



French Chamber
Taiwan 法國工商會

User Guide

To align with our **ESG** values, the French Chamber Taiwan decided to discontinue the use of a physical **Business Directory** in 2022.

To improve the efficiency of our **online** presence, we introduced a **Digital Directory** on our website for easier access by our members. However, due to inefficiencies and the complexity of annual **data maintenance**, we have decided to discontinue this service.

Starting in **2025**, the **Digital Directory** will no longer be available. All information regarding the Chamber, its **members**, and its activities or events will be posted on the Chamber's **official website** and **social media** channels.

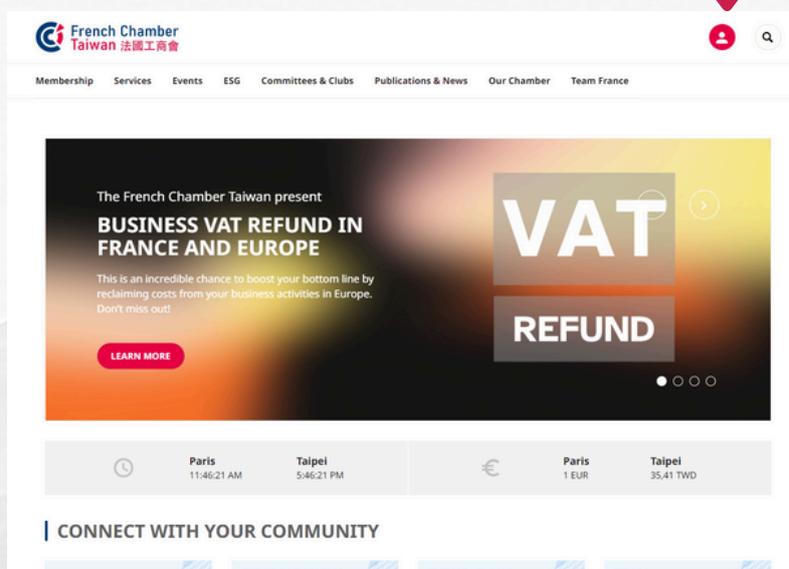
Now, as a **valued member**, you will be able to modify your data and your company's information directly, **saving time** and ensuring **direct access** to your profile.

This **guide** will help you navigate your **user account**.

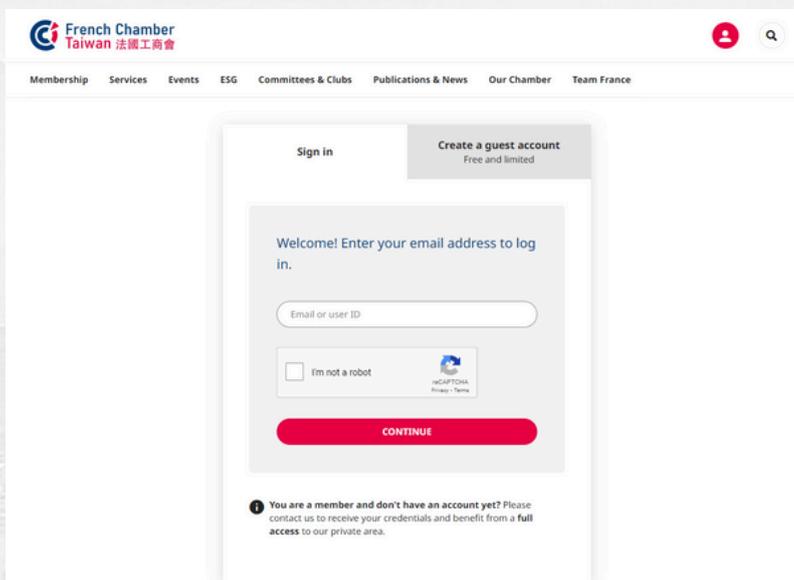


PERSONAL DATA COLLECTED ON OUR SITE IS STRICTLY CONFIDENTIAL AND USED EXCLUSIVELY FOR MANAGING YOUR PERSONAL ACCOUNT.

Click on this **ICON** to log in. 

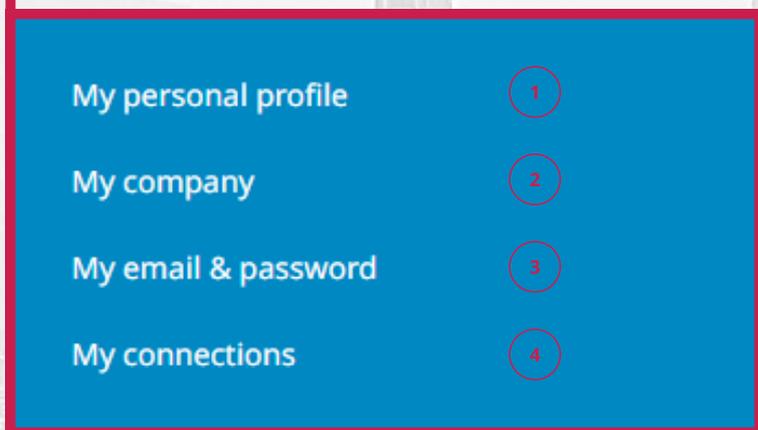
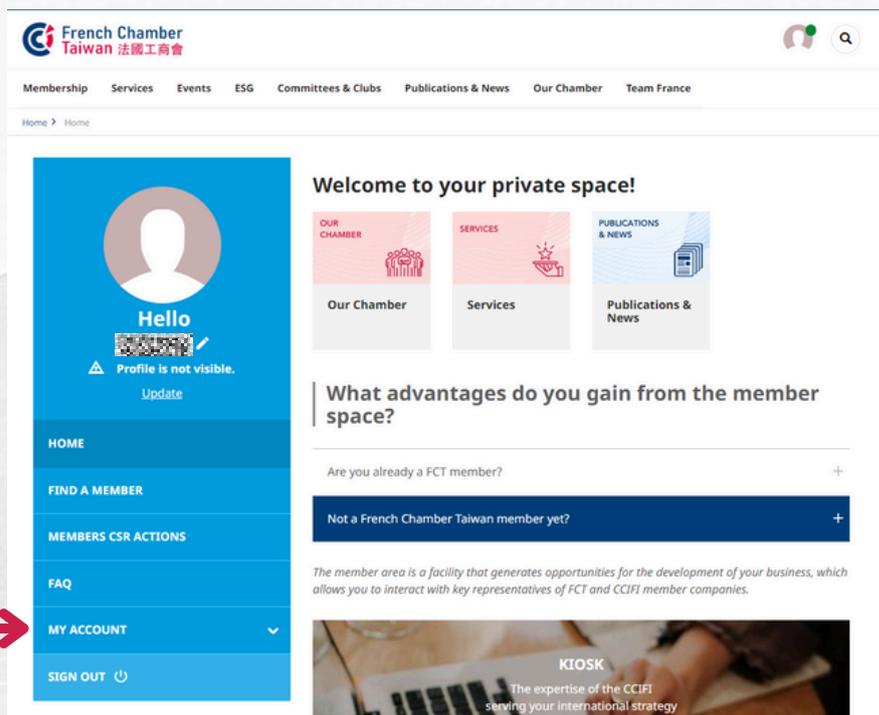


You are a member and don't have an account yet? Please **contact us** to receive your credentials and benefit from a **full access** to our private area.



IF THE PASSWORD IS FORGOTTEN, CLICK ON "FORGOT PASSWORD" TO RESET IT, AND AN EMAIL WILL BE SENT WITH INSTRUCTIONS. THE CHAMBER DOES NOT HAVE ACCESS TO PERSONAL PASSWORDS.

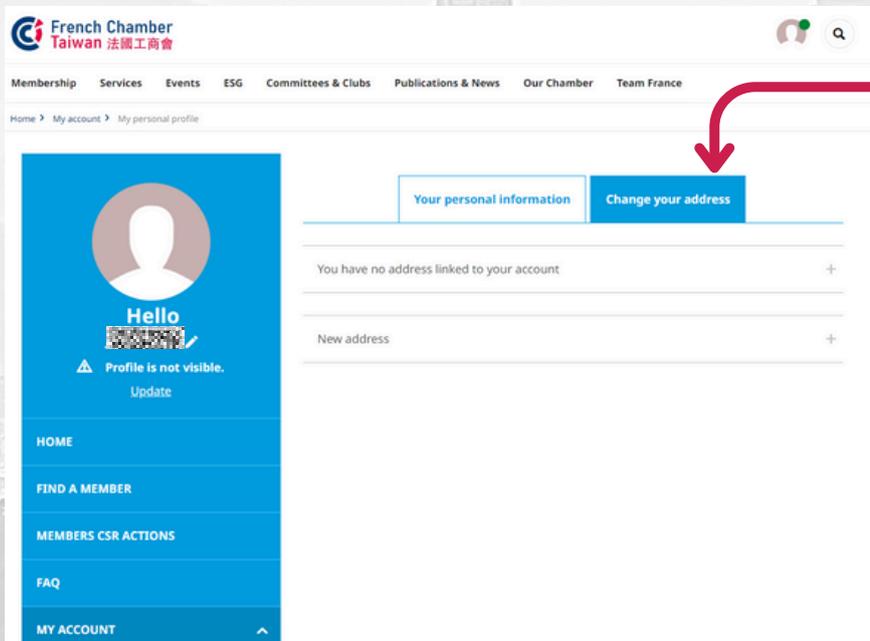
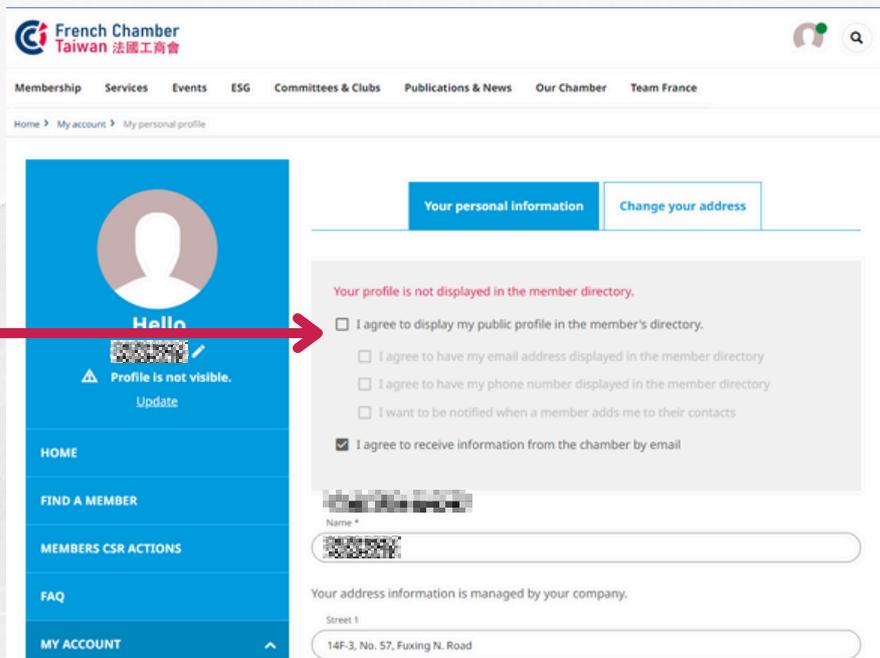
To change your data, please click on "MY ACCOUNT".



- 1 Editing your personal information.
- 2 Editing your company information.
- 3 Accessing your email and password.
- 4 Reaching your connections through our network.

1 MY PERSONAL PROFILE

When entering personal data, there will be an option to **choose** whether to **display** the profile and information in the **Online Directory** or not.



To update the address, it can only be done in the **"Change Your Address"** section.

MY COMPANY

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The same process applies for entering company information, such as the logo, description, and more.

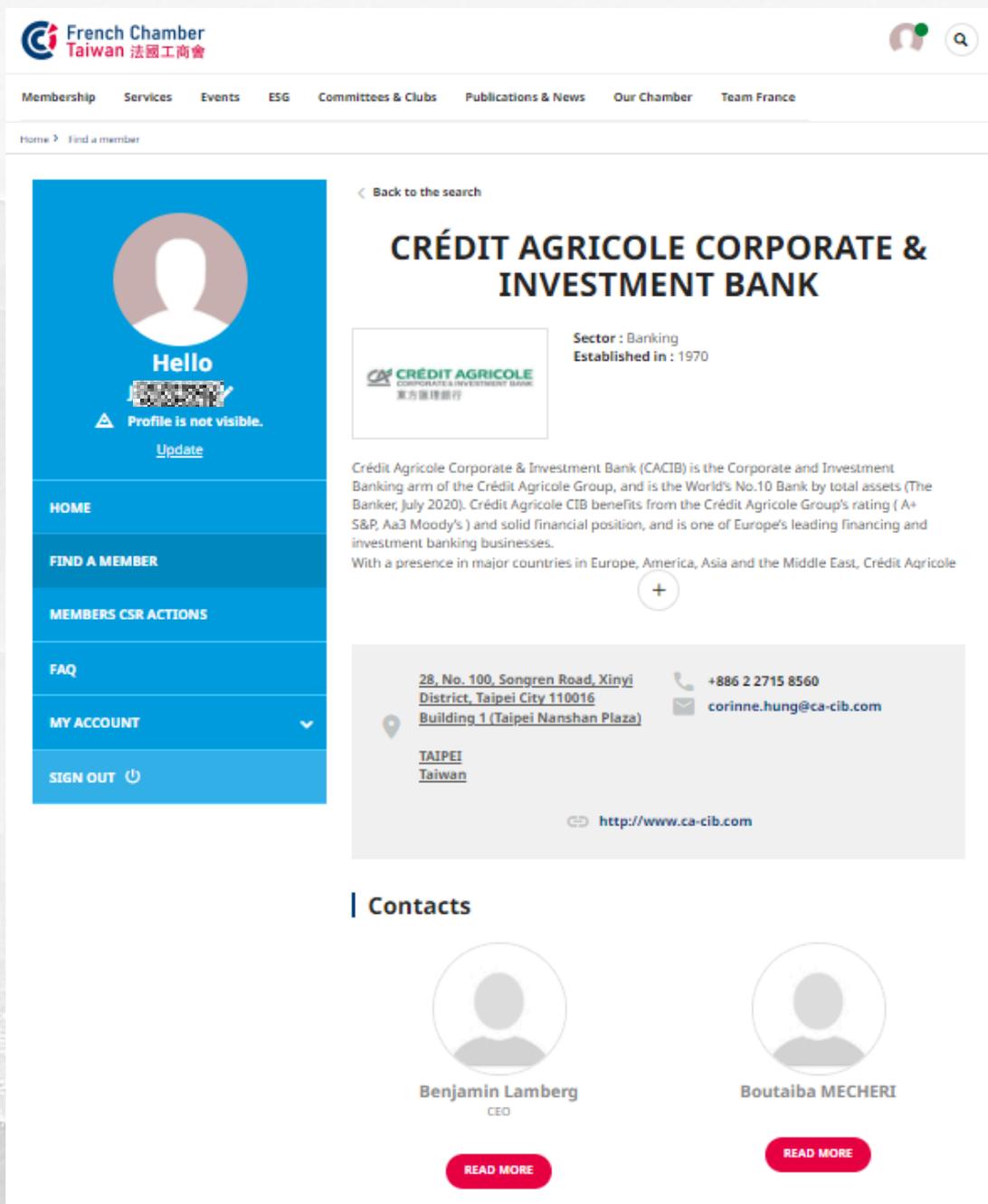
To update the address, it can only be done in the "Change Your Address" section.

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FOR ANY MAJOR CHANGES IN THE COMPANY, SUCH AS A NEW LOGO OR A NAME CHANGE, PLEASE UPDATE THE INFORMATION IN THE ACCOUNT AND INFORM US FOR ADMINISTRATIVE PURPOSES.

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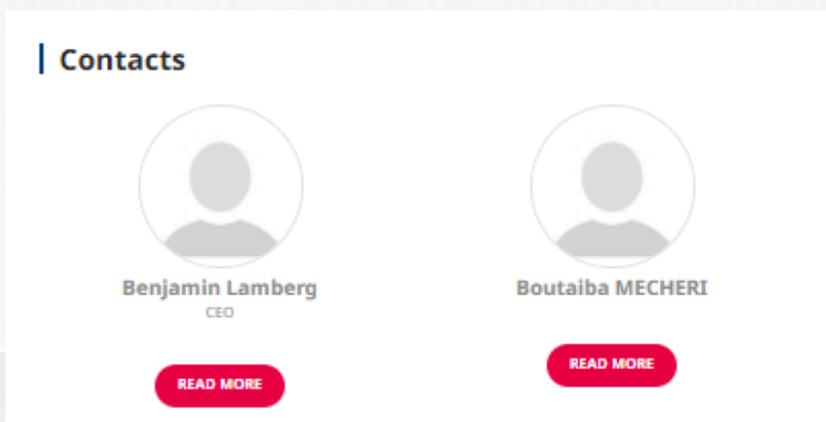
The company profile will be **displayed** as shown below on our website:



The screenshot shows the website interface for the French Chamber in Taiwan. The top navigation bar includes links for Membership, Services, Events, ESG, Committees & Clubs, Publications & News, Our Chamber, and Team France. The main content area displays the profile of **CRÉDIT AGRICOLE CORPORATE & INVESTMENT BANK**. The profile includes a blue sidebar with navigation options like HOME, FIND A MEMBER, MEMBERS CSR ACTIONS, FAQ, MY ACCOUNT, and SIGN OUT. The main profile section features a placeholder for a profile picture, a 'Hello' message, and a note that the profile is not visible. It also lists the company's sector as Banking, established in 1970, and provides detailed contact information for their Taipei office, including the address (28, No. 100, Songren Road, Xinyi District, Taipei City 110016), phone number (+886 2 2715 8560), email (corinne.hung@ca-cib.com), and website (http://www.ca-cib.com). Below the contact information, there is a 'Contacts' section featuring two profile cards for Benjamin Lamberg (CEO) and Boutaiba MECHERI, each with a 'READ MORE' button.

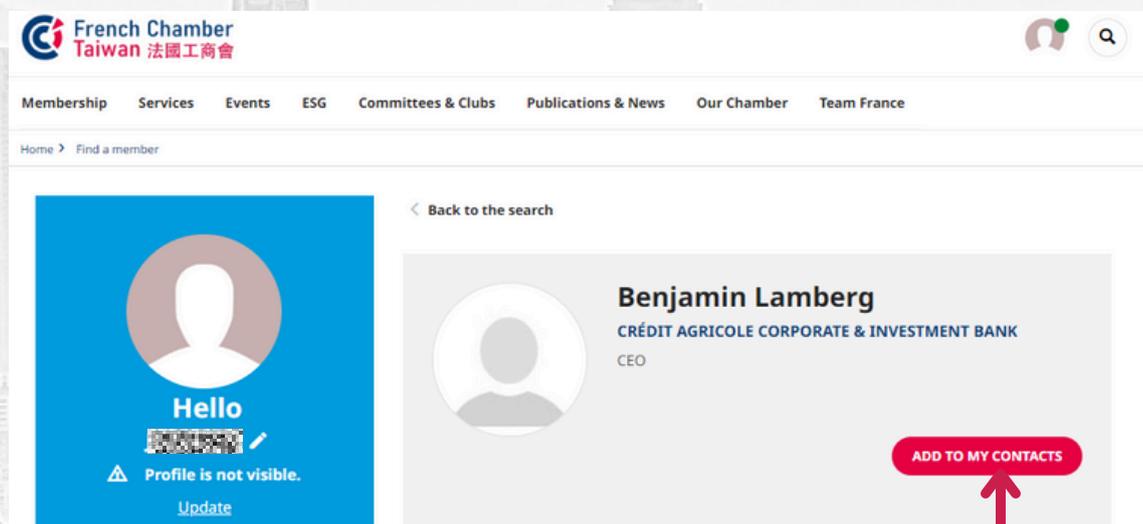


ASSOCIATE MEMBER WON'T BE ABLE TO MODIFY SOME INFORMATION CONCERNING THEIR COMPANY.

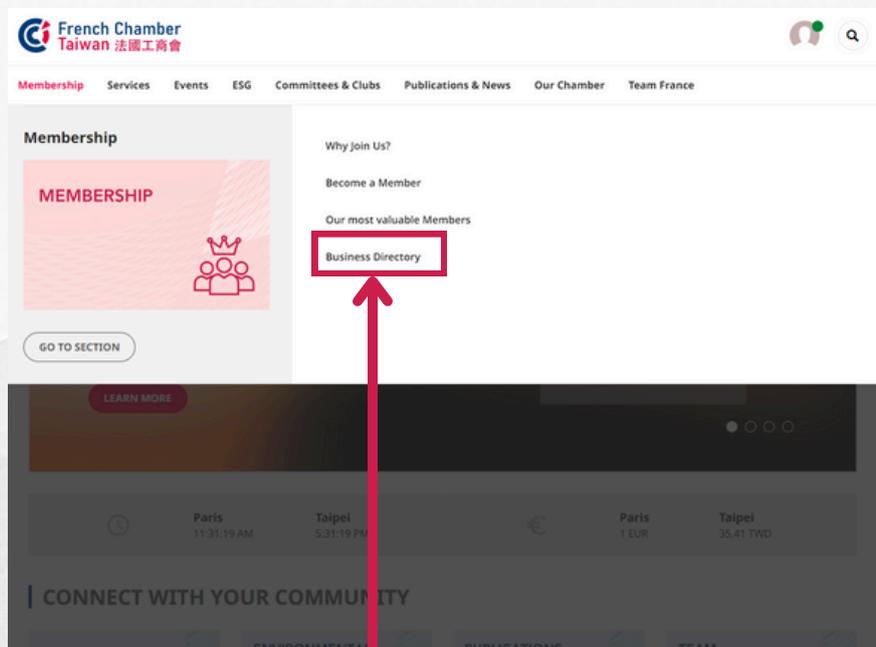


If you made the decision to **display** the profile, it will be shown under the company profile and will be accessible to **all members**.

Clicking on "**READ MORE**" will display the person's profile and information.

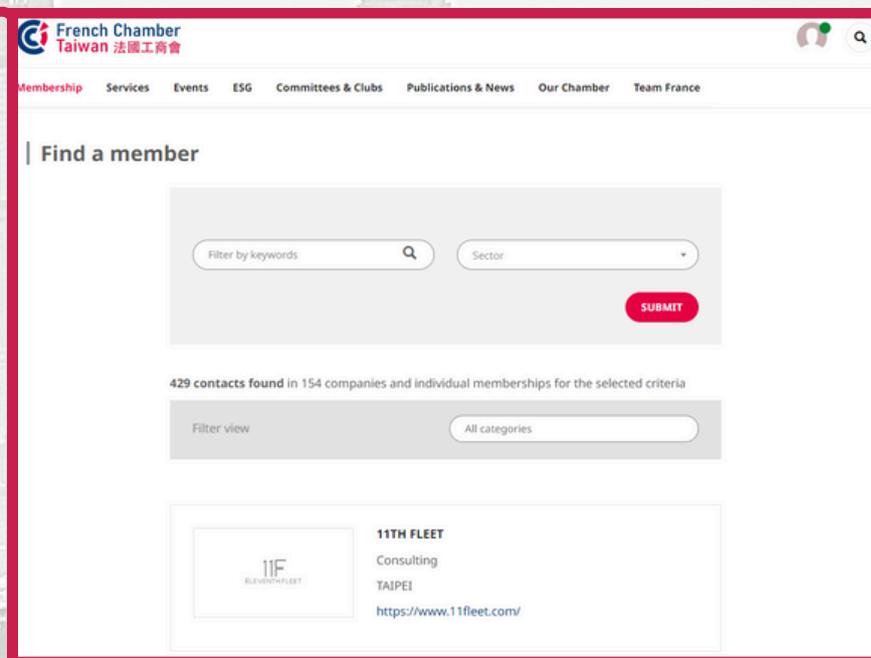


Connections can now be **added**.



It is also possible to navigate to the **"Business Directory"** section for an enhanced display.

The section looks like this, **clear and detailed**. A **search bar** is also available for a quicker research.



ONLY MEMBERS CAN HAVE A TOTAL ACCESS TO COMPANIES INFORMATION.

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MY EMAIL & PASSWORD

To **change** the password, follow the appropriate procedure.

The screenshot shows the user profile page for the French Chamber Taiwan. On the left is a navigation menu with options: HOME, FIND A MEMBER, MEMBERS CSR ACTIONS, FAQ, and MY ACCOUNT (expanded to show 'My personal profile'). The main content area has three sections: 'Manage your email address' with a text input for 'Current email' and a dropdown for 'Email *', a 'CHANGE MY EMAIL ADDRESS' button, and a note 'Your email is also your login to your personal space.'; 'Manage your password' with a 'Password' input field and a 'CHANGE MY PASSWORD' button, with a note 'To change your password, complete the field below'; and 'Close your account' with a note 'Please contact the chamber to close your account.'

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THE CHAMBER DOES NOT HAVE ACCESS TO PERSONAL PASSWORDS. IN CASE OF EMAIL CHANGES, PLEASE INFORM US.

MY CONNECTIONS 4

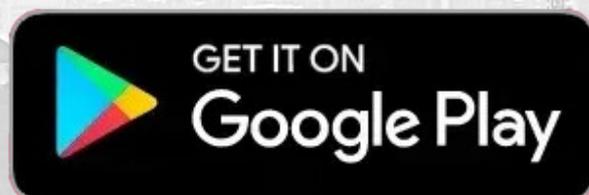
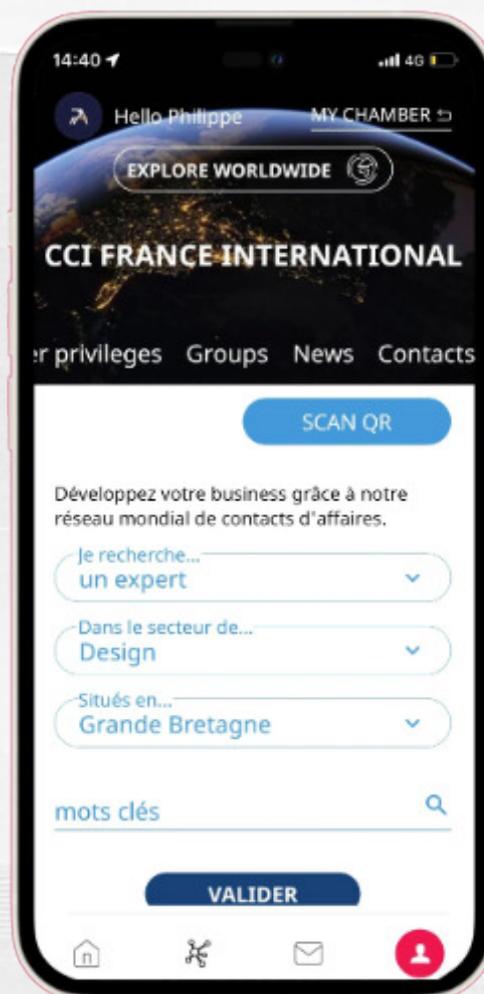
The screenshot shows the 'My connections' page. The navigation menu is the same as in the previous screenshot. The main content area has two tabs: 'My contacts' (selected) and 'They follow you'. Below the tabs, there is a heading 'Please find below the connections you have initiated through the global network of CCI/FI chambers.' followed by a list of connections (which is currently empty).

Remember, if connections are made with individuals, the member **list** can be viewed here.



CCIFI CONNECT

The CCIFI Connect **mobile application**, reserved **exclusively** for members of the French **CCIs abroad**, has been designed to facilitate **networking and exchanges** between members, give them access to the complete agendas of events **all over the world**, and help them take advantage of **exclusive offers** in many countries!



THE USE OF THE APPLICATION REMAINS THE SAME AS THE WEBSITE.

CONTACTS:

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pr@ccift.org.tw