MENTORSHIP: 12 MONTHS, 6 SESSIONS

Your business is trading and you want an experienced mentor for a year.

BEFORE YOU START

HAVE THESE READY (ABOUT 10 MINUTES)

- ✔ Your business plan, if you have one.
- ✔ Your last statements, if you are trading.

STEP BY STEP

CONFIDENTIAL & PROPRIETARY Unauthorised use, disclosure or duplication is prohibited.

MENTORSHIP: 12 MONTHS, 6 SESSIONS

8 STEPS

CONFIDENTIAL & PROPRIETARY Unauthorised use, disclosure or duplication is prohibited.

MENTORSHIP: 12 MONTHS, 6 SESSIONS

1 **Step 1 of 8** **Screen: Mentorship**

How to get there: Services, then Mentorship.

What you see: What you get and the price.

Tap: Pay and start

What happens next: The payment screen opens.

If something goes wrong: If it still does not work, tap "Talk to a person" on the Help page and tell us what you see.

2 **Step 2 of 8** **Screen: Your payment**

How to get there: After Pay and start.

What you see: Mentorship, 12 months.

Tap: Pay with PayFast

What happens next: PayFast opens.

If something goes wrong: If PayFast says no, nothing is charged. Try again, or pay by EFT and send us the reference through "Talk to a person". If the page says payments cannot be taken right now, nothing is wrong on your side: talk to a person at RMK.

3 **Step 3 of 8** **Screen: Thank you**

How to get there: PayFast brings you back.

What you see: We are confirming your payment.

Tap: Start now

What happens next: Choosing your mentor opens.

If something goes wrong: If it still does not work, tap "Talk to a person" on the Help page and tell us what you see.

4 **Step 4 of 8** **Screen: Choosing your mentor**

CONFIDENTIAL & PROPRIETARY Unauthorised use, disclosure or duplication is prohibited.

How to get there: My home, then Mentor.

What you see: Up to five mentors RMK puts forward.

Tap: Work with <the mentor's name>

What happens next: Your mentor is told and contacts you.

If something goes wrong: Nobody listed yet? RMK is building your shortlist; you are told when it is ready.

Step 5 of 8 **Screen: Choosing your mentor**

How to get there: The same screen later.

What you see: Your mentor and your sessions.

Tap: Read the whole report

What happens next: What was agreed, and the next date.

If something goes wrong: If it still does not work, tap "Talk to a person" on the Help page and tell us what you see.

Step 6 of 8 **Screen: Choosing your mentor**

How to get there: After each stage.

What you see: Your progress report.

Tap: Read progress report and say if you agree

What happens next: The progress is recorded. A funder sees it only if you agree.

If something goes wrong: If it still does not work, tap "Talk to a person" on the Help page and tell us what you see.

Step 7 of 8 **Screen: Funders who asked**

How to get there: My home.

CONFIDENTIAL & PROPRIETARY Unauthorised use, disclosure or duplication is prohibited.

MENTORSHIP: 12 MONTHS, 6 SESSIONS

WORDS EXPLAINED

Mentor

An experienced business person who works with you for a year.

Tax invoice

The paper that shows what you paid and the VAT in it. Every payment gets one.

CONFIDENTIAL & PROPRIETARY Unauthorised use, disclosure or duplication is prohibited.