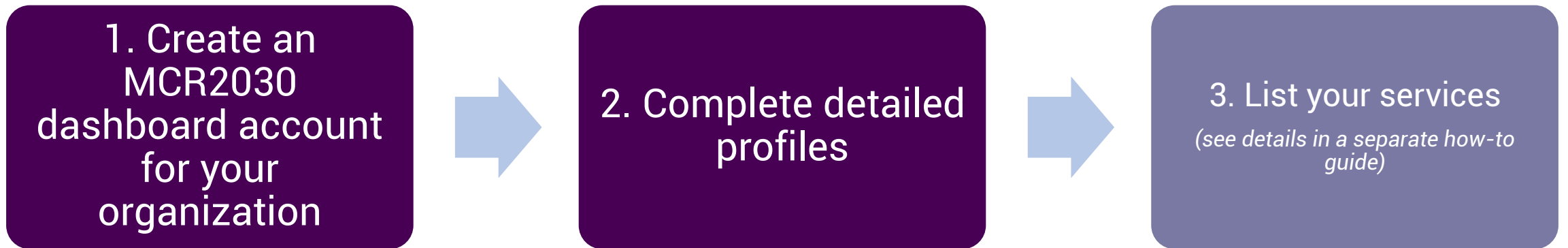
Dashboard how-to guide for participating entities

Ver. 13 September 2023

Key update: Information on the new sign-in system

Content

MCR2030 sign-up steps for participating entities:

| 1. Create an MCR2030 dashboard account for your organization | → | 2. Complete detailed profiles | → | 3. List your services *(see details in a separate how-to guide)* |

Using dashboard tips:
- Overview of the participating entity dashboard

Tips:
➢ *Complete all steps! Participating entities are encouraged to complete both the profile basics and details to maximize the benefits from the dashboard access.*

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Participating entities and service provision

1. **'Core Partners'** are co-creators of MCR2030, including **C40, ICLEI, IFRC, JICA, Resilient Cities Network, UCLG, UN-HABITAT, UNDRR, UNOPS, the World Bank Group, and WCCD.**

2. **'Supporting Entities'** are non-commercial entities with expertise in specialized areas in the regions and can provide specific gratis technical inputs in fields that support cities to move along the resilience roadmap. This includes **national governments, development agencies, NGOs, CSOs, academia and research institutions, media, national associations of municipalities, and others.**

3. **'Specialist Service Providers (SSPs)'** are the entities, including but not limited to the **private sector,** that can offer technical one-to-one advice and support to cities.

Decide who will create the dashboard account for your organization

- This can be anyone from your organization

- This person will, by default, have the dashboard administrative role for your organization and will be able to add more team members later once the dashboard account is created

- All team members can help to edit the organization's profile, add your services, search for cities and use all other features of the dashboard (See dashboard 'how-to add/manage team' guide for details)

Tips:

➢ *If someone from your organization has already signed up, please coordinate with the person to get access to the dashboard. Do not sign up again as this will create a duplicate profile*

Create the MCR2030 dashboard account for your organization

1. Visit the MCR2030 dashboard at: https://mcr2030dashboard.undrr.org/

Tips:

➢ *You can view the MCR2030 dashboard in other language by clicking the language drop down option in the top right-hand corner. More languages will be added.*

2. Select '**Participating entity**' from the dropdown under '**I would like to join MCR2030 as a… **',

3. Select **'Next'**

4. Confirm if anyone from your office already signed up to MCR2030 on behalf of your organization (Yes/No).

Join MCR2030 as an organization

Cities need different levels of support from partners to build resilience. With specific knowledge and expertise to help cities to progress along the resilience roadmap, you can help them thrive.

Has someone from your organization already signed up to MCR2030 on behalf of your organization?

○ Yes

○ No

If you're not ready to sign up yet

For now, you can gather the information you need to sign up to MCR2030. MCR2030 is open to organizations offering disaster risk reduction and resilience services to cities.

How to sign-up as a participating entity ⧉

Download social media package ⬇

▪ If '**Yes**', you will not be able to proceed. (If someone from your office has already signed up, please coordinate with the person to get access to the dashboard. Do not sign up again as this will create a duplicate profile).

▪ If '**No**', continue with next steps

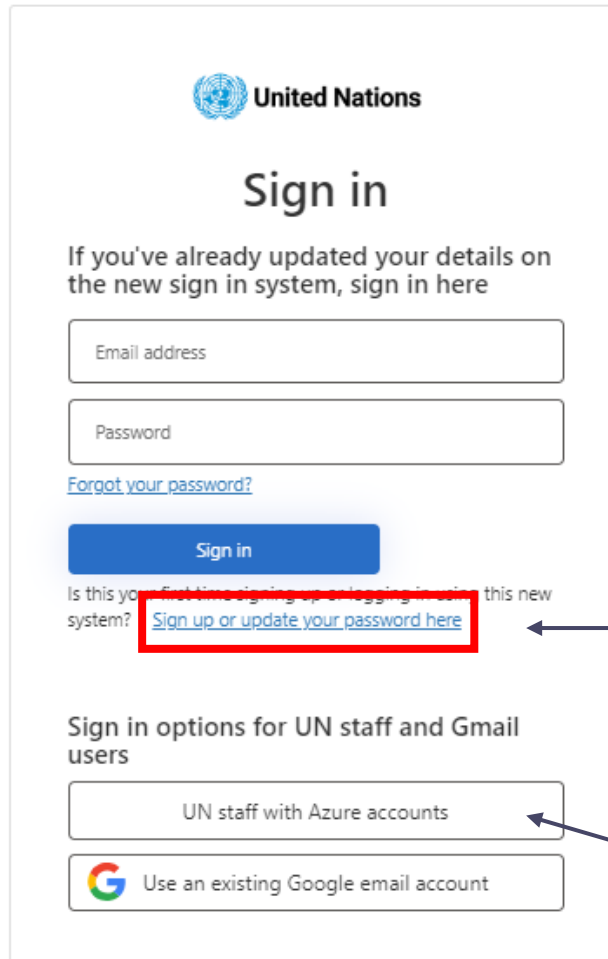5. Select **'Next'** to proceed.

6. Login to the system

If you are the first-time user, please select 'Sign up or update your password here'.

Note: for **un.org** users, please click 'UN staff with Azure accounts and sign in with your UN credentials.

Sign up or create a password to log-in

Enter your email address

Click 'Send verification code'

Enter verification code
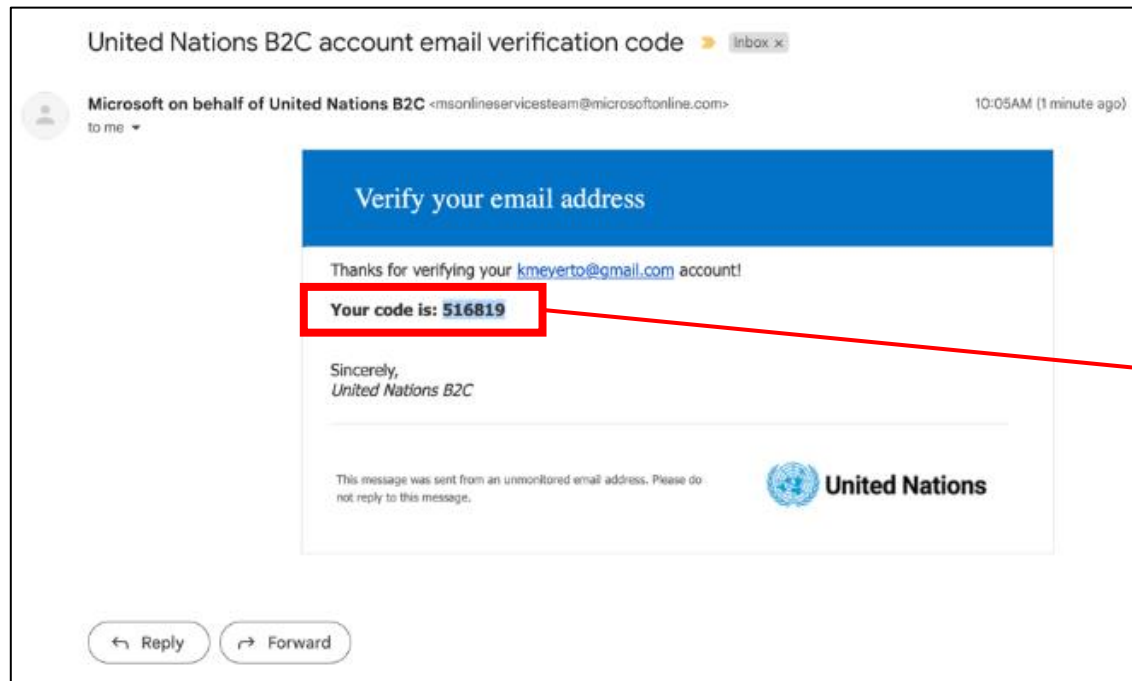
Check your email for an email from United Nations B2C account email verification code

Then, enter your code here

And click 'Verify code'

Set your password and complete personal information

- To continue, create your password.
- As you type, the rules for your password will appear above the New Password input.
- Make sure it's something you can remember.

The password must be between 8 and 64 characters.
Your password must have at least 3 of the following:
  - a lowercase letter
  - an uppercase letter
  - a number
  - a symbol
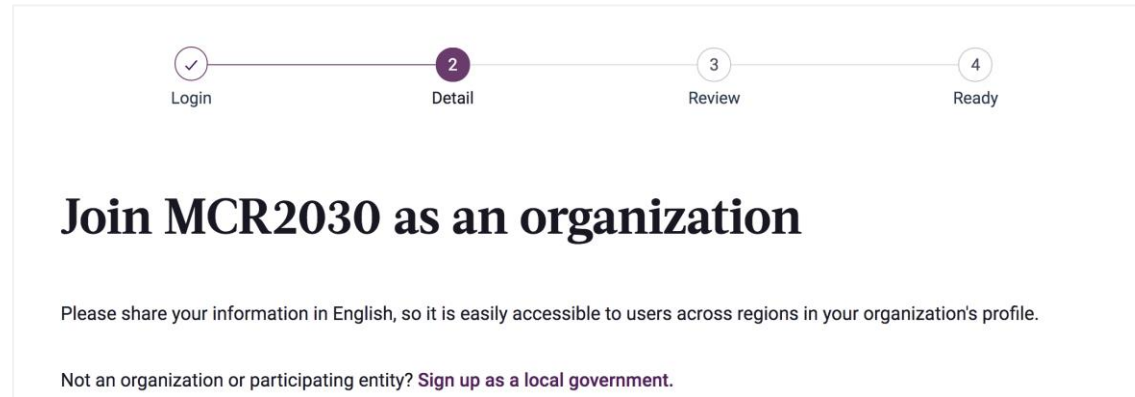
- Then, re-enter the same password. It has to match exactly the password you enter in the first box.
- Add your personal information (first name, last name, organization and position).
- Click 'continue' and you will be directed to continue with the MCR2030 dashboard city profile creation.

For further information or troubleshooting:
https://www.preventionweb.net/sso/migration-guide

7. Fill in the basic information of your organization's profile in English

Tips:

➤ *This section is called 'Organization Basics'. You will be asked to provide more information in the 'Organization Details' section later.*

➤ *Complete the information in the order of appearance otherwise it may result in an error that blocks you from completing the sign-up*

➤ *Please enter details in **English** for easier browsing by other dashboard users. You can enter the text in your local language in another section*

1) About your organization

- Fill in the name of your organization

Full organization name

[   ]

- Select 'Supporting Entity' for 'My organization is joining MCR2030 as a …'

My organization is joining MCR2030 as a…

◯ Core Partner

◉ Supporting Entity

◯ Special Service Provider

◯ I'm not sure

1) About your organization (continued)

- From the drop-down menu, select your type of organization.

What is your type of organization?

- Private sector
- UN and int'l organizations
- NGO/CSO
- Academic and scientific institution
- Government, other
- National association of municipalities

- News and media
- Networks and others
- Regional inter-governmental
- National government office (in charge of DRM and urban development)∗
- Other

Note:

➢ *∗ If you are the National government office (in charge of disaster risk management and urban development), please contact MCR2030 regional secretariats to obtain the code for registration*

1) About your organization (continued)

From the drop-down menus:

- **Select the country** in which your organization is based [REQUIRED]

- **Select your state / province** (the list depends on the country selected) [REQUIRED]

- **Select the city** in which your organization is based [REQUIRED]

About your organization

First, select the country where your organization is based in:

🔍 Select country

Second, select the state or province your organization is based in (select "not listed" if not listed):

🔍 Search name of city's state or province (choose "not in the list" if not listed)

Last, select the city where your organization is based in (select "not listed" if not listed):

🔍 Search name of village, town, or city (choose "not in the list" if not listed)

Tips:

➢ *If your state/province or city name is not appearing on the list, select **'Not in the list'**, and manually enter the name in the blank box*

➢ *Answer the questions in order: Select Country → State/Province → City*

➢ *Based on your selection of the organization location above, the system will automatically pre-select the answers to the next 2 question on "What region and country does your organization offer services to local governments?" Please check the accuracy before proceeding*

1) About your organization (continued)

Provide details on the regions and countries your organization offers the service to.

In what regions does your organization offer services to local governments? (Multiple regions allowed) (Required)

⌄

Please complete

- All countries
- Africa
- Central America
- North America
- South America
- Caribbean

- Arab States
- Asia
- Pacific
- Europe
- Central Asia

Tips:

➢ *If your organization has a global coverage, select 'all countries'*

➢ *If your organization covers specific regions, select the sub regions of your choices*

    ➢ *Once a sub-region is selected, you can further specify if your service covers all countries in that region or else select specific countries you provide services to (see examples in the next page).*

Tips:

Example 1: This organization covers all countries in a specific sub-region

In what regions does your organization offer services to local governments? (Multiple regions allowed) (Required)

> × Asia

Asia: In what countries does your organization offer services to cities? (Multiple countries allowed)

> × All countries in Asia

Example 2: This organization covers specific countries in specific sub-region(s)

In what regions does your organization offer services to local governments? (Multiple regions allowed) (Required)

> × Central Asia   × Arab States   ⌄

Central Asia: In what countries does your organization offer services to cities? (Multiple countries allowed)

> × All countries in Central Asia   × ⌄

Arab States: In what countries does your organization offer services to cities? (Multiple countries allowed)

> × Algeria   × Egypt   × Jordan   × ⌄

2) More about your organization

- Fill in the year your organization was founded

  What year was your organization founded?

  [   ]

- Enter your organization's website

  If your organization has a website, please enter it here. Include http:// at the beginning.

  [   ]

- Enter your organization's second website, if there is any.

  Do you have a second website or link that is relevant to cities? Add the address here.

  [   ]

3) Your organization's areas of experience

- From the drop-down menu, select **the areas of expertise your organization has in working with cities** [REQUIRED]

Your organization's areas of experience

Working with cities, what does your organization have the most experience in? (Select up to three answers)

Multi-select (up to 3)

Awareness raising on disaster risk reduction and resilience

Improving risk analysis

- Awareness raising on disaster risk reduction and resilience

- Improving risk analysis

- Diagnostic skills for planning

- Improving strategies and plans

- Increasing access to finance

- Resilient infrastructure

- Nature-based solutions

- Integrating climate risk into strategies and plans

- Ensuring inclusion

- Enabling national-local linkages

- Enabling horizontal linkages, multi-sectoral and multi-stakeholder engagement

- City-to-city learning

8. Select 'Proceed to Review'
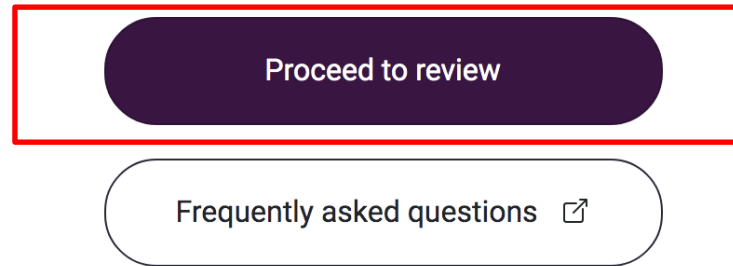
9. Review the details you have entered.

9.1 If you want to make any change, click 'edit my details'

9.2 If you confirm the details,

- o Check the boxes at the bottom of the page to **agree** to all privacy policy and terms and conditions.

- o Then click **'Join'.**

Tips:

➢ *To view privacy policy & terms and conditions: https://mcr2030.undrr.org/terms-and-conditions*

Congratulations! Your organization has now joined MCR2030 and can access the online dashboard.

Click here to continue to complete your organization's profile (recommended)

Click here to view your dashboard
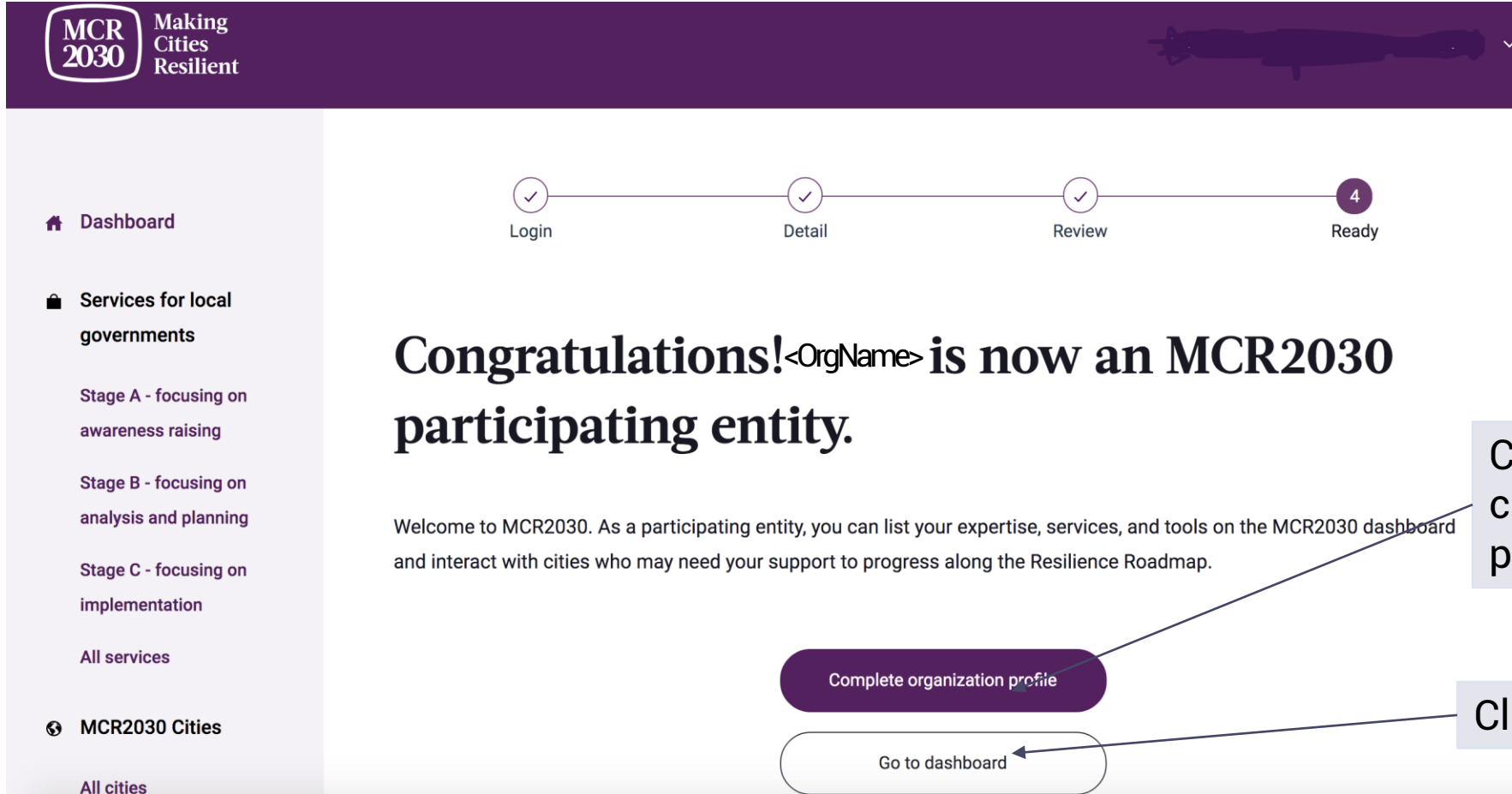
Complete detailed profile

<u>Tips</u>: Why completing the organization details is necessary?

- *This section is called 'Organization Details'. It allows organizations to provide more information about the organization and what support they can give MCR2030 cities.*

- *Providing your organization details helps cities understand more about your organization and increases a chance of interactions.*

- *You can also access this section from the left menu bar under 'manage organization profile'.*
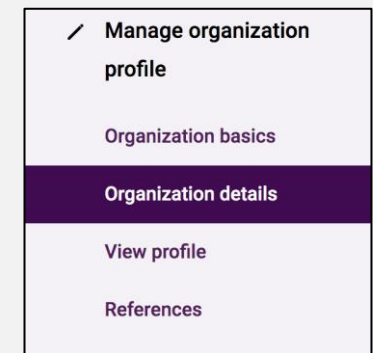
1. Organization Description - Fill in the detail information of your organization profile

Organization description

In English, please tell us about your organization's efforts and approach to resilience so far, and what you're working on now.

Enter description here

1000

Want to share your description in another language? Please include a translation here.

Enter translation here

1000

Does your organization have a second official name different from XXX in another language? If so, please enter it here.

Enter translation here

Attach a logo

- **Describe the organization's efforts and approach to resilience** [REQUIRED]

- **Describe the organization's efforts and approach to resilience** in a language of your choice (e.g., your local language)

- **Insert your organization's second official name** (e.g., in your local language, if there is any)

- Upload **your organization logo**

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2. Organization Multi-Hazard approach

From the list of answers, **select the hazards that your organization has experience in helping cities with** (multiple selections allowed)

A multi-hazard approach

The Sendai Framework advocates for a multi-hazard approach.

Of the hazards below, which three does your organization have the most experience in when it comes to working with cities?

- [ ] Flood
- [ ] Earthquake
- [ ] Drought
- [ ] Cyclone
- [ ] Tsunami
- [ ] Wildfire
- [ ] Landslide
- [ ] Heatwave
- [ ] Volcano

- Flood
- Earthquake
- Drought
- Cyclone
- Tsunami
- Wildfire
- Landslide
- Heatwave
- Volcano

- Storm Surge
- NBC-Nuclear, Biological, Chemical
- Technical Disaster
- Insect Infestation
- Tornado
- Avalanche
- Cold Wave
- Epidemic and pandemic
- No specific hazard. We cover multiple hazards in our tools and approaches

3. Once completed, select **'Save organization profile'**

Save organization profile

Return to dashboard
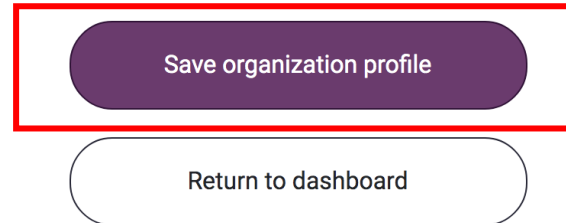
Tips:

➢ *If you would like to edit the organization details, go to 'manage organization profile' in the left menu bar and select 'organization details'*

✏ **Manage organization profile**

Organization basics

Organization details

View profile

References
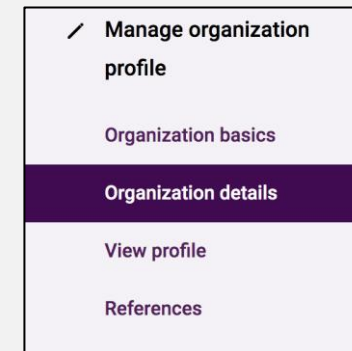
Using the dashboard for the first time

When logging in as a participating entity user, you will be taken to the dashboard landing page.

Dashboard landing page

The left-hand side menu groups different actions that the user can exert.

Note: participating entities that have not yet added any services will not be able to use the shortcut menus to view cities

The top-right side will show the first and last name of the person logged in. Here you can click to edit your personal information.

The middle part contains an overview of MCR2030 cities and relevant information

Welcome, <FirstName>.

abc is a participant in MCR2030 as a Supporting Entity

182
Total MCR2030 cities

85,959,488
People living in MCR2030 cities

29
Supporting entities who have joined to support cities in Asia

11
Cities who have joined in Asia

Dashboard
Services for local governments
Stage A - focusing on awareness raising
Stage B - focusing on analysis and planning
Stage C - focusing on implementation
All services
MCR2030 Cities
All cities
Stage A
Stage B
Stage C
Resilience hubs
Insights
Participating entities
All participating entities
Manage organization profile
Organization basics
Organization details

Your next steps toward strengthening your region's resilience

Many cities know what they need to do but they can't do it alone. As a participant in MCR2030, you can list services and fill out your profile to better connect with local governments.

Complete organization profile   Add a service

Add specific services your organization has that can support cities in resilience building. Multiple services allowed

Strengthen your region: invite other local governments to join MCR2030

Email address of another local government

Email   Invite to join MCR2030

You can send emails to any local governments in your network and invite them to join MCR2030 and access the dashboard

MCR2030 cities

Only local governments can participate as MCR2030 Cities. For the purposes of the MCR2030, "local government" includes all administrative units which are sub national, such as, but not limited to, cities, municipalities, towns, villages, districts, provinces, states, etc. The ultimate goal of MCR2030 is to ensure that cities become inclusive, safe, resilient and sustainable by 2030, contributing directly to the achievement of Sustainable Development Goal 11 (SDG11), "Make cities and human settlements inclusive, safe, resilient and sustainable", and other global frameworks, including the Sendai Framework for Disaster Risk Reduction, the Paris Agreement and the New Urban Agenda.

11
Cities in Asia

0
Cities in Indonesia

1
Cities focused on Awareness raising on disaster risk reduction and resilience

You can view how many cities in the region/country you cover have joined MCR2030, as well as a number of cities that has the interest in the same thematic areas of your expertise

Core partners, supporting entities, and special service providers

Many cities know what they need to do but they cannot do it alone. Participating entities in MCR2030 have signed up to the dashboard to list services that can support cities in disaster risk reduction and resilience.

61
Participating entities in your region

4
Participating entities in Indonesia

32
Participating entities that address Awareness raising on disaster risk reduction and resilience

You can view other participating entities that have joined MCR2030 from the same region and country of your coverage

Quick overview: What can participating entities do on the dashboard?

- Participating entities can add services that support cities to progress on resilience and promote them
- Participating entities can see which cities may have interests in the thematic areas of your expertise and contact them to explore collaborations
- Participating entities can see where on the resilience roadmap the cities are and look for cities that meet basic requirements to obtain your services
- Participating entities can search for cities by stages, profiles and interests
- Participating entities can add a reference list of which cities you have worked with before
- Participating entities can view insights and experience shared by cities
- Participating entities can see which participating entities have joined and can provide support to cities
- Participating entities can search their cities and participating entities and contact them
- .... and many more

See more how-to guides for participating entities at:

https://mcr2030.undrr.org/dashboard-guide/participating-entity

For inquiries:

- Visit MCR2030 website http://mcr2030.undrr.org/join

- Contact MCR2030 Secretariats
  - Africa   mcr2030-africa@un.org
  - Americas & the Caribbean   mcr2030-amc@un.org
  - Arab States   mcr2030-arabstates@un.org
  - Asia-Pacific   mcr2030-ap@un.org
  - Europe and Central Asia   mcr2030-eca@un.org
  - Global Secretariat   mcr2030-global@un.org