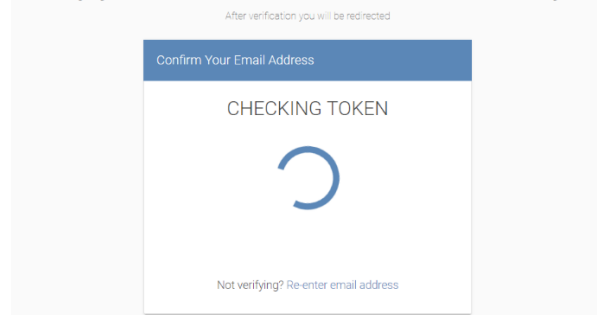


Periscope S2G

Setting Up a Verified Account

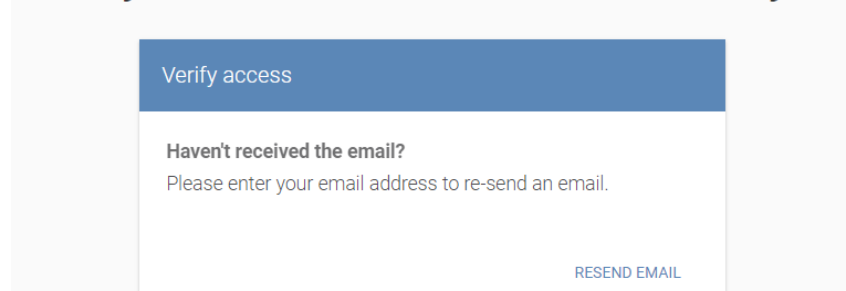
After you register an account, an email is sent to your address with a link to use to verify and set up your BidSync account. Once clicked, a new browser tab opens to verify the token sent:

Verify your email address to access Bidsync



If you wait too long and your token expires, you can enter your email address in again and resend a new token:

Verify Your Email to Access BidSync



Once your address is verified, you can set your password and set up your profile:

New Password *

...checking password

Password must have

- between 8 and 128 characters
- 3 of the following criteria:
 - At least 1 uppercase
 - At least 1 lowercase
 - At least 1 digit
 - At least 1 special character

Confirm Password *

Provide basic company information

Company Information



Company Name *

Company Name Is Required

Select Country *

United States ▼

State/Province *

Utah ▼

City *

City Name Is Required

Postal Code *

Required Field

Address *

Address Is Required

Address Line 2

[BACK](#)

[NEXT](#)

Once your account is active, you'll be able to provide additional details about your company:

Company Information

COMPANY ADDED!

You can edit the company profile under your user Settings after logging into your new BidSync account.

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Whether joining or starting a company, next it's time to start teaching the tool which bids you want by adding in keywords about your company or business to improve the relevancy of what you see:

The screenshot shows a dark grey header with the title "Enter Keywords" in white. Below the title, there is explanatory text: "Keywords are used to create a bid list that fits your business. You can edit keywords later after you log into BidSync." A blue horizontal bar below the header contains the word "Keywords" in white. The main content area is white and features a text input field labeled "Add Keywords" with a blue plus sign to its right. Below the input field, three grey rounded rectangular buttons are displayed, labeled "Keyword 1", "Keyword 2", and "Keyword 3". At the bottom right of the white area, there are two blue links: "BACK" and "NEXT".

Once **three** keywords have been entered, scroll down to look at some samples of available bids and either add more keywords or enter negative keywords to eliminate some of the options:

Keywords

Add Keywords +

robots × artificial intelligence × automatons ×

You can also enter keywords that eliminate bids from the bid list.

Add Negative Keywords (Optional) +

Sample Bids

Best Match	ARTIFICIAL INTELLIGENCE TO SUPPORT ENROLLMENT
Best Match	Request for Information ? Robots and Artificial Intelligence for The Port Autho
Best Match	Request for Information Robots and Artificial Intelligence for The Port Authori
Best Match	Request for Information “ Robots and Artificial Intelligence for The Port Autho
Best Match	Request for Information “ Robots and Artificial Intelligence for The Port

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Scrolling down the sample list of bids, those which the tool determines is a best match for the relevancy of your keywords will be at the top of the list. Any items that could possibly match, but may not be exact or only loosely related, are lower down the list:

Sample Bids

Best Match	Request for Information Robots and Artificial Intelligence for the Port Authori
Excellent Match	ARTIFICIAL INTELLIGENCE COMPUTER (UW-MAD) [18-0066]
Excellent Match	ARTIFICIAL INTELLIGENCE COMPUTER (UW-MAD) [18-0066]
Possible Match	Request for Proposal for Advanced Data Analytics Solution for Pipeline Likeliho
Not Likely a Match	Bid# 29-19 Robotics - Robots, Field Elements, & Misc. - Pasko 7f0cc676-d6c8-435

While only 3 keywords are required to move into the next segment, add as many as pertinent to help the tool learn which types of bids to send you. From here, while the curated bid list is available, take the time to [Increase Bid Relevancy](#). If there are currently no relevant bids active, enter the site to continue setting up your business profile with commodity codes or look at the available bids in the system.

Your Bids are Ready

Options

A list of bids tailored to you is available!

[TAKE ME TO THE CURATED BID LIST](#)

You can use the additional edit options now or later in the settings.

[INCREASE BID RELEVANCY](#) [EDIT COMMODITY CODES](#)