

## Regional Workshop for African Countries on the Clearing-House Mechanism (CHM)



5-9 May 2014 Buea, Cameroon

# Training Session on Information Services of the Clearing-House Mechanism

Olivier de Munck Programme Officer, CHM, CBD Secretariat







#### CHM Training Session

## Contents

- 1. Account
- 2. Sign-In
- 3. Data Entry
- 4. Management



Regional Workshop for African Countries on the CHM Buea, Cameroon 5-9 May 2014 – # 2

#### **Contents**

- 1. Create a CBD account
- 2. Sign-in with the CBD account
- 3. Add Information
- 4. Manage records

CHM Training Session

#### **Contents**

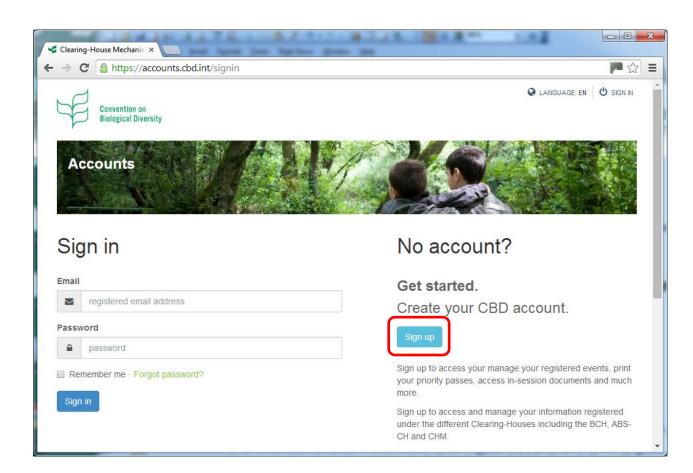
- 1. Account
- 2. Sign-In
- 3. Data Entry
- 4. Management

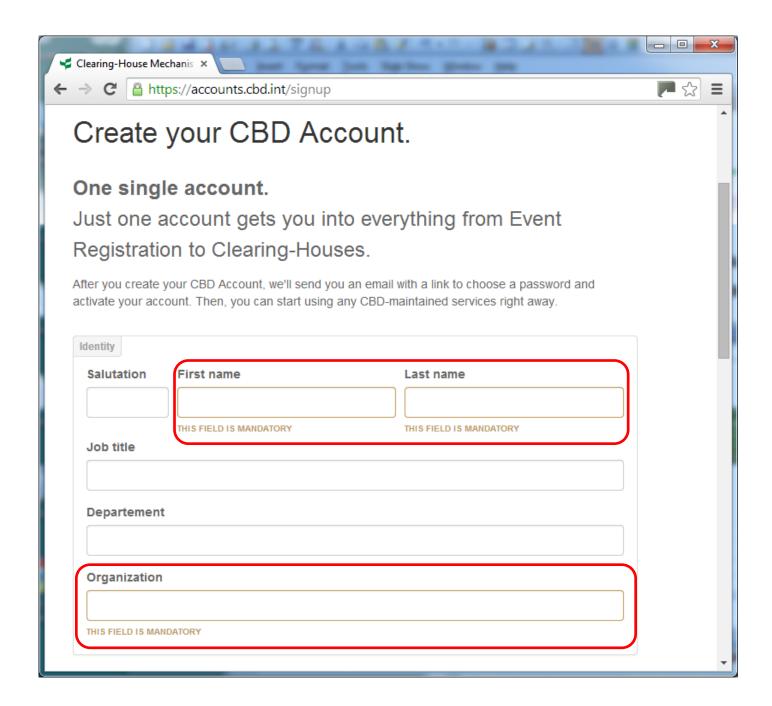


Regional Workshop for African Countries on the CHM Buea, Cameroon 5-9 May 2014 – # 3

#### 1. Create a CBD Account

- 1. Go to <a href="http://accounts.cbd.int">http://accounts.cbd.int</a>
- 2. Sign up
- 3. Fill Form and submit it
- 4. Wait for email and validate







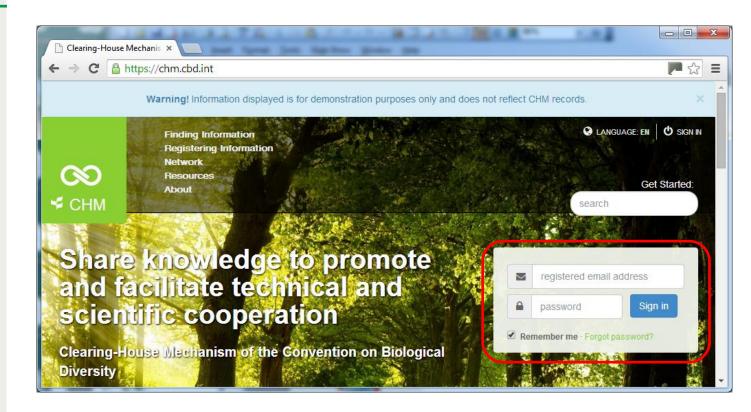
#### **Contents**

- 1. Account
- 2. Sign-In
- 3. Data Entry
- 4. Management



Regional Workshop for African Countries on the CHM Buea, Cameroon 5-9 May 2014 – # 5

- 1. Go to <a href="http://chm.cbd.int">http://chm.cbd.int</a>
- 2. Sign in





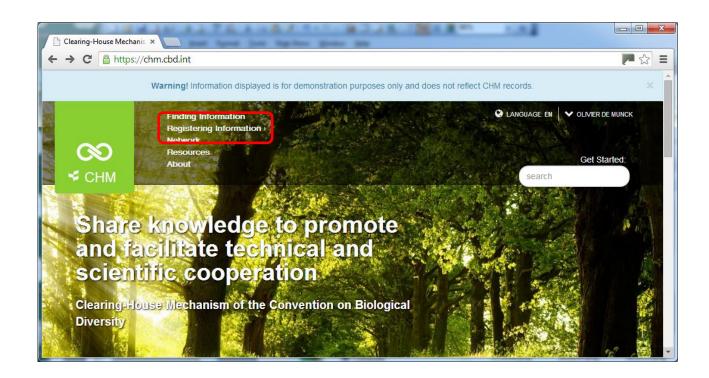
#### **Contents**

- 1. Account
- 2. Sign-In
- 3. Data Entry
- 4. Management



Regional Workshop for African Countries on the CHM Buea, Cameroon 5-9 May 2014 – #6

#### **Click on Registering Information**





## 3. Data Entry

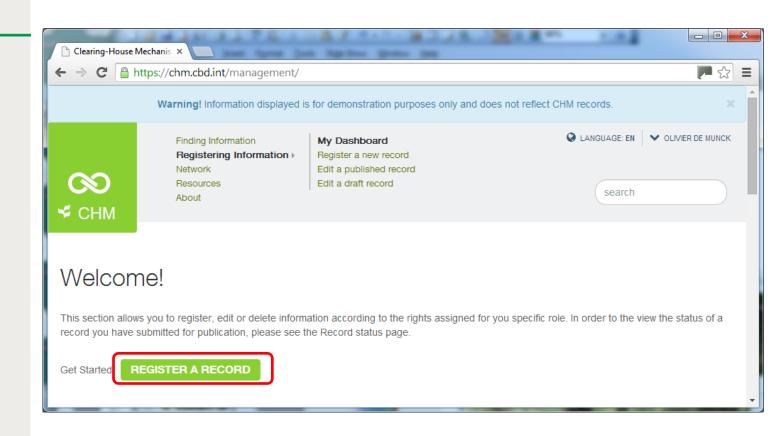
#### Click on Register a Record

#### **Contents**

- 1. Account
- 2. Sign-In
- 3. Data Entry
- 4. Management



Regional Workshop for African Countries on the CHM Buea, Cameroon 5-9 May 2014 – #7





#### **Contents**

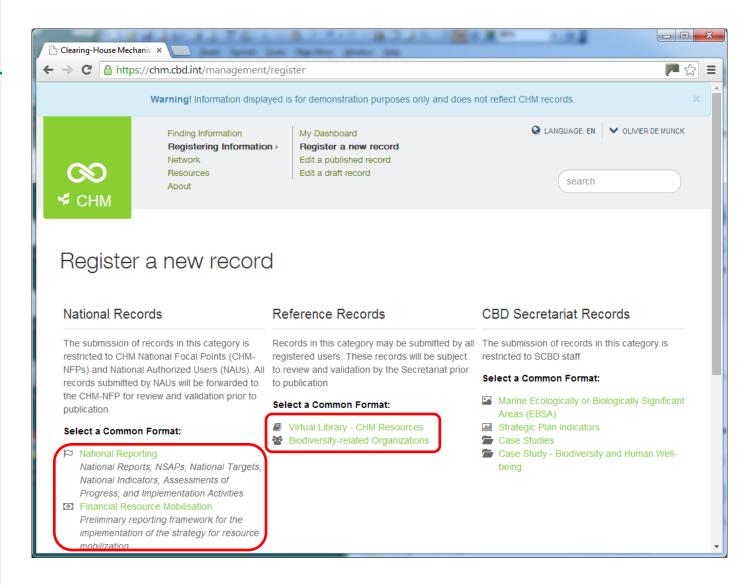
- 1. Account
- 2. Sign-In
- 3. Data Entry
- 4. Management



Regional Workshop for African Countries on the CHM Buea, Cameroon 5-9 May 2014 – #8

### 3. Data Entry

#### Select an information type (common format)



CHM Training Session

#### **Contents**

- 1. Account
- 2. Sign-In
- 3. Data Entry
- 4. Management

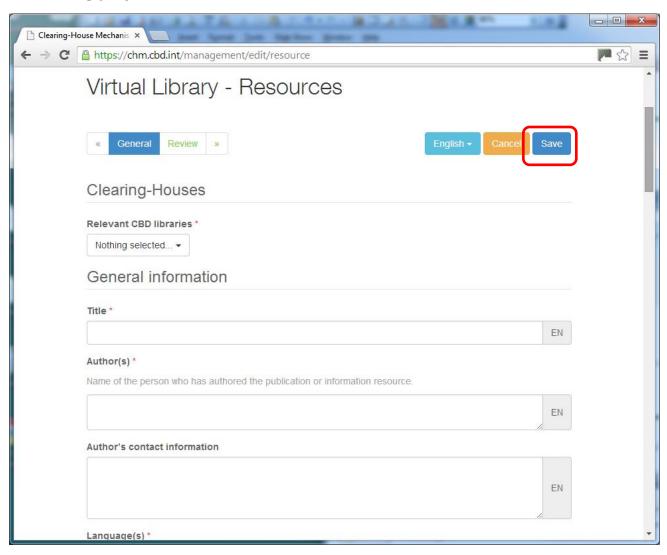


Regional Workshop for African Countries on the CHM Buea, Cameroon 5-9 May 2014 – #9

## 3. Data Entry

#### 1. Enter record data

#### 2. Save



## 3. Data Entry

#### Manage records

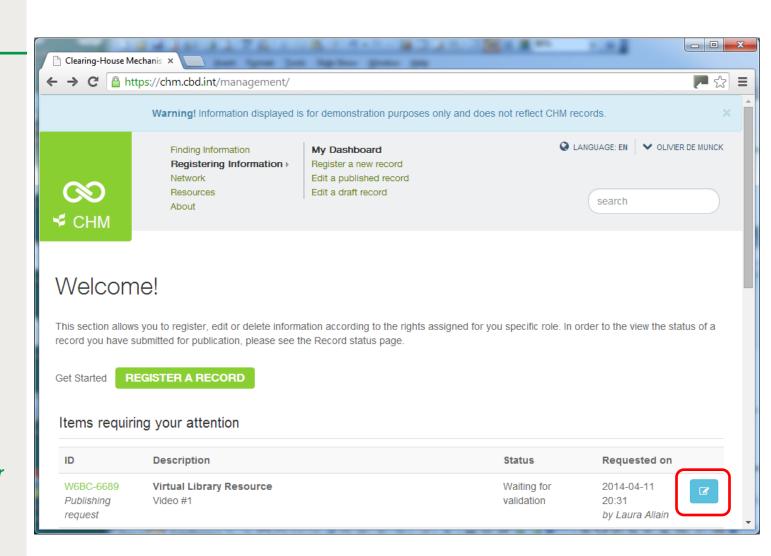
#### **Contents**

- 1. Account
- 2. Sign-In
- 3. Data Entry
- 4. Management



Regional Workshop for African Countries on the CHM Buea, Cameroon

5-9 May 2014 - # 10





## Regional Workshop for African Countries on the Clearing-House Mechanism (CHM)



5-9 May 2014 Buea, Cameroon

# Training Session on Information Services of the Clearing-House Mechanism

Olivier de Munck Programme Officer, CHM, CBD Secretariat





