



## Welcome to the Ideas Portal

We appreciate you being a member and taking the time to help Command Alkon make our products the best product they can be. We value your input and thoughts concerning how we can improve.

Command Alkon plans to contribute time and effort to continue to make our products even better. Development resources can be constrained so please submit ideas, comment/clarify ideas and vote for enhancements that will be the biggest contributor to your company's success.

We highly encourage your input and we look forward to working closely with you and this group.

### What are we asking?

We ask that you take the time to be an active member of the group. We highly encourage you to:

- Vote on existing ideas submitted by other members
- Add more detail or help to further clarify ideas submitted by you or others
- Submit your own ideas
- Log onto the website at least once per week and spend as much time as you wish on the portal

### What happens next?

In the very near future you will receive an email from the site that looks like this:



**You've been invited to start submitting and voting on ideas.**

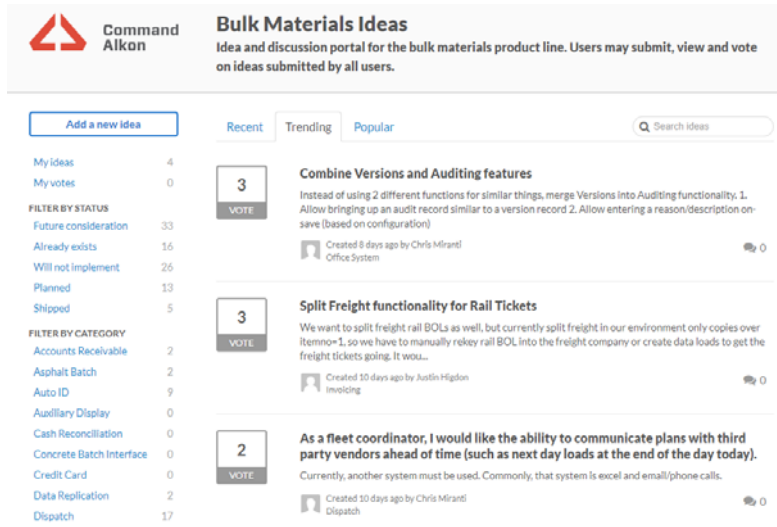
Verify your email and create a password to start submitting ideas for Bulk Materials Ideas.

[Verify email address and create password](#)

Click the “verify email address and create password” and it will take you to the site that hosts the portal. Create your password and verify your email address.



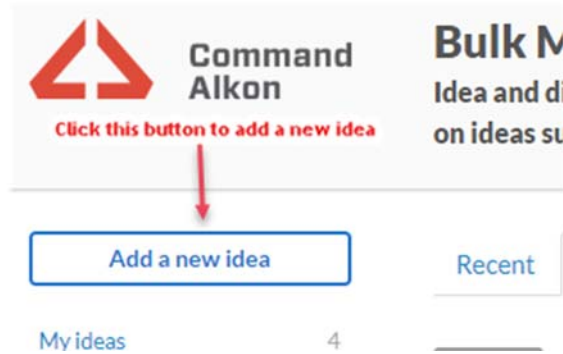
Once you log into the site you will see a page that looks like this:



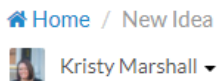
Feel free to submit your ideas, vote on existing ideas and review existing ideas.

### How do I create a new idea?

Log onto the web site and click this button:



This page will be presented:



### Add a new idea

Choose a product for this idea

If you get this screen, click this drop-down and select the appropriate product.





Fill in the following information and hit “Share Idea”:

Home / New Idea  
Kristy Marshall

### Add a new idea

Choose a product for this idea  
Apex

Your idea **Required**  
One sentence summary of the idea

Please add more details

Paragraph **B I U** [Link] [List] [Table] [Image] [Undo]

Why is it useful, who would benefit from it, how should it work?

Attach files

Choose a category for this idea

Share Idea

### **What happens after I create an idea?**

The site will email you with various status information concerning the idea. It will be available for others to comment and vote on the idea. The ideas will also be shared with the appropriate product group internal to Command Alkon.

### **Can I invite other users to use the site?**

Not at this time.

### **What is the idea portal address?**

<https://commandalkon.com/ideaportal/>

### **What is my username and password?**

Your username is your company email address and the password is the one you created. If you forget your password the site has a password recovery system.

### **Will I know what ideas will be accepted for development on the site?**

Yes. If the idea has been accepted for development and planned for a release, the idea’s status will change to ‘Planned’. Once the idea is included within a release, the idea’s status will change to ‘Shipped’.

### **Will the Idea Portal provide customer service support?**

Not at this time. We will continue to provide support through the existing channels.

### **How long will ideas remain on the website?**

Those ideas that have been submitted and receive little interest by the group will be archived. The level of interest will be determined by the number of votes an idea receives.