

# Initial setup

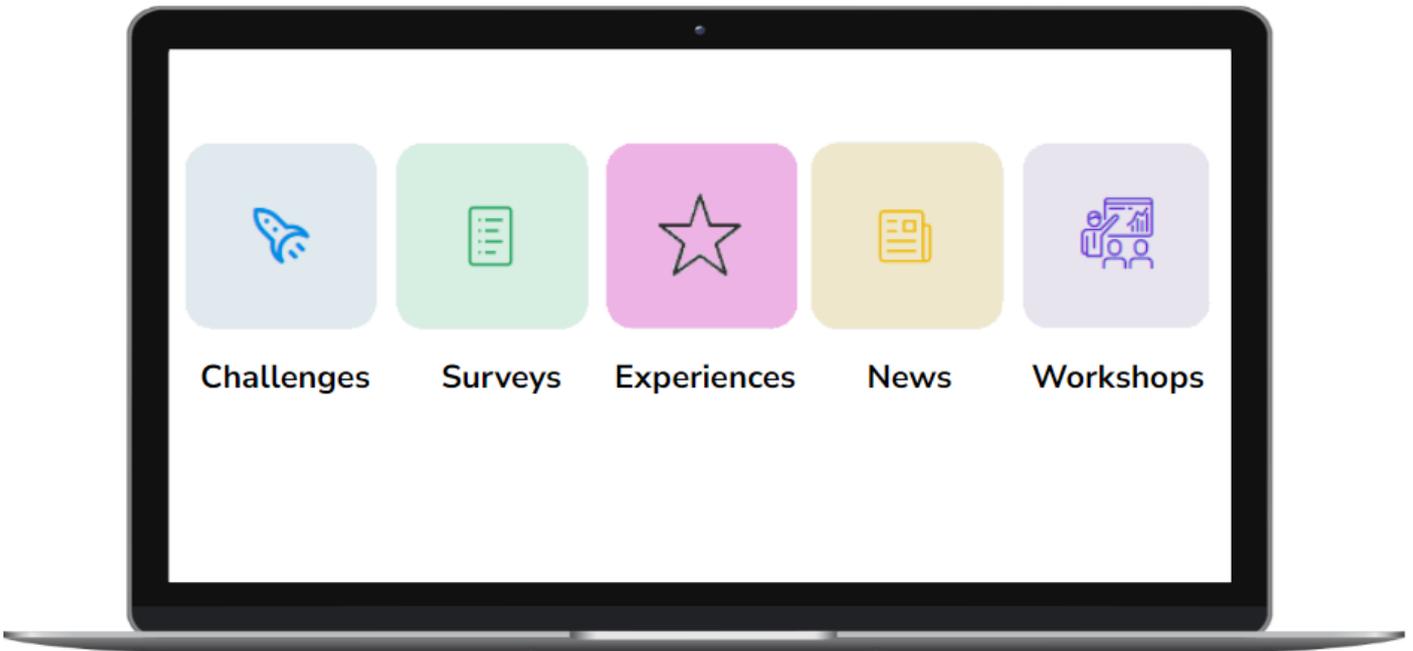
Guides administrators through the initial setup process, including navigating the admin dashboard and configuring basic settings.

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# Setting up your account

# Basic concepts

## Engagement modules



### Challenges - to collect ideas and co-create

Challenges on WeSolve are the ignition for innovation. These activities rally communities and stakeholders to collectively tackle real-world problems. By fostering brainstorming sessions and ideation, challenges empower participants to not just propose solutions, but to co-create them, ultimately driving positive change and finding inventive answers to complex issues.

### Surveys - to get specific information from your users

Surveys on WeSolve are the precise tools for gleaning targeted information from users. Whether it's public opinions, customer feedback, or insights from specific demographics, surveys are tailored to collect data with accuracy and efficiency. With various question types and customization options, surveys on WeSolve allow organizations to make data-driven decisions.

# Experiences - to get feedback and sentiment

Experiences on WeSolve dive deeper into engagement, focusing on feedback and sentiment. These activities provide a channel for users to share their real-life encounters and thoughts. By reporting their experiences, users contribute to a rich tapestry of insights, helping organizations understand the emotions, motivations, and perceptions of their audience.

# News - to communicate and engage

News on WeSolve isn't just a one-way communication channel; it's an interactive platform for organizations to share and engage with their communities. By disseminating news, stakeholders can stay informed about the latest developments, while organizations receive valuable feedback and input from their audience, fostering a dynamic exchange of ideas.

# Workshops - to co-create on specific topics

Workshops on WeSolve offer a structured and focused environment for co-creation on specific topics. They are the breeding ground for collaborative projects, discussions, and idea exchange. By bringing together participants with a shared interest, workshops on WeSolve enable in-depth exploration of particular subjects and the creation of actionable solutions.

# Users and roles

## Interfaces

## Admin panel

## Public site

## Member area

# Quick start

This guide will walk you through the initial setup and basic operations to kickstart your journey towards a more engaged and collaborative community.

Follow these steps to quickly set up your platform and start engaging.

## 1. Login as administrator

Open your preferred browser and connect to:

<https://organisation-url-name.wesolve.app/login/admin/>

Enter your credentials

**Username: admin**

**Password: YoUrPasSwoRd**

You will get access to the WeSolve management panel where you can:

- Create challenges
- Create surveys
- Create news
- View proposed ideas
- View shared experiences
- View answers to surveys
- Manage ideas/experiences/surveys
- Manage users
- View statistics about the engagement of your community

## 2. Define and publish a challenge

## 3. Define and publish a survey

## 4. Open the public site

## 5. Register and login as a user

## 6. Propose an idea

7. Answer the survey

8. Analyze the collected feedback