



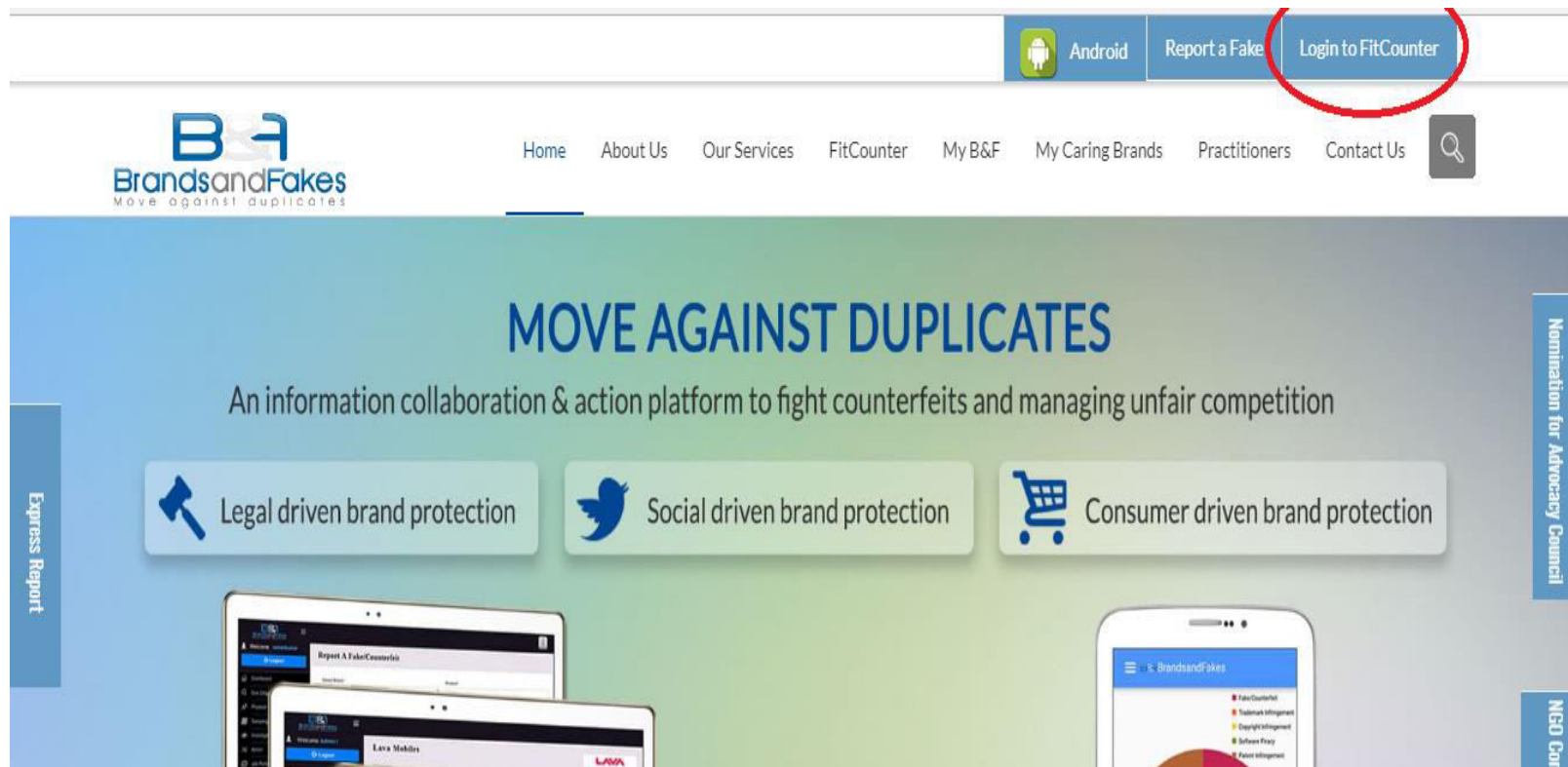
USER MANUAL FOR **VOLUNTEER**

Contents:

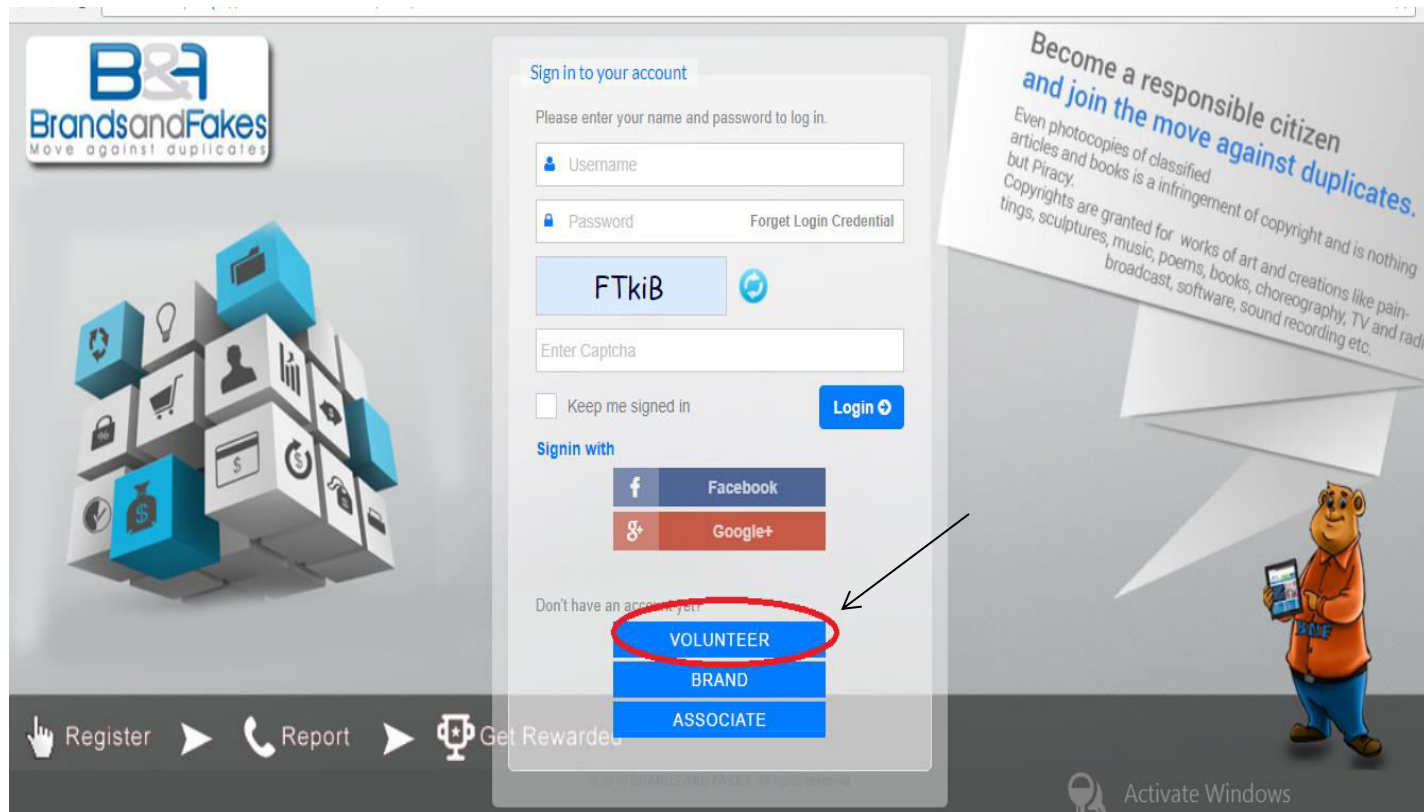
- ☐ Registration Process.
- ☐ Go for certification or training.
- ☐ How to submit a “Lead” on B&F website.
- ☐ How to check the status of a Report.

❑ Registration Process:

Step 1: Click on “Login to fit counter” of the website.



Step 2: Then click on “Volunteer”.



Step 3: Fill all the details and click on submit button.

Sign Up

Enter your personal details below:

First Name *

Last Name *

Select a State *

Select City *

Zip Code *

Mobile No. *

Enter your account details below:

Email *

Username *

Password *

Mobile No. *


Enter your account details below:

Email *

Username *


Password *

Confirm Password *

S2PI4 

Enter Captcha

Already have an account? [Log-in](#)

Submit 

*Mandatory Fields

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Step 4: After submit the form, You have receive a confirmation link on your email id, You can click on link after that your account is activate and then you can sign in.

Sign in to your account

Please enter your name and password to log in.

Username

Password [Forget Login Credential](#)

u1ItN

Enter Captcha

☐ Keep me signed in [Login](#)

Signin with

Facebook

Google+

Don't have an account yet?

[VOLUNTEER](#)


[BRAND](#)

[ASSOCIATE](#)

Get Reward


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Go for certification or training




Brands and Fakes
Move against duplicates

Your current training status is **UNCERTIFIED**.




Welcome gunu


Skip training and certification for now and will undertake it later


 GO

Go through the training material now, take test and also get certified. This might take you 10-15 minutes.

 GO


Skip training and directly go for certification

 GO




Brands and Fakes


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Step1: Before QUIZ volunteer download Training materials. Where you can learn about IPR or Fakes reports these are very helpful for quiz exam or your general knowledge.



Your current training status is **UNCERTIFIED**.



Training Material


S.No.	Type Of User	Training Material Title	File Name
1	Volunteers	Must Know On Fakes- Know about which Type of Fakes to report	Types-of-Fakes-to-Report.doc
2	Volunteers	Basics of IPR Violations-A Presentation guide for Volunteers	Training-material-final.ppt

Quiz


Question 1: - If a work is written and published today by a natural person under that person's real name, how long will copyright protection last under current federal copyright law?

- ☐ 20 years from the date of the application
- ☐ 28 years, plus a renewal term of an additional 28 years, for a total of 56 years
- ☐ The life of the author plus 70 years
- ☐ 295 years
- ☐ Potentially forever, if there is continued commercial use


[Quit Quiz](#)[Next Qus](#)

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Step2: Then you can give QUIZ exam.



Your current training status is **CERTIFIED**.



Training Material


S.No.	Type Of User	Training Material Title	File Name
1	Volunteers	Must Know On Fakes- Know about which Type of Fakes to report	Types-of-Fakes-to-Report.doc
2	Volunteers	Basics of IPR Violations-A Presentation guide for Volunteers	Training-material-final.ppt

Quiz


Question 21: - If a work is written and published today by a natural person under that person's real name, how long will copyright protection last under current federal copyright law?

- ☐ 20 years from the date of the application
- ☐ 28 years, plus a renewal term of an additional 28 years, for a total of 56 years
- ☐ The life of the author plus 70 years
- ☐ 295 years
- ☐ Potentially forever, if there is continued commercial use

[Quit Quiz](#)[Next Qus](#)



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❑ How to submit a “Lead” on B&F website

- Step 1: First click on “SUBMIT NEW COMPLAINT”,
Then select any type of Complaint.

The screenshot displays the B&F website dashboard. On the left is a dark sidebar with the B&F logo and the tagline 'More against counterfeit'. Below the logo, it says 'Welcome Yamansharma029' and has a 'Logout' button. The sidebar menu includes: Dashboard (selected), Due Diligence (1), Physical Verification (0), Sampling (4), Investigation (2), Action (<), Post Action (<), Job Portal (<), Enforcement (<), Blog (<), and Brands & Information Access (gear icon). The main content area is titled 'Dashboard'. At the top of this area is a button labeled 'SUBMIT NEW COMPLAINT', which is circled in red. Below this button is a form with the following fields: City (dropdown), Date Range (input field followed by 'TO' and another input field), Brands (dropdown), Report ID (dropdown), and Report Type (dropdown). A blue 'Search' button is at the bottom of the form. To the right of the form is a chart titled '%age of Reports Submitted'. The chart is a blue circle labeled '100%'. A legend indicates that the blue circle represents 'Fake/Counterfeit'. At the bottom of the dashboard, there is a footer with the B&F logo, 'All rights reserved.', and an 'Activate Windows' watermark.

Welcome
Yamansharma029

Logout

Dashboard

Due Diligence 1

Physical Verification 0

Sampling 4

Investigation 2

Action <

Post Action <

Job Portal <

Enforcement <

Blog <

Brands & Information Access

Dashboard

SUBMIT NEW COMPLAINT

SUBMIT NEW COMPLAINT

Fake/Counterfeit

Trademark Infringement

Software Piracy

Copyright Infringement

Patent Infringement

Date Range

TO

Brands

Select

Report ID

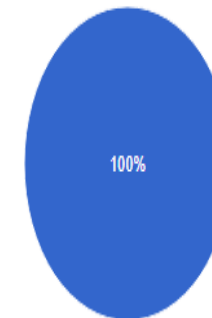
Select

Report Type

Select Report Type

Search

%age of Reports Submitted



Step 2: After select a Report, You can fill the detail of a Report where you can “Add Files” and then “Submit” a Report .

The screenshot displays the 'Report A Fake/Counterfeit' form within the Brands and Fakes application. The interface includes a sidebar with navigation options and a main form area with various input fields and a file upload section.

Navigation Sidebar:

- Dashboard
- Due Diligence (1)
- Physical Verification (6)
- Sampling (4)
- Investigation (2)
- Action
- Post Action
- Job Portal
- Enforcement
- Blog
- Brands & Information Access

User Profile: Welcome Yamansharma029, Logout

Report A Fake/Counterfeit Form:

- Select Brand ***: 7up
- City ***: Delhi
- Target Name ***: Jain store
- Target Address ***: Lajpat Nagar
- Product ***: Drink
- Pincode ***: 110005
- Target Contact Number**: 7800000000
- Additional Information ***: You can fill some additional information about the brand and product.
- Capture Date ***: 01/10/2018

Support Documents:

- + Add files...
- Start upload
- Cancel upload
- Delete

Uploaded File:

- Image: google-200x200.7714256da16f (15).png
- Size: 10.26 KB
- Delete

Footer:

- *Required Fields
- Activate Windows: Go to PC settings to activate Windows
- Submit
- Brands and Fakes logo and All rights reserved.

❑ How to check the status of a lead

- Step 1: After submit a Report, click on “DASHBOARD” and You can check your “Report status” .

The screenshot displays the ESI Brands and Fakes dashboard. The left sidebar contains navigation links: Dashboard, Due Diligence (1), Physical Verification (0), Sampling (4), Investigation (2), Action, Post Action, Job Portal, Enforcement, Blog, and Brands & Information Access. The main content area is divided into three sections:

- Top Left:** A form for submitting a new complaint with filters for City, Date Range, Brands, Report ID, and Report Type, followed by a Search button.
- Top Right:** A circular progress chart titled "%age of Reports Submitted" showing 100% completion for Fake/Counterfeit reports.
- Bottom:** A table showing the status of submitted reports.

S.No.	Report Id	Brand	User Type	City	Date Of Submission	Status	Stage
1	NO-FC-001159	Rainbowfabart	Practitioner	Delhi	2018-01-15 12:13:38	Pending Physical Verification Approval	Pending Physical Verification Approval
2	NO-FC-001149	Rainbowfabart	Practitioner	Delhi	2018-01-09 16:23:35	Pending Due Diligence	Pending Due Diligence
3	NO-FC-001147	Apple	Practitioner	Delhi	2018-01-09 15:14:29	Pending Physical Verification	Pending Physical Verification

Showing 1 to 3 of 3 entries

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