

## Looking for *Business help* online? Try **GALE Small Business Builder** available now on the **LCC Library website**

### Get Started:

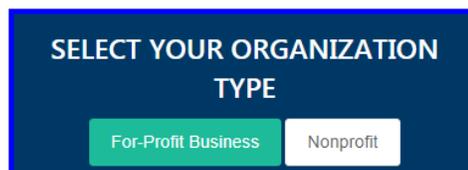
1. Access **Small Business Builder** from the Logan City Council Libraries website [loganlibraries.org](http://loganlibraries.org)
2. Click on Discover> eResources> **Business and Career> Small Business Builder**
3. Enter your Library Card number and PIN when prompted.

### Set up Tips

1. Click **Get Started** 
2. If this is the first time , click on the  button to create your own **personalized account**.
3. Once you have created a profile you can sign in at any time using your username and password.

### Navigation Tips

1. From the dashboard, on the left of the screen, select your business type and work through the steps at your own pace to build your personalised profile.



2. Use the icons on the left hand side to switch between pages



3. As you work through your profile, prompts and examples will pop up to assist you with your responses.

4. Options for emailing or downloading your work appear on the right hand side under the icons..



5. Save your work as you progress– the options to **Close** or **Save** appear beneath the text box.