

InnoBuddies Registration & Online Booking System



Apply for InnoBuddies

Account Setup

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- Visit InnoPort Website (<https://innoport.cuhk.edu.hk/>)
- Enter the subpage "InnoPeers & InnoBuddies" under Membership
- Scroll down and Click "Apply for InnoBuddies" to register an Account.

The screenshot displays the InnoPort website's membership page. At the top, there is a navigation bar with links for ABOUT, CUBIC ZINE, MEMBERSHIP, PROGRAMME, OPPORTUNITIES, NEWS, INNO330, and CONTACT. The main content area features a large banner for the "INNOPEERS & INNOBUDDIES BOOKING SYSTEM" and the "INNOPEERS & INNOBUDDIES MEMBERSHIP SCHEME". The banner lists various benefits such as "Funding & Investment Opportunities", "Mentorship & Incubation Programs", "Educational courses", "IAE events", and "Marketing & Publicity Channels". It also highlights "Event Venue & Facilities" with options for Co-Working Space (UGB, 1B, 2A, 2B) and Event Venue (UGA, 2A). A "JOIN NOW!" button and a QR code are visible. Below the banner, there is a section titled "Online Booking System" with a "JOIN US!" button. The bottom of the page features a "WHAT WE OFFER" table comparing membership levels: InnoPeers+, InnoPeers, and InnoBuddies. The table lists benefits like "CUBITS & InnoPort Newsletter", "Co-Working Space (UGB) Access", "Co-Working Space (1B, 2A) Access", "Lockers", "Fixed Desk", and "Others". Below the table, there are three circular buttons for "Apply for InnoBuddies", "Apply for InnoPeers", and "InnoPeers-Upgrade".

WHAT WE OFFER	InnoPeers+	InnoPeers	InnoBuddies
CUBITS & InnoPort Newsletter	✓	✓	✓
Co-Working Space (UGB) Access	✓	✓	✓
Co-Working Space (1B, 2A) Access	✓	✓	✓
Lockers	✓	✓	✓
Fixed Desk	✓	✓	✓
Others	✓	✓	✓

Application: By Invitation / Open Application

WE DREAM, CREATE AND RELISH TOGETHER.

Apply for InnoBuddies | Apply for InnoPeers | InnoPeers-Upgrade

For those who are currently InnoPeers...
Upgrade to InnoPeers by emailing innoport@cuhk.edu.hk (required endorsement)

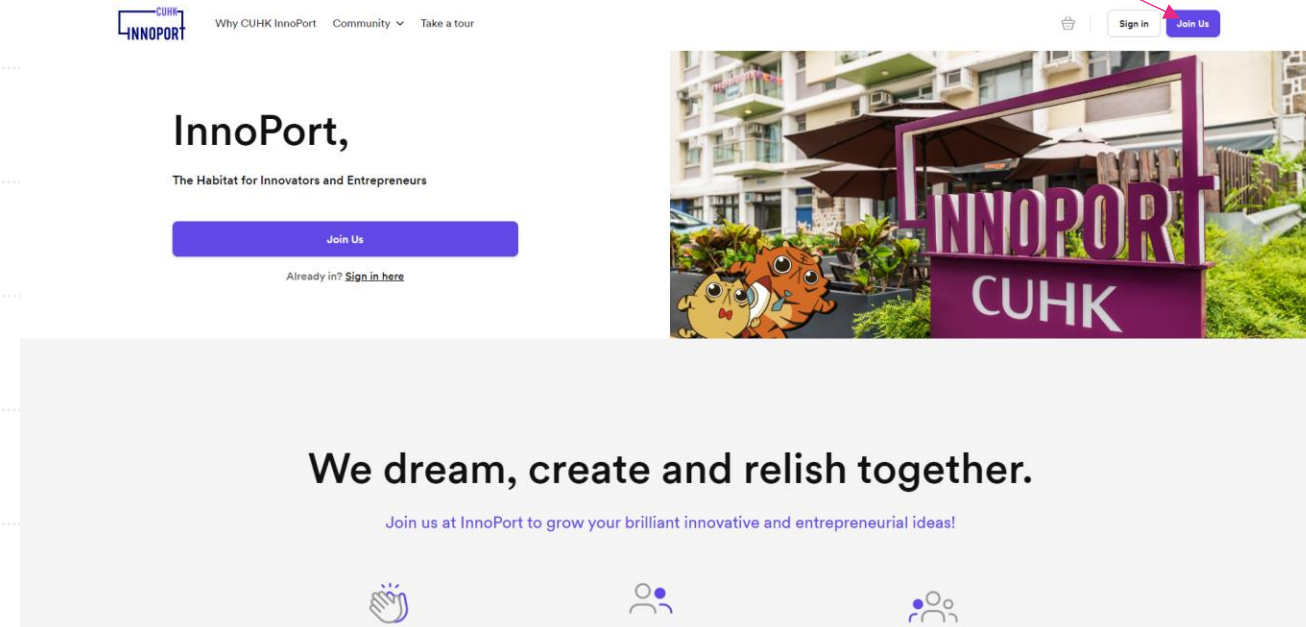
For those who are currently InnoBuddies...
Upgrade to InnoPeers- (required endorsement)

Guideline:
[InnoPeers Registration](#)
[InnoBuddies Registration](#)

Account Setup

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- Online Booking System:
<https://innoport.link/>
- Click “Join Us” to create a new account and continue the InnoBuddies Registration procedure.



Account Setup

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- Fill in your personal details and click Continue
- Join InnoBuddies membership plan (please keep the start date unchanged)

Create account

Your details
Choose plan
Summary

Personal details

Full name*	What should we call you?*
<input type="text" value="InnoPort Demo"/>	<input type="text" value="InnoPort"/>
Mobile Number*	
<input type="text" value="12345678"/>	
Gender	Date of birth (MM/DD/YYYY)
<input type="text" value="Male"/>	<input type="text" value="05/01/2023"/>
Email*	
<input type="text" value="innoportdemo@cuhk.edu.hk"/>	

- I would like to receive occasional and relevant updates from CUHK InnoPort by email.
- Check this box to indicate you agree with our [terms and conditions](#).

Continue

Create account

Your details
Choose plan
Summary

All plans

Memberships

InnoBuddies

HK\$0.00
every 1 month

Enjoy **FREE** Membership!

You will receive Innovative & Entrepreneurial information

[Read more](#)

Choose a start date

Join

InnoPeers

HK\$0.00
every 1 month

Endorsed Students/Alumni/Professors/
Partners

Choose a start date

Join

Account Setup

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- Your account is successfully created!
- A confirmation email will be sent to your email.
 - Please fill in the InnoBuddies Registration Form.
 - You may also find the **password** in this email.
(you must change your password upon the first login)

More than a Space

Welcome to CUHK InnoPort

Hi Kenny,

This message is to let you know that your new user at CUHK InnoPort is ready to be used.

Please fill in the following Registration form before you move to the next step:

[InnoBuddies Registration Form - CUHK InnoPort \(nexodus.com\)](#)

You can access your new account using the following details:

Website: <http://cuhkinnoport.spaces.nexodus.com/>

Username: [REDACTED].com

Password: n5JXw6k8E



Event Hall Reservation

UGA, 2B

1. Booking

- Click "Booking" icon on the left side bar and choose "Event Hall" for UGA / 2B.
- Click "Book now"
 - 2B Event Hall: ≤ 30 participants
 - UGA Event Hall: ≥ 30 participants
 - Please note that the event should be innovation/entrepreneurship-related.

The screenshot displays the CUHK InnoPort user interface. On the left sidebar, the 'Booking' icon is highlighted with a red box. A dropdown menu is open, showing options: 'Co-Working Space (NO BOOKING REQUIRED)', 'Data Service Platform', 'Event Hall' (highlighted with a red box), 'Meeting Room', and 'Floor plan'. The main content area shows a dashboard for 'Caleb' with sections for 'Unpaid invoices' and 'Your tickets'. Below this, the 'Available resources' section is visible, featuring filters for Resource (Event Hall), Type (All), Capacity (1 or more), and Features (All). Two resource cards are shown: 'UGA Event hall' and '2B Event Hall', both with 'Book now' buttons.

2. Booking

- Choose the Date, Starting Time and Ending Time
 - The booking hour must be ≥ 2 hours, and a multiple of 2.
 - Booking for part of 2 hours is charged as 2 hours.
 - The booking must be made 24 hours in advance.
- If your event is cohosted with / endorsed by Affiliated Units, please state clearly in "Add Note" section on the bottom.
 - e.g., "Co-hosted by EPIN", "endorsed by HKSEC".
- Click "Request Booking" to continue

UGA Event hall

Select a time

Date: 05/31/2023

Start: 5:30 PM

End: 7:30 PM

Discount code

Enter discount code Apply

Total HK\$160.00

Request booking

Close

Add to basket

The booking hour must be more than 2-hour, and a multiple of 2.
Booking for part of 2-hour is charged as 2-hour.

Projector, Audio System, White Board, 80 Seats, 4 Tables

Features

- Air conditioning
- Projector
- Internet
- Whiteboard
- Large display
- Security lock

Add Note

Affiliated Units

- Venture Acceleration Team (PI & TSSSU)
- Social Innovation Team (KPF, S-KPF & HKSEC)
- EPIN
- I-CARE
- CfE
- AAO
- GBAO
- CINTEC
- InnoPeers+
- Others

3. Event Hall Reservation Form

- You made a tentative booking is made!
- Please check your email box to fill in "Event Hall Reservation Form" for further approval
 - Application ID can be found in the email.
 - If you have not finished "Event Hall Reservation Form", the booking process will NOT be proceeded.
 - The approval process will be completed within a week.
- Once your booking is approved, a confirmation email will be sent to your email box.
- The booking will be shown on your Dashboard.
- For cancellation of event hall bookings, please contact InnoPort (innoport@cuhk.edu.hk) directly.

