

J-GoodTech Operation Guide

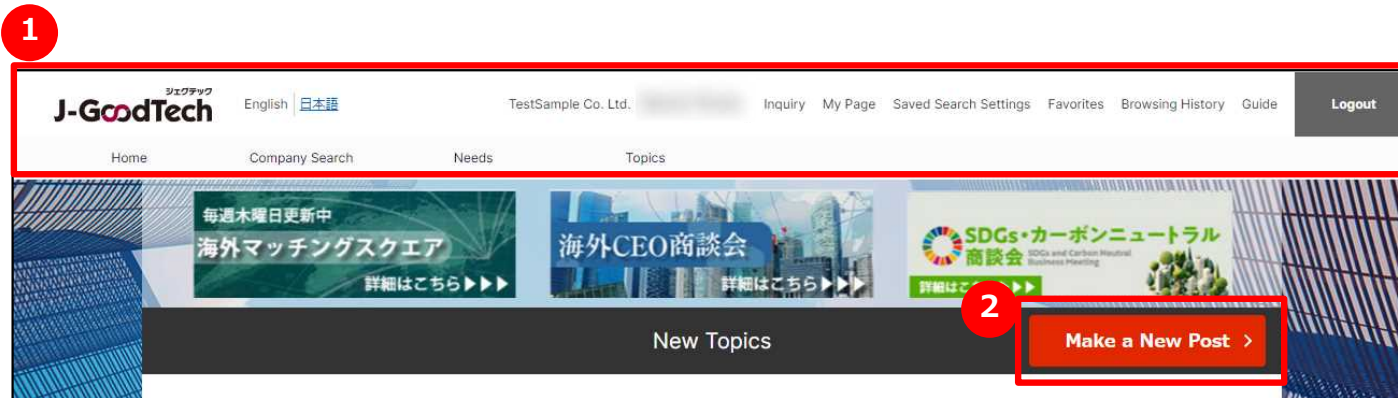
Last updated : Feb 12th, 2024

Introduction

Thank you for using J-GoodTech.

This guide indicates operation on how to use functions you need to get the most out of the J-GoodTech.

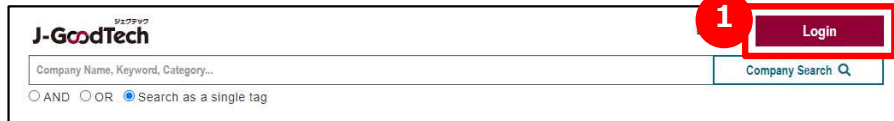
The home page after login



Functions are accessed after login by clicking either the **1** tab along top of page or **2** found on each page.

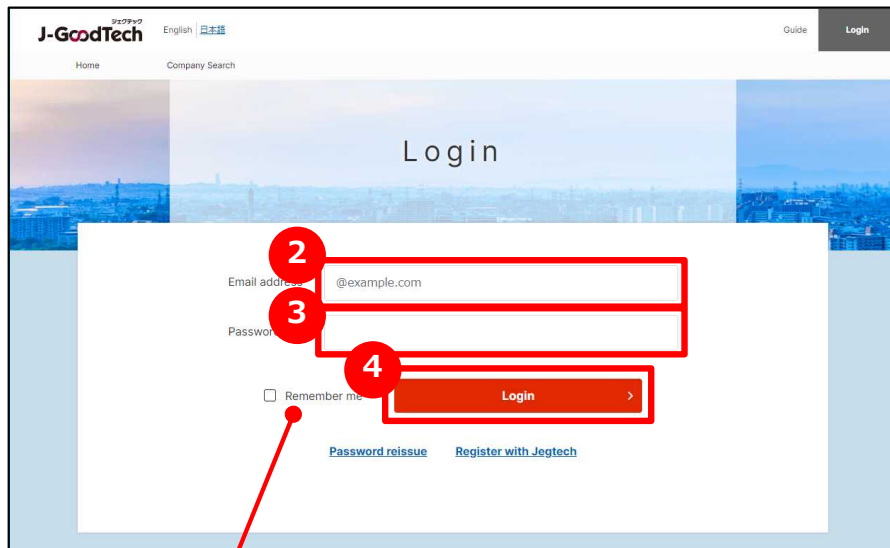
Login J-GoodTech

[The home page before login \(https://jgoodtech.smrj.go.jp/pub/en/\)](https://jgoodtech.smrj.go.jp/pub/en/)



- 1 Open the login page**
click on "Login" button on the home page before login.

The login page



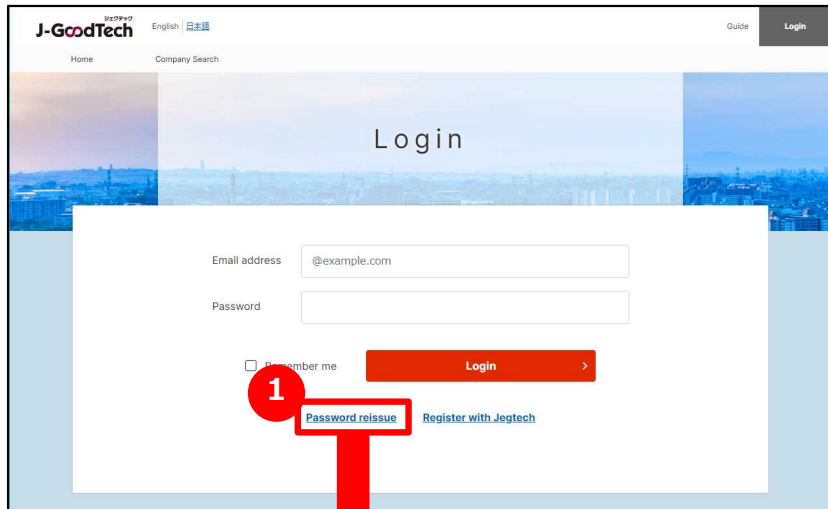
- 2 Enter the e-mail address**
Enter the e-mail address reiterated J-GoodTech.
- 3 Enter the password**
Enter your own password.
- 4 Login**
Click on "Login" button to login to the J-GoodTech.

Remember me

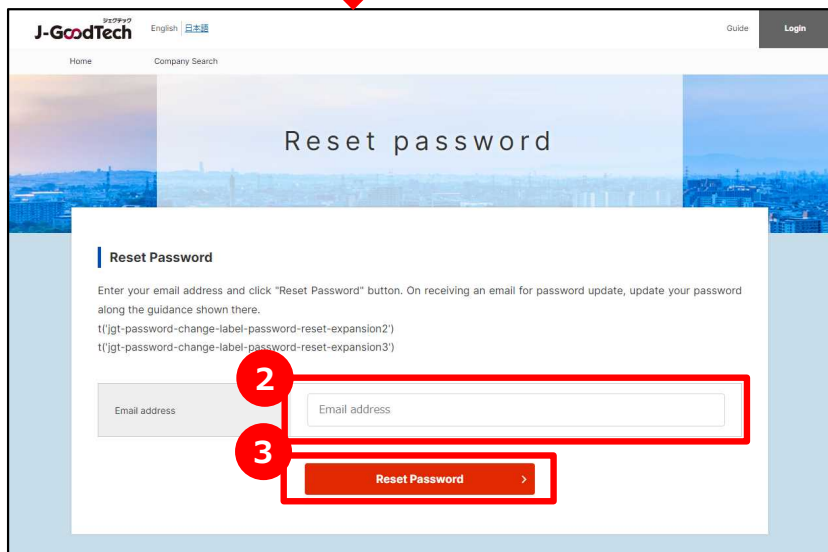
Check if you want the browser to store your mail address and password you entered.

In case you forgot the password

The login page



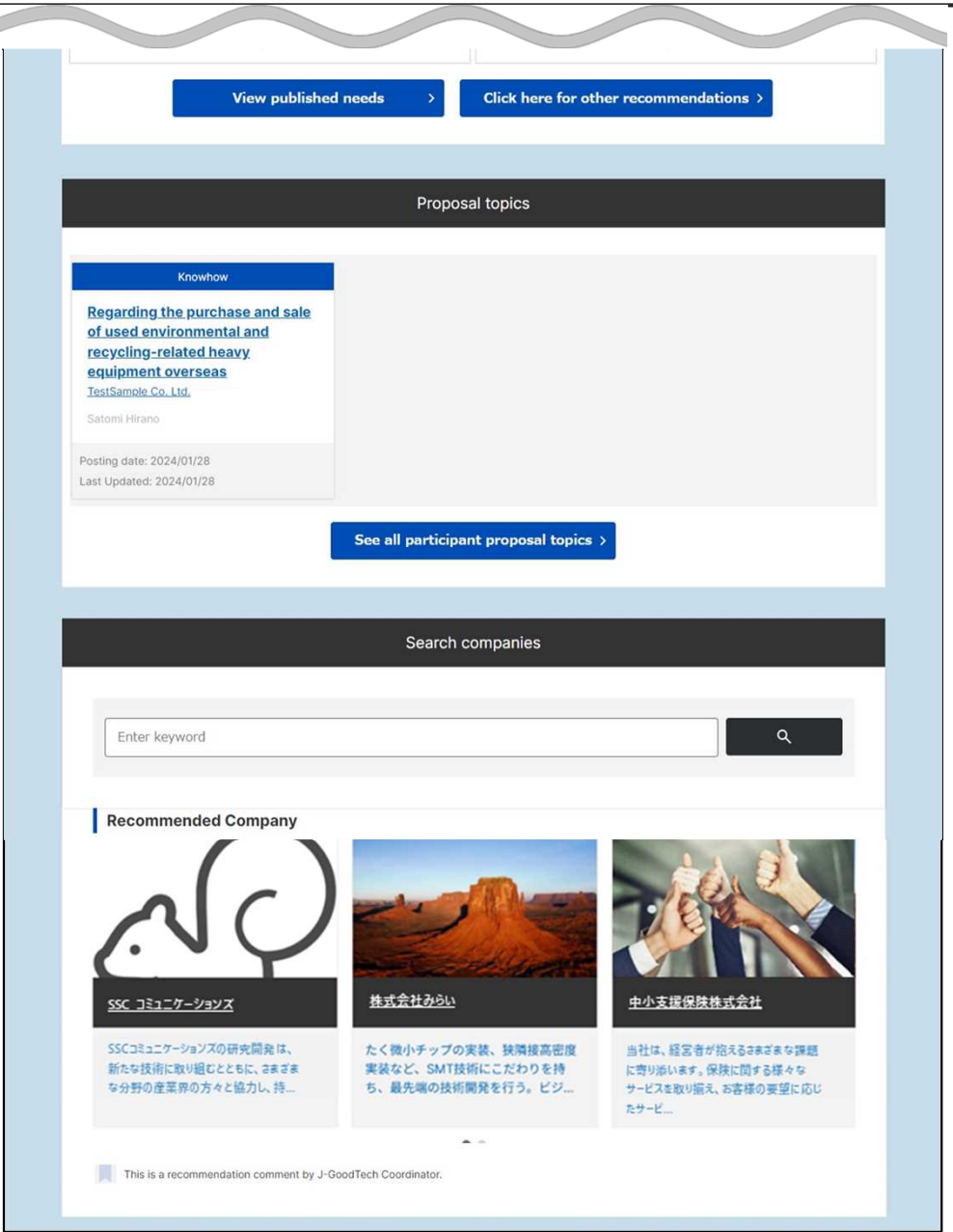
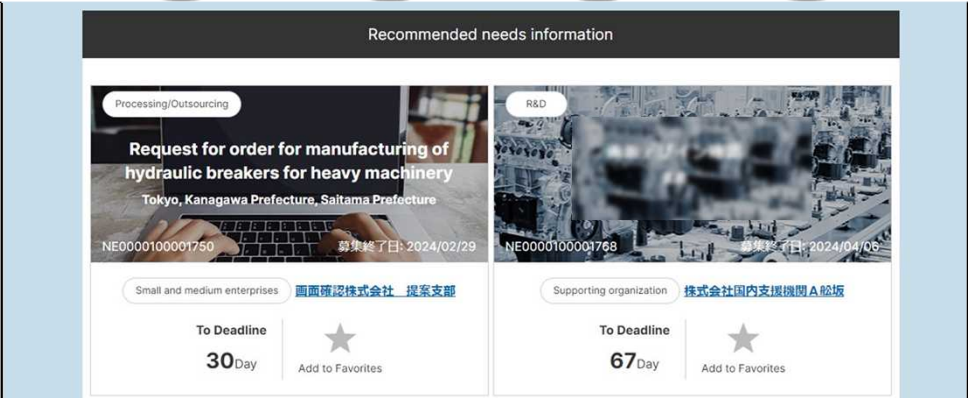
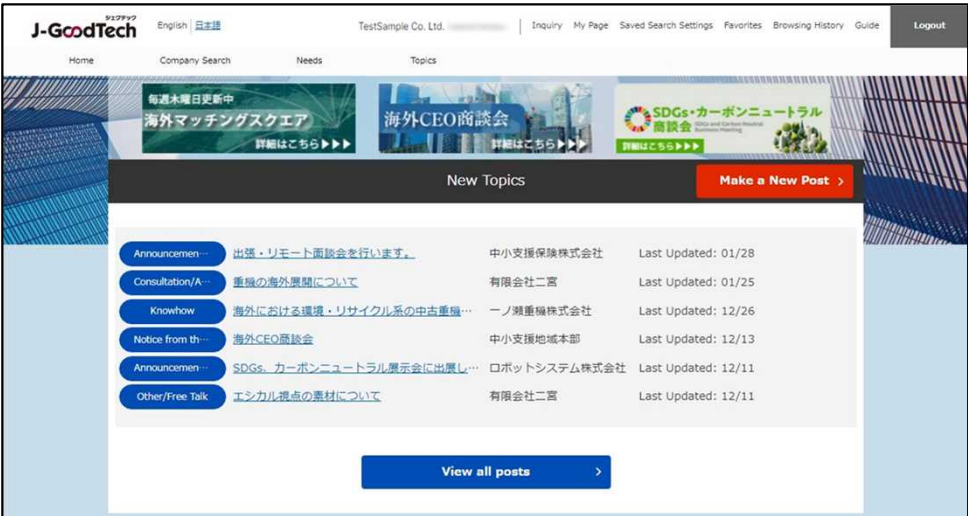
The screenshot shows the J-GoodTech login page. At the top, there's a header with the J-GoodTech logo, language options (English, 日本語), and links for Guide and Login. Below the header, there's a large 'Login' title. The main form contains fields for 'Email address' (with '@example.com' as a placeholder) and 'Password'. There's a 'Remember me' checkbox and a red 'Login' button. Below the login button, a red box labeled '1' highlights the 'Password reissue' link. A red arrow points from this link down to the next screenshot.



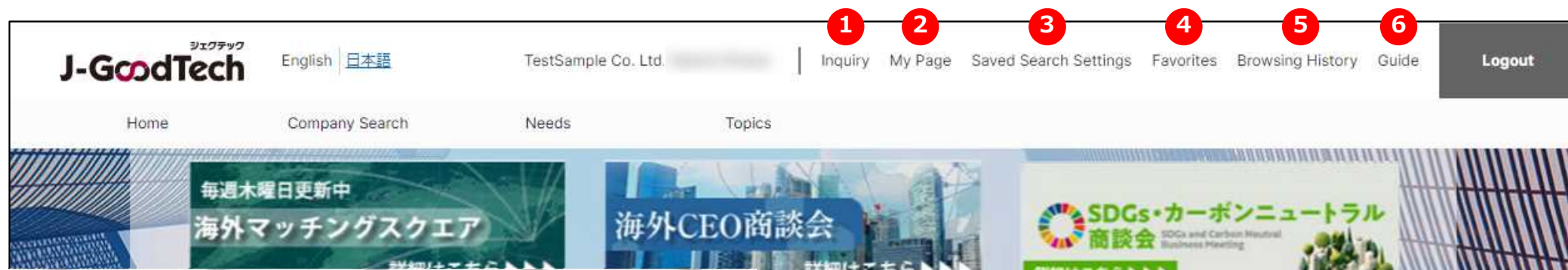
The screenshot shows the J-GoodTech 'Reset password' page. The title is 'Reset password'. Below it, there's a section titled 'Reset Password' with instructions: 'Enter your email address and click "Reset Password" button. On receiving an email for password update, update your password along the guidance shown there.' There are two lines of placeholder text: 't(jgt-password-change-label-password-reset-expansion2)' and 't(jgt-password-change-label-password-reset-expansion3)'. Below this, there's an 'Email address' input field, which is highlighted with a red box labeled '2'. At the bottom, there's a red 'Reset Password' button, highlighted with a red box labeled '3'.

- 1 Reissue a password**
click on "Password reissue" button on the login page.
- 2 Enter your e-mail address**
Enter your e-mail address registered as a J-GoodTech member.
- 3 Reset a password**
click on "Reset Password" .
A password-reissuing e-mail will be sent to your e-mail you entered in **2** .

The home page (The whole)



The home page (header part)



1 Inquiry

You can check inquiries from other corporates.

Page73

2 My Page

You can edit your own user information and add members who can access J-GoodTech in your corporate.

Page76

3 Saved Search Settings

You can see saved search settings when you search for corporates and products.

Page38

4 Favorites

You can see saved corporates and products as favorites.

Page100

5 Browsing History

You can see browsing history of product and corporate pages most recently. By clicking corporate and product names, go to appropriate pages.

Page101

6 Guide

You can download operation guides for J-GoodTech. Their guides also describe Frequently Asked Question.

The home page (Tab part)



1 Home

You can see New topics, Needs recommendation, Proposal topic. And you can also search for companies by viewing highlighted companies or entering keywords.

2 Corporate Search

You can search for companies by entering the search settings.

Page36

3 Needs

You can register and see technologies, services and so on as Needs information. And you can also propose your corporate technology, service based on Needs information.

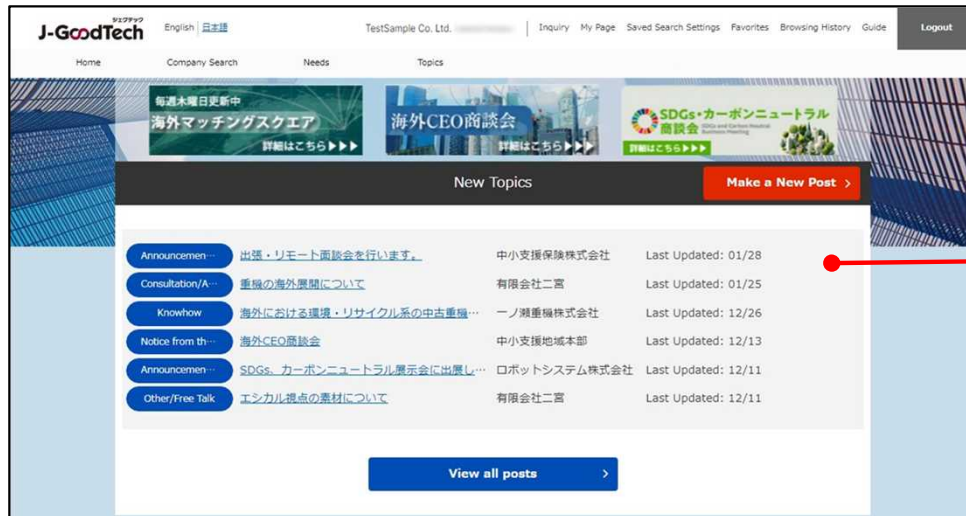
Page40

4 Topics

You can search and participate in a list of topics of interest. And you can also create new topics.

Page66

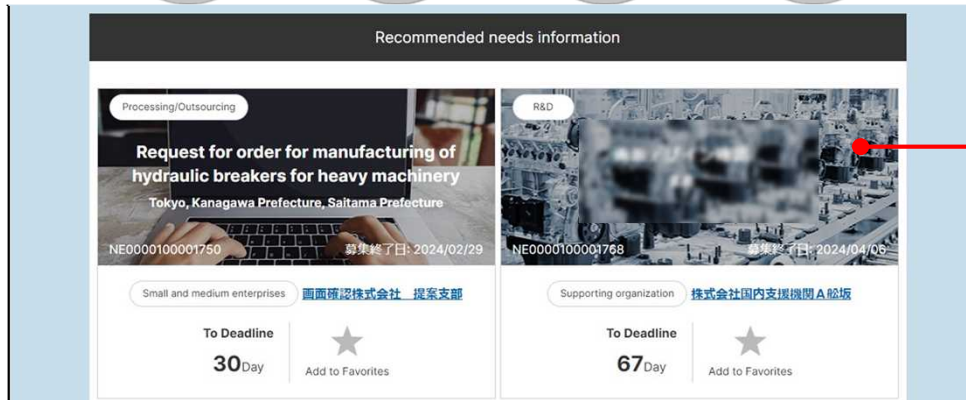
The home page



New Topics

You can catch up with corporates registered J-GoodTech in bulletin board format.

Page66

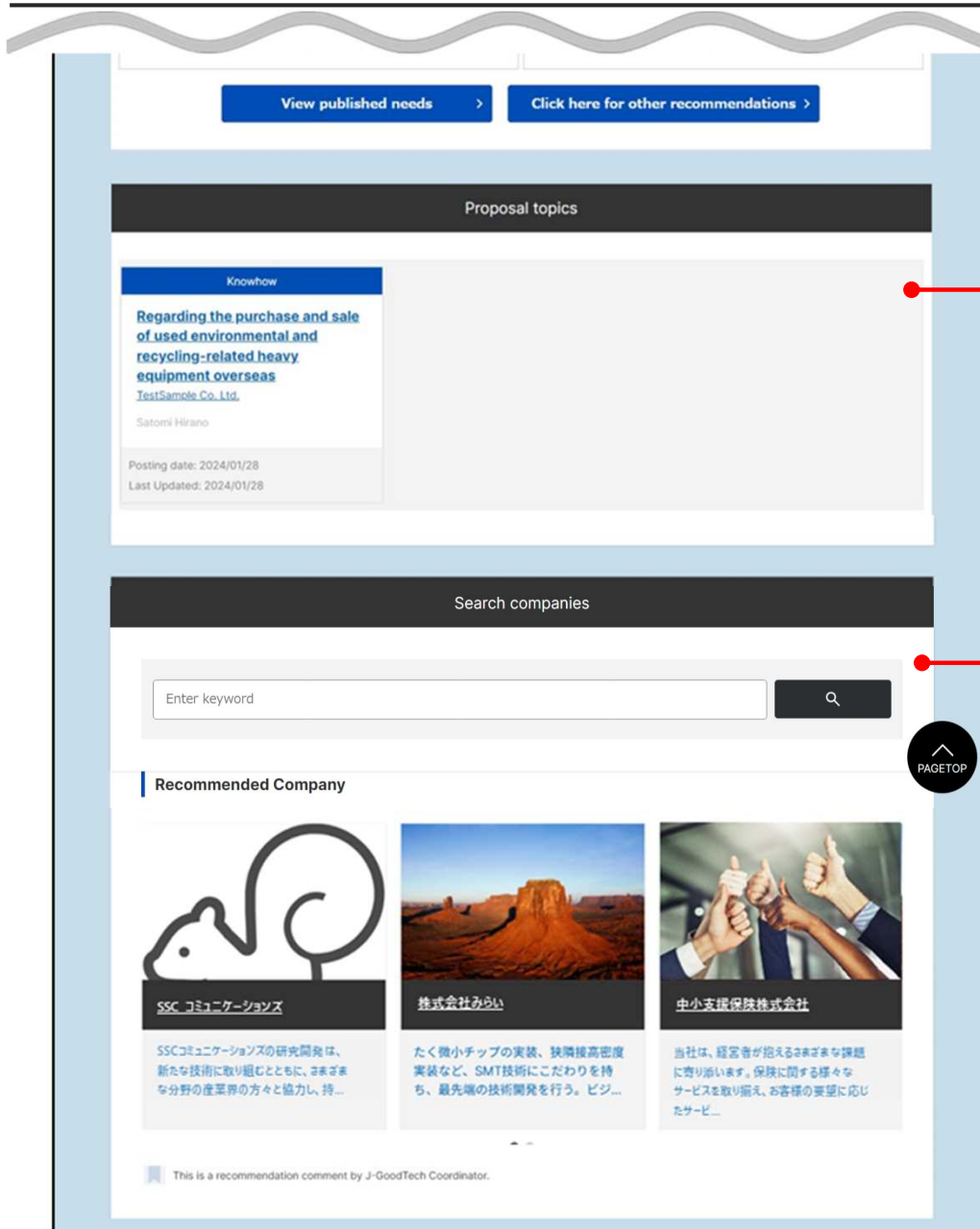


Recommended needs information

You can see technologies, services and so on required of Business partner, small and medium-sized enterprise members.

Page40

The home page



Proposal topics

You can see Topics you are currently participating in.

Page66

Search Companies

You can search for companies by entering a keyword.

Page36

Table of Contents

Chapter 1. Setting corporate information (Promoting your corporate)	Page12
Promoting information about your corporate, products, technologies, and service.	
Changing your corporate information	
Changing your Product, Technology, Service info	
Frequently Asked Questions	
Chapter 2. Searching and inquiring for registered companies (Searching for companies relevant to your business)	Page36
Searching for companies you can work with from registered companies.	
Searching for companies	
Searching for products, technologies and services	
Inquiring a corporate	
Chapter 3. Proposing and registering a Needs (Using Needs Functions)	Page40
Find out JGT partner's Needs and make offers form your corporate.	
What is Needs Functions?	
Proposing needs	
Registering needs	
Frequently Asked Questions	

Table of Contents

Chapter 4. Using the Topics Functions (Exchange with companies) Page66

Exchange information with other corporate and connect with solutions, sales channel and other topics.

What is the Topics Functions?

Creating a new Topic

Participating in Topics

Frequently Asked Question

Chapter 5. Checking your Inquiries Page73

You can check messages for your corporate by category.

Checking the inquiries you have received

Replying to the inquiries you have received

Chapter 6. Seeing the My Page Page76

You can manage your own user information and invite new user.

What is the My Page Function?

Seeing the unsupported Tasks

Seeing your own state of Browsing and activity

Adding and changing your own user information

Viewing e-mail notifications

Withdrawing from the J-GoodTech membership

Frequently Asked Questions

Chapter 7. Other Useful Functions Page99

Discover other useful functions.

Seeing Favorites

Checking your Browsing history

Chapter 1. Setting corporate information (Promoting your corporate)

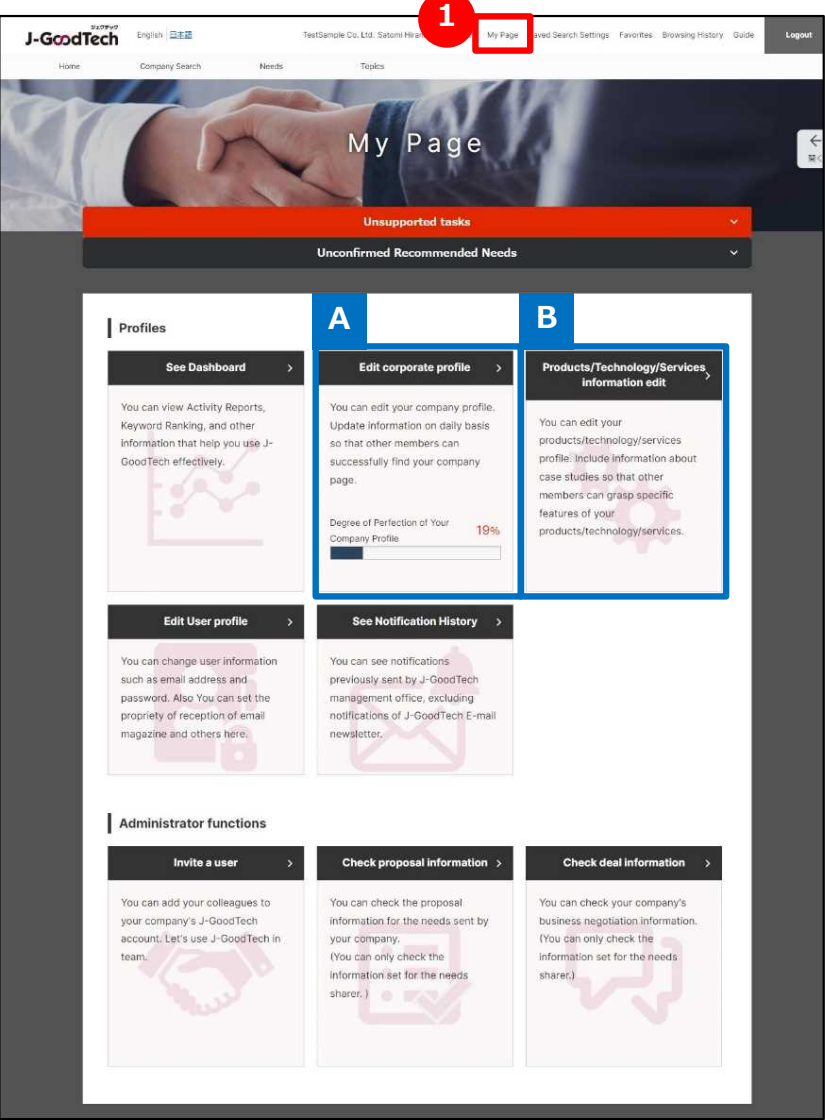
You can post your own information, products, technologies, services.
Promoting your proud products, technologies and services.

■ Changing your corporate information	13
■ Changing your Product, Technology, Service info	19
■ Frequently Asked Questions	26

Changing your corporate information

My page > corporate · User information

My page



1 Display the My Page

You can edit your corporate information and user information on my page.
Explain each function in the following pages.

A Edit corporate information

Page14

Corporate information is a dedicated home page.
The more information you register, the more likely it is for other corporates to find your corporate.

B Edite product, technology, service information

Page19

You can post your corporate information, product, technology and service information.
Promote your proud product, technologies, service.

Changing your corporate information

"corporate information settings" page

My page > Set up corporate profile

1

TestSample Co. Ltd.

Available languages for updates

English

Released

2

Edit company profile

Contact Person Information

Corporate info1

Corporate info2

Client & Business location info

Promo Info

External link & Video info

Search keywords/Keywords to display needs

Strengths and SDG Actions

Image & File management

About

Products/Technology/Services

Edit product/technology info

Setting display order of Products/Technology/Services

See currently published page

Preview

Publish all drafts

Review user guide

Set publication/Set overseas related matters.

Contact history

You are currently editing content in English. English is not released to public now.

To publish pages, do publication setting through "Set publication/Set overseas related matters."

Contact Person Information

Edit

Please enter contact information of the person in charge of this system (This information will not be viewed by other users)

Title

Name

Name (English)

Department name

Email address

Phone Number

Country Code : 1

Person in charge: Address

Postal Code 30810

Address 649 Orange Blvd, Edge Hill, GA 30810

Edit

1 Select available languages

There are two types of page -Japanese and English- for corporate information.
When you click on language icon you would like to edit, the icon turns red and the language on this page switches. You can add a language on the top right of disclosure or overseas connection settings.
(This guide describe editing the English page. The Japanese page is the same way.)

2 Select editing page

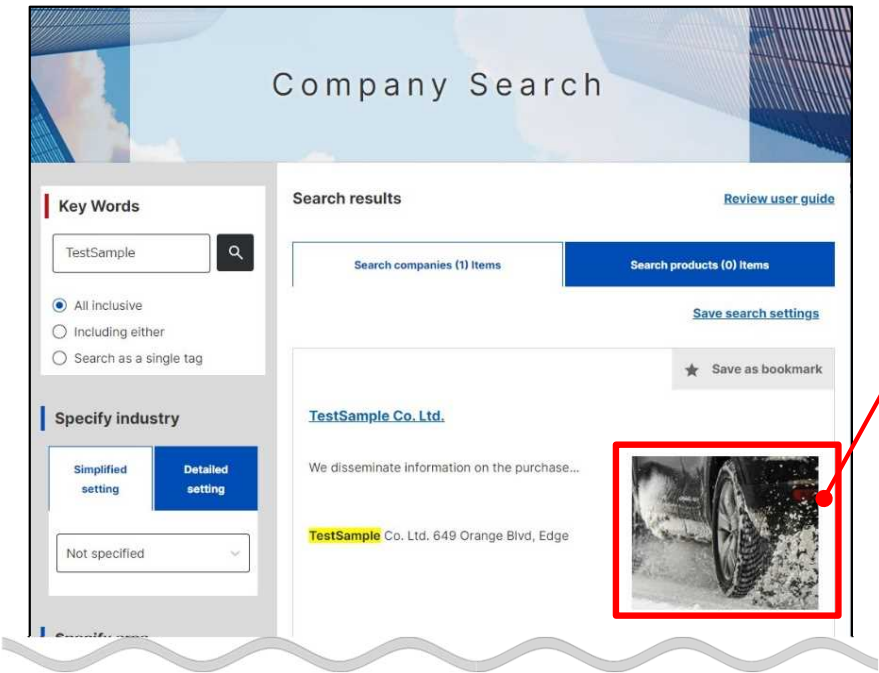
You can edit following nine types of corporate information.

Contact Person Information	Contact information for the person to contact about J-GoodTech matters
Corporate info1	Information such as the corporate name, address, etc. (made public)
Corporate info2	Sales revenue, representative information (can make either public or private)
Client & Business location info	Information on main clients and production and sales locations
Promo info	Key promotional propositions of your corporate
External link & Video info	URL such as your corporate home page
Search keywords/ Keywords to display needs	Tags to help find your company in searches and to display recommend Needs (up to 30 tags)
Strengths and SDG Actions	Describe characteristics, achievements and SDGs commitment of your company
Image & File management	Manage the images, catalogs, brochures, and other files used on your company's page

Changing your cooperate information

Finished image corporate search · cooperate information

This is finished image of corporate information.

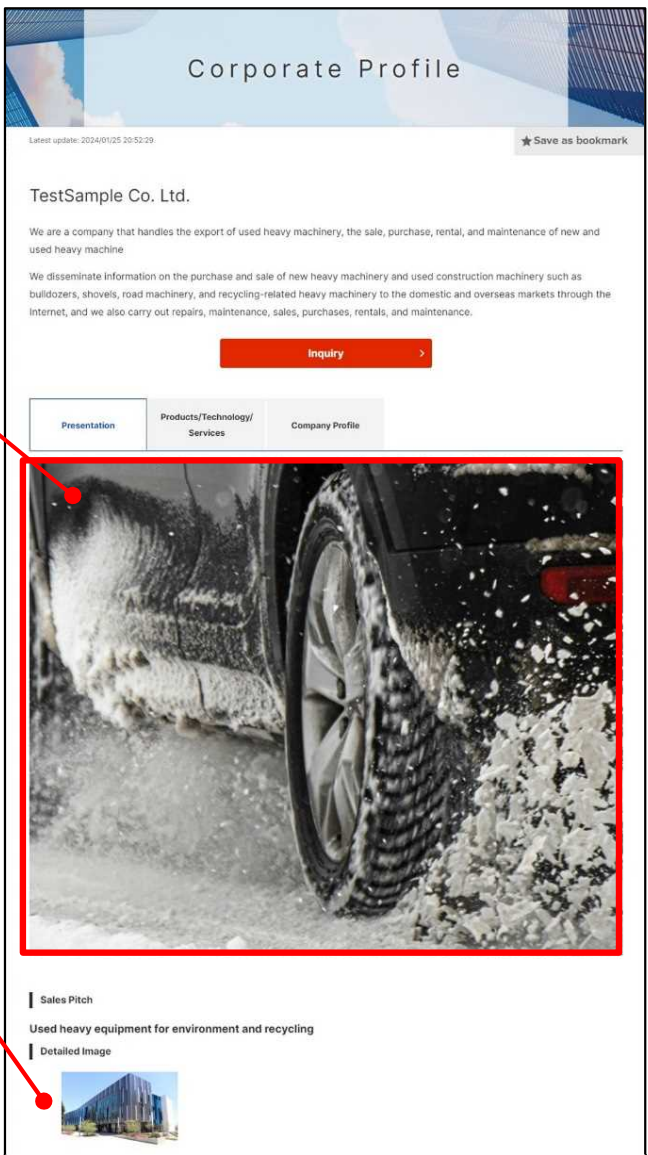


Main image

This is a main image of corporate page and displayed when searching for companies. Only one main image can be set. Choose an image that best suits your corporate's appeal.

Supplementary images

You can set images related to your corporate other than the main image.



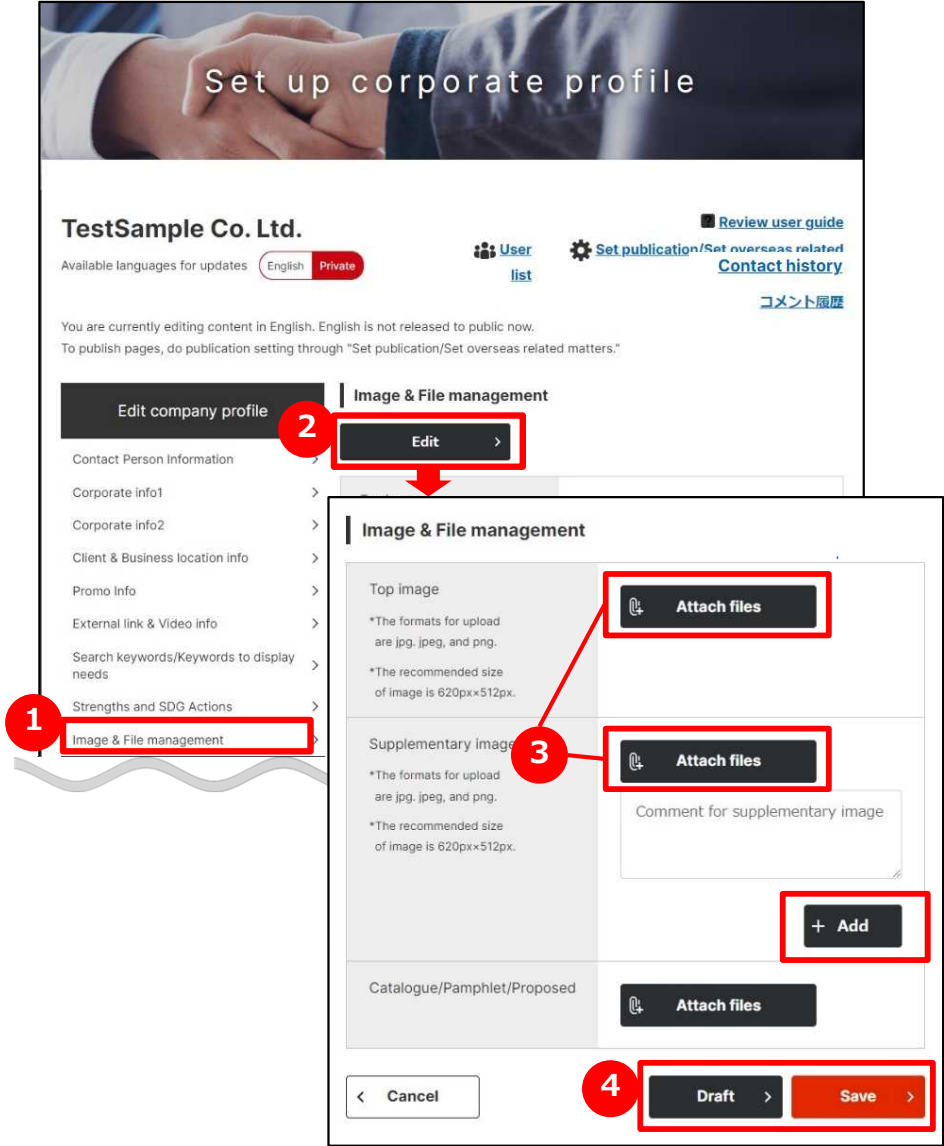
Point Be sure to include a main image

Setting a main image for fulfilling corporate page.
Refer to the next page and later for instruction on how to set images.
If you don't set the main image, Search results will show "No Picture" uniformly.

Changing your corporate information

Managing an image and file

My page > Set up corporate profile
> Image & File management



1 Manage an image and file

Click on "Image & File management" button on left top of the page.

2 Edit an image and file settings

Click on "Edit" button on the page.

3 Select an image and file

Click on "Attach files" button and select an image file related to your corporate.

4 Save the settings

Save a set image or file by clicking on "Draft" or "Save" buttons.

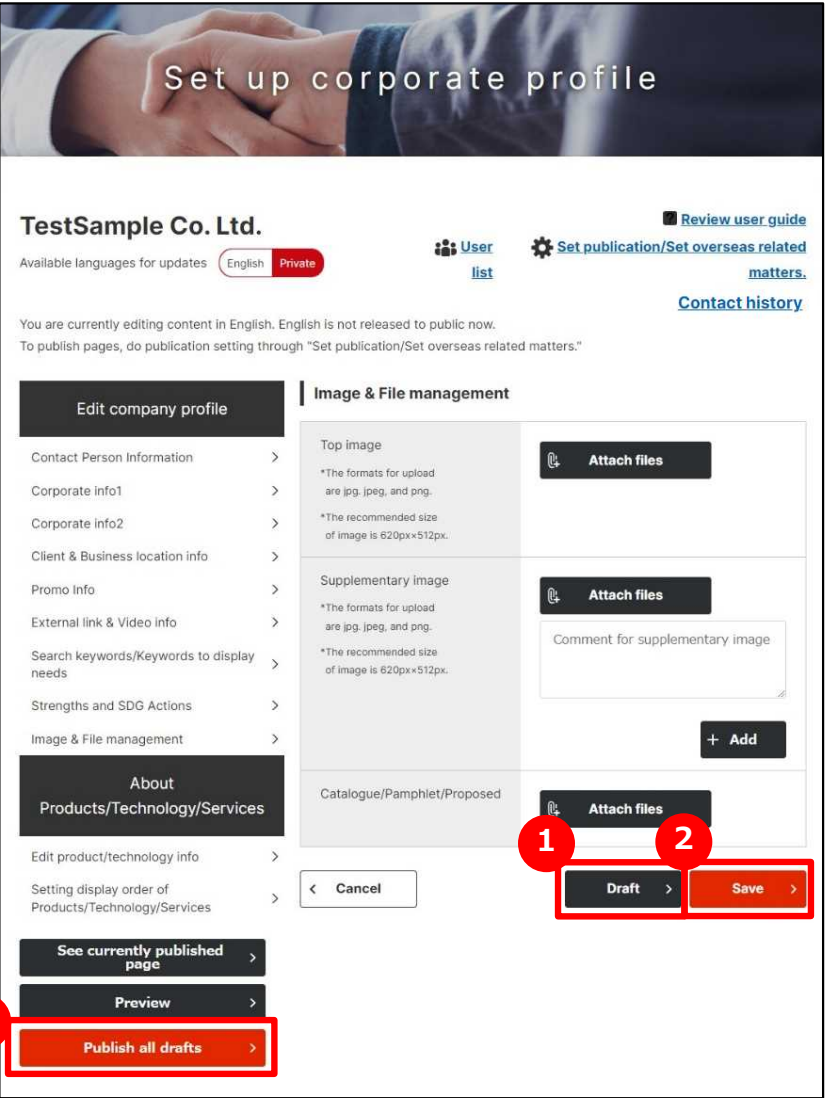
Point You can add supplementary images by clicking on "Add" button.

You can also add supplementary images.
When you would like to add, click on "Add" button.

Changing your corporate information

Saving draft

My page > Set up corporate profile



1 Save a draft

If you would like to save entered contents temporally, click on "Draft" button.
Contents in draft isn't published.
Please use it when interpreting input operation.

2 (Currently page in edit) Save

If you would like to save the entered contents on this page, click on "Save" button.
Saved contents is published.

3 Publishing all draft

If you would like to save and publish all contents in draft all at once, click on "Publish all drafts" button.
Saved Contents is published.
If you would like to change multiple pieces of information, you can publish them all at once by clicking on "Save" button on each page and "Publish all drafts" button.

Changing your corporate information

Edit contact person information

My page > Set up corporate profile
> Edit contact person information

The screenshot shows the 'Set up corporate profile' page for 'TestSample Co. Ltd.'. The left sidebar contains a list of settings, with 'Contact Person Information' highlighted by a red circle and arrow labeled '1'. The 'Edit' button is also highlighted by a red circle and arrow labeled '2'. The main content area shows the 'Edit contact person info' form, which is highlighted by a red circle and arrow labeled '3'. The form includes fields for Title, Name, Name (English), Department name, Email address, Phone Number, and Person in charge: Address. The 'Person in charge: Address' field is expanded, showing a form with fields for Postal Code, Prefecture, and Address. The 'Autocomplete Address Form' button is also visible.

1 Manage contact person information

click on "Contact Person information" on the left side of the page.

2 Edit contact person information

click on "Edit" button.

3 Be sure to enter a field with "*"

Enter and Edit each field.
Be sure to enter a field with "*".

Changing your Products/Technology/Service info

Editing products/technology info

My page > Set up corporate profile

1

Set up corporate profile

TestSample Co. Ltd.

Available languages for updates: English Private

User list

Review user guide

Set publication/Set overseas related matters.

Contact history

English Private

User list

Review user guide

Set publication/Set overseas related matters.

Contact history

You are currently editing content in English. English is not released to public now.

To publish pages, do publication setting through "Set publication/Set overseas related matters."

Edit company profile

Contact Person Information

Corporate Info1

Corporate Info2

Client & Business location info

Promo Info

External link & Video info

Search keywords/Keywords to display needs

Strengths and SDG Actions

Image & File management

About

Products/Technology/Services

2

Edit product/technology info

Setting display order of Products/Technology/Services

See currently published page

Preview

Publish all drafts

My Page

Unsupported tasks

Unconfirmed Recommended Needs

Profiles

See Dashboard

Edit corporate profile

Products/Technology/Services information edit

1 Edit product/technology info

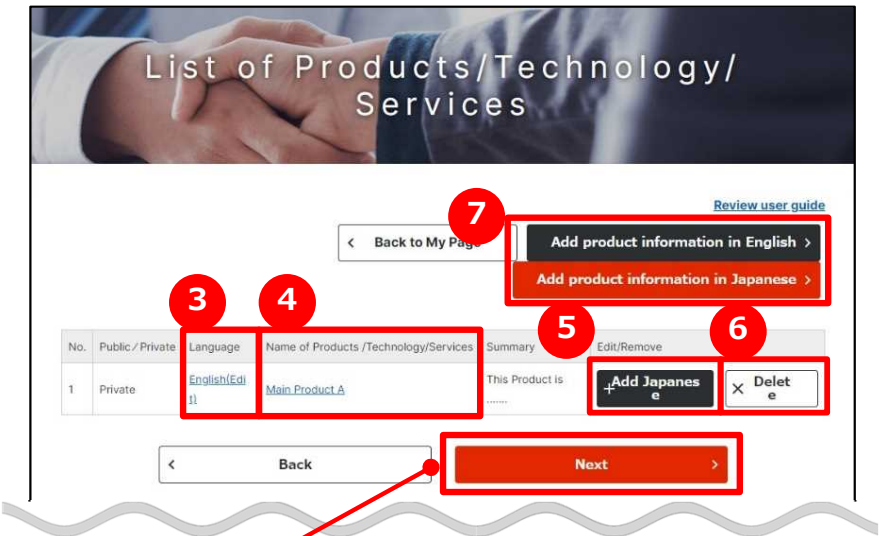
Click on "Edit product/technology info" button on left side of the page.
You can also access the settings page by clicking on 2 "Products/Technology/Services information edit" button on my page tab.

19

Changing your Products/Technology/Service info

Editing products/technology info

My page > Set up corporate information >
List of Products/Technology/Services



If you click on "Next" button, You can edit
"Setting display order of
Products/Technology/Services .

Page23

3 Edit saved information

Click on **Language** beside information already saved and edit the information.

4 Check published products information

Click on **Name of Products/Technology/Services** beside information already published and check the published details.

Page24

5 Add English or Japanese information

If you have information Japanese or English, click on "Add English" button or "Add Japanese" button and add language information.

6 Delete product information

If you would like to delete saved information, click on "Delete" button.

7 Add new information

If you would like to add new information, click on "Add product information in Japanese" button or "Add product information in English" button.

Point

If you would like to appeal for Japanese companies, add a Japanese products.

By creating Japanese products information, you can appeal to foreign companies.

Changing your Products/Technology/Service info

Editing the product technology info

My page > Set up corporate information
> List of Products/Technology/Services
> Products/Technology/Services information edit

Products/Technology/Services information
(in English) edit

Products/Technology/Services information edit

8

Name of Products /Technology/Services

back grip spike tires

Summary
This information will appear on product search results.

Tires with high-density spikes that provide high grip on snow, ice, mud, etc.

Description of Products/Technology/Services
Please describe its specifications and characteristics.
We recommend that you also write about certifications awards, and patent information if available.

This tire has high-density spikes that provide high grip on snow, ice, and mud.

Image
This information will appear on search results.
You may choose jpg, jpeg, or png file for upload.

sascha-bosshard-iZwiS_uxbpk-unsplash.jpg X Delete

Select files

Tag

You can set tags to get your information of products, technology and service more easily hit in search. Input proper noun, specific technologies and technical terms to illustrate your products, technology and service.

Tag

Edit Tag

9

Back Confirm

8 Enter the information

Enter the information related to Products/Technology/Services information.

9 See contents you entered

After entering all necessary details, click on "Confirm" button.

Point You can attach images or promotional materials related to products/technology/services.

You can attach images or promotional materials to products, technology/services information.
(Using the "Add" button, you can attach multiple files.)
Attaching images or promotional materials help other companies better visualize your products/technology/services.

You cannot attach video files.
When you would like to present a video, enter the URL of YouTube videos.

Page33

Changing your Products/Technology/Service info

Editing the product technology info

My page > Set up corporate information
> List of Products/Technology/Services
> Products/Technology/Services Edit confirmation

Products/Technology/Services
(in English) Edit confirmation

< Back to list

Products/Technology/Services information edit

10

Name of Products /Technology/Services	High Grip Spike Tires
Summary This information will appear on product search results.	This tire has high-density spikes that provide high grip on snow, ice, and mud.
Description of Products/Technology/Services Please describe its specifications and characteristics. We recommend that you also write about certifications awards, and patent information if available.	This tire has high-density spikes that provide high grip on snow, ice, and mud.
Image This information will appear on search results. You may choose jpg, jpeg, or png file for upload. The recommended size of image is 620 x 512 px	

Tag

You can set tags to get your information of products, technology and service more easily hit in search.
Input proper noun, specific technologies and technical terms to illustrate your products, technology and service.

Tag Tires

11

< Back Registration >

10 Check the information to register

The information you entered about products/technology/services will appear. Any images you selected on the entry page will also appear. Be sure to confirm both the texts and the images.

11 Register (Renew) the information

After confirming the details, click on "Registration" button. Refer to the page 24 and later for the finished image.

Point

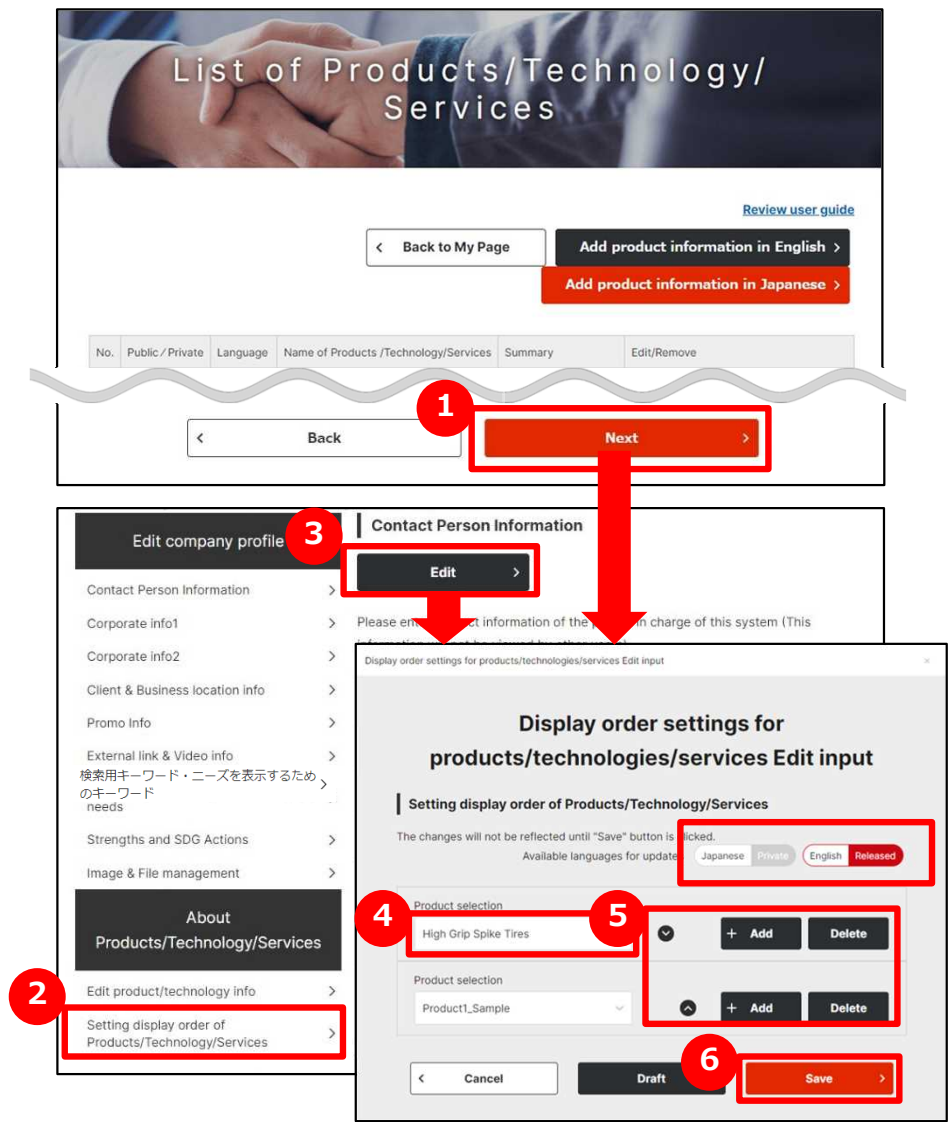
You need to set the display order before publishing the information you saved about products/technology/services .

Product/technology/service information isn't published before setting the disclosure setting. After saving your information, if you didn't make it disclosure settings, be sure to make the disclosure settings (display order settings).

Changing your Products/Technology/Service info

Set the display order of Products/Technology/Services info

My page > List of Products/Technology/Services
> Display order settings for products/technologies/services Edit input



1 Set the display order of the registered information

click on "Next" button.

You can open same page to click on 2 "Setting the display order of Products/Technology/Services" button and 3 "edit" button on the setting the display order of Products/Technology/Services page.

4 Select the registered products

The list of registered products, technology, services will appear. You select products you would like to display.

5 Change the display order on publish page

click on   to change the display order.

You can add products, technology, services you would like to display to click on "Add" button.

And you can also delete products, technology, services you selected once to click on "delete" button.

6 Save the settings

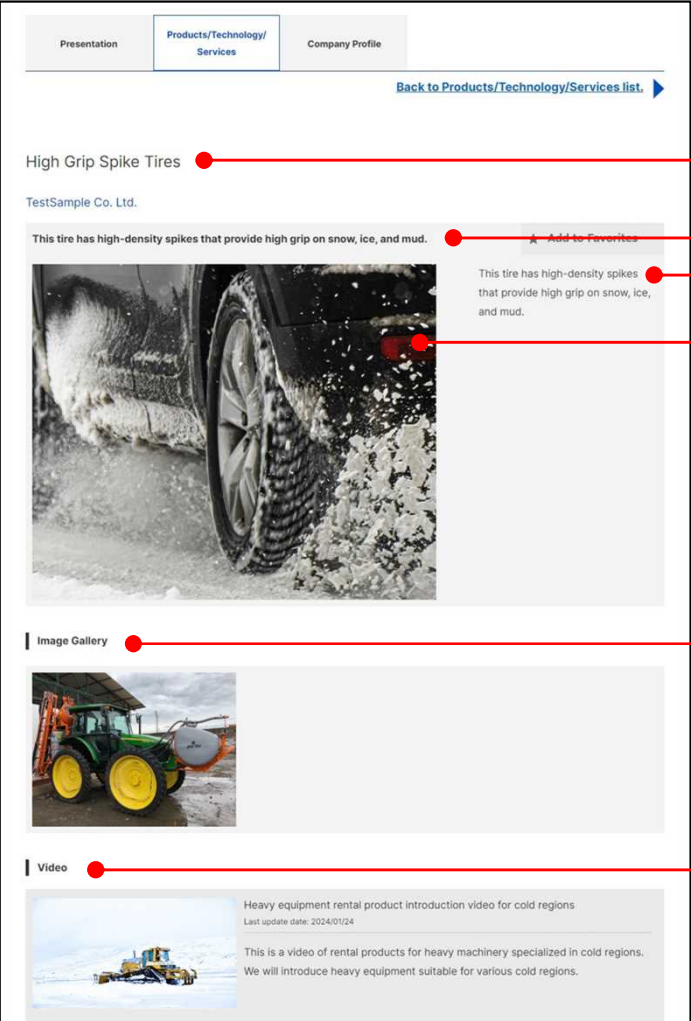
click on "Draft" or "Save" buttons.

Changing your Products/Technology/Service info

Finished image corporate Search · corporate info

Point Relationship between the Edit Product & Tech Info page and the finished page — Part 1

Image of a finished page



Name of products/technology/services

Summary of products, technologies or services

Description of products/technology/services

Introductory images of products/technology/services

Images relating to products/technology/services

products/technology/services presentation video

Products/Technology/Services information edit

Name of Products /Technology/Services	High Grip Spike Tires
Summary This information will appear on product search results.	This tire has high-density spikes that provide high grip on snow, ice, and mud.
Description of Products/Technology/Services Please describe its specifications and characteristics. We recommend that you also write about certifications awards , and patent information if available.	This tire has high-density spikes that provide high grip on snow, ice, and mud.
Image This information will appear on search results. You may choose jpg, jpeg, or png file for upload. The recommended size of image is 620 × 512 px	tires.jpg <input type="button" value="X Delete"/> <input type="button" value="Select files"/>
Images relating to Products/Technology/Services Please upload other referential images if available. You may choose jpg, jpeg, or png file for upload. The recommended size of image is 620 × 512 px	image2.jpg <input type="button" value="X Delete"/> <input type="button" value="Select files"/>
<input type="button" value="+ Add"/>	

Link to your video

Share Youtube links here: eg. Product/technical info
*Existing Youtube videos only

URL	https://www.youtube.com/watch?v=...
The title of your video 30 characters or less	Heavy equipment rental product introduction video for cold regions
Description 100 characters or less	This is a video of rental products for heavy machinery specialized in cold regions. We will introduce heavy equipment suitable for various cold regions.
Uploaded / Uploading Video	
Last Updated	2024/01/24


Changing your Products/Technology/Service info

Finished image corporate Search · corporate info

Point Relationship between the Edit Product & Tech Info page and the finished page — Part 2

Image of a finished page


Proposals for application



Heavy equipment rental products for cold regions

We have created an easy-to-understand list for you to consider heavy machinery suitable for various cold regions. You can also see a list of rental products that respond to heavy machinery troubles in Tokuyuu, a cold region, making it easy to choose the product that best suits your purpose.


Case studies



List of easy-to-understand heavy equipment rental products for cold regions

We would like to introduce a list of heavy equipment rental products that are specialized for cold regions. You can choose a product from our information service that matches your needs, such as usage, trouble, price, etc.

Download



Keyword for searches

Tires heavy equipment rental

Back to Products/Technology/Services list.

Report a violation

Inquiry

Title of proposal for application

Details of proposals for application

Images for application proposal

Title of usage example

Usage example description

Usage example image

Download files

Search tags

Proposals for application

Please describe how the product/technology/services could be used.

Title of proposal for application
Please enter a title that simply summarizes contents of your proposal.

Heavy equipment rental products for cold regions

Details of proposals for application

We have created an easy-to-understand list for you to consider heavy machinery suitable for various cold regions. You can also see a list of rental products that respond to heavy machinery troubles in Tokuyuu, a cold region, making it easy to choose the product that best suits your purpose.

Images for application proposal
You may choose jpg, jpeg, or png file for upload.
The recommended size of image is 620 × 512 px

proposal_image.jpg X Delete

Select files

+ Add

Case studies

Describe concrete scenes where your products, technology and service are utilized.

Title
Describe the subject

List of easy-to-understand heavy equipment rental products for cold regions

Case description

We would like to introduce a list of heavy equipment rental products that are specialized for cold regions. You can choose a product from our information service that matches your needs, such as usage, trouble, price, etc.

Images for the case study
You may choose jpg, jpeg, or png file for upload.
The recommended size of image is 620 × 512 px

image2.jpg X Delete

Select files

+ Add

Files for download

Select sale materials such as proposal materials, catalogue, and brochure.

Downloadable file

Select files

+ Add

Tag

You can set tags to get your information of products, technology and service more easily hit in search. Input proper noun, specific technologies and technical terms to illustrate your products, technology and service.

Tag

Tires heavy equipment rental

Edit Tag

25

Frequently Asked Questions

Q. What is contact person information?

My page > Set up corporate information > Edit contact person info

Edit contact person info

Please enter contact information of the person in charge of this system (This information will not be viewed by other users)

This information will be used when J-GoodTech management office contacts your company. The person below does not have to be the same as the person originally registered in this system.

Until Save button is clicked, updates will not be released

*marked items are required

Title	<input type="text"/>
Name*	<input type="text" value="John Smith"/>
Name (English)	<input type="text" value="John Smith"/>
Department name	<input type="text"/>
Email address*	<input type="text" value="xxxxx_xxxxx@xxx.xxx"/>
Phone Number*	<div>Enter including the area code.</div> <div>Country Code:<div>United States, Canada(Country Co...></div></div> <div>Phone Number:<div><input type="text"/></div></div>
Person in charge: Address*	<div>Postal Code:<div><input type="text" value="30810"/><div>Autocomplete Address Form></div></div></div> <div>Prefectures:<div>></div></div> <div>Address:<div>649 Orange Blvd, Edge Hill, GA 30810</div></div>

< Cancel

Draft >

Save >

Q What is contact person information?

A Contact person information is used for communications from that J-GoodTech Management Office. Please enter the contact details for a person in your corporate to contact about J-GoodTech matters.

If the contact person is transferred or leaves your corporate, the J-GoodTech Management Office will no longer be able to contact your corporate. Be sure to keep your contact person information up to date.

Frequently Asked Questions

Q. How to check the contents in draft

My page > Set up corporate information

Contents in English is currently on editing. English has been published at present.

Edit company profile

Contact Person Information >

Corporate info1 >

Corporate info2 >

Client & Business location in **(Draft)** >

Promo In **(Draft)** >

External link & Video info >

Search keywords/Keywords to display needs >

Strengths and SDG Actions >

Image & File management >

About Products/Technology/Services

Edit product/technology info >

Setting display order of Products/Technology/Services >

1 See currently published page >

Preview >

Publish all drafts >

Promo Info **(Saving Draft)**

Edit >

Please introduce your company.
Please describe your company in a short sentence.

Catch phrase

We are a company that handles the export of used heavy machinery, the sale, purchase, rental, and maintenance of new and used heavy machine

What are the biggest strengths about your company?

Lead phrase

We disseminate information on the purchase and sale of new heavy machinery and used construction machinery such as bulldozers, shovels, road machinery, and recycling-related heavy machinery to the domestic and overseas markets through the Internet, and we also carry out repairs, maintenance, sales, purchases, rentals, and maintenance.

Others (Comments)

We are growing together with the community as a professional heavy equipment shop.

Sales Pitch 1

What is the field of your main products/ technology/ services?

Q How to check the contents in draft?

A If you saved the entries as a draft, the **(Draft)** icon appears. If you would like to check the contents in draft, click on **1** "Preview" button.

Point How to publish the entries from the preview page?

Corporate Profile

Editing draft

See currently published page >

Publish >

Latest update: 2024/01/25 20:52:29

★ Save as bookmark

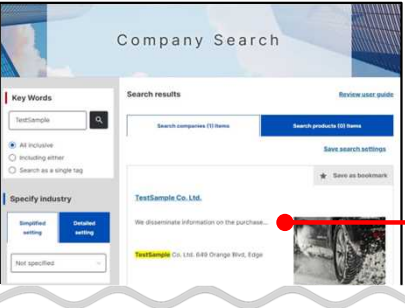
You can click on "Publish" button on the preview page to publish the contents in draft. Clicking on "See currently published page" will open the current published page under a separate tab. In this way, you can compare it with the draft page.

27

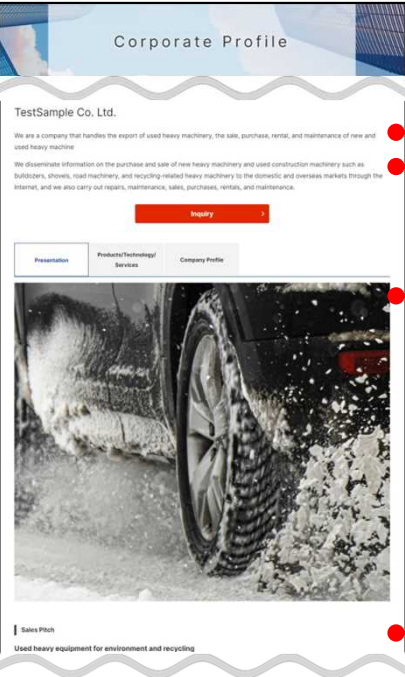
Frequently Asked Questions

Q. What is the promotional information

My page > Set up corporate information
> Edit promo info



Lead phrase



Catch phrase

Lead phrase

Top image

Sales pitches

Q

What is promotional information?

A

The promotional information page is where you can briefly introduce your corporate and promote characteristics about your products and technologies.

Catch phrase ... Display at the top of your corporate's information

Lead phrase Information that the searchers see first

Sales pitches ... Information that tells the readers about features of your products or technologies or what needs it addresses.

Frequently Asked Questions

Q. Why should I enhance our promotional information?

My page > Set up corporate information
> Promo info

Contents in English is currently on editing. English has been published at present.

Edit company profile

Contact Person Information >

Corporate info1 >

Corporate info2 >

Client & Business location info (Draft) >

Promo Info (Draft) >

External link & Video info >

Search keywords/Keywords to display needs >

Strengths and SDG Actions >

Image & File management >

About Products/Technology/Services

Edit product/technology info >

Setting display order of Products/Technology/Services >

See currently published page >

Preview >

Publish all drafts >

Promo Info Saving Draft

Edit >

Catch phrase

We are a company that handles the export of used heavy machinery, the sale, purchase, rental, and maintenance of new and used heavy machine

What are the biggest strengths about your company?

Lead phrase

We disseminate information on the purchase and sale of new heavy machinery and used construction machinery such as bulldozers, shovels, road machinery, and recycling-related heavy machinery to the domestic and overseas markets through the Internet, and we also carry out repairs, maintenance, sales, purchases, rentals, and maintenance.

Others (Comments)

We are growing together with the community as a professional heavy equipment shop.

Sales Pitch 1

What is the field of your main products/ technology/ services?

Q Why should you enhance your promotional information?

A Enhancing your promotional information increase the likelihood of your corporate being found in searches and makes your information easier to browser by other companies.

We recommend you enter compelling information to receive more requests and inquiries and show off your corporate to as many companies as possible.

Frequently Asked Questions

Q. What is search keyword?

My page > Set up corporate information
> Tag edit information input

Tag edit information input

Register tags describing your company's characteristics to have your company's information frequently hit in search in J-GoodTech. You may create maximum of 30 tags.

X Delete

Tag_A

X Delete

Tag_B

+ Add

< Cancel

Draft >

Save >

Q What is search keyword?

A When searching for corporates, it is a word that makes it easier for other companies to hit when searching for information other than the corporate name and so on. Saving the technical terms or proper noun related to corporate information as keyword information, making it easier for other companies to hit when searching for companies.

The all word such as promotional information that entered on the corporate information page is targets when searching, even if you didn't set search keyword information.

You can also save search keyword information by service, technology and service function described in the Page 19 and later.

Point

Multiple keywords can be saved (up to 30 items)

Clicking on "Add" button add entry field of the search keyword.
Clicking on "Delete" button delete the entered search keyword.
After entering, make sure to click on "Save" button.

Frequently Asked Questions

Q. What is the keyword to display Needs?

My page > Set up corporate information
> Recommendation tag title for needs

Recommendation tag title for needs

Register tags describing your company's characteristics to have your company's information frequently hit in search in J-GoodTech. You may create maximum of 30 tags.

X Delete

NeedsTag_B

X Delete

NeedsTag_A

+ Add

< Cancel

Draft >

Save >

Q What is the keyword to display Needs?

A The word to display interested Needs at displayed "Needs recommendation" on the home page. Needs corresponded to "Recommendation tag title for needs" that be set at corporate information settings is displayed at "Recommended needs information".

Point

Multiple needs keywords can be saved (up to 30 items)

Clicking on "Add" button add entry field of Needs keywords.
Clicking on "Delete" button delete the entered search keywords.
After entering, make sure to click on "Save" button.

Frequently Asked Questions

Q. Can I make corporate information private?

My page > Set up corporate information
> Set publication/Set overseas related matters.

Set up corporate profile

TestSample Co. Ltd.

Available languages for updates: Japanese Private

Review user guide

Set publication/Set overseas related matters

Set publication/Set overseas related matters.

Overall Setting

Language	Corporate name	Release / Private	Preview
Japanese	TestSample株式会社	<input type="radio"/> Release <input checked="" type="radio"/> Private	Preview >
English	TestSample Co. Ltd.	<input checked="" type="radio"/> Release <input type="radio"/> Private	Preview >

Group setting

Group	Select privacy settings
Corporate profile2(Release / Private)	<input type="radio"/> Non disclosable (This will not be viewed by other users) <input type="radio"/> Viewed by Members Only <input checked="" type="radio"/> Viewed by Public (including non-members)
Client & Business location info	<input type="radio"/> Non disclosable (This will not be viewed by other users) <input type="radio"/> Viewed by Members Only <input checked="" type="radio"/> Viewed by Public (including non-members)

International Business Experience

Settings	Setting details
Overseas business history	<input checked="" type="radio"/> None <input type="radio"/> Yes
English Communication	<input checked="" type="radio"/> Available <input type="radio"/> Unavailable

Back Save

Q Can I make your corporate information private?

A You can set whether corporate information is public or private from the disclosure range and overseas connections settings.
You can set whether all corporate pages public or private from the overall settings.

Private..... Not disclosed to other users.

Viewed by members only .. Disclosed to only log-in users.

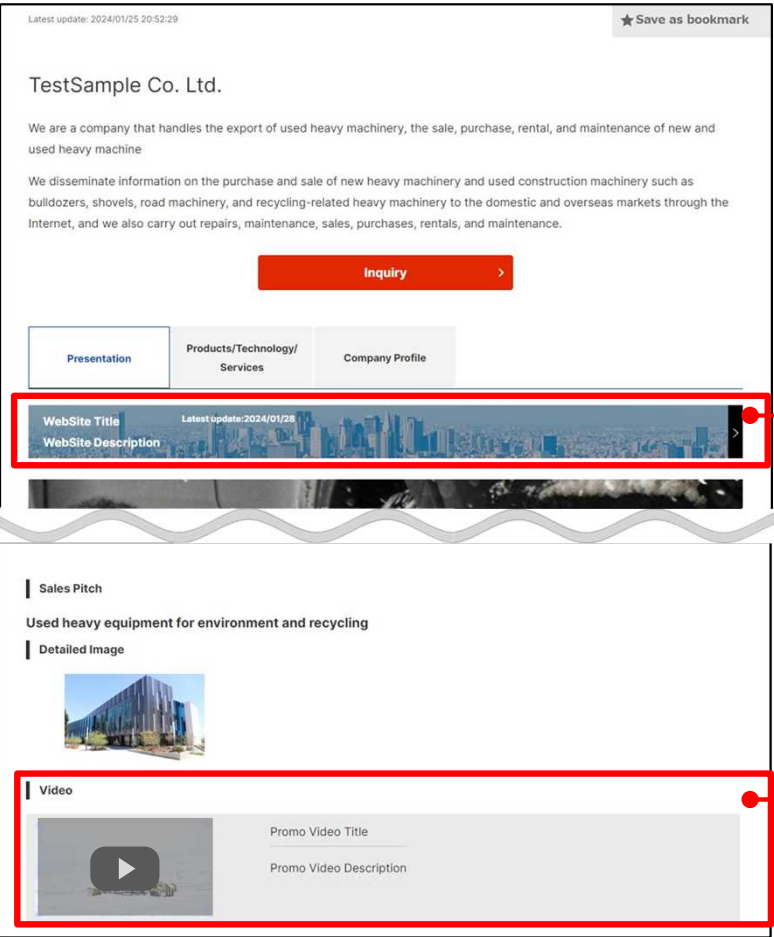
Viewed by public Disclosed even to people who aren't log-in users.

After setting, make sure to click on "Save" button.

Frequently Asked Questions

What is External link & Video info?

Image of a finished page



Q What is External link & Video info?

A By saving external link & video information, PR page, event information, corporate introduction videos are posted.

PR page and event information registered at external link information that are displayed as a promotional information on the banner can attract attention.

Frequently Asked Questions

What is External link & Video info?

My page > Set up corporate information
> External link & Video info

External link

External link1

Please enter the URL and information about links to external web pages.

Type	Corporate promotion page
Title*	WebSite Title
Guide	WebSite Description
URL	https://www.
Last Updated	28/01/2024

Type	Select whether your PR page or event information
Title	Title of external link (Mandatory)
Guide	Description related to external link
URL	URL of external link
Last Updated	Last updated of external link

Link to your video1

Share YouTube links here

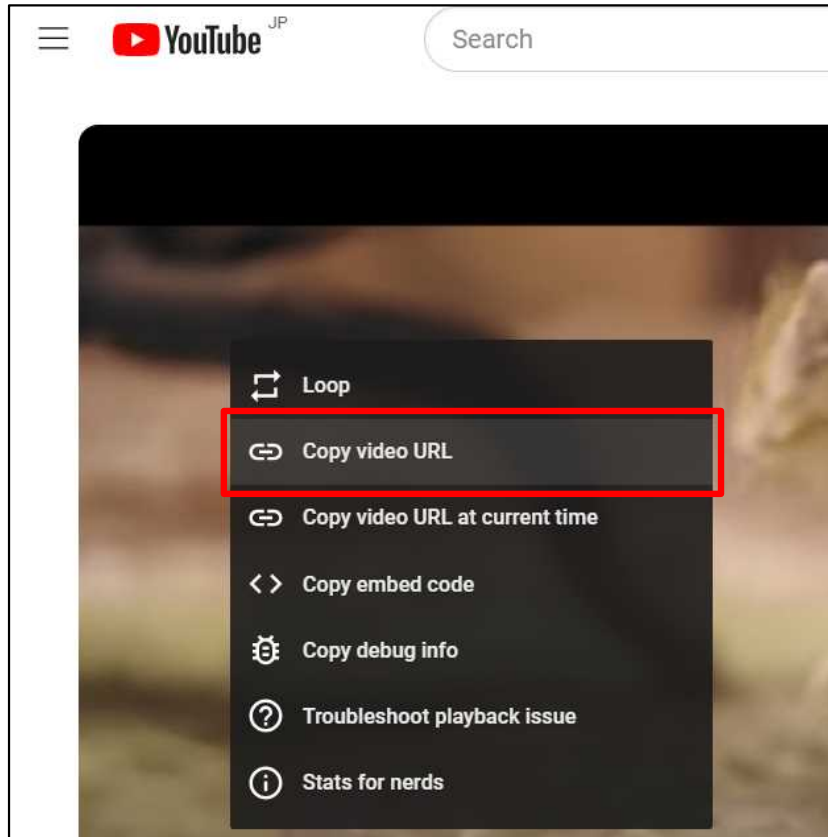
Existing YouTube videos only

URL	https://www.
The title of your video 30 characters or less	Promo Video Title
Description 100 characters or less	Promo Video Description
Uploaded / Uploading Video	
Last Updated	28/01/2024

URL	URL of listed YouTube videos [Caution] You can post only YouTube videos.
The title of your video 30characters or less	The title of videos information. 30 full-pitch characters (60 single-byte) or less is recommended.
Description 100 characters or less	Description of videos information. 100 full-pitch characters (200 single-byte) or less is recommended.
Uploaded/ Uploading Video	The image of listed videos. If URL is incorrect, it will no be displayed.
Last Updated	Last updated of video information.

Frequently Asked Questions

How to get the URL of YouTube videos



Q How to get the URL of YouTube videos?

- A
- Play the videos you would like to post in the J-GoodTech on YouTube site.
 - Place the cursor at videos, and right click to display the menu.
 - Select the "Copy video URL" in the displayed menu. Don't select the "Copy video URL at current time", because an error will occur when posting on the J-GoodTech.
 - Attach the URL copied in the edit page of video information on URL field.

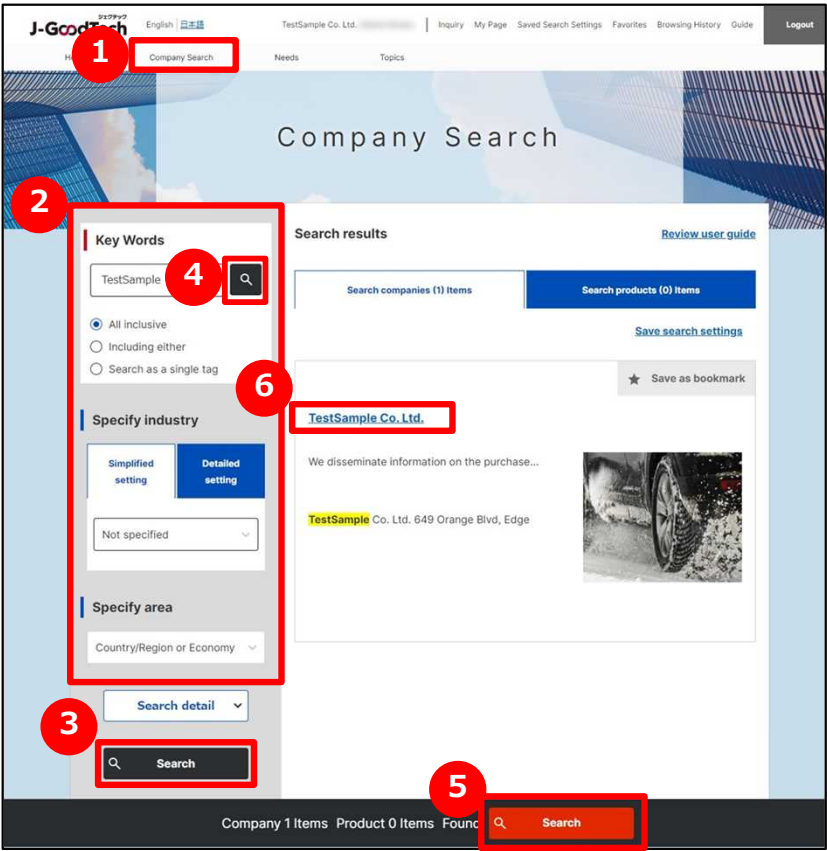
Chapter 2. Searching and inquiring for registered companies (Searching for companies relevant to your business)

You can search for corporate information and product information tailored to promotion of your product and technology information.

- Searching for companies 37
- Searching for products, technologies and services 38
- Inquiring a corporate 39

Searching for companies

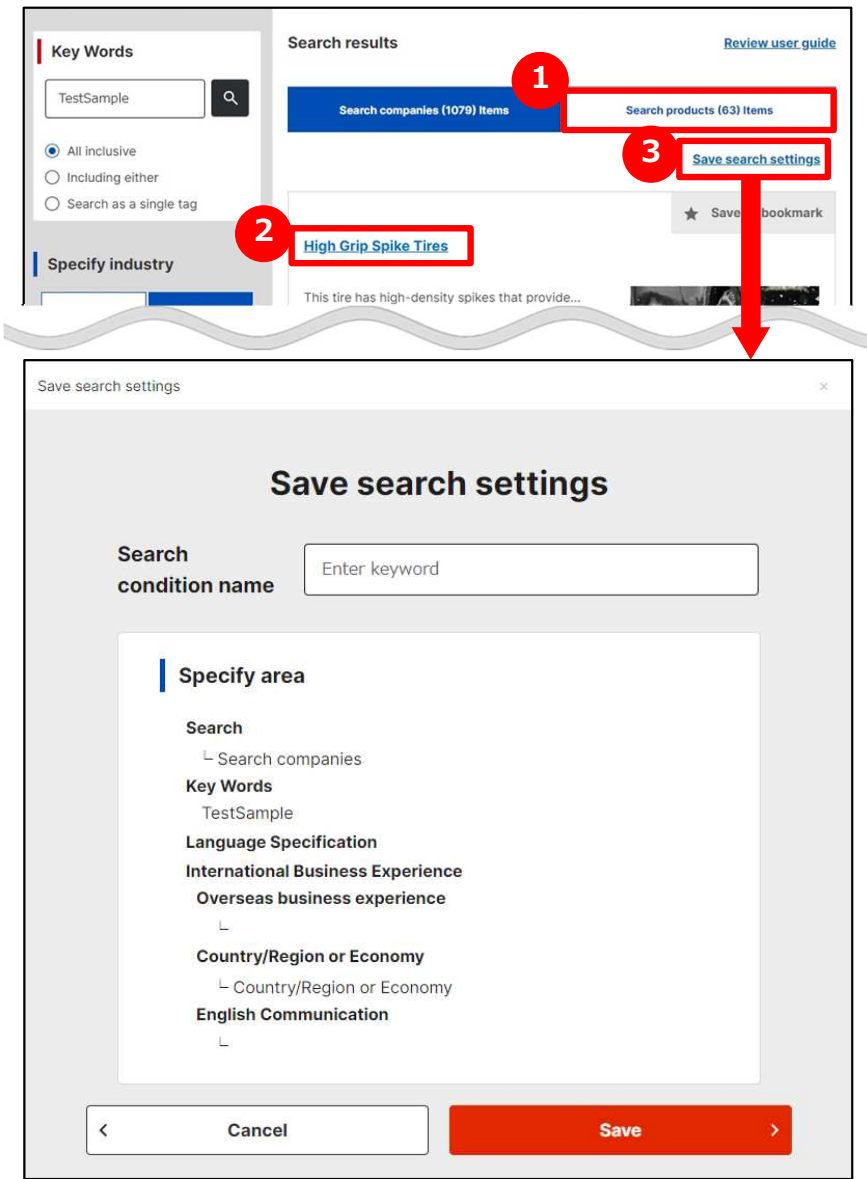
Company Search



- 1 Search for companies**
Click on "Company search" on the upper part of the menu.
- 2 Enter a search settings**
Enter the free word, countries or number of employee on the left part search page of search settings field to narrow down your search.
- 3 Display a list of search results**
Click on "Search" button to display a list of search results.
You can also display a list of search results by clicking **4** **5** buttons.
If you would like to search for companies by only free word, **4** button is useful.
Selecting an area or number of employee shows the number of hits at the bottom of the page **5**, which can be useful when a search produces many results.
- 6 Display corporate information**
Click on the name of a corporate in the search results to display information on that corporate.

Searching for products, technology, services

Company Search > Save search settings



1 Search for products

Click on Search products items tab to switch page.
The search method is the same as searching for corporate information.

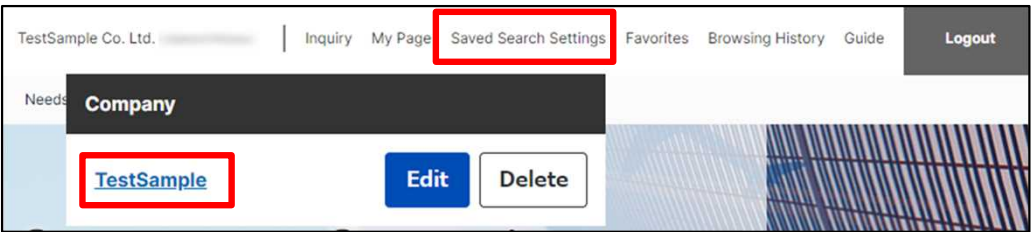
※Product information is for only J-GoodTech members.
Note that the information will not be displayed if you are not logged in.

2 Display product information

Click on the product name to display the product information of displayed list of search results.

3 Save search settings

You can save search settings for use in later searches.
After a search, click on Save search settings link, enter a name and save the search settings. You can confirm saved search settings from Saved Search Settings at the top of the page.



※You can also save search settings of corporate information search.

Inquiring a corporate

Company Search > Corporate Profile > Inquire

The screenshot shows the 'Corporate Profile' page for 'TestSample Co. Ltd.'. The page includes a header with the company name and a 'Save as bookmark' button. The main content area contains a description of the company's services. A red box highlights the 'Inquiry' button, and a red arrow points from it to the 'Inquiry' form below.

1 Inquiry

2

3 Confirm

1 Contact a corporate

You can contact a corporate while viewing the corporate's information. Click on "Inquire" button on the corporate information page.

2 Enter contents of inquire

Enter the contents of inquire you would like to send to the company.

3 Check and send the entered contents

Click on "Confirm" button and check the contents of entries.
After viewing the contents, click on "send" button. Inquire will be sent to the users of the corporate.

Chapter 3. Proposing and registering Needs (Using Needs Functions)

Registered non-SMEs and SMEs publish their desired technologies or services and so on seek as Needs on the J-GoodTech site.

Registered SMEs can also propose technologies or services to Needs information.

■ What is Needs Functions?	41
■ Proposing Needs	42
■ Registering Needs	51
■ Frequently Asked Questions	61

What is Needs functions?

Needs > Needs List > Details of Needs

Details of Needs

Reposting, reproducing and/or modifying any Needs information is strictly prohibited.

✓

Offering

→

✓

Creating proposal

→

✓

Proposal already submitted

→

✓

Proposal under confirmation

→

✓

Notifying result

→

✓

End

★ Add to Favorites

Offer period: 2024/01/28 ~ 2024/02/29

Needs ID : NE0000100001747

About partners for utilizing humanoid heavy machinery technology

Business collaboration

To Deadline 31Day

Needs profile

Poster	<div>Small and medium enterprises</div> <div>DocumentCheck Co., Ltd.</div>
Category	Business collaboration
Category (Level2)	Collaboration between different industries
Important factor	Future prospect
Title	About partners for utilizing humanoid heavy machinery technology
Overview	In order to develop heavy machinery that combines an aerial work vehicle and a humanoid robot, we are looking for a partner to utilize this technology.
Region	Tokyo, Kanagawa Prefecture, Chiba Prefecture
Specification	Using patented technology already owned by our company, we will manufacture three prototype machines that will serve as the base of the product.
Share this Needs information with:	

Supplementary materials

Cancel the Proposal

Create proposal

Back to Needs List

What is Needs functions?

Needs functions are that J-GoodTech members make an offer to needs (technology, product and service information J-GoodTech members would like to find in J-GoodTech) published by non-SMEs and SMEs and decide meeting date.
※Note that making an offer does not necessarily lead to business talks.

There are two types of Needs –Viewed by all visitor or Target companies only-.
Viewed by all visitors of needs be browsed only by domestic members (including SMEs, non-SMEs and support organizations).

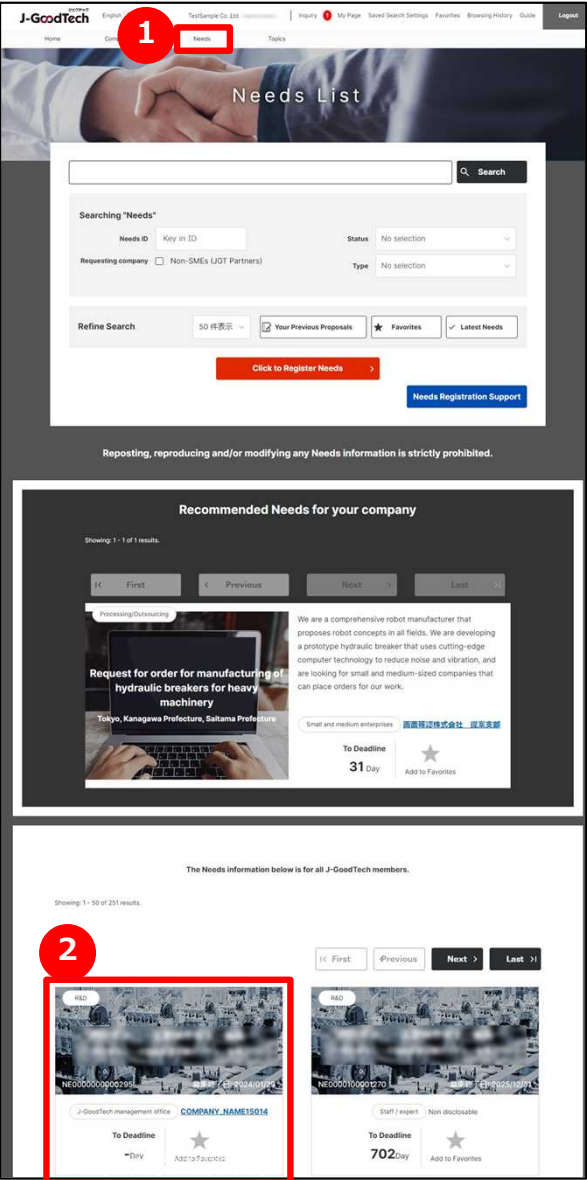
Contents of offers and subsequent exchanges are shared between only the corporate that posted needs and the corporate that submitting the proposal.
Other companies can't see proposal you offered.

Proposing Needs

Confirm registered Needs

Proposer
(your corporate)

Needs > Needs List



1 Display a list of Needs

Click on "Needs" on the upper part of menu.

2 Confirm registered Needs

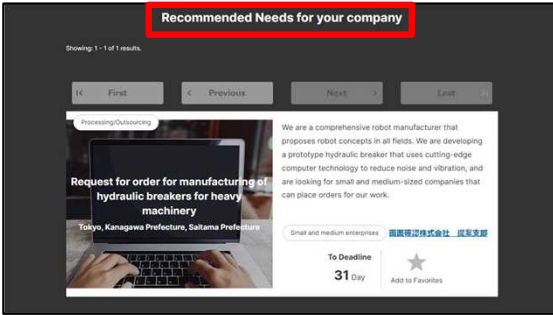
Needs are displayed in title format on bottom of the page. You can see needs category, title of needs, corporates who made Needs and deadline. If you would like to know needs details, click a name of needs.

Point Save favorites

If there are interested Needs, Click on "Add to favorites". It is useful for you to search for them.


Point In case of a corporate who made needs select your corporate select your corporate.

In case of a corporate who made needs select your corporate, display "Recommended Needs for your company".

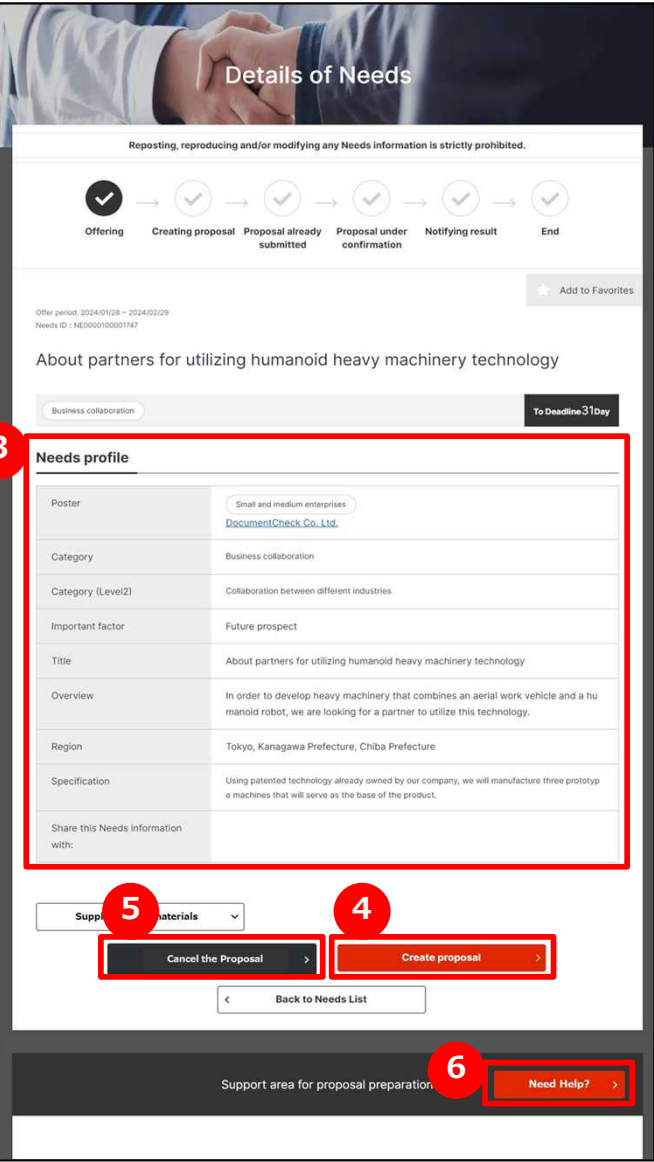


Proposing Needs

Confirm the registered Needs

 Proposer
(your corporate)

Needs > Needs List > Details of Needs



Details of Needs

Reposting, reproducing and/or modifying any Needs information is strictly prohibited.

Offering → Creating proposal → Proposal already submitted → Proposal under confirmation → Notifying result → End

Offer period: 2024/01/28 ~ 2024/02/29
Needs ID : NE0000100001747

Add to Favorites

About partners for utilizing humanoid heavy machinery technology

Business collaboration To Deadline 31 Day

3 Needs profile

Poster	Small and medium enterprises DocumentCheck Co., Ltd.
Category	Business collaboration
Category (Level2)	Collaboration between different industries
Important factor	Future prospect
Title	About partners for utilizing humanoid heavy machinery technology
Overview	In order to develop heavy machinery that combines an aerial work vehicle and a humanoid robot, we are looking for a partner to utilize this technology.
Region	Tokyo, Kanagawa Prefecture, Chiba Prefecture
Specification	Using patented technology already owned by our company, we will manufacture three prototype machines that will serve as the base of the product.
Share this Needs information with:	

5 **4**

Support materials

Cancel the Proposal Create proposal

Back to Needs List

6

Support area for proposal preparation

Need Help?

3 See needs details

You can see details of needs on the details page.

4 Make offers to Needs

Click on "Create proposal" button to start making an offer.


5 Decline a proposal

If you would like to decline the proposal, click on "Cancel the Proposal" button. Enter a comment and send to a corporate who made Needs.

6 Ask advice to J-GoodTech coordinators

You can send queries to J-GoodTech coordinators before making an offer in response to a Need. Click on "Need Help?" button to send a query message.

Proposing Needs Create a proposal

 Proposer
(your corporate)

Needs > Needs List > Details of Needs
> Proposal preparation

Proposal preparation

Submit proposal, start business talks

After you submit a proposal, poster of needs will evaluate your proposal and contact you for exchanging more information.

You

Proposal

Start creating proposal from the next page.

See instruction in the box below to complete your proposal.

Poster of needs

Evaluation

Your proposal will be evaluated by poster of needs.

Please wait for hearing back from the poster.

You & Poster of needs

Business meeting preparation

Poster of needs will contact you for exchanging more information if they are interested in the content of your proposal.

Please adjust time for business meeting and so on.

You & Poster of needs

Business meeting

Please proceed to business meeting.

最終的な取引ができるように積極的に商談をご活用してください。

Instruction for creating proposal

There are 4 steps for creating proposal starting from the next page. Content of proposal can be saved as draft and revised later.

When you complete creating your proposal, your information such as name, corporate name, phone number, and email address will be sent to the poster of this Needs information.

STEP 1

Proposal consent screen

STEP 2

Proposal preparation screen

STEP 3

Proposal preparation confirmation screen

STEP 4

Proposal preparation completion screen

< Back to Needs detail Page

1 Create proposal >

1 Make offers to Needs

Be sure to check the progress from a proposal of needs to business meeting on the proposal creation page. After checking, click on "Create proposal" button.

Point


Be sure to check the progress up to business meeting

Note that making an offer to needs will not necessarily lead to response or business meeting.


44

Proposing Needs

Create proposal

 Proposer
(your corporate)

Needs > List of Needs > Needs details
> Proposal preparation



Proposal preparation

STEP 1

STEP 2

STEP 3

STEP 4

Proposal consent screen

Proposal preparation screen

Proposal preparation confirmation screen

Proposal preparation completion screen

Proposal consent screen

Needs information

You are submitting this proposal to the Need information below.

Poster	TestSample Co. Ltd.
Title	Request for order for manufacturing of hydraulic breakers for heavy machinery

See the terms of use

Please confirm the terms of use below.

J-GoodTech 利用規約

独立行政法人 中小企業基盤整備機構（以下、「当機構」といいます。）は、当機構が運営する「ジェグテック（J-GoodTech）」（以下、「本ウェブサイト」といいます。）をご利用いただくために、以下のとおり利用規約（以下、「本規約」といいます。）を定めております。

< Back

2


Agree to the terms of use >

2 Agree to create Needs proposal

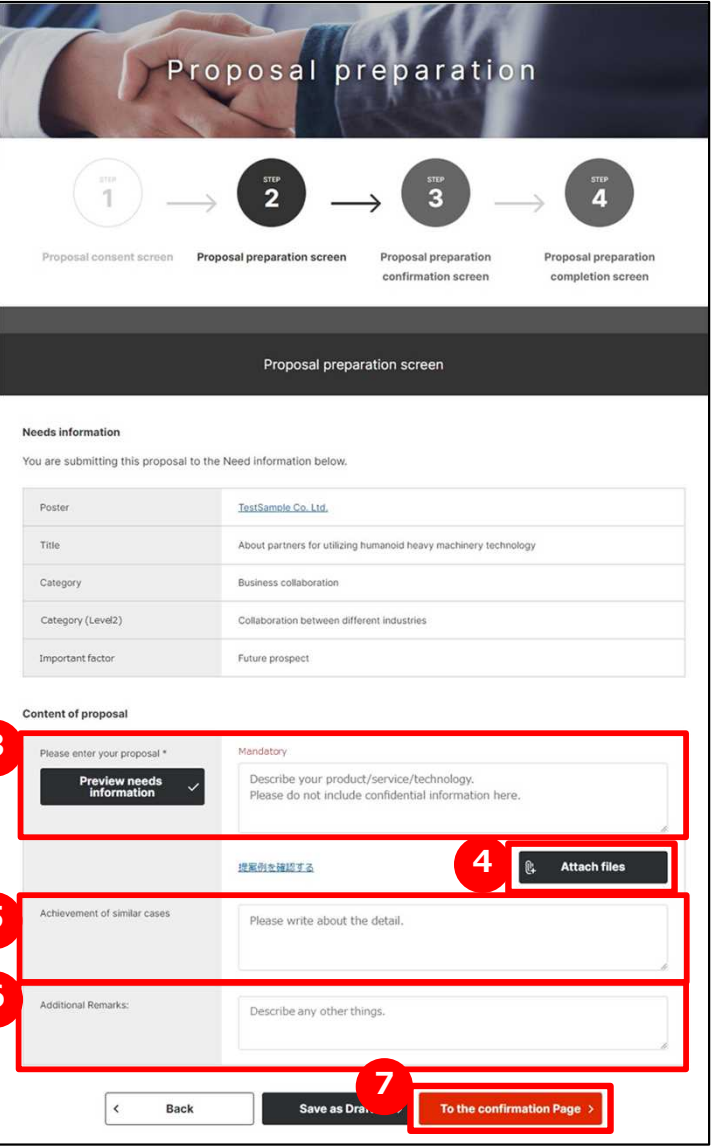
After reconfirming, be sure to read the terms of use. If you agree to that, click on "Agree to the terms of use" button.

Proposing Needs

Create proposal

 Proposer
(your corporate)

Needs > List of Needs > Needs details
> Proposal preparation



The screenshot shows the 'Proposal preparation' screen with a progress bar at the top indicating four steps: 1. Proposal consent screen, 2. Proposal preparation screen (current), 3. Proposal preparation confirmation screen, and 4. Proposal preparation completion screen. Below the progress bar, the 'Needs information' section displays details for a proposal submitted to 'TestSample Co., Ltd.' with the title 'About partners for utilizing humanoid heavy machinery technology'. The 'Content of proposal' section contains three fields: 'Please enter your proposal *' (with a 'Preview needs information' button), 'Achievement of similar cases', and 'Additional Remarks:'. A red box highlights the 'Please enter your proposal *' field with callout 3. Another red box highlights the 'Achievement of similar cases' field with callout 5. A third red box highlights the 'Additional Remarks:' field with callout 6. A fourth red box highlights the 'Attach files' button with callout 4. A fifth red box highlights the 'To the confirmation Page >' button with callout 7. At the bottom, there are buttons for 'Back', 'Save as Draft', and 'To the confirmation Page >'.

3 Create a proposal

Enter your offer in Please enter your proposal field. Be sure to enter all relevant details so needs poster understands your offers.

4 Attach proposal materials

If you have a supplementary materials of proposal contents, click on "Attach files" button and attach materials.

5 Enter achievements of similar cases

If you have achievements of similar cases in the contents of proposal, enter them in Achievement of similar cases field.

6 Enter additional information


If you have additional information you would like to communicate, enter them Additional Remarks field.

7 Confirm your entries

Click on "To the confirmation Page" button.

Proposing Needs

Create proposal

 Proposer
(your corporate)

Needs > List of Needs > Needs details
> Proposal preparation

Proposal preparation

STEP 1

STEP 2

STEP 3

STEP 4

Proposal consent screen

Proposal preparation screen

Proposal preparation confirmation screen

Proposal preparation completion screen

Proposal preparation confirmation screen

Needs information

Poster	TestSample Co., Ltd.
Title	About partners for utilizing humanoid heavy machinery technology
Category	Business collaboration
Category (Level2)	Collaboration between different industries
Important factor	Future prospect

Content of proposal

Please enter your proposal	For this project, our experts who are familiar with the handling of heavy machinery will be working alongside you. Please refer to the attached documents for details.
Achievement of similar cases	We have a wide range of experience in heavy equipment development and prototyping.
Additional Remarks:	

< Back

Submit a proposal >

8 Submit a proposal

After confirming the entered contents of proposal, click on "Submit a proposal" button.

9 Back to "Needs details" page

If Proposal preparation completion screen will appear, click on "Back to Needs details Page" button and back to Needs details page.

Proposal preparation

STEP 2

STEP 3

STEP 4

Proposal preparation screen

Proposal preparation confirmation screen


Proposal preparation completion screen

Proposal preparation completion screen

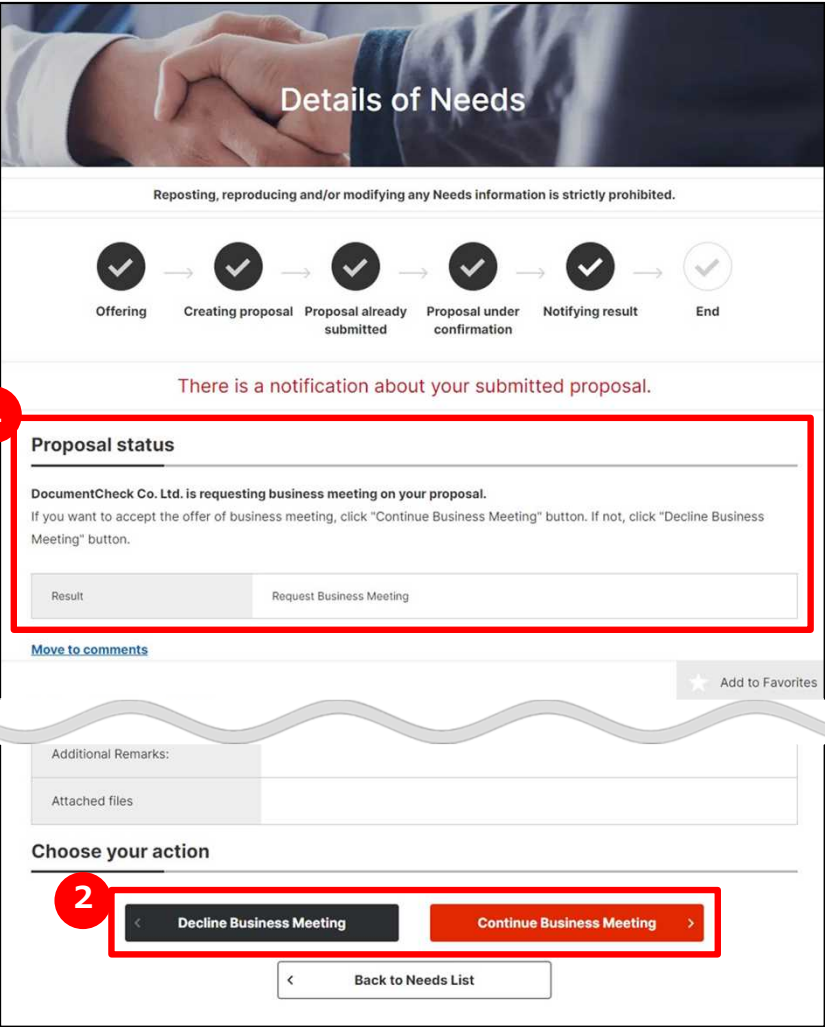
Thank you for submitting your proposal. Poster of needs will check your proposal and inform you.

Back to Needs detail Page >

Proposing Needs Continue Business Meeting

 Proposer
(your corporate)

Needs > Needs List > Details of Needs



Details of Needs

Reposting, reproducing and/or modifying any Needs information is strictly prohibited.

Offering → Creating proposal → Proposal already submitted → Proposal under confirmation → Notifying result → End

There is a notification about your submitted proposal.

1 Proposal status

DocumentCheck Co. Ltd. is requesting business meeting on your proposal.
If you want to accept the offer of business meeting, click "Continue Business Meeting" button. If not, click "Decline Business Meeting" button.

Result Request Business Meeting

[Move to comments](#) [Add to Favorites](#)

Additional Remarks:

Attached files

2 Choose your action

Decline Business Meeting Continue Business Meeting

Back to Needs List

1 Check the result of proposal

Select appropriate needs and display Details of Needs page to check the result of your proposal.

The page show a response of your proposal to a corporate who made Needs.

※Left diagram is an example of acceptance business meeting.

2 Select to accept or decline business meeting


Check a corporate name and comments of Needs poster and select either "Continue Business Meeting" or "Decline Business Meeting".

Point

Regarding proposal results

Needs poster checks the contents of proposals and replies to the proposer with "Request Business Meeting", "Send Back Proposal" or "Decline Business Meeting". In the case of sending back, you can modify your proposal and resubmit it.

Proposing Needs Reply with the schedule of the business meeting

 Proposer
(your corporate)

Needs > Needs List > Details of Needs

Details of Needs

Reposting, reproducing and/or modifying any Needs information is strictly prohibited.

✓

Offering

→

✓

Creating proposal

→

✓

Proposal already submitted

→

✓

Proposal under confirmation

→

✓

Notifying result

→

✓

End

✓

Arranging meeting date

→

✓

Answering meeting date

→

✓

Waiting for fixing meeting date

→

✓

Fix business meeting date

→

✓

Answering business meeting questionnaire

→

✓

End

Company who made Needs has proposed possible business meeting date.

Proposal status

Result

Arranging meeting date

Arrange meeting date

Possible meeting date

Company who made Needs has proposed possible business meeting date. Pls answer your possible date.

1

Select	possible	date/time
<input type="checkbox"/>	No.1	2024/01/30 09:00 ~ 10:00
<input type="checkbox"/>	No.2	2024/01/30 02:00 ~ 03:00
<input type="checkbox"/>	No.3	2024/02/01 09:00 ~ 10:00
<input type="checkbox"/>	No.4	2024/02/01 02:00 ~ 03:00
<input type="checkbox"/>	No.5	2024/02/05 11:00 ~ 12:00
<input type="checkbox"/>	Others	Request another possible meeting date

Other business meeting

Comment from company who made Needs

We will provide you with a schedule for business negotiations. Please feel free to contact us if you would like a different date.

Comment from company who made proposal

Select template

Enter text

*The maximum number of words is 4000.

Select files

< Cancel the business meeting

2

Answer >

1 Select possible meeting dates

Select possible business meeting dates of the suggested potential dates for business meeting.

2 Reply with a schedule of the business meeting

Confirm the selected possible business meeting dates and click on "Answer" button.

If you can't arrange the suggested possible business meeting dates, select "Others" to request a corporate who made needs to request possible business meeting dates.

Point

Regarding possible meeting dates

If business meeting is accepted, possible business meeting dates are proposed from a corporate who made needs.

49

Proposing Needs

Entering a result of business meeting

Both sides

Needs > List of Needs > Needs details

Details of Needs

Reposting, reproducing and/or modifying any Needs information is strictly prohibited.

Offering

Creating proposal

Proposal already submitted

Proposal under confirmation

Notifying result

End

Arranging meeting date

Answering meeting date

Waiting for fixing meeting date

Fix business meeting date

Answering business meeting questionnaire

End

Pls answer business meeting questionnaire

Proposal status

Result

Answering meeting questionnaire

1

key in business meeting questionnaire

Pls answer business meeting questionnaire which has been held.

*marked items are required

所属

例) 代表取締役

氏名*

例) 中小 太郎

メールアドレス*

例) xxxxx@example.com

質問事項1

質問事項2

質問事項3

質問事項4

質問事項5

2

Answer

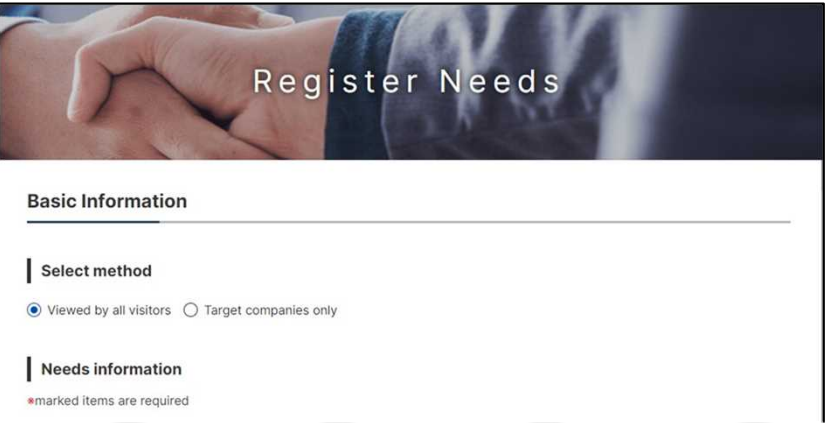
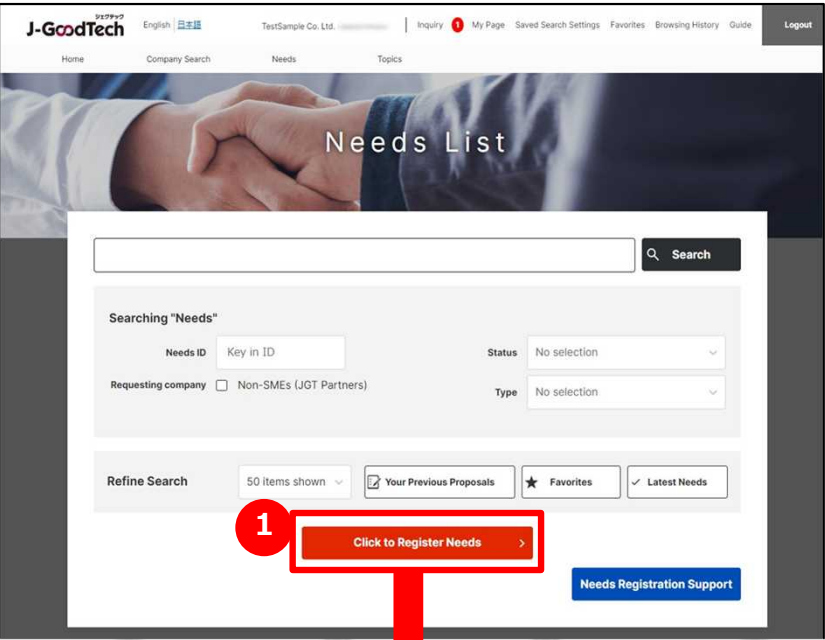
1 Enter a result of business meeting

Enter a questionnaire regarding the held business meeting.

2 Answer a business meeting result

Check an entered contents of a questionnaire and click on "Answer" button.

Needs > Needs List > Register Needs



1 Register new Needs

Click on "Click to Register Needs" button on the Needs List page.

Point Request to create Needs

You can request support organizations to create needs.
※If you would like to request support organizations to create needs, please call directly.

Needs > Needs List > Register Needs

Register Needs

Basic Information

2

Select method

☒ Viewed by all visitors

☐ Target companies only

3

Needs information

marked items are required

Needs category*

R&D

See category explanation

Needs category (Level2)*

☐ Accepting ideas

☐ Fundamental study

☐ Development

☐ Trial

☐ Starting business

☐ Other

Important factor multiple selection*

☐ Functionality

☐ Cost

☐ Delivery date

☐ Novelty

☐ Specialized knowledge

☐ Future prospect

☐ Feasibility

☐ Human resource

☐ History

☐ Network

Title*

Please enter the Title.

Overview*

Please write your Needs as specific as possible, so that members can submit detailed proposals.

Region

Please enter location to implement this business.

Spec*

Please write about specifications as specific as possible.

Offer starting date*

Enter Offer starting date

Offer ending date*

Enter Offer ending date

2 Select Needs type

Click on either "Viewed by all visitor" or "Target corporate only".

Page64

3 Enter Needs information

Enter Needs information. The description of each items are in the following.

Needs category ※Mandatory	Select the corresponding category from the pull down.
Needs category (Level2) ※Mandatory	Select the category of levle2.
Important factory ※multiple selection ※Mandatory	Select the important factory when confirming the proposal.
Title ※Mandatory	Enter the contents of needs briefly.
Summary ※Mandatory	Enter the summary of needs referred to the example of entries.
Region	Enter the region you carry out work.
Spec ※Mandatory	Enter the spec referred to the example of entries.
Offer starting date/ Offer ending date ※Mandatory	Enter the desired start and end dates for the needs offer. By clicking the entry field, display the calendar. You can choose the date from the calendar.

Needs > Needs List > Register Needs
> Edit Needs keywords

4 **Attach files**

5 **Edit**

6 **Company name disclosure**

7 **Sharing Setting**

Edit Needs keywords

"Set" button of this dialogue is only for Needs keyword. The content will not be reflected until completing Needs registration. Maximum 30 keywords can be set.

X Delete

+ Add

< Cancel Set >

- 4 Attach materials**
You can add detailed information, files, catalogue or brochure. If you would like to add that, click on "Attach files" button.
- 5 Set the keyword to display needs**
You can set the keyword related to Needs. Setting more keyword makes it easier to display recommended Needs information.
- 6 Set release or private of corporate name**
To avoid identifying the corporate information of a corporate who made Needs from published Needs, the name of the corporate and contact person can be set to private.
- 7 Select a joint owner in your corporate**
You can set joint owner of Needs information. Choose users on left side and click on "Add" button. In case of deletion, choose users on right side and click on "Delete" button.

Registering Needs

Register new Needs

Needs side

Needs > Needs List > Register Needs

8

Recipients Filtering

Please choose companies to which you do not want to disclose the Needs information.

Add Companies

9

About partial public release of Needs

J-GoodTech is trying to make many companies propose

☒ Cancel release ☐ Release

8 Add corporates to recipient filtering

You can select to the companies you would like to unpublish Needs information.

If you would like to select to the undisclosed companies, click on "Add Companies" button. And you need to set whether Needs information should be disclosed to non-J-GoodTech members.

※Appears only if there is no private corporate configuration.

9 Select the target companies

If you select "Target companies only" at Needs type (target companies) , you need to select to the target companies.

Registering Needs

Register new Needs

Needs > Needs List > Register Needs



10 Consult with the contact person of SMRJ

You can consult SMRJ staffs on the contents of Needs before publishing that. click on "Save as draft and consult to SMRJ" button and send the details of consultation to the SMRJ.

11 Save as draft

If you would like to temporarily save the content you entered on the page, click on "Save as Draft" button. The saved content will not be made public.

12 Check the entered details

When you have completed the input, click on "To the confirmation Page" button.

Registering Needs

Register new Needs

Needs side

Needs > Needs List > Register Needs
> Register Needs Confirmation Page

Register Needs Confirmation Page

To register this Needs, please click the "Register Needs" button below.

To make changes, please click the "Back" button.

This Needs information will not be published to the Blocked Companies.

Select method	Viewed by all visitors
Needs category	Business collaboration
Needs category (Level2)	Collaboration between different industries
Important factor multiple selection	Future prospect
Title	About partners for utilizing humanoid heavy machinery technology
Overview	In order to develop heavy machinery that combines an aerial work vehicle and a humanoid robot, we are looking for a partner to utilize this technology.
Region	Tokyo, Kanagawa Prefecture, Chiba Prefecture
Spec	Using patented technology already owned by our company, we will manufacture three prototype machines that will serve as the base of the product.
Offer starting date	2024/01/28
Offer ending date	2024/02/29
Company name disclosure	Release

13

Back

Register Needs

13 See the entered details and register Needs

See the entered details and click on "Register Needs" button.

Publish If the details of Needs is checked and not find problem on J-GoodTech management office.

Registering Needs

Confirm the details of proposals

Needs > Details of Needs > Proposal detail content screen

Details of Needs

Proposal

Proposal before arranging business meeting

Select	Target companies name	Proposal creation status	Details of proposals
<input type="checkbox"/>	TestSample Co. Ltd.	Completed Confirmation of the Proposal	<div>Details of proposals ></div>

Decline Business Meeting

Proposal detail content screen

Status

Current status

Completed Confirmation of the Proposal

Needs information

Control number	NE0000100001747
Title	About partners for utilizing humanoid heavy machinery technology
Category	Business collaboration
Category (Level2)	Collaboration between different industries
Important factor	Future prospect
Offer period	2024/01/28 ~ 2024/02/29

Details >

Content of proposal

Proposer	TestSample Co. Ltd.
Please enter your proposal	For this project, our experts who are familiar with the handling of heavy machinery will be working alongside you. Please refer to the attached documents for details.

- 1
- ### Check the details of Needs

If you would like to check details of proposals in response to a Need, click on "Details of proposals" button.

You can check details of proposals on Details of Proposal page.

Registering Needs Request business meeting

Needs side

Needs > Details of Needs > Proposal detail content screen

Proposal detail content screen

Status

Current status

Completed Confirmation of the Proposal

Needs information

Control number

MF000100001747

Content of proposal

Proposer	TestSample Co. Ltd.
Please enter your proposal	For this project, our experts who are familiar with the handling of heavy machinery will be working alongside you. Please refer to the attached documents for details.
Achievement of similar cases	We have a wide range of experience in heavy equipment development and prototyping.
Additional Remarks:	
Submission date	2024/01/29
File name	

Download proposal

Choose your action

Any operations are supposed to be decided by the company. Pls make sure your action consulting with the company.

Send Back Proposal

Decline Business Meeting

Request Business Meeting

Back to Needs detail Page

1 Request business meeting

Check the details of proposal and click on whether "Request Business Meeting" or "Decline Business Meeting".

If business partner accept business meeting, proposal preparation status of appropriate Needs is changed to "Business Meeting Accepted" and you can arrange meeting date in J-GoodTech.

Registering Needs

Arrange meeting date

Needs side

Needs > Details of Needs > Proposal detail content screen
> Arrange meeting date

The screenshot shows the 'Propose meeting date' screen. At the top, there's a header 'Propose meeting date' and a sub-header 'Propose meeting date'. Below this, there's a 'Status' section with 'Current status' and 'Business meeting Accepted'. The main section is 'Arrange meeting date', which includes a 'Possible meeting date' section. A red box highlights the 'Arrange meeting date' button, with a red arrow pointing to it from callout 1. Below this, there's a 'Business partners' section with 'TestSample Co. Ltd.'. A red box highlights the 'Possible meeting date/time' section, with a red arrow pointing to it from callout 2. This section contains five rows, each with a date/time picker. At the bottom, there's a 'Remarks' section with a text area and a 'Choose a template' dropdown. A red box highlights the 'Confirm' button, with a red arrow pointing to it from callout 3.

- 1 Arrange meeting date**
Click on "Arrange meeting date" button.
- 2 Enter meeting date**
Enter possible meeting date/time in every 15 minutes.
- 3 Propose meeting date**
If the entry is completion, click on "Confirm" button.

Registering Needs

Fix meeting date

Needs side

Needs > Details of Needs > Proposal detail content screen
> Fix business meeting date

Proposal detail content screen

Status

Current status Arranging meeting date

Arrange meeting date

Possible meeting date

Other business meeting >

Select	possible	date/time	
<input type="checkbox"/>	No.1	2024-01-30 09:00~10:00	Proposer will
<input type="checkbox"/>	No.2	2024-01-30 14:00~15:00	Proposer will
<input type="checkbox"/>	No.3	2024-02-01 09:00~10:00	Proposer will
	No.4	2024-02-01 14:00~15:00	
	No.5	2024-02-05 11:00~12:00	
	Others	Request another possible meeting date	

Selected date is overbooked with other meeting

Comment from company who made Needs

Comment from company who made proposal

Fix meeting date

Re-arrange business meeting Cancel the business meeting

< Back to Needs detail Page

1 Select meeting date

Select the business meeting date from possible meeting dates preferred by proposer.

2 Fix meeting date

Click on "Fix meeting date" button.

3 Confirm meeting date

Confirm the details of meeting date and click on "Confirm" button.

Fix business meeting date

To Fix business meeting date, check below and push Confirm button.

Corporate name TestSample Co. Ltd.


Business meeting date/time 2024-01-30 14:00~15:00

Meeting location Key in meeting location.

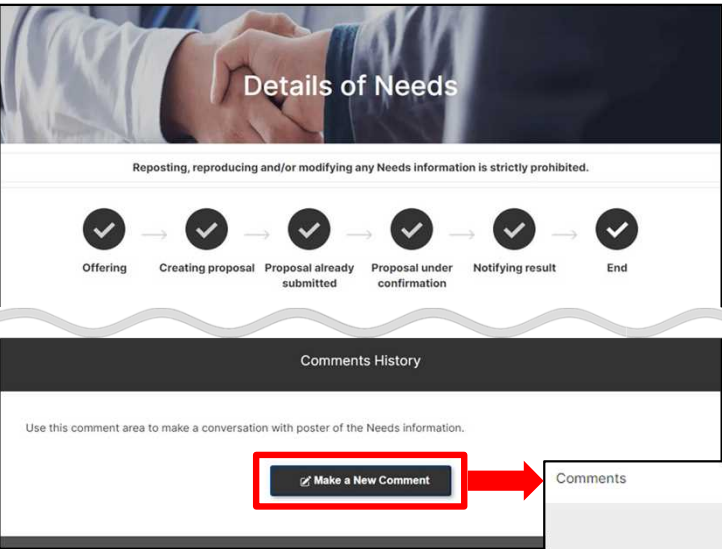
Back Confirm

Frequently Asked Question

Q. I would like to contact the poster of a Need

 Proposer
(your corporate)

Needs > Details of Needs > Comments



Q I would like to contact the poster of a Need

A After making an offer in response to a Need, the "Make a New Comment" button will appear at the very bottom of the details page. Click on this button, enter your message and send the message to the need source.

Frequently Asked Question

Q. What happen if I offer to proceed with business meeting?

Needs side

Needs > List of Needs > Needs details

Details of Needs

Reposting, reproducing and/or modifying any Needs information is strictly prohibited.

★ Add to Favorites

Offer period: 2024/01/28 ~ 2024/02/29
Needs ID : NE0000100001747

About partners for utilizing humanoid heavy machinery technology

Business collaboration

Entry 1 Company

To Deadline31Day

Needs profile

Poster

Small and medium enterprises
[DocumentCheck Co. Ltd.](#)

Category

Business collaboration

Proposal

Proposal before arranging business meeting

Select	Target companies name	Proposal creation status	Details of proposals
<input type="checkbox"/>	TestSample Co. Ltd.	Continue Business Meeting	<div>Details of proposals ></div>

Decline Business Meeting

Q What happen if I offer to proceed with business meeting?

A In response to a business meeting application, a response of either "Continue Business Meeting" or "Decline Business Meeting" will be received from the proposer.

If business partner accept business meeting, proposal creation status is changed to "Continue Business Meeting".

Needs > Details of Needs > Details of Needs
> Meeting cancel comment registration

The screenshot shows the 'Details of Needs' page with a progress bar indicating the current stage is 'Proposal under confirmation'. Below the progress bar, there are two buttons: '< Cancel the business meeting' (highlighted with a red box and a red arrow pointing down) and 'Answer >'. Below these buttons is a modal dialog titled 'Meeting cancel' with the text 'The business meeting will be canceled.' and a section 'Enter comment' with a text area and a 'Choose a template' dropdown. At the bottom of the dialog are 'Back' and 'Confirm' buttons.

Q I would like to cancel business meeting.

A Click on "Cancel the business meeting" button on the Needs details page.
Enter the reason you postpone from displayed "Meeting cancel comment registration".

Frequently Asked Question

Q. Can I set target companies only?

Needs side

Needs > List of Needs > Register Needs

The screenshot shows the 'Register Needs' form. The 'Basic Information' section has two tabs: 'Select method' and 'Needs information'. Under 'Select method', there are two radio buttons: 'Viewed by all visitors' (unselected) and 'Target companies only' (selected). Below this, there is a 'Choose recipients' button highlighted with a red box. The 'Recipients' section has a heading 'Recipients' and a sub-heading 'Please choose target companies of the Needs information. (This Needs will be disclosed only to companies you choose here)'. Below this is a 'Choose recipients' button. There are also 'Download the List' and 'Delete all' buttons. Below these is a 'List of target companies' section with a table showing 0 items. At the bottom, there is a 'Target company selection' section with a search bar and a 'Search' button. Below the search bar is a table with columns: Select, Corporate name, Prefecture, Catch phrase, Industry, and City. The table has one row with a checkbox, 'TestSample株式会社', 'O', '作成・動物生産、肉類、果物・野菜・加工品', 'JCI 00', and '市'.

Q Can I set target companies only?

A Selecting "target companies only" on Needs types is to display "choose recipient" button on bottom of the page.
By clicking on "choose recipient" button after entering Needs information, a list of target companies is displayed.
You can choose target companies with the desired conditions on "Select the target form companies" tab.

Point What to do to be chosen by "Target companies only"

The higher your profile strength, the easier it is to be found by other companies in target companies only search.

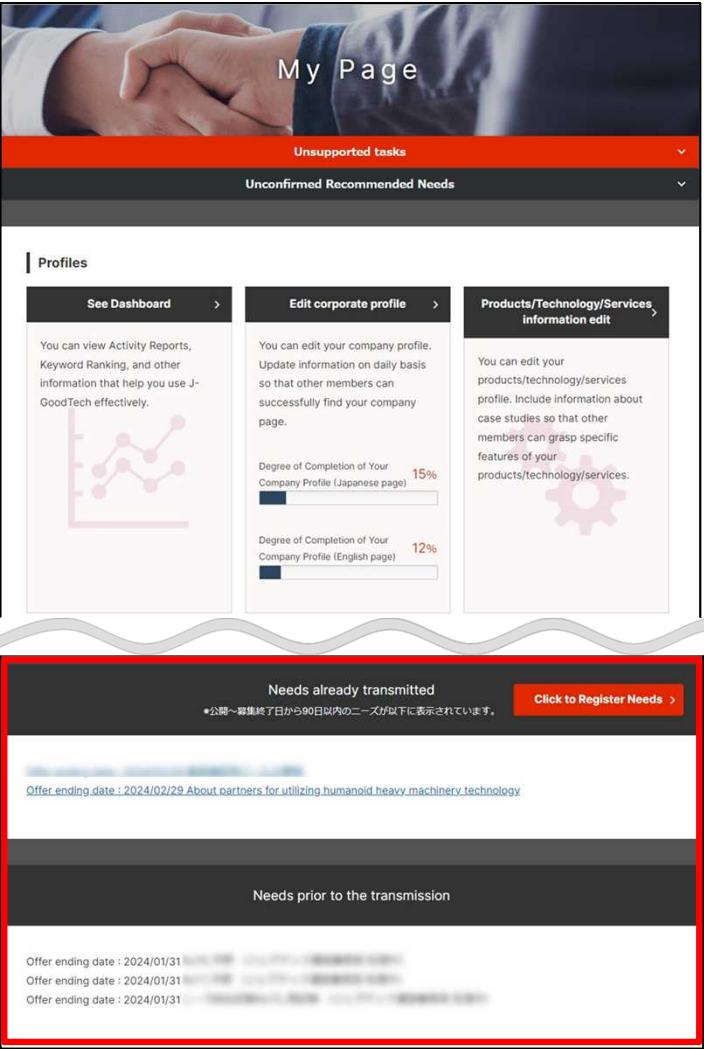
To accept more Needs of target companies only, entering your corporate information and product, technology and service information actively.

Frequently Asked Question

Q. What happen after I registered a Needs?

Needs side

My page



Q What happen after I registered Needs?

A After registering Needs, they will appear in the lists of Needs prior to the transmission at the bottom of the My Page tab.

The J-GoodTech management office will check the contents of your Needs before publishing them on the site. When your Needs are published, they will be moved to the Needs already transmitted.

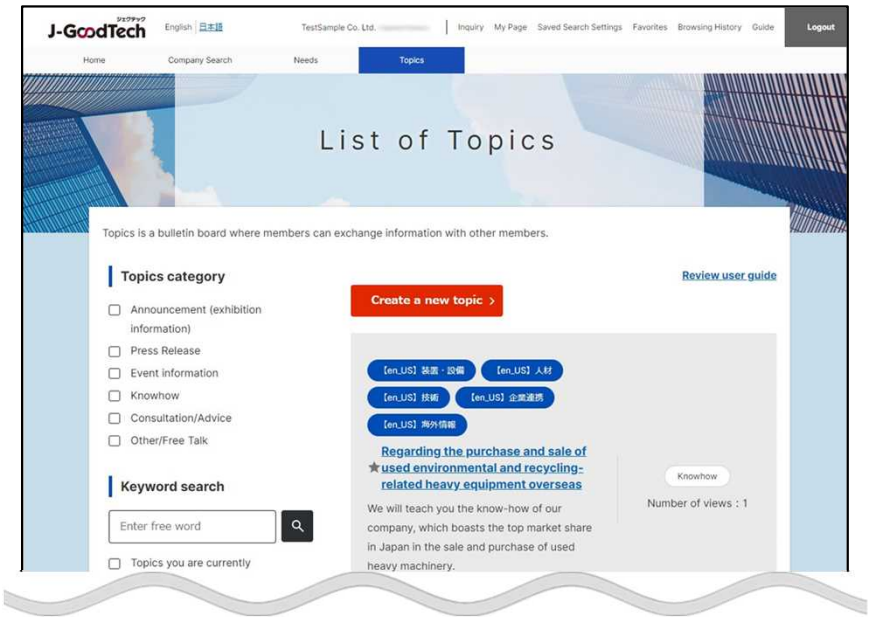
Chapter 4. Using the Topics Functions (Exchange with companies)

The topics function is a tool that lets you exchange information in a forum format with registered J-GoodTech companies. By posting topics about your corporate's marketing channels or solutions, you can expect to meet various other companies.

■ What is the Topics Functions?	67
■ Creating a new Topic	68
■ Participating in Topics	71
■ Frequently Asked Question	72

What is the Topics Functions?

Topics > List of Topics



What is the Topics Function?

The Topics function is a bulletin board for J-GoodTech members to intent to freely exchange information on topics and matters of interest to them and create new relationship between companies.

Various topics such as "unique activities of your corporate" and " Exchange questions and advice among members" are posted.

If you are registered J-GoodTech members, you can participate in Topics and create a new Topic.

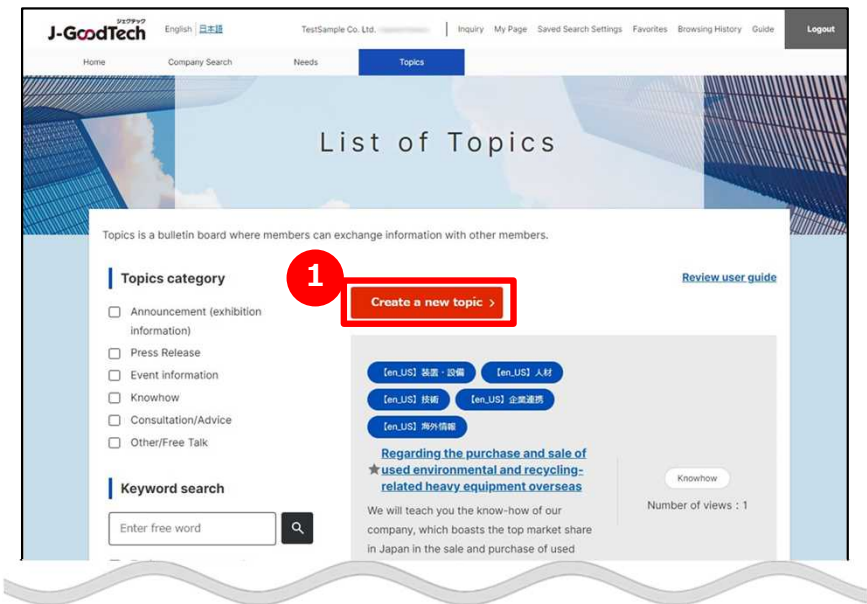
Note that your corporate name will appear when you post to a topic.

Point About Topics category

- ◆ Knowhow.....Post about your corporate’s distinctive initiatives
- ◆ Ask advice to other users.....Exchange questions and advice among members
- ◆ News from J-GoodTech Management Office.....News for members from J-GoodTech Management Office
- ◆ Event information.....Announce or promote information about new products, event, exhibitions, etc.
- ◆ Other•free talks.....other topics
- ◆ Press release.....publish your press release
- ◆ Announcement.....announcement other than event information

Creating a new Topic

Topics > List of Topics



1 Create a new Topic

Click on "Create a new topic" button on List of Topics page.

You can also access this page from the 2 "Make a New Post" button.

The home page



Creating a new Topic

Topics > List of Topics > Create a new Topic

The screenshot shows the 'Create a new topic' interface. At the top, a progress bar indicates three steps: Step 1 (Enter topic content), Step 2 (Confirm the topic content), and Step 3 (Topic request completed). Below this, a dark bar contains the text 'Enter topic content' and a 'Back to List of Topics >' button. The main form area is titled '*marked items are required'. It includes a 'Publication type*' section with radio buttons for 'Unlimited' (selected) and 'Limited'. Below this is the 'Topics category*' section with radio buttons for 'Announcement (exhibition information)' (selected), 'Press Release', 'Event information', 'Knowhow', 'Consultation/Advice', and 'Other/Free Talk'. A 'Search keyword' field is followed by a 'Choose search keyword' button. The 'Title*' field has a placeholder 'Please enter title here'. The 'Text*' field has a placeholder 'Write a text here.' and a text area. The 'Attachment(s)' section has a file upload icon and a 'Select files' button. The 'Private company selection' section has a 'Select a private company' button. At the bottom, there are three buttons: 'Cancel', 'Save as Draft', and 'Confirm' (highlighted with a red box and callout 5).

Point "Select files" button

You can add files or catalogues and brochures as a detail information.

3 Select the publication type

Click on either "Unlimited" or "Limited".
You can choose companies to publish your topics on "Limited".

4 Enter Topics information

Enter a Topics information. Description of each items are following.

Topics category ※Mandatory	Click appropriate category from seven category.
Search keyword	Set tags to make it easier for others to find your topics. Click on "Choose search keyword" button and set terms for your tags.
Title ※Mandatory	Enter the details of Topics briefly.
Text ※Mandatory	Enter the summary of Topics.
Attachment(s)	If you have supplementary materials to complete your topics, click on "Select files" button and attach the files.
Private corporate selection	Click on "Non-disclose corporate selection" button and select companies you wouldn't like to disclose your topics. ※If you select "Limited" on Publication type, display "Disclose corporate selection" button.

5 Confirm the details of contents

Click on "Confirm" button.

Creating a new Topic

Topics > List of Topics > Create a new Topic

Create a new topic

STEP 1

STEP 2

STEP 3

Enter topic content

Confirm the topic content

Topic request completed

Confirm the topic content

If you are sure about the content below, click the "Request" button.
If you need to modify the content below, click the "Modify" button.

Publication type	Unlimited
Topics category	Knowhow Let's present unique activities of your company!
Search keyword	<div>EquipmentHuman resourceTechnologyCollaborationOverseas information</div>
Title	Regarding the purchase and sale of used environmental and recycling-related heavy equipment overseas
Text	We will teach you the know-how of our company, which boasts the top market share in Japan in the sale and purchase of used heavy machinery.
Attachment(s)	TestSample_Topic0128.pdf
Private company	-
Public company	-

6

Modify

Request

Topic request completed

Thank you for creating a topic.
Please wait for a while until release.

7

Back to List of Topics >

6 Request a Topic

Check the entered details of topics and click on "Request" button.
J-GoodTech management office check the details of topics and if there is no problem, it will be released.

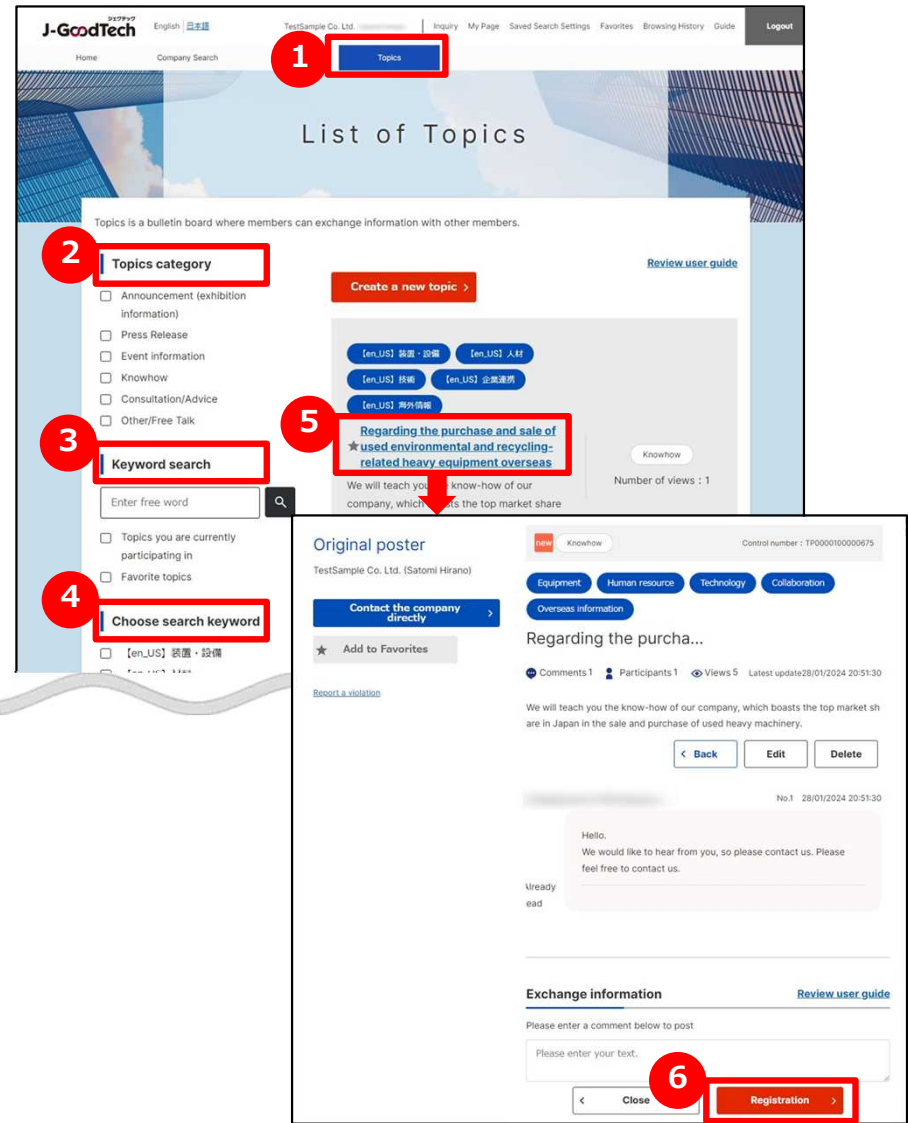
7 Back to List of Topics page

If topics request completed page is displayed, click on "Back to List of Topics" button.

70

Participating in Topics

Topics > List of Topics > Topic details



1 Display List of Topics

Click on "Topics" along top of page.

2 Search topics by category

If you would like to narrow down topics by category, click on check box of appropriate category.

3 Search topics by free word

Entering a free word narrow you down to the topics that contain the string.
If you would like to narrow down more, click on "Topics you are currently participating in" or "Favorite topics" to display only appropriate topics.

4 Search topics by search keyword

You can also narrow down topics by set keyword. click on check box of appropriate search keyword.

5 Display topics

If you find the topics that you will would like to participate in, click on title of topics.

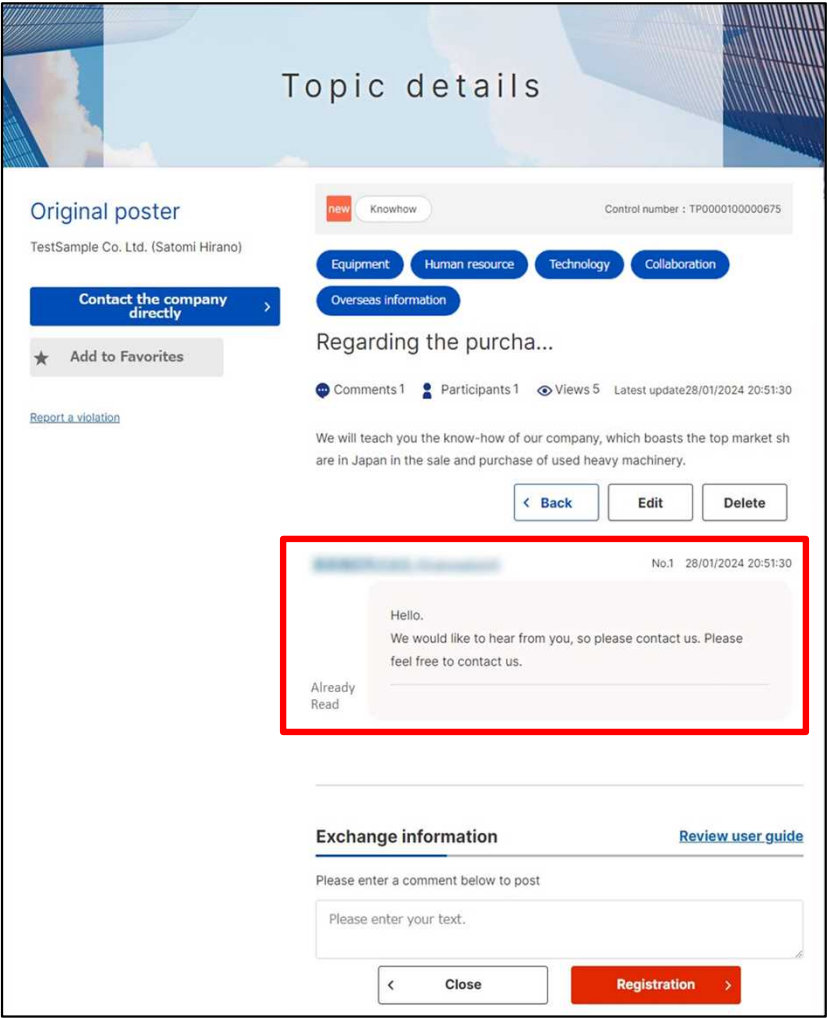
6 Participate in topics

Enter a comment in the text aria below "Exchange information" of topic details page and click on "Registration" button.

Frequently Asked Question

Q. What if there is a reply?

Topics > Topics details



Q What happen when someone post a comment to my topic?

A When someone post a comment to my topic, a message will be reached to your e-mail address so login to J-GoodTech and see a message.

Point

Regarding private message

A message to topic is published to everyone.
If you would like to contact privately to proposer or a person who posted a comment, use the Inquire function.

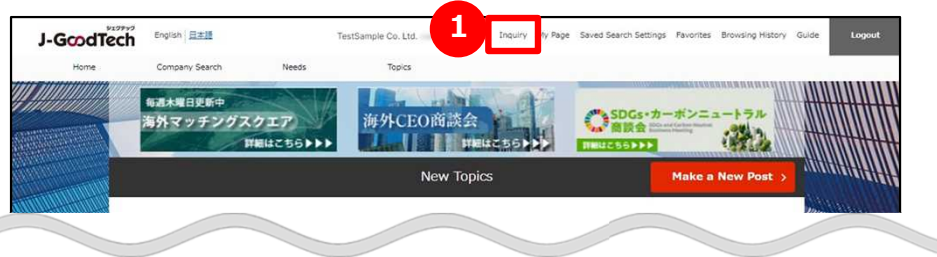
Chapter 5. Checking your inquiries

The inquiry function speeds up responses because it provides integrated management and searching for all your Needs, messages from other companies, replies to offers, and other messages.

- Checking the inquiries you have received 74
- Replying to the inquiries you have received 75

Checking the inquiries you have received

Home



1 Check your inquiry details

When your corporate receive a new inquiry from the other one, the number of unread inquiries is displayed as red beside of "Inquiry" on menu on the top of screen.

Click on "Inquiry" and list of inquiries is displayed.

Replying to the inquiries you have received

Home > Inquiry

The screenshot shows the 'Inquiry' screen. At the top, there's a header with the word 'Inquiry' and a background image of hands shaking. Below this, a red box labeled '1' highlights the 'Inquiry search' section, which includes a search bar with the placeholder text 'Enter your inquiry details' and a magnifying glass icon. Below the search bar, there's a list of inquiries. The first inquiry is highlighted with a red box labeled '2'. It shows the inquiry ID 'IQ0000100000554', the text 'Please tell us more about your product.', and a timestamp '28/01/2024 21:35:05'. Below the inquiry text, there's a comment section with a text area labeled 'Please enter a comment here.' and a 'Send' button. There's also a 'Select files' button and a 'Close' button at the bottom.

1 Search inquiries

In "Inquiry" screen, a list of inquiries your corporate was received is displayed.

You can search inquiries with free words.

2 Reply to inquirees

When you would like to reply to a comment, enter comment section.

Click on "Send" button.

Chapter 6. Seeing the My Page

You can use my page for task management or add a member who can use J-GoodTech from your corporate.

Increase the number of members and utilize J-GoodTech within your corporate.

■ What is the My Page Function?.....	77
■ Seeing the unsupported Tasks.....	82
■ Seeing your own state of Browsing and activity	85
■ Adding and changing your own user information.....	89
■ Viewing e-mail notifications	94
■ Withdrawing form the J-GoodTech membership.....	96
■ Frequently Asked Questions	97

What is the My Page Function?



What is the My Page Function?

You can edit your corporate information, user information on "My page" screen.

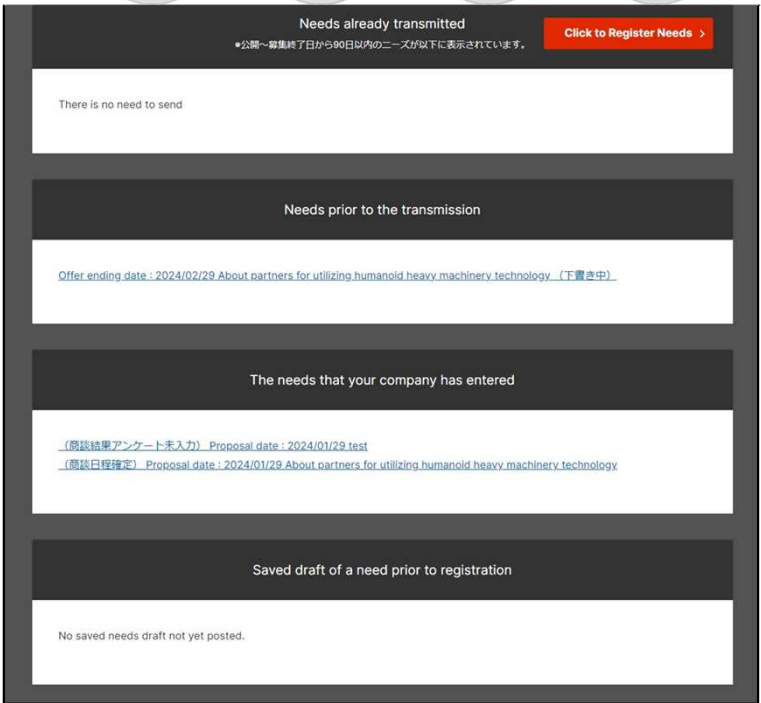
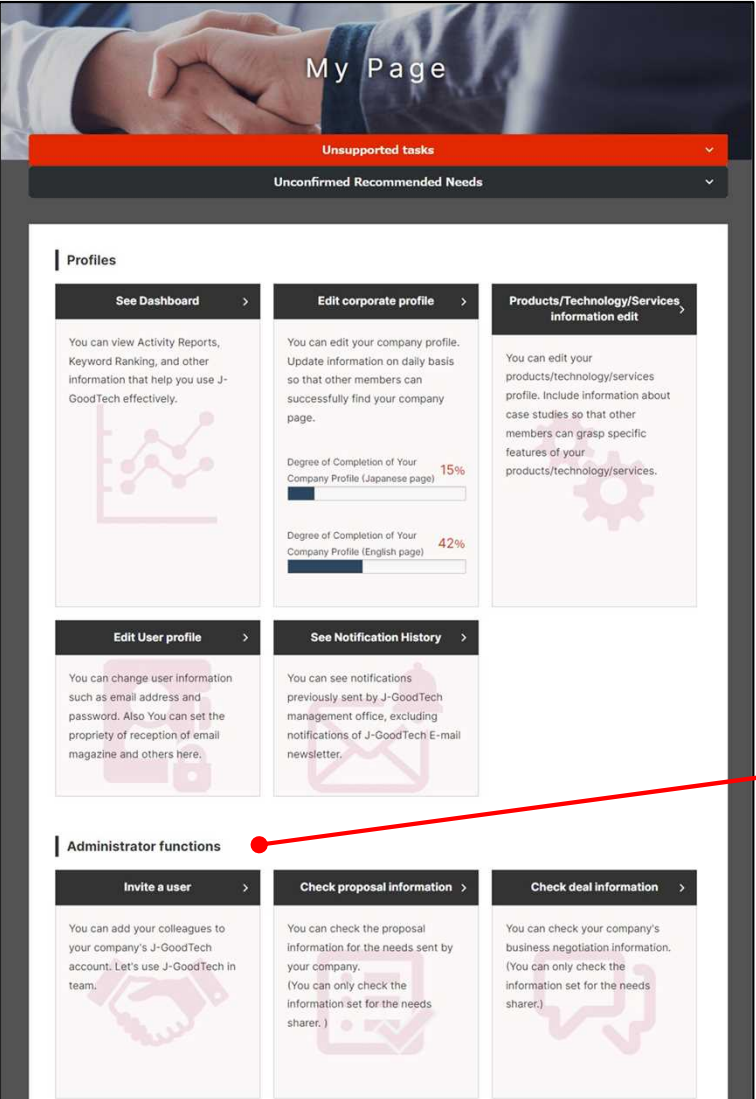
1 Display "My page"

Click on "My Page" on the top of the page and "My Page" is displayed.

What is the My Page Function?

My page (Whole Page)

My page



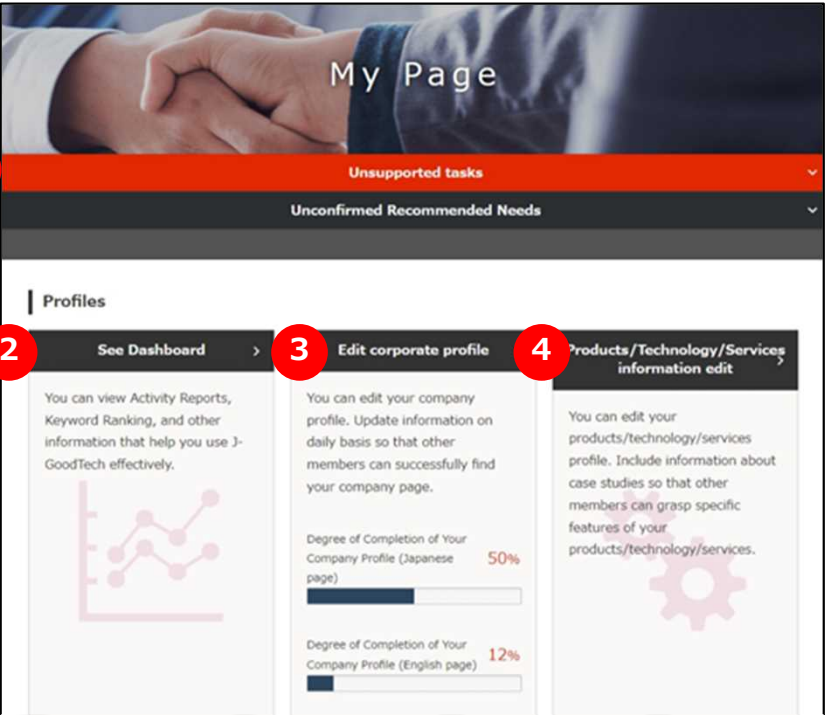
Point Who can use administrator functions?

Only one user who has administrator privilege can see "Administrator functions". You can see whether you have the administrator privilege or not from "User list" on "Set up corporate information" screen.

User list					
Invite a user >					
Name	Email address	Last login	Status	Expiration date	Administrator
		29/01/2024 21:49:39	-	-	<input type="checkbox"/>

What is the My Page Function?

My page



1 Check unsupported tasks / unconfirmed recommended needs

You can check unsupported tasks/unconfirmed Needs recommendation.

Page82

2 See Dashboard

You can see your corporate's view status/activity status.

Page85

3 Edit corporate information

You can edit your corporate information.

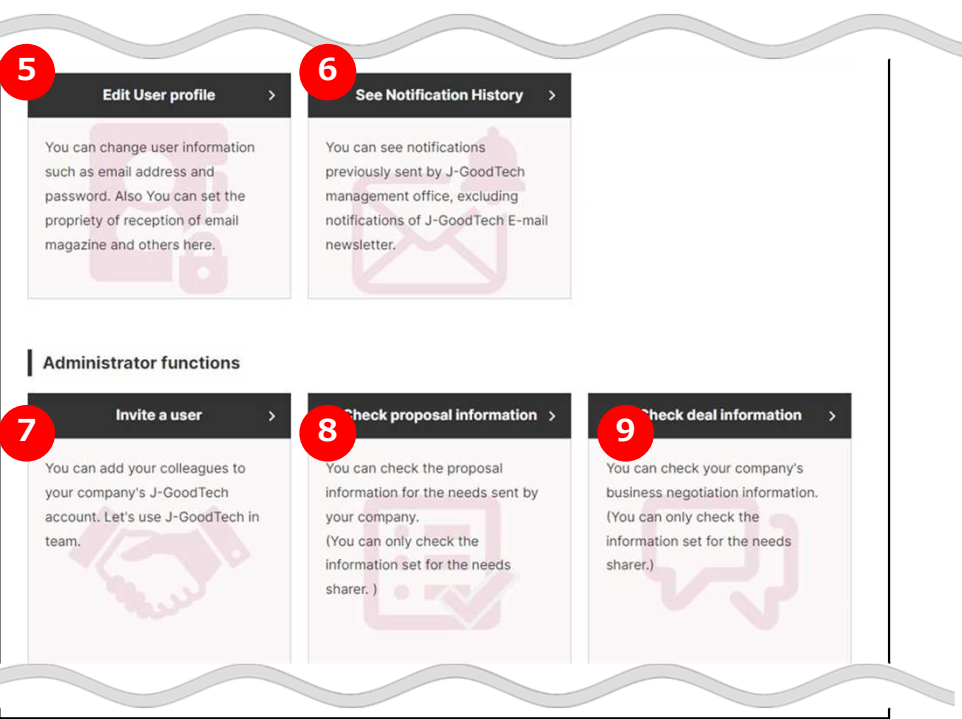
4 Edit products/technology /service information

You can edit your products/technology/services information.

Page12

What is the My Page Function?

My page



5 Edit user information

You can edit user information. You can also unsubscribe from the J-GoodTech.

Page90,96

6 See e-mail notifications

You can See the e-mail contents that was sent by J-GoodTech.

Page94

7 Invite a user

You can invite your corporate member to J-GoodTech.

Page89

8 Check your proposal

You can check the need that your corporate has transmitted.

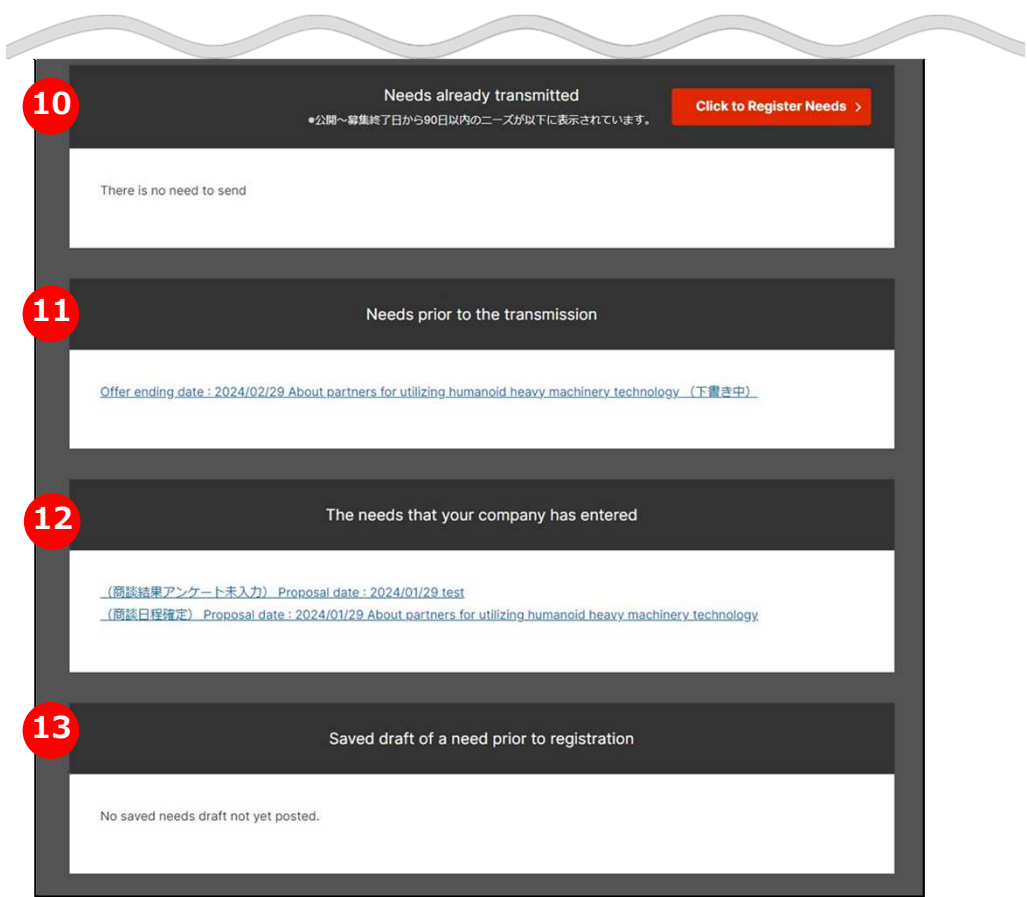
9 Check deal information

You can check your deal information that you has proposed for needs.

Page40

What is the My Page Function?

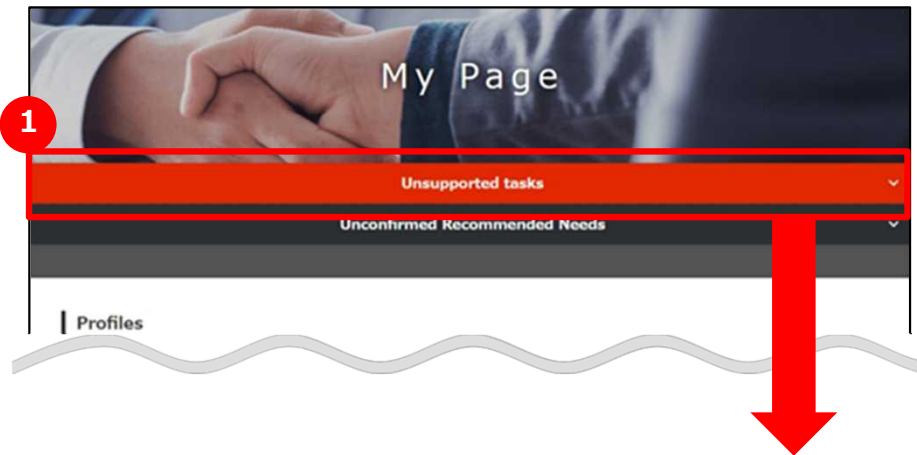
My page



- 10 Needs already transmitted**
You can check the needs that your corporate has already transmitted.
- 11 Needs prior to the transmission**
You can check the needs that your corporate is editing draft.
- 12 Needs that your company has entered**
You can check Needs that your corporate has completed submission of the proposal.
- 13 Needs while saving as draft before proposal**
You can check Needs that your corporate is creating proposal.

Seeing the unsupported Tasks

My page > Unsupported tasks



1 See unsupported tasks
Click on "Unsupported tasks" and you can see unsupported tasks.



Seeing the unsupported Tasks

My page > Unsupported tasks

2

Unsupported tasks

Submitted needs

The numbers in red are unsupported tasks.

Needs subject	Number of cases for which results have not been sent to proposers	Number of cases for which no negotiation schedule has been presented to the proposer	Number of deals whose schedule has not been finalized	Business Negotiation Results Survey	Not filled out
---------------	---	--	---	-------------------------------------	----------------

3

Needs that require your company's response among the proposed needs

Needs subject	Needs source company Confirming	Your company has not repropose because the needs source has rejected	The needs originator wishes to have a business negotiation, and your company has not accepted or declined the business negotiation	Your company has not responded with potential dates for business negotiations after the needs originator has presented potential business negotiation dates.	Business Negotiation Results Survey	Not filled out
---------------	---------------------------------	--	--	--	-------------------------------------	----------------

4

Need for English page translation service (free)

- 2

The Needs that you transmitted

Unsupported tasks on every steps for Need that your corporate has transmitted is displayed as red letters.
- 3

The needs your company has proposed that need to be addressed

Unsupported tasks on each step for the needs your corporate has proposed are displayed
- 4

Necessity of corporate page English translation service (free)

Corporate page English translation service is displayed when there is introduction from J-GoodTech regarding the necessity of translating the corporate page.

Seeing the unsupported Tasks

My page > Unconfirmed needs recommendation

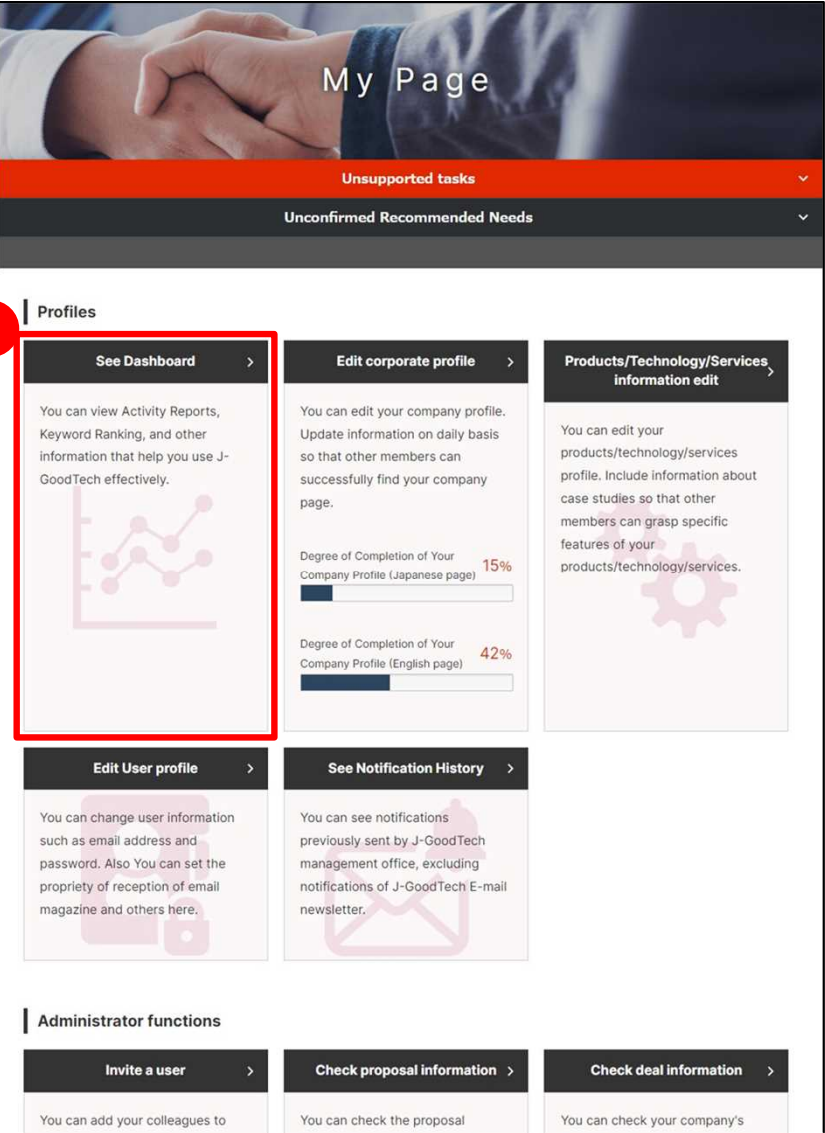


5 See unconfirmed needs recommendation

Click on "Unconfirmed Recommended Needs" and unconfirmed needs recommendation is displayed.

Seeing your own state of Browsing and activity

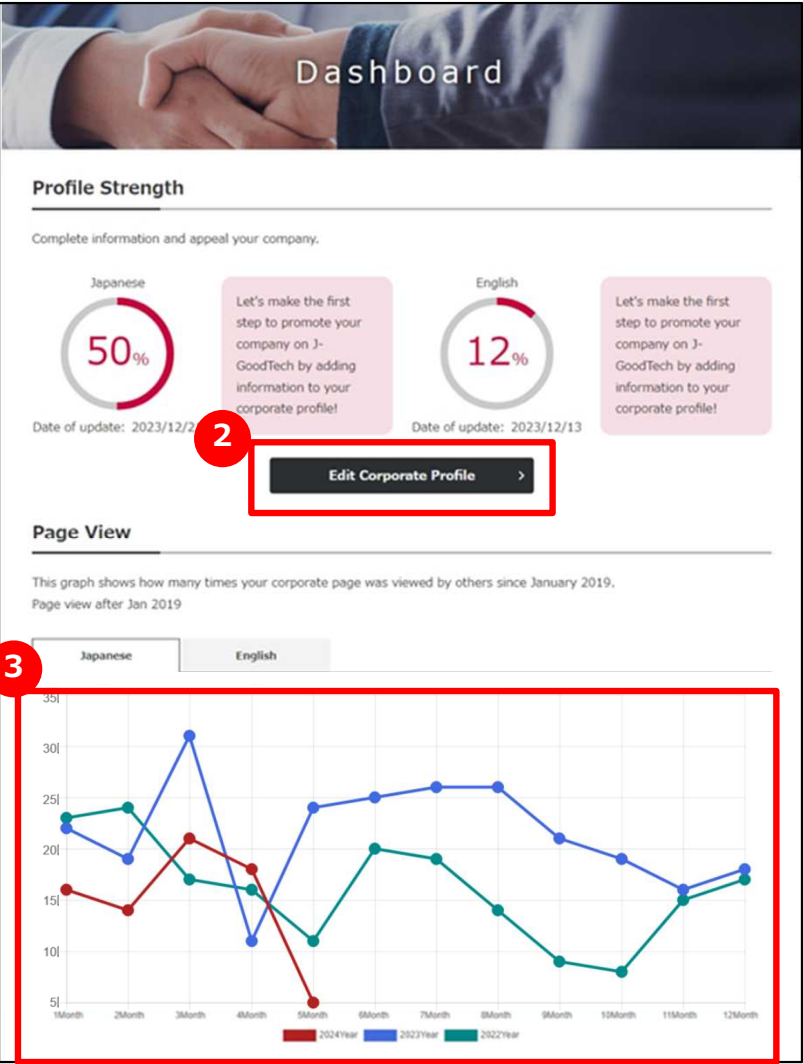
My page



- 1 See activity status on Dashboard**
Click on "See Dashboard".

Seeing your own state of Browsing and activity

My page > Dashboard



2 Edit Profile fulfillment

Current Profile fulfillment is displayed.
Click on "Edit corporate profile" button to fulfill your profile.

Please refer to "Chapter 1. Setting corporate information (Promoting your corporate)" to see the methods to use.

3 See browsing status of the corporate information page

Your site's search/view counts of corporate information page (until yesterday) is displayed on the graph.
Click on "Japanese"/"English" tab and you can see browsing status of Japanese page and English page.
You can see results for up to the past 3 years.

Seeing your own state of Browsing and activity

My page > Dashboard

4

Most Viewed Companies Ranking

This is a ranking of companies most frequently viewed last month. The views are counted at the end of every month. Please note that this ranking started January 2019.
Ranking after Jan 2019

Ranking (Last Month)	Views (Last Month)	Views (Two Months Ago)
No ranking data is available.		

5

1~10Items

Ranking	Corporate Name	Last Month	Two Months Ago
No ranking data is available.			

6

You can download ranking data of J-GoodTech.

Download CSV

4 See your site's search/view counts

Rank of your page's search/view counts and search/view are displayed.

5 See your site's search/view ranking

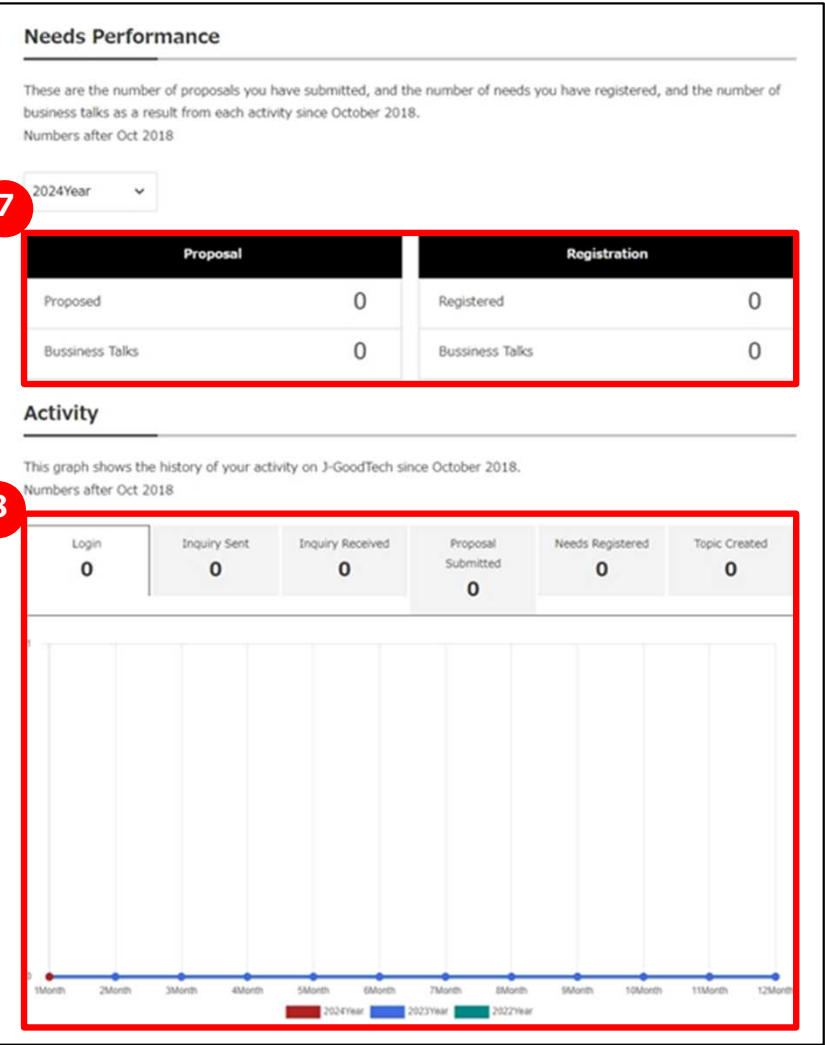
The number of views of the corporate information page posted on the J-GoodTech is displayed in a ranking. Click on corporate name on the list and you can see the corporate page.

6 Download CSV

You can download the search/view ranking to a file. Click on "Download CSV".

Seeing your own state of Browsing and activity

My page > Dashboard



7 See Needs activity

Annual number of proposals for Needs and Needs that your corporate submitted are displayed on the dashboard.
You can see results for up to the past 3 years.

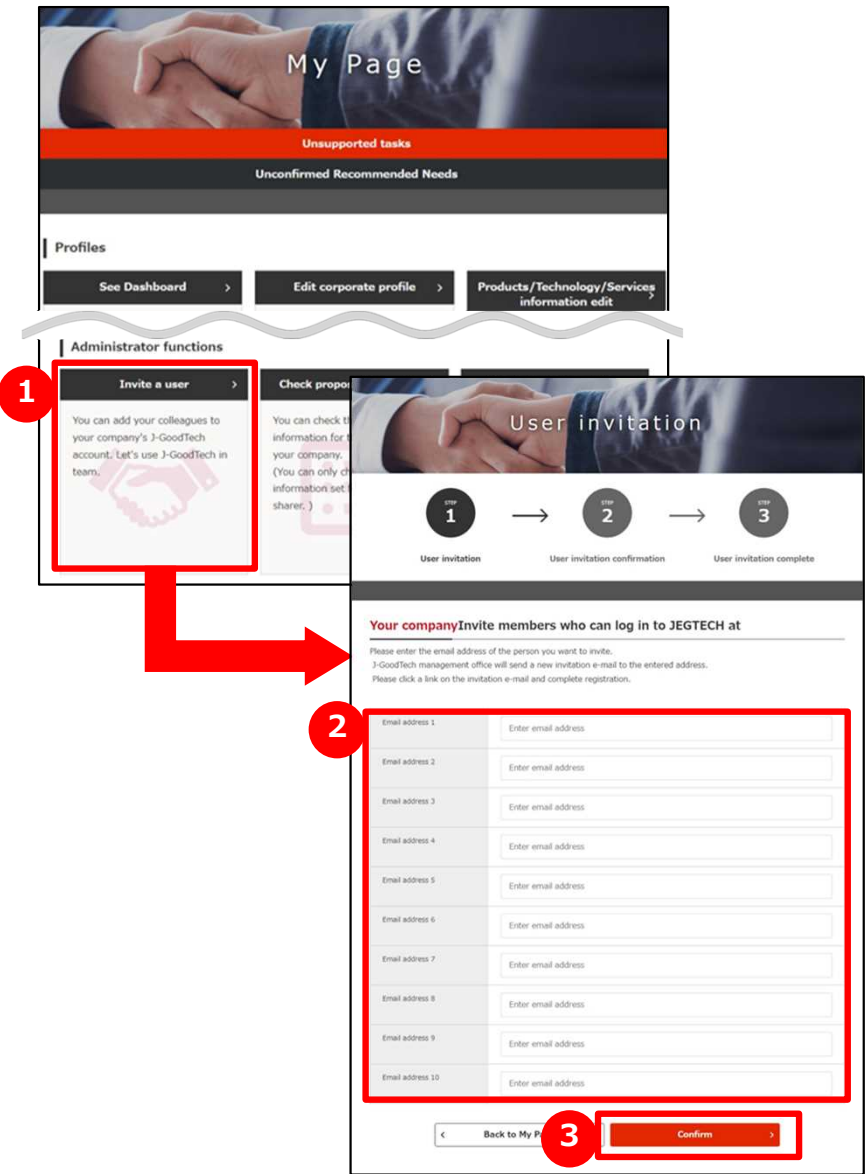
8 See J-GoodTech activity

J-GoodTech activity of your corporate and activity of your corporate for past 3 years are displayed on the dashboard. You can see six kinds of information on activity. When you click on the tab and the graph is switched.

Number of login	Number of login J-GoodTech
Inquiry Sent	Number of inquiry that you sent
Inquiry Received	Number of inquiry that you received
Needs Registered	Number of proposal for Needs
Proposal Submitted	Number of Needs that you submitted
Topic Created	Number of Topic that you created

Adding and changing your own user information

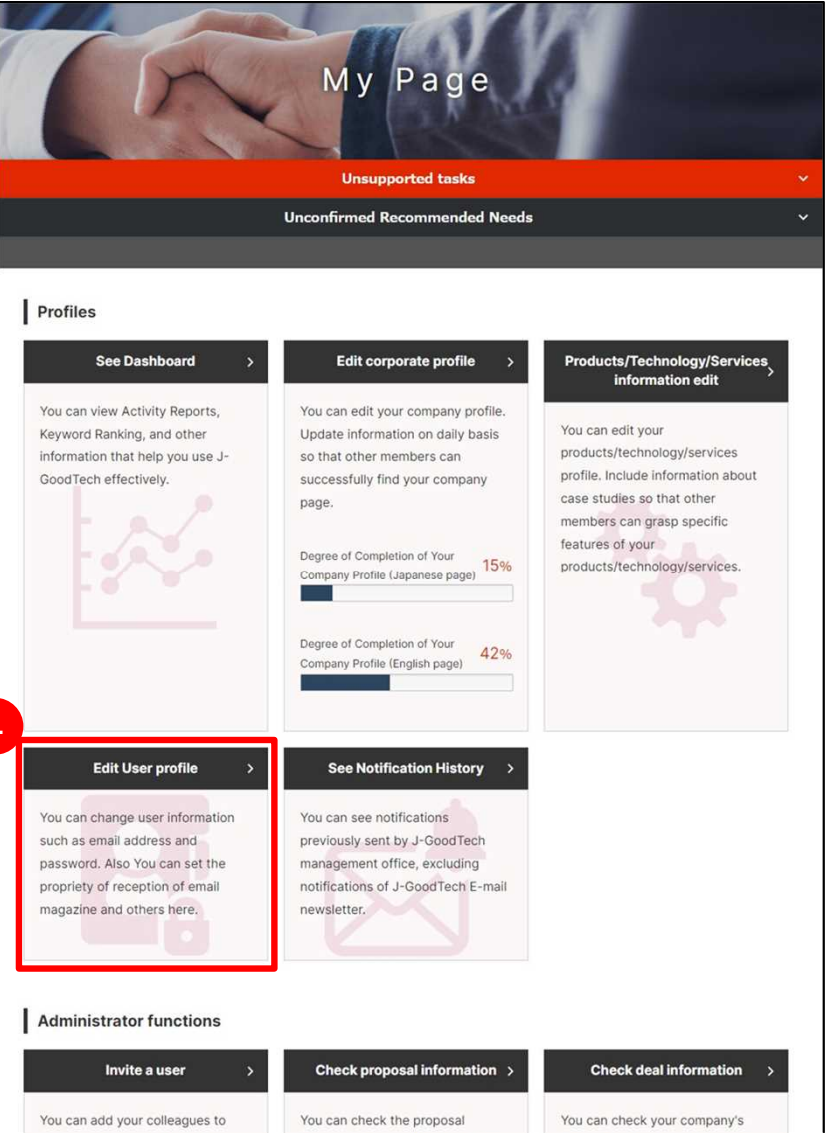
My page > User invitation



- 1 Invite a user from your corporate**
Click on "Invite a user" on Administrator function area.
※Users who have administrator privilege can use this function. You can see you have administrator privilege or not from "User list" on "Set up corporate profile" screen.
- 2 Enter an e-mail address**
Enter the e-mail address of the user you would like to invite.
- 3 Confirm input contents and invite**
Click on "Confirm" button and click on "Invite" on confirmation screen and invitation e-mail is sent to the e-mail address which you entered.
Invited users follow the instructions in the e-mail they receive to set a name and login.

Adding and changing your own user information

My page



1 Edit user information

Click on "Edit User profile".

Adding and changing your own user information

My page > User information

User information

2

Corporate name

TestSample Co. Ltd.

Title(in English)

TestSample Co. Ltd.

Name

John Smith

Name (Romaji)

John Smith

Email address

kaigai.a.admin@hirano.com

Update >

Telephone number

0000000000

3

E-mail newsletter settings

☒ Announcement from J-GoodTech

We will send you information such as news about J-GoodTech and future event schedule.

☒ Needs information new arrival

We will send you information about newly posted needs.

4

Permission setting

☒ A person who has an administrator authority within the organization

Those with administrator privileges can invite users within the organization and perform operations on their behalf.

5

Confirm >

Set Password

For password setting/update

Password setting/update >

Cancel membership on J-GoodTech

We will process your withdrawal

Withdrawal Process >

- 2

Enter username, position and others

Please enter username, position and other information.
- 3

Set e-mail magazine reception settings

You can set e-mail magazine reception settings.
Please check if you would like to receive it. ☒
Please uncheck if it's unnecessary. ☐
- Point

Apply changes for reception setting.

Please note that it will take approximately 1 month for applying the changes for e-mail magazine reception settings.
If you are in a hurry, please contact J-GoodTech management office.
- 4

Set privileges

If you have administrator privileges, you can use the user invitation function to add users and the function to edit other users' information.
Please check if you grant administrator privileges. ☒
Please uncheck if you don't need administrator privileges. ☐
- 5

Commit your changes

Click on "Confirm" button.

Adding and changing your own user information

My page > User information

Name (Romaji) takahashi taro

Email address tarou_takahashi@ichinose.co.jp

Update >

Changing user email address

STEP 1 → STEP 2 → STEP 3

Changing user email address Confirm user email address Sending of update confirmation email complete

Changing user email address

Update confirmation email will be sent to the entered user address.
Confirm the update content from URL in the email.

New user e-mail address mail@example.com

Update user's e-mail address (re-enter) mail@example.com

Back Confirm email address of addressee. >

User e-mail address update confirmation

New e-mail address hinae_yoshida@sample.com

Back Send confirmation email. >

6 Change your e-mail address

Click on "Update" button on e-mail address section on user information.

7 Enter a new e-mail address

Enter your new e-mail address and click on "Confirm e-mail address of address." button.

8 Check entered e-mail address

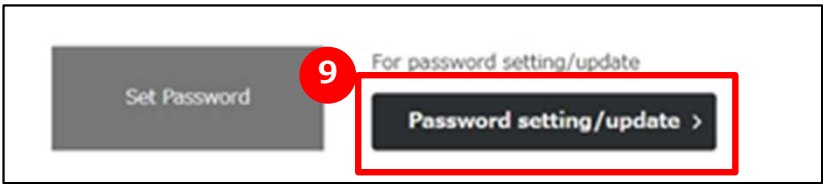
Check e-mail address you entered and click on "Update".

Point Mail address is used as Login ID

The e-mail address registered here will be your ID when logging in.
After changing your e-mail address, you will not be able to login using your old e-mail address.

Adding and changing your own user information

My page > User information

A screenshot of a 'Password update' form. The form has a header with the title 'Password update' and a progress indicator showing 'STEP 1' (User password renewal input) and 'STEP 2' (Completing user password renewal). Below the progress indicator, there is a section titled 'User password renewal input'. This section contains three input fields: 'Current Password', 'New Password', and 'New Password (re-enter)'. The 'New Password' and 'New Password (re-enter)' fields are highlighted with a red rectangular box. At the bottom of the form, there are two buttons: 'Back' and 'Update'. The 'Update' button is highlighted with a red rectangular box. A red circle with the number '10' is placed next to the 'Current Password' field, and a red circle with the number '11' is placed next to the 'Update' button.

9 Change your password

Click on "For password setting/update" and set your password.

10 Enter your password

Enter current password and new password twice.

11 Commit changes

When you have finished entering your password, click on "Update" button.

Even J-GoodTech management office can't find your password, so please manage carefully.

Point Number of characters allowed in password

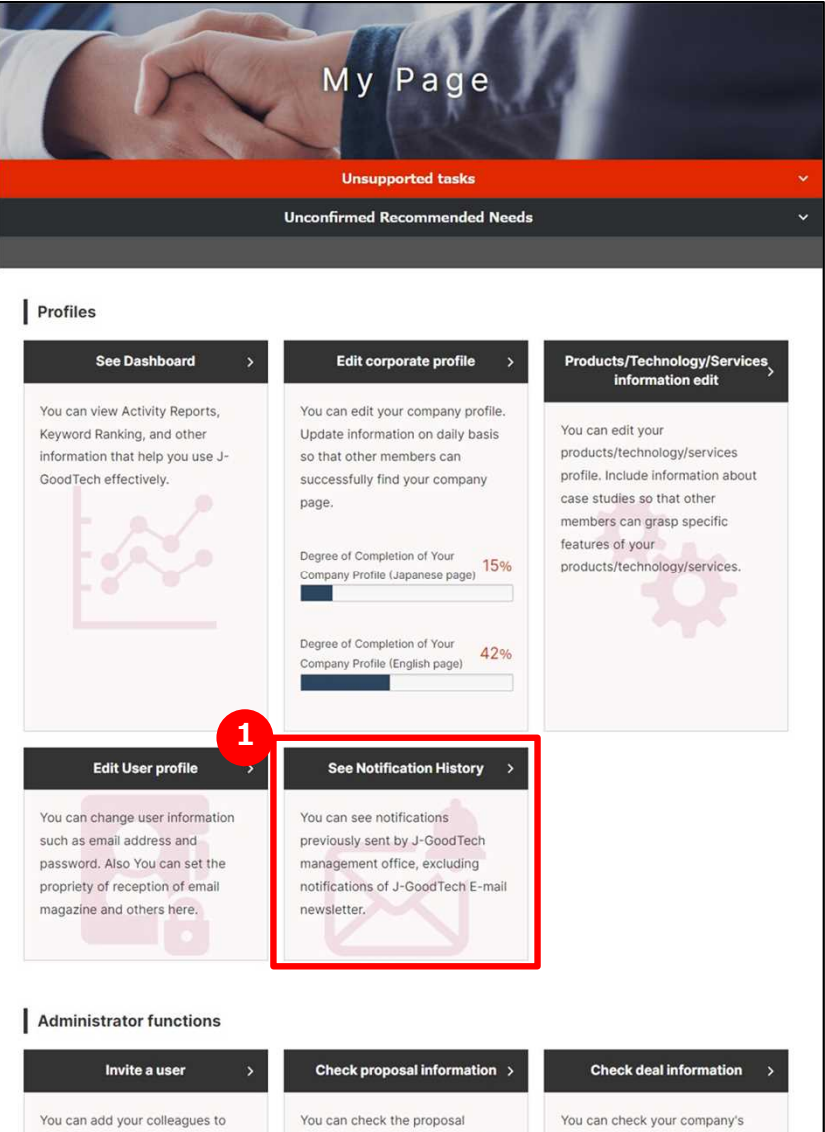
Password must be between 8 and 16 alphanumeric characters, including at least one number, uppercase letter, and lowercase letter.

In addition, the symbols that can be used are as follows.

`"#\$%^&*()+'-.:;<>=?'"_{ }|~

Viewing e-mail notifications

My Page



- 1 See e-mail notifications**
Click on "See Notification History".

Viewing e-mail notifications

My Page > Notification History

Notification History

< Back to My Page

User Information

Corporate Name	TestSample Co. Ltd.
User Name	Satomi Hirano
Email Address	kaigai.a.admin@hirano.com

Notification History

2

3

Received date

Title

2024/01/28 21:35:05

①

[\[J-GoodTech\] Notification of a new inquiry](#)

2024/01/28 20:26:36

①

[\[J-GoodTech\] The topic you requested was approved](#)

2024/01/28 20:24:09

[\[J-GoodTech\] Topics registration is under verification](#)

2024/01/28 19:16:25

[\[J-GoodTech\] Topics registration is under verification](#)

Page 1 of 1

20 Items per Page

Showing: 1 - 11 of 11 results.

< First

< Previous

Next >

Last >

< Back to My Page

2 See a list of e-mail notifications.

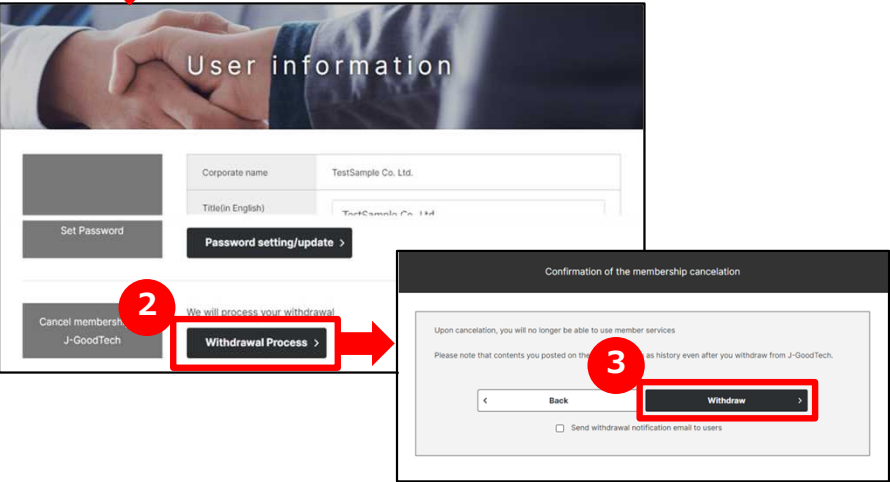
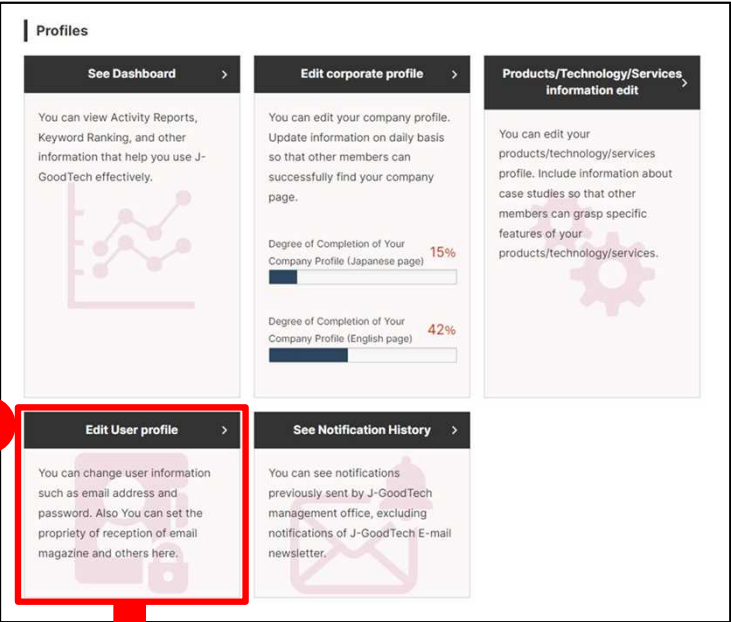
The list of e-mail notifications that you received in past three months is displayed.

3 Read body of e-mail

When you would like to read body of e-mail, click on title of e-mail.

Withdrawing from the J-GoodTech membership

My Page > User Profile



1 Withdraw from J-GoodTech

Click on "Edit User profile".

2 Begin withdrawal process

Click on "We will process your withdrawal" at bottom of the editing screen.

3 Confirm about withdraw

Confirm displayed contents and click on "Withdraw".

Point Confirm about withdrawal

After leaving J-GoodTech, you can't use services for members. Please note that your contents on J-GoodTech remain in the history even if you leave J-GoodTech.

Please contact to J-GoodTech management office when you would like to delete your corporate profile because the information about your corporate remains on the system even if all members of your corporate.

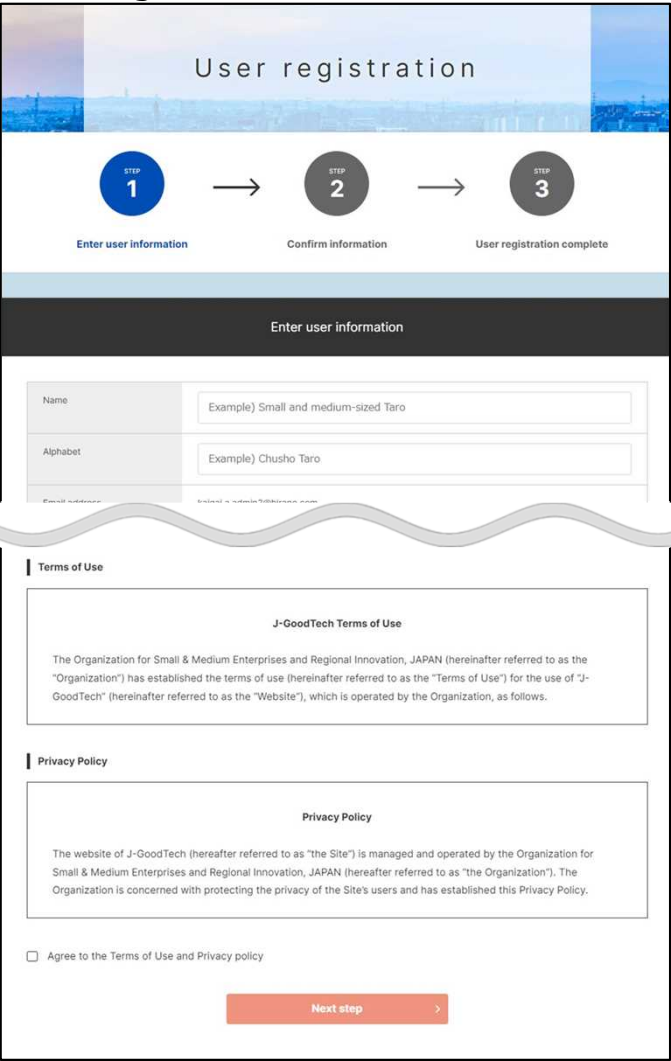
Point When Administrator begin withdrawal process

Administrator can conduct withdrawal process on behalf of users. If you would like to know details, refer to page 98.

Frequently Asked Questions

Q. What will you do when you receive Invitation e-mail?

User Registration



The screenshot shows a 'User registration' form with a three-step progress indicator at the top: STEP 1 (Enter user information), STEP 2 (Confirm information), and STEP 3 (User registration complete). The current step is STEP 1. Below the progress bar, the form is titled 'Enter user information'. It contains two input fields: 'Name' with the example text 'Example) Small and medium-sized Taro' and 'Alphabet' with the example text 'Example) Chusho Taro'. Below these fields, there are sections for 'Terms of Use' and 'Privacy Policy'. The 'Terms of Use' section is titled 'J-GoodTech Terms of Use' and contains a paragraph of text. The 'Privacy Policy' section is titled 'Privacy Policy' and also contains a paragraph of text. At the bottom of the form, there is a checkbox labeled 'Agree to the Terms of Use and Privacy policy' and a red 'Next step' button with a right arrow.

Q What to do when you receive an invitation e-mail?

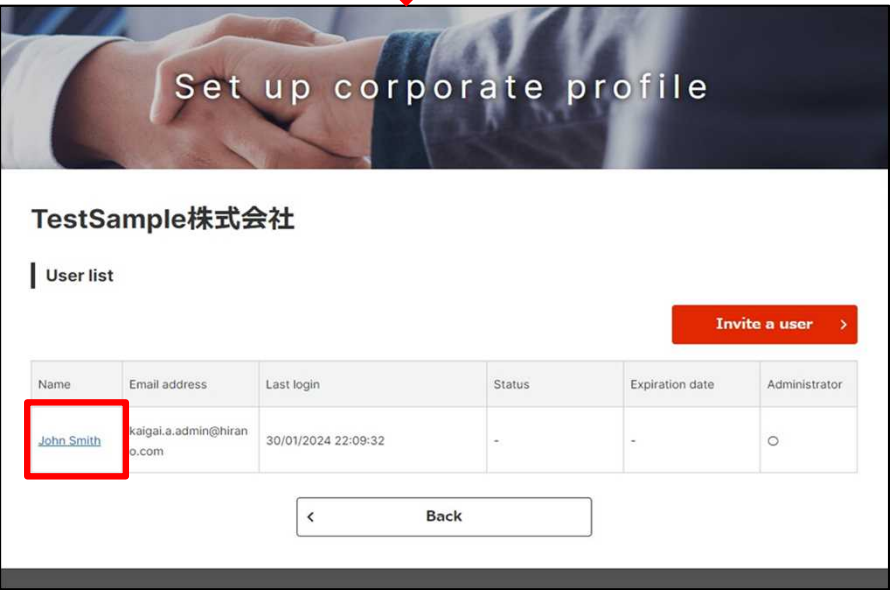
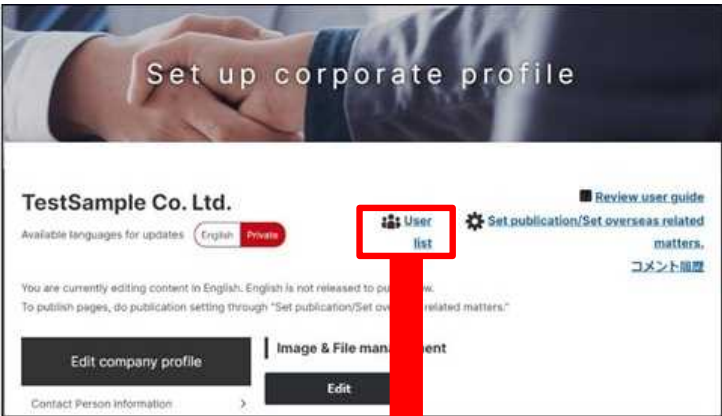
A When an administrator uses the user invitation function on the "My Page" screen to invite members who can login to J-GoodTech, an e-mail will be sent to the invited people.

Invited user need to open the "User Registration" screen from the invitation member registration URL provided in the e-mail, enter the necessary information such as name and password, and confirm the terms of use and privacy policy.

Frequently Asked Question

Q. What is Operation On Behalf?

My Page > Set Up Corporate Profile



Q What's a delegate operation?

A Administrators can change other user information, such as invited users.

Click on "Edit corporate profile" on "My Page" screen then click on "User list" at the top of the screen.

You can transition to "User profile" screen by clicking on username who you'd like to edit user profile.

On this screen, you can perform operations such as job title, mail magazine reception settings, authority settings, and cancellation of membership.

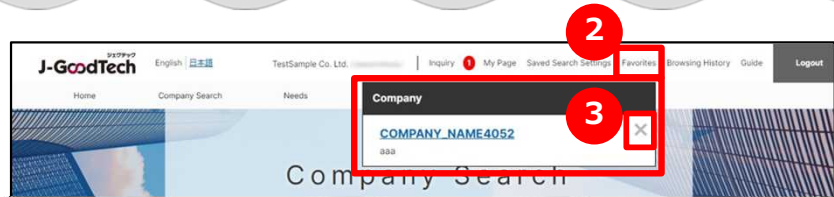
Chapter 7. Other useful functions

Introducing useful functions.

■ Seeing favorites	100
■ Checking your browsing history	101

Seeing favorites

Corporate Profile



Point You can Add to Favorites on needs or topics.

you can not only Add to Favorites on Products/Technology/Services information but also you can do it on needs or topics. You can view the information after you adding.

1 Add to Favorites

Click on "Save as bookmark" at the top right of the corporate page or products page.

2 See Favorites

Click on "Favorites" in the menu at the top of the screen to display registered corporates and products.

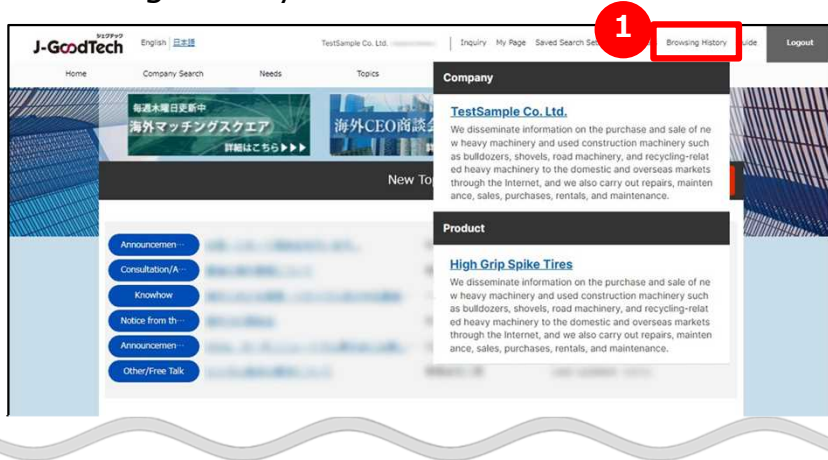
3 Cancel this Favorite

Click on "Favorites" and open the window. Then click on "x" on the right of Company or product name.

Alternatively, you can cancel this favorite by clicking on "Cancel this Favorite".

Checking your browsing history

Browsing History



1 Check your browsing history

Click on "Browsing History" in the menu on top of the screen.

You can see your browsing history of viewed corporate pages and product ones.

You can redirect to the page when you click on corporate name or product name to go to that page.

ジエグテック
J-GoodTech