BB360

BB360 Quick Reference Guide

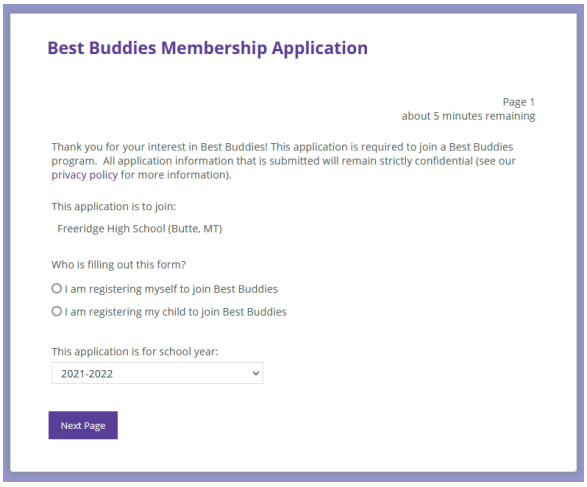
Admin access for Chapter Leaders and Advisors

BB360 Quick Reference Guide

Getting Started

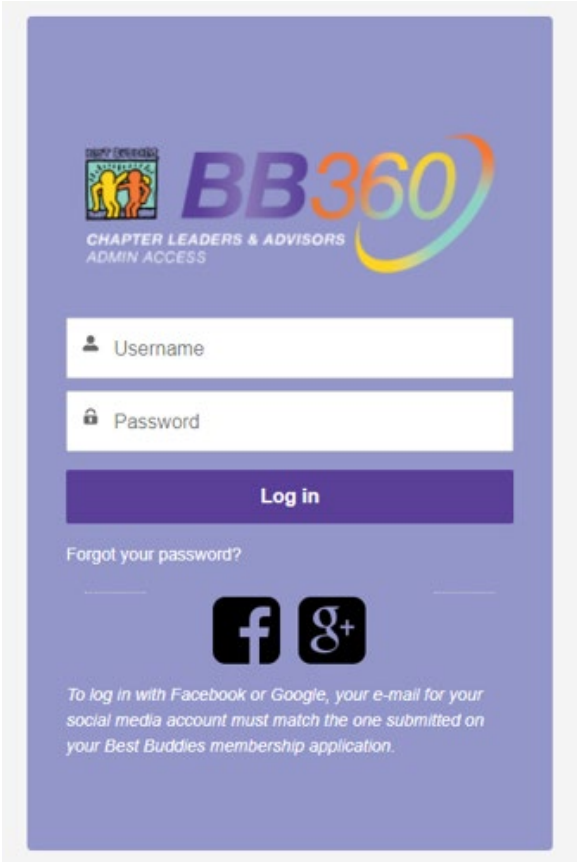
*This guide is an overview of features and general information about BB360. For more detailed step-by-step guides, please visit **bestbuddies.org/bbu/bb360**.*

BB360 is an online chapter management portal for Best Buddies chapter officers and advisors. Designed specifically for chapter leaders, BB360 is your one-stop shop for managing your members, matches, events and more. General members will not have access to BB360.



To get access to BB360, your first step is filling out a membership application at **bestbuddies.org/join**. For chapter presidents and advisors, your Best Buddies staff contact will then be able to give you access to BB360.

Please note: access to BB360 is not automated from your membership application; if you are waiting on login information, please reach out to your Best Buddies staff contact.



Logging Into BB360

Once you get access to BB360, you'll receive a *Welcome to BB360* e-mail with a link to join.

That link will take you to the BB360 login page at **bestbuddiesinternational.my.site.com**.

You can either create your own password or use your Facebook or Google account logins. For that to work, the e-mail on your Best Buddies membership application needs to match the one on your social media account.

If at any time you forget your password, use the "Forgot your password?" link on the login page.

If you are a new chapter or a school chapter at the beginning of the year, there will not be much information on the homepage of BB360 the first time you log in. Once your members start signing up and you start planning for the year, your homepage will display all the most recent information regarding your chapter.