Podio Guide for Lean Landing

1. How to set-up your Podio account

Step 1. You will receive an invitation to join Podio, where you will be asked to sign-up via the invitation, as you can see below.

Step 2. Sign up via your email *(use a joint email account if more than one person for your organization will use the podio account in relation to Lean Landing)*

Step 3. After you have signed up, you will see the Lean Landing dash board below. Here you will be able to fill out information about your organization and contact information to the person in charge of Lean Landing at your organization in step 4 and 5.

Step 4. Press the icon “my account” and then “My profile” and fill in your contact information as shown below. Remember to press save in the bottom of the screen when all information is filled out. Then please move on to step 5 and fill out information about your partner organization.

Step 5. Press the partner icon as depicted below. Hereafter you will be able to fill in information about your organization by pressing “add Partner” as shown below.

Step 6. Fill-in the spaces as seen below, so that other partners in the project easily can learn about your organisation, as showned in the exsample from Væksthus Sjælland.

2. How to create leads / add project participants in Podio

Step 1. From the dash board / main page click on to the “company” section and then “Add Company” as shown below**.**

Step 2. In this section you should fill in the needed information about the companies, that wants to participate (go abroad) in the Lean Landing project. Below you will find a company description, which you can use for inspiration.

3. How to create a Lean Landing inquiry

Step 1. Press the “Inquries” icon as depicted below.

Step 2. Fill in the spaces below. Below you will also find a case exsampel, that shows what a Inquiry can look like.

4. How to respond to inquires

Step 1. Press inquries and you will be relocated to the inquries section. Hereafter you can click on the different sections as shown below. In this section you will find information about the companies that wants to go to your country.

(26) Inquiries | Lean
https://podio.com/lean-landing-lmckjd5qqo/lean-landing/apps/inquiries
Lean Landing
Podio
Choose a workspace
Activity
Partners
Companies
Inquiries
ADD APP
Inquiries
Unsaved view
Save
2
Team views
All Inquiries 2
In.. 2
Germany 1
Sweden 2
Norway 1
United Kingdom 1
The Netherlands 1
Denmark 1
What is the progress / outcome of this inquiry? 2
Searching for partners.. 1
Overview 2
Germany 1
Sweden 2
AZ
2 of 2
Reports
Add Inquiry
New customers
United Kingdom
Germany
Sweden
Company: Sepcotech
Last edited by: Mads Stærk
Who is involved? not set
Sales agent
Sweden
Company: Ethanol Fireplace R go
Last edited by: Søren Berg Jørgensen

(26) Inquiries | Lean
https://podio.com/lean-landing-lmckjd5qqo/lean-landing/apps/inquiries#30
Lean Landing
Podio
Activity
Partners
Companies
Inquiries
ADD APP
Inquiries
Team views
All Inquiries 2
In.. 2
Germany 1
Sweden 2
Norway 1
United Kingdom 1
The Netherlands 1
Denmark 1
What is the progress / outcome of this inquiry? 2
Searching for partners.. 1
Overview 2
Germany 1
Sweden 2
Norway 1
AZ
1 of 2
Show all
Reports
Add Inquiry
New customers
United Kingdom
Germany
Sweden
Company: Sepcotech
Last edited by: Mads Stærk

Sepcotech | Lean La
https://podio.com/lean-landing-lmckjd5qqo/lean-landing/apps/inquiries/items/2
Lean Landing
Podio
New Inquiry
Modify Template
Actions
Lean Landing > Inquiries > Sepcotech
Following 1
Like
Company
Sepcotech
Denmark
Sven Erik Petersen
Company in Lean Landing · 5 days ago
Add / Remove
Is looking for...
Sales agent
New customers
Technology transfer
Technology partner
Sourcing
Something else...
In...
Germany
Sweden
Norway
United Kingdom
The Netherlands
Denmark
Who is involved?
Mads Stærk
Forretningsudvikler
Søren Berg Jørgensen
Project Manager Lean Landing
Add/Remove
What is the progress and outcome of this inquiry?
Searching for partners...
In progress...
Accomplished - perfect match
Accomplished - different match
Aborted.. - no match possible
Files
Choose a file
Tasks
Add task...
Activity
Comments
Søren Berg Jørgensen
5 days ago
Created this
Mads Stærk
10 minutes ago
In.. Germany
In.. Sweden
In.. Norway
In.. United Kingdom
In.. United Kingdom; Germany
In.. United Kingdom; Germany; Sweden
In.. United Kingdom; Germany; Sweden; Norway
In.. United Kingdom; Germany; Sweden; Norway; The Netherlands
In.. United Kingdom; Germany; Sweden; Norway; The Netherlands; Denmark
Add a comment

Sepcotech | Lean La
https://podio.com/lean-landing-lmckjd5qqo/lean-landing/apps/companies/items/2
Lean Landing
Podio
Choose a workspace
Actions
Lean Landing > Companies > Sepcotech
Company name
Sepcotech
Company registration number
Add Company registration number...
Company nation
Denmark
What is this business about?
Sepcotech is producing a enviromental friendly cleaning product
Who are the companys customers?
Mainly shipping companies but all kind of companies that needs cleaning of greasy units.
What is the uniquenes of this company / How is the service / product provided?
This product is the most enviromental friendly cleaning product for industriel equipment that requires diesel fuel and also the most efficient in the market
What value does the company create for its customers?
Huge savings in relation to cost of cleaning, an enhanced fuel economy
Company website
sepcotech.com
Contact infomation
Sven Erik Petersen
Add/Remove
Pipeline status
Lead
Pipeline phase
Step 1 (Candidate assessment)
Step 2 (Defining the needs)
Step 3 (Partnership matching)
Step 4 (Getting out there)
Step 5 (How to stay out there)
Step 6 (Settling in the market)
Files
Choose a file
Activity
Comments
Søren Berg Jørgensen
5 days ago
Created this
Mads Stærk
4 minutes ago
Company nation Denmark
Pipeline phase Contract signed
Pipeline phase Step 1 (Candidate assessment)
Pipeline status Lead
Pipeline status Contract signed
Pipeline status No value
Pipeline status Lead
Add a comment