

# Open Source Professional Network

Account Setup Guide



# OSPN

*Making Open Source Thrive  
Powered by OpenTeams Global*

## Join the Network

1. Access the site: [ospn.org](https://ospn.org)
2. Select the **Get Started Free** button. A Registration Form appears.
3. Complete the form and select **Create an Account**.

You will be redirected to a page informing you to confirm your registration and to check your email. You may select to **Close this window**.

## Email Confirmation

1. Check your email; open the email from the **Open Source Professional Network**. To complete the registration process, select the **Confirm** button in the email. This will take you to a login page on the website.
2. Login with the email address and password you provided when you created an account. Likely, your login will be pre-populated. If you forgot your password, select that option to have your password reset.
3. Upon your first login, the **Welcome Page** appears. Select the **Get Started** button.

## Overview / Account Info

1. The **Overview** tab is where your initial account appears. You can verify your name, email address, and add your photo.
2. On this page, you can also link any GitHub, GitLab, or BitBucket accounts by selecting the corresponding buttons.

## Add Contributor Profile Details

1. Click the **Edit** link, above your name.

Add details about yourself on this **Contributor Profile** page by completing the applicable form fields.

2. There is also a button on this page that allows you to apply to be an Open Source Architect (OSA).

3. In the fields provided, add a headline (introduction about yourself) and a summary of your qualifications.

4. Check any boxes for your professional interests.

5. Once you have completed adding your profile, select **Save**.

6. The details you added now appear on the **Overview** tab.

## Skills & Abilities

1. Next, select the **Skills and Abilities** tab to add your expertise and interests.

2. Four sections are now visible: **Project, Programming Language, Industry, and Technical Competencies**. You can select any to begin, but we recommend you start with **Project**.

3. For your information, for any section you choose, when selecting your Expertise Level, there is an checkbox option to select if you want to learn more about a certain area of interest.

## Project: Step 1

1. Select **Edit** on the far right of the **Project** section. Some examples of projects include NumPy, SciPy, Pytorch, etc.

2. Select the dropdown menu (“*Search your project here*”) and type at least three letters to search for a project.

3. Once the project appears, select it and click **Add**.

## Project: Step 2

1. On the left side, select the **Capabilities** dropdown. Select one of the five options: *Contributor, User, Trainer, Build & Install, or Project Management*.
2. Use the slider bar to select your Expertise Level (proficiency): *Beginner, Intermediate, Proficient, or Expert*. Click on the slider bar to the respective level of your experience.
3. Select the checkbox at the top if you would like this project to be featured on your profile.
4. You may add multiple practices and proficiency levels to each project, by selecting the **Add Capability** button.
5. To add more projects, search for a new project and select **Add**; otherwise, click the link **Back to your Skills & Abilities list** for your updates to save.

## Programming Languages

1. Once you have returned to the **Skills and Abilities** list, select **Edit** on the far right of the **Programming Language** section.
2. Select the dropdown menu (“*Search your Programming Language here*”), scroll or type the language, select one, and click **Add**.
3. Use the slider bar to select your level of proficiency (experience): *Beginner, Intermediate, Proficient, or Expert*. Click on the slider bar to the respective level of your experience.
4. To add more languages, use the dropdown, choose another language, and select **Add**. Otherwise click the link **Back to your Skills & Abilities list** for your updates to save.

## Industry: Step 1

1. Once you have returned to the **Skills and Abilities** list, select **Edit** on the far right of the **Industry** section.
2. Select the dropdown menu (“*Search your Industry here*”), search and choose your industry, and click **Add**.
3. Use the slider bar to select your level of proficiency (experience): *Beginner, Intermediate, Proficient, or Expert*. Click on the slider bar to the respective level of your experience.

## Industry: Step 2

1. You may add multiple practices and proficiency levels to each industry.
2. To add more industries, use the dropdown, choose another industry, and select **Add**. Otherwise, click the link **Back to your Skills & Abilities list** for your update to save.

## Technical Competencies

1. Once you have returned to the **Skills and Abilities** list, select **Edit** on the far right of the **Technical Competencies** section.
2. Use the dropdown (“*Search your Technical Competencies here*”) to find a competency area. Scroll through the list, select an area, and click the **Add** button.
3. Use the slider bar to select your level of proficiency (experience): *Beginner, Intermediate, Proficient, or Expert*. Click on the slider bar to the respective level of your experience.
4. To add more competencies, use the dropdown, choose another area, and select **Add**. Otherwise, click the link **Back to your Skills & Abilities list** for your updates to save.

## View Your Profile

You can now view your profile to see how it appears to other contributors.

1. Select the **Overview** tab.
2. Above your name select **View Profile**.


## Invite Friends

You can invite your friends to join the network, too!

1. Select the **Overview** tab.
2. On the right side of the page complete the **Invite Friends** form and with their information, add a personalized message, and click **Send**.

## Collaborate

unique feature of OSPN is to network with other like-minded contributors by using the integrated Rocket.Chat app.

1. In the left menu, select **Collaborate** or click on the  icon to the right.
2. A window opens to log in to Rocket Chat. Create a login for the OSPN chat by clicking **Create an account**.
3. Complete the form and click **Join your team**.
4. Return to the **Login** page and enter your new login information.
5. Once you're in, search for people to chat with, create a new channel, and/or invite others to join!

## Open Source Projects

OSPN provides you with the ability to learn more about open source projects.

1. In the left menu, select **Open Source Projects**.
2. Use the search, sort, and filter capabilities to find projects.
3. Once you've selected a project, you will see the key information, helpful links, twitter feed, and so much more.
4. We've partnered with OpenTeams to provide a meaningful score for the OpenTeams projects. Review the full report on each project's page for the details that contributed to its score.