



# Quick Step-by-Step Tutorial for CONNECT@SEMI

 **SCC Member Portal**

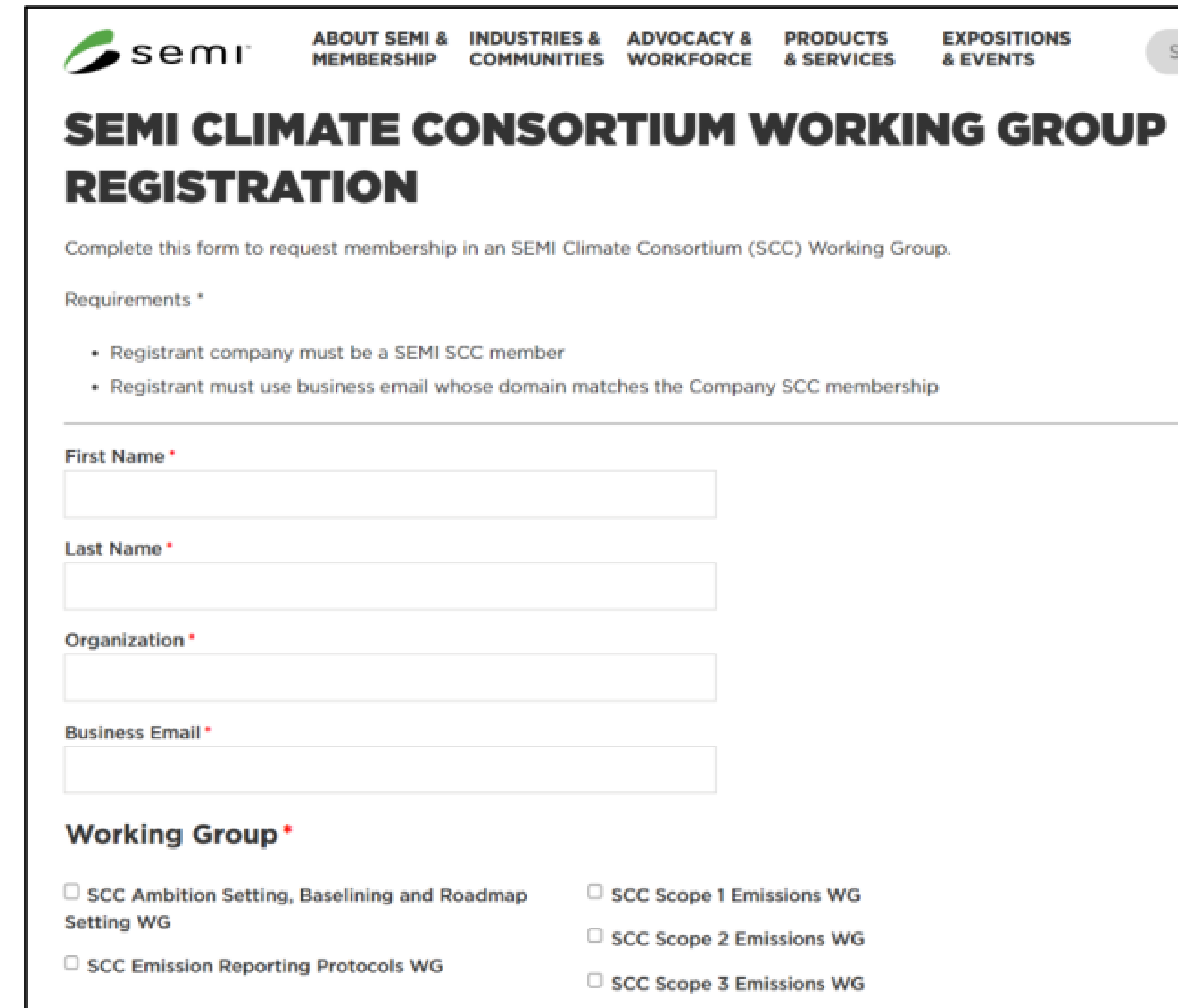
# Onboarding new member to Working Group

- SEMI will include for new member joining a question on which WG they want to join, what their expectations are and what can be their contribution
- Leaders to introduce new members during the regular WGs calls
- SCC leadership to organize a call with the new member to understand their expectations, sustainability journey & contribution to help them to choose the WGs which may be the most relevant for them.
- We expect each WG to organize at least once a year a satisfaction survey & gather proposals for new topics for the next period.

# How to sign up for SCC working groups

## HOW TO SIGN UP FOR SCC WORKING GROUPS

- Go to <https://www.semi.org/en/form/scc-working-group-registration>
- Members are recognized by the suffix of their work email. So use your company email. Check the boxes of the WG you wish to join.
- If you are new to the SCC, this will also place you in the ALL MEMBER list. About 30 minutes after submitting this form, you will access to the Working Group(s) in connect@semi (<https://connect.semi.org>)
- To be added to SCC Scope 3 Emissions, Category 11, send a request to SCC@semi.org



The screenshot shows the registration form for SEMI Climate Consortium Working Groups. At the top, there is a navigation menu with links for 'ABOUT SEMI & MEMBERSHIP', 'INDUSTRIES & COMMUNITIES', 'ADVOCACY & WORKFORCE', 'PRODUCTS & SERVICES', and 'EXPOSITIONS & EVENTS'. The main heading is 'SEMI CLIMATE CONSORTIUM WORKING GROUP REGISTRATION'. Below the heading, it says 'Complete this form to request membership in an SEMI Climate Consortium (SCC) Working Group.' There is a 'Requirements' section with two bullet points: 'Registrant company must be a SEMI SCC member' and 'Registrant must use business email whose domain matches the Company SCC membership'. The form includes input fields for 'First Name', 'Last Name', 'Organization', and 'Business Email'. At the bottom, there is a 'Working Group' section with five checkboxes: 'SCC Ambition Setting, Baseline and Roadmap Setting WG', 'SCC Emission Reporting Protocols WG', 'SCC Scope 1 Emissions WG', 'SCC Scope 2 Emissions WG', and 'SCC Scope 3 Emissions WG'.

# How to Register / Sign into CONNECT@SEMI

The screenshot shows the homepage of connect.semi.org. The browser's address bar is circled in red and labeled "URL to the main landing page". The website header includes the SEMI logo, navigation menus for Home, Communities, Network, Events, Browse, and Participate, and a search bar. A green "Sign in" button is circled in red and labeled "Click to Sign in". A yellow banner below the header reads: "Notice of Login Change - Please note connect.semi.org has been migrated to a new Login process. Click here for more Details." The main content area features a large banner for "CONNECT@SEMI" with the text: "An online, interactive platform for SEMI Technology Communities members to communicate, collaborate and manage their activities." Below the banner is a green bar with the text: "Welcome to connect@semi - your invaluable member benefit for resources and relationships." and a "Learn More" button. The page is divided into three main sections: "Latest Discussions" on the left, "Recent Shared Files" on the right, and a "More" button at the bottom of the files section. The "Latest Discussions" section shows two posts: "SEMIcon West" by Michael Potts and "From Trash to Gas to Solutions- what's your ..." by Gity Samadi. The "Recent Shared Files" section shows two files: "20211210BlockchainAnalyticsWGMeetingv1" by Satoshi Kosaka and "Software Vendor Test Sessions Scenario - Rev 1.0" by Albert Fuchigami.

# How to Login – CONNECT@SEMI

[connect.semi.org](http://connect.semi.org)

If this is your first time signing into a SEMI system, please Click on “SignUp”

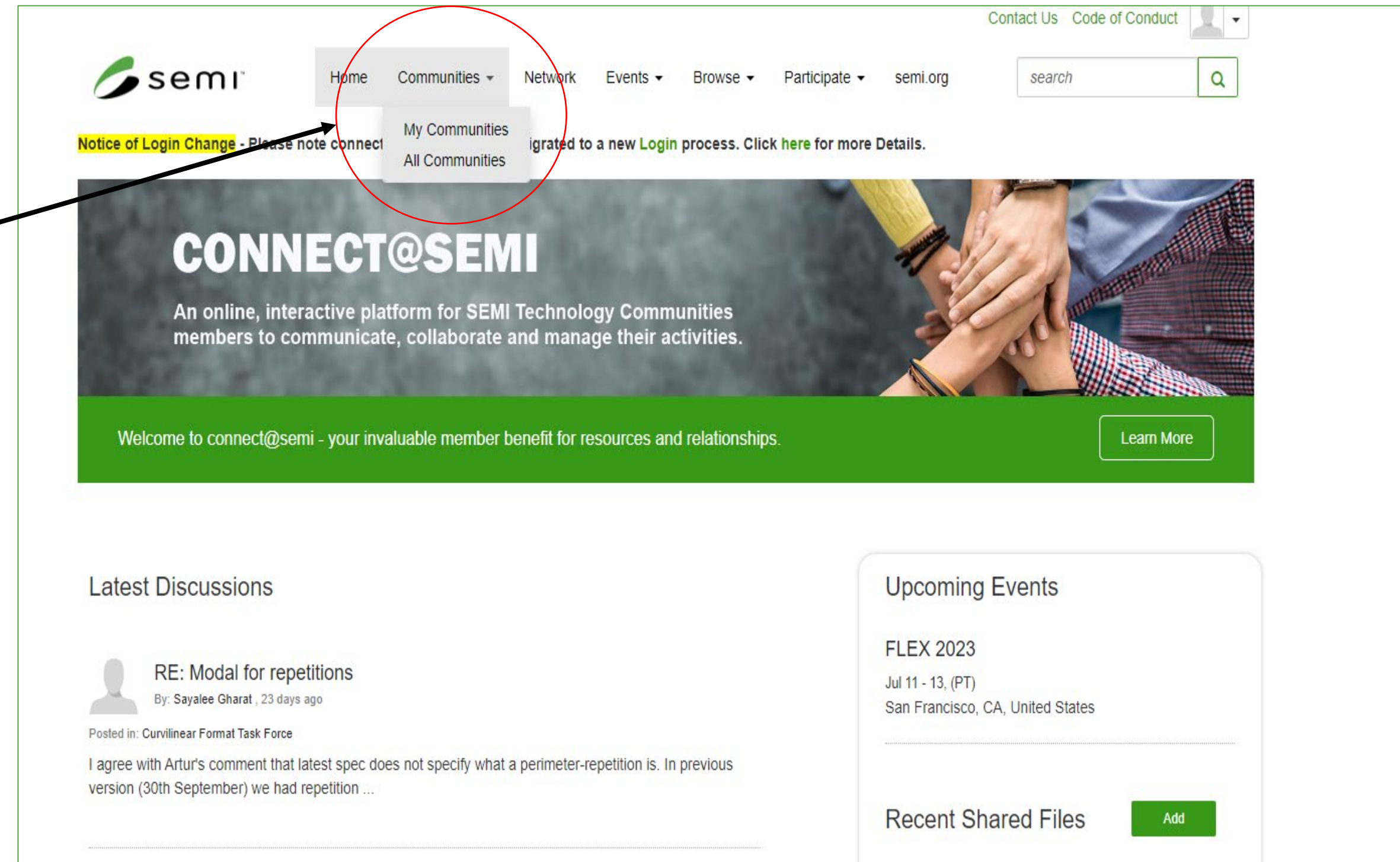


The screenshot shows the SEMI login interface. At the top is the SEMI logo and the URL 'connect.semi.org'. Below this are two buttons: 'Log In' and 'Sign Up'. The 'Sign Up' button is highlighted with a green arrow pointing to it from the text above. Below the buttons are two input fields: the first contains the email address 'sjang@semi.org' and the second contains a masked password '.....'. To the right of the password field is a small icon of a key with a checkmark. Below the password field is the text 'Don't remember your password?'. At the bottom of the form is a large green button labeled 'LOG IN >'.

The user ID is your work email address by default.  
If you don't know the password, simply click 'Forgot Password' and follow the instructions to change your password with a new one.

# Find Your Community

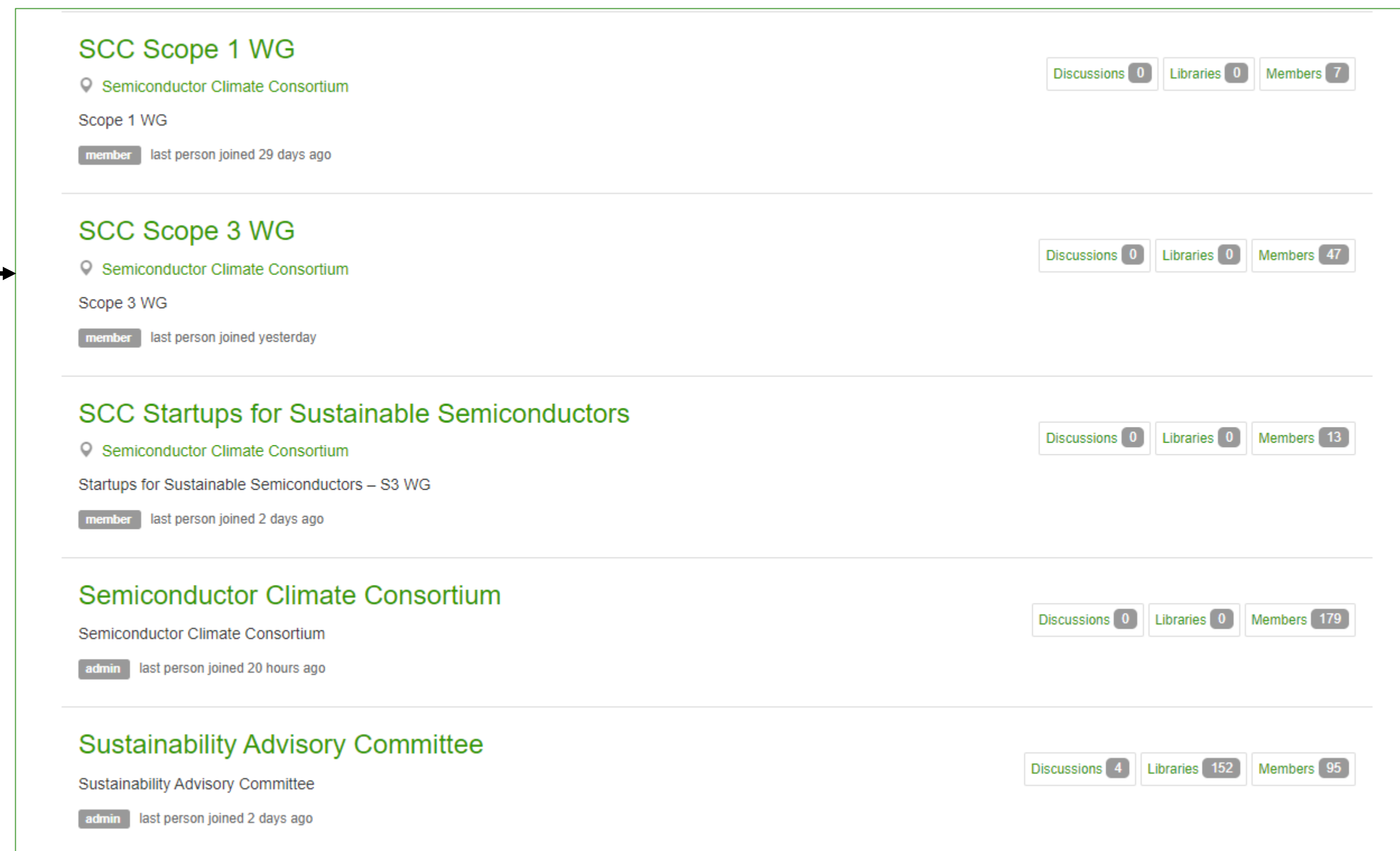
1. Once you're logged in, come back to the main landing page.
2. Then, click '**Communities**' tab to find 'My Communities' drop-down in the menu bar
3. Click '**My Communities**'



# OPTION 1: Choose your Community or your Working Group from the list

- Find and click 'Semiconductor Climate Consortium' or whichever Working Group you are looking for.

cf. Everyone's view is different, this is just an example.

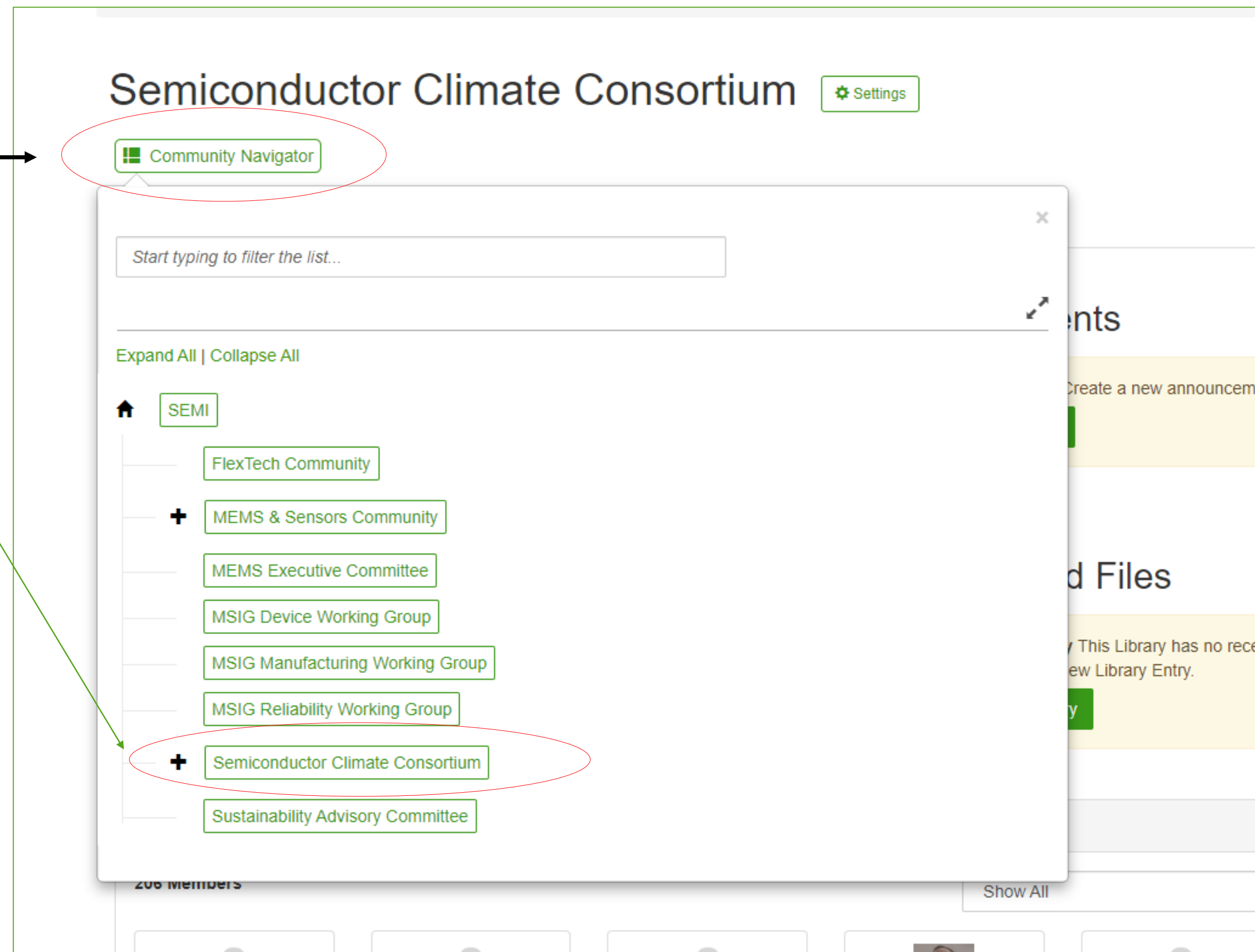


The screenshot displays a list of five community entries. Each entry includes a title, a location (Semiconductor Climate Consortium), a subtitle, a role (member or admin), and a timestamp for the last person who joined. On the right side of each entry, there are three buttons: 'Discussions', 'Libraries', and 'Members', each with a numerical value.

Community Name	Role	Last Person Joined	Discussions	Libraries	Members
SCC Scope 1 WG	member	last person joined 29 days ago	0	0	7
SCC Scope 3 WG	member	last person joined yesterday	0	0	47
SCC Startups for Sustainable Semiconductors	member	last person joined 2 days ago	0	0	13
Semiconductor Climate Consortium	admin	last person joined 20 hours ago	0	0	179
Sustainability Advisory Committee	admin	last person joined 2 days ago	4	152	95

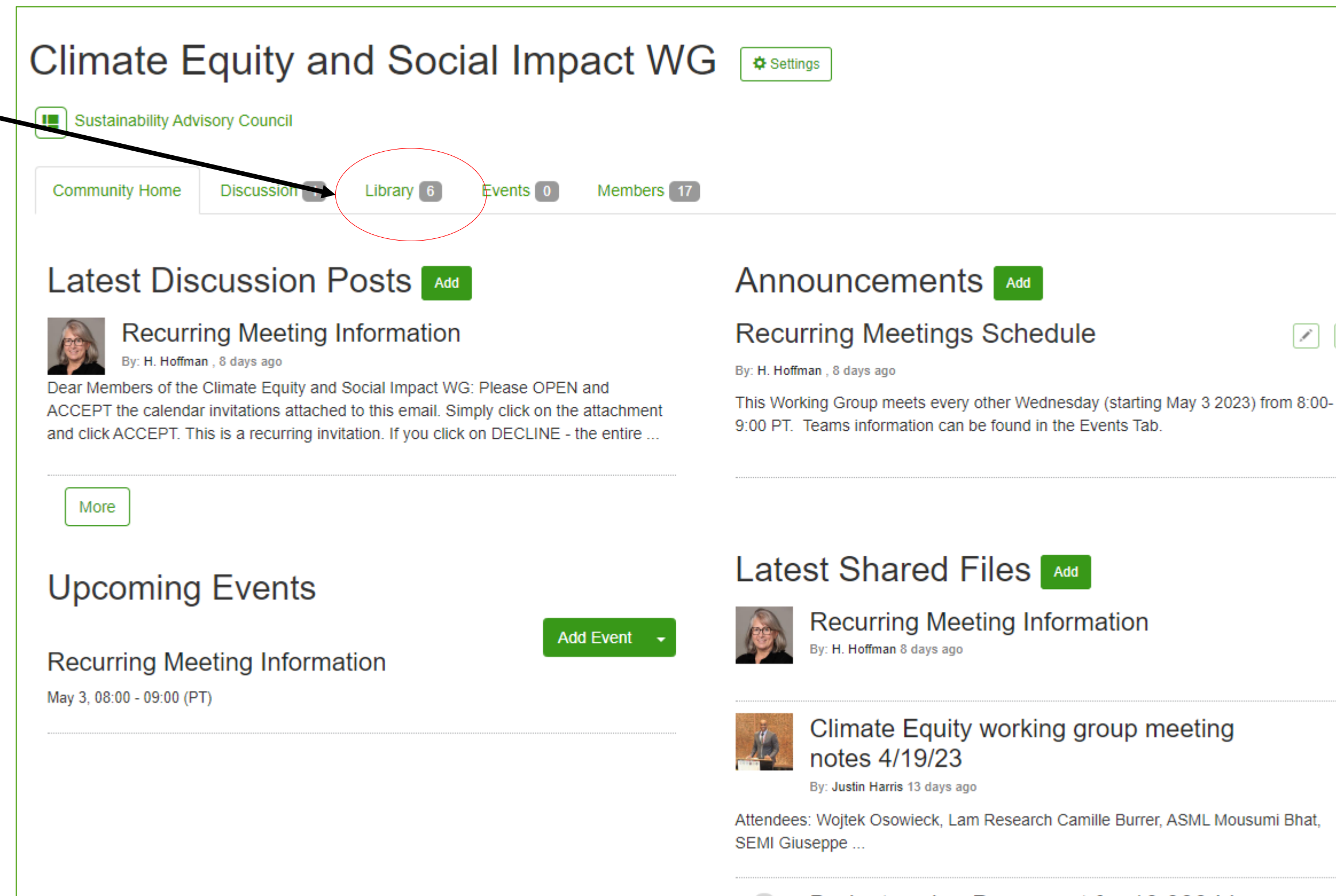
## OPTION 2: Accessing Workgroups

- Click the **Community Navigator** button. →
- You will see Semiconductor Climate Consortium in the drop-down menu.
- Click the **+** next to “Semiconductor Climate Consortium” and you will see a drop down of the Working Groups



# Accessing the Working Group **Library**

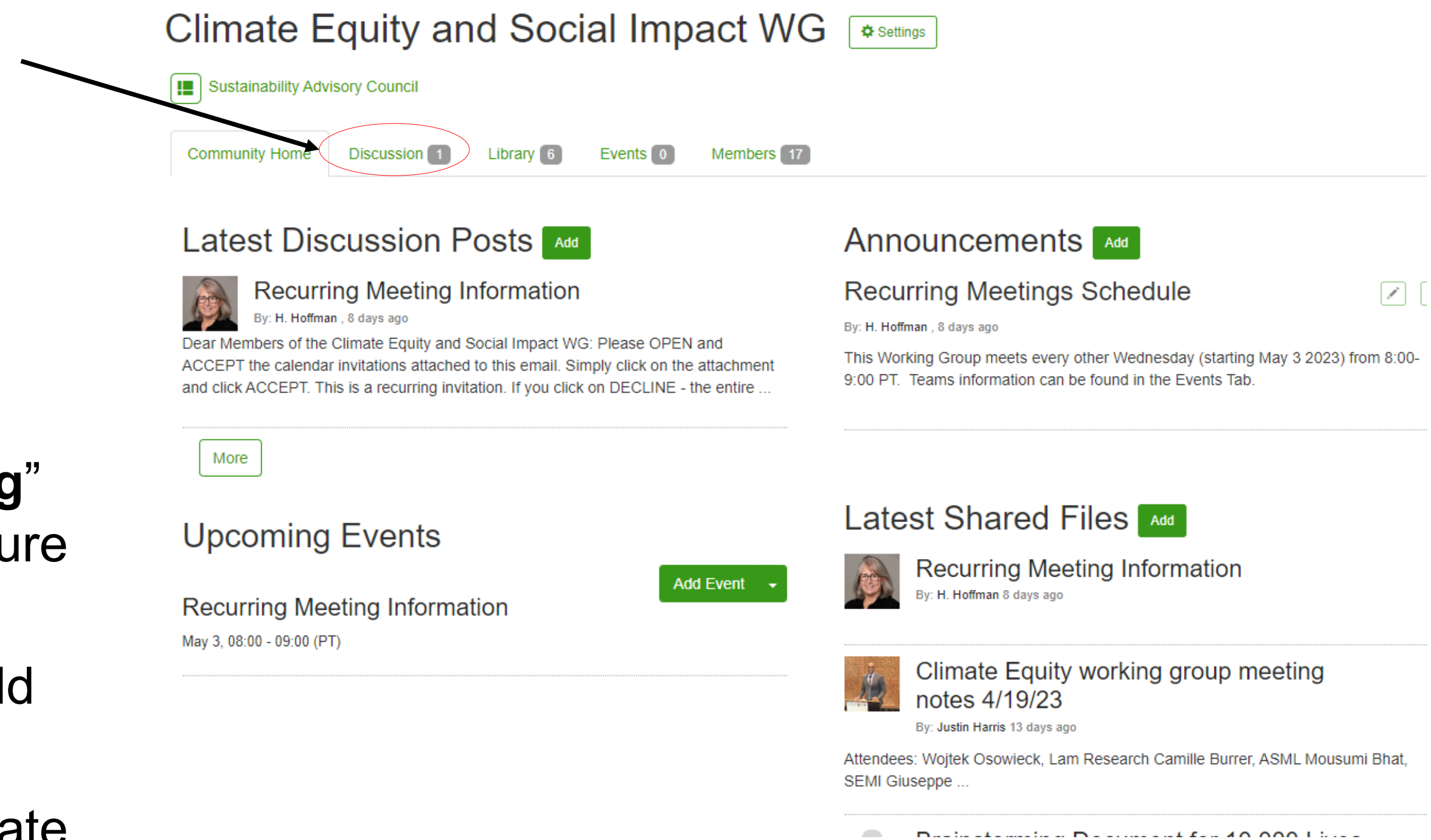
- Click the '**Library**' tab to access all documents related to WG activities.
- The Library serves as a repository of files and documents.
- Any member can place files into the Library.
- Files sent attached to emails to the group area also placed in the Library.
- Members, Chairs and Administrators should pay attention to file structure.



The screenshot shows the interface for the 'Climate Equity and Social Impact WG' page. At the top, there is a 'Settings' button. Below that, the 'Sustainability Advisory Council' is mentioned. A navigation bar contains tabs for 'Community Home', 'Discussion', 'Library 6', 'Events 0', and 'Members 17'. The 'Library 6' tab is circled in red, and a black arrow points from the first bullet point of the text on the left to this tab. Below the navigation bar, there are sections for 'Latest Discussion Posts' (with an 'Add' button), 'Announcements' (with an 'Add' button), 'Upcoming Events' (with an 'Add Event' button), and 'Latest Shared Files' (with an 'Add' button'). Each section contains a post or event listing with a profile picture, title, author, and date.

# Accessing Working Group **Discussions**

- Access all posts and discussions here.
- **Discussions** can be posted from this window or any email system.
- Posts will be emailed to every current member.
- Many of these Posts go to Junk/Other folders. Members are encouraged to add “@connectedcommunity.org” and “@semi.org” to their email “**approved**” (aka “whitelist”) to ensure they go to your ‘Focus’ and ‘Primary’ folders.
- We highly recommend asking your IT dept. to add these email suffixes to their “Approved” list.
- To email from your email client, use the appropriate reflector email address available from emails received from the group.




Climate Equity and Social Impact WG [Settings](#)

Sustainability Advisory Council

Community Home **Discussion 1** Library 6 Events 0 Members 17

Latest Discussion Posts [Add](#)

 **Recurring Meeting Information**  
By: H. Hoffman , 8 days ago  
Dear Members of the Climate Equity and Social Impact WG: Please OPEN and ACCEPT the calendar invitations attached to this email. Simply click on the attachment and click ACCEPT. This is a recurring invitation. If you click on DECLINE - the entire ...

[More](#)


Upcoming Events [Add Event](#)


**Recurring Meeting Information**  
May 3, 08:00 - 09:00 (PT)

Announcements [Add](#)

**Recurring Meetings Schedule** [Edit](#) [Share](#)  
By: H. Hoffman , 8 days ago  
This Working Group meets every other Wednesday (starting May 3 2023) from 8:00-9:00 PT. Teams information can be found in the Events Tab.

Latest Shared Files [Add](#)

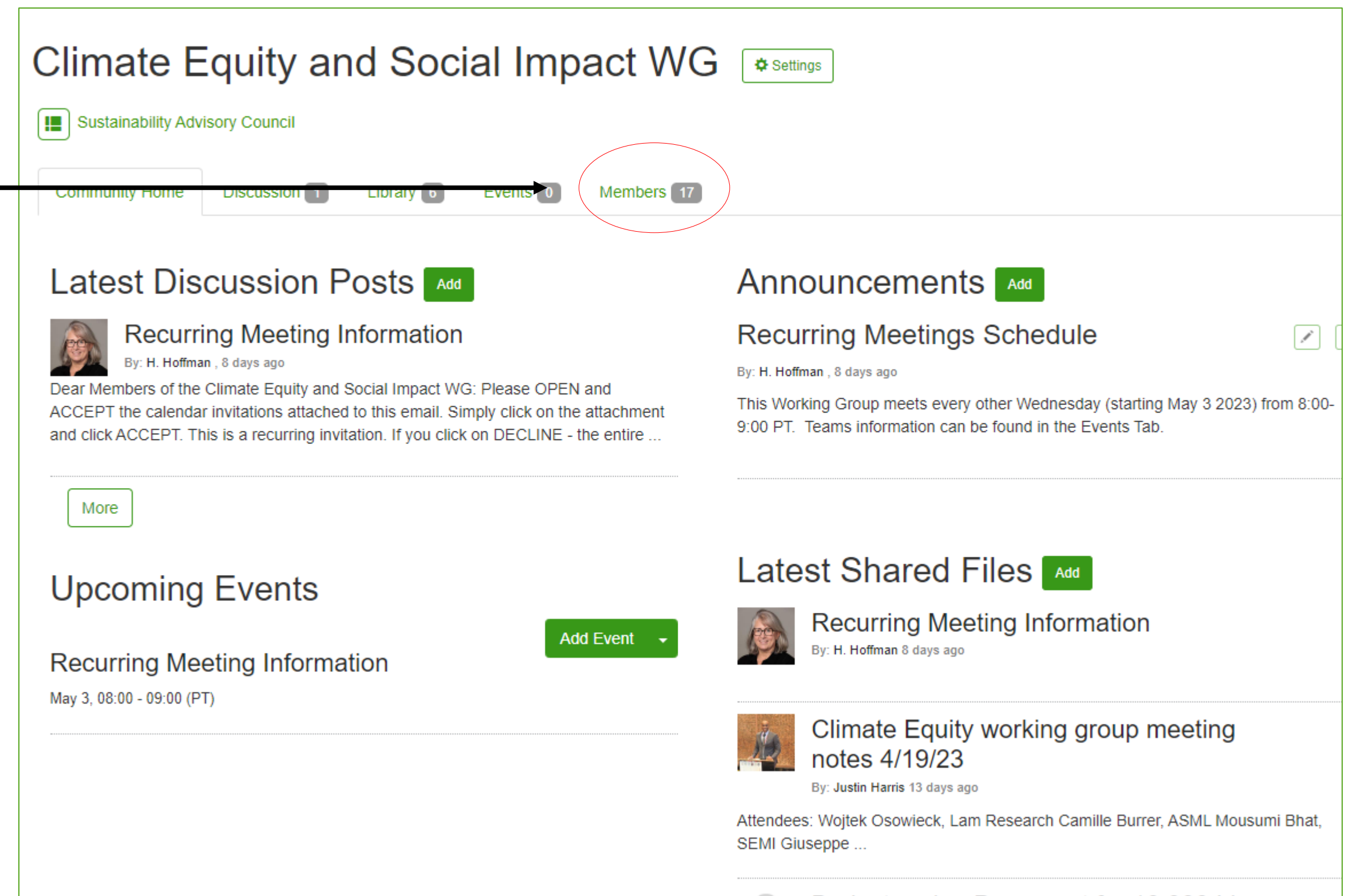
 **Recurring Meeting Information**  
By: H. Hoffman 8 days ago

 **Climate Equity working group meeting notes 4/19/23**  
By: Justin Harris 13 days ago  
Attendees: Wojtek Osowieck, Lam Research Camille Burrer, ASML Mousumi Bhat, SEMI Giuseppe ...

[Download Document for 10,000 Users](#)

# Accessing SCC **Member** Contacts

- Member contact information can be found under the **Members** tab.
- You can send personal messages to other members.
- Contact information for others member should only be used for purposes of communicating about activities of the Working Group and treated with all privacy considerations under law.




Climate Equity and Social Impact WG [Settings](#)

Sustainability Advisory Council

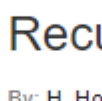
Community Home Discussion 1 Library 6 Events 0 **Members 17**

Latest Discussion Posts [Add](#)

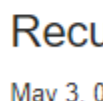
 **Recurring Meeting Information**  
By: H. Hoffman, 8 days ago  
Dear Members of the Climate Equity and Social Impact WG: Please OPEN and ACCEPT the calendar invitations attached to this email. Simply click on the attachment and click ACCEPT. This is a recurring invitation. If you click on DECLINE - the entire ...

[More](#)


Announcements [Add](#)


 **Recurring Meetings Schedule**  
By: H. Hoffman, 8 days ago  
This Working Group meets every other Wednesday (starting May 3 2023) from 8:00-9:00 PT. Teams information can be found in the Events Tab.

Upcoming Events [Add Event](#)

 **Recurring Meeting Information**  
May 3, 08:00 - 09:00 (PT)

Latest Shared Files [Add](#)

 **Recurring Meeting Information**  
By: H. Hoffman 8 days ago

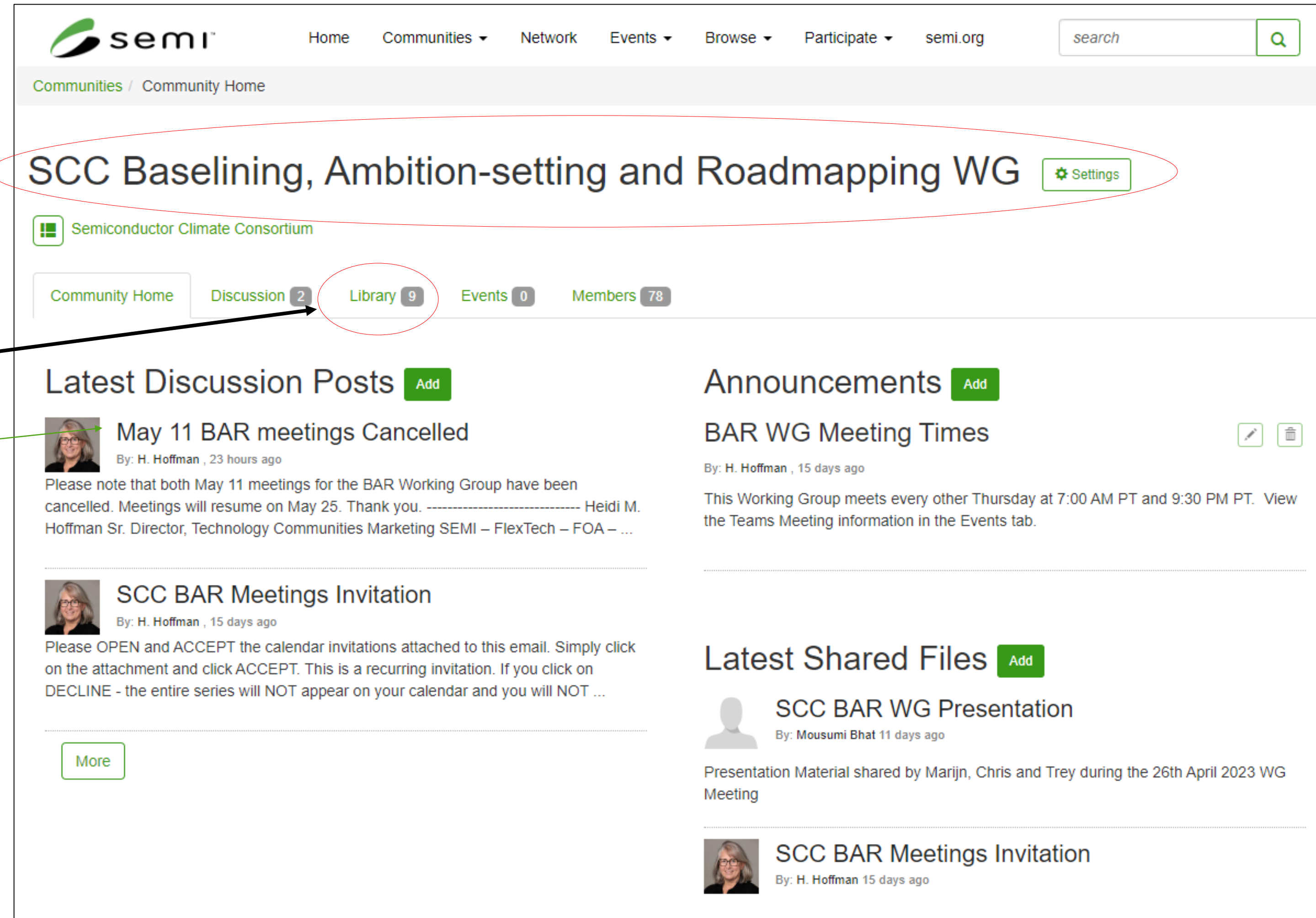
 **Climate Equity working group meeting notes 4/19/23**  
By: Justin Harris 13 days ago  
Attendees: Wojtek Osowieck, Lam Research Camille Burrer, ASML Mousumi Bhat, SEMI Giuseppe ...

# Adding Working Group Meetings to Your Calendar

- Working Group meetings are typically scheduled every other week, one convenient to EU and one convenient to APAC regions.
- To add the invite to your personal calendar, go to the landing page for the WG you wish to attend.
- Open the **Library** and **find the .ics files (they can also in the Events and/or Discussion threads)**.
- Double-click on the one you wish to attend.
- In the new window, click on “**Accept**” the meeting.
- This should place the meeting on your calendar with the TEAMS meeting information embedded. These are recurring meetings.
- You can also copy/paste the TEAMS meeting information into a new meeting on your own calendar – remember to make it a recurring meeting.
- Be aware – any meeting cancellations will be shared via email and will not be reflected in your calendar.

# To Save an .ics invitation to your calendar

- Go to the **Working Group** to which you are a member.
- Click on **Library**.
- Helpful hint: watch Discussion Posts for notifications of cancellations or changes to the meetings.



The screenshot shows the SEMI website interface for the 'SCC Baseline, Ambition-setting and Roadmapping WG' community. The page title is circled in red, along with the 'Library' tab in the navigation bar. A green arrow points from the text 'watch Discussion Posts for notifications of cancellations or changes to the meetings' to a discussion post titled 'May 11 BAR meetings Cancelled'.

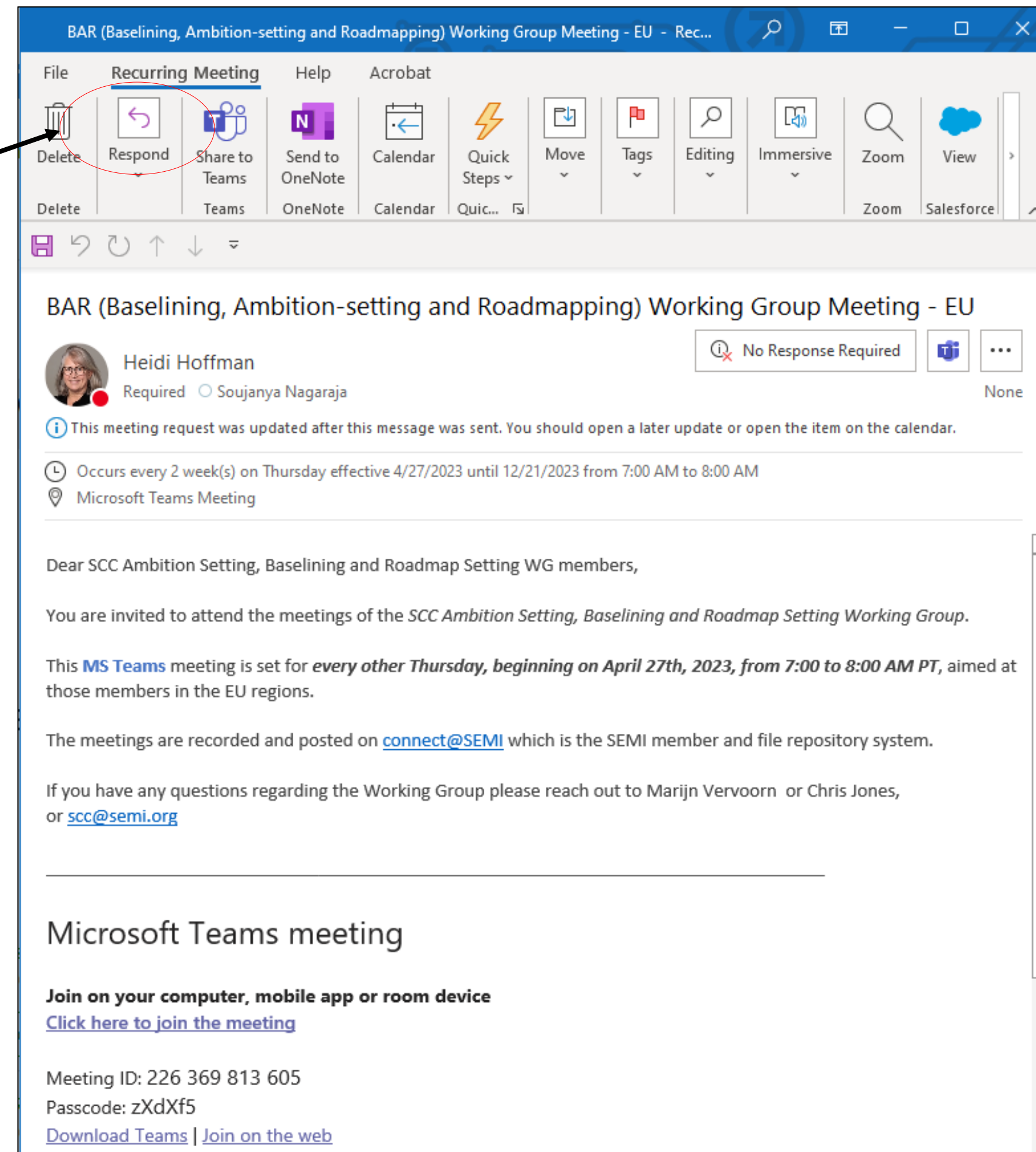
# To Save an .ics invitation to your calendar

- Find the **Meeting Invitation** entry.
- Open the meeting time you wish to download. Click on **Download**.

- The **.ics file will download** to your computer.

# To Save an .ics invitation to your calendar

- Open the .ics file.
- Respond with **“ACCEPT”**.
- The meeting and Teams information will save to your calendar.





## **Instructions on setting email preferences in Connect@SEMI**

# Are You Missing SCC Emails?

There could be a number of reasons why....

**Reason 1: Your IT Department has set spam settings to block automated email systems.**

## **Solution:**

1. Ask your IT Department to add "SEMI.org" "connectedcommunity.org" to your APPROVED SENDERS list.
2. Also, within your email client (Outlook, Google, etc.) add "semi.org" and "connectedcommunity.org" to your Focused or Primary email list
3. Lastly, READ the emails that come from via the system

These steps will ensure you receive the business-critical emails and don't miss important information from the SCC!

**Reason 2: Your Email Preferences in Connect@SEMI may be set to Digest or No Email.**

## **Solution:**

1. See the following slides to reset your email notification settings in Connect@SEMI

## **Questions?**

Contact us at [scc@semi.org](mailto:scc@semi.org) and we would be happy to walk you through these steps or otherwise diagnose the issues.

**Thank you!**

# Log in

semi

Home Communities Network Events Browse Participate semi.org

search


Contact Us Code of Conduct

**CONNECT@SEMI**

An online, interactive platform for SEMI Technology Communities members to communicate, collaborate and manage their activities.

Welcome to connect@semi - your invaluable member benefit for resources and relationships. [Learn More](#)

### Latest Discussions

 **Workshop 6 September - Value chain & Commodity ...**  
By: Stefano Decadri , 5 hours ago

Posted in: SCC Scope 3 Emissions WG

Hi all, Thank you for the valuable comments and suggestions provided during the workshop on Wednesday 06/09. Attached you can find an updated version ...

### Upcoming Events

**SAC Sept 2023 meeting**  
Sep 12, 16:00 - 17:30 (PT)


**MEMS & Sensors Executive Congress 2023 (MSEC 2023)**  
Nov 6 - 8, (MT)  
Litchfield Park, AZ, United States

Login to your Account

Go to "My Profile"

semi Home Communities Network Events Browse Participate semi.org search

Network / Member Directory / Profile



Heidi Hoffman  
Sr. Director, Segment Marketing, SEMI Headquarters

12 new messages

My Profile My Connections My Contributions My Account My Inbox Admin

Bio

Heidi Hoffman is senior director of Technology Communities Marketing for SEMI and its Strategic Technology Communities: FlexTech, Fab Owners Association (FOA), SOI Industry Consortium (SOIC), EMG/SMG, MEMS & Sensors Industry Group (MSIG), all membership-driven organizations advocating for the development and integration of electronics. Heidi previously managed the Laser Illuminated Projector Association (management provided by FlexTech) a membership driven trade association, dedicated to advancing market acceptance of lasers in the projector space.

Contact Details

SEMI Headquarters  
673 S Milpitas Blvd  
Milpitas

She oversees membership processes, business development, communications, marketing and all other aspects of high tech trade

Pull down the Menu under “My Account”



Actions ▾

### Contact Details

SEMI Headquarters  
673 S Milpitas Blvd  
Milpitas



## Heidi Hoffman

Sr. Director, Segment Marketing, SEMI Headquarters

✉ 12 new messages

- My Profile
- My Connections ▾
- My Contributions ▾
- My Account ▾
- My Inbox
- Admin

- Privacy Settings
- Email Preferences
- RSS Feeds
- Community Notifications
- Discussion Signature

Click on "Email Preferences"

### Bio

Heidi Hoffman is senior director of Technology Communities Management at SEMI. She is also a member of the Board of Directors of the Fab Owners Association (FOA), SOI Industry Consortium (SOIIC), and the Laser Illuminated Projector Association (management provided by FlexTech) a membership driven trade association, dedicated to advancing market acceptance of lasers in the projector space. Heidi previously managed the Laser Illuminated Projector Association (management provided by FlexTech) a membership driven trade association, dedicated to advancing market acceptance of lasers in the projector space.

She oversees membership processes, business development, communications, marketing and all other aspects of high tech trade associations. Heidi is currently a member of the Board of Directors of the Fab Owners Association (FOA), SOI Industry Consortium (SOIIC), and the Laser Illuminated Projector Association (management provided by FlexTech) a membership driven trade association, dedicated to advancing market acceptance of lasers in the projector space.

## Email Preferences

In addition to **community notifications**, other messages are routinely sent to users. These messages -System, Community, Participation, and Promotional - will always be sent to your **profile inbox**. By default, they are also emailed to your preferred email address. Select "no" below to opt-out of receiving certain emails per your preferences. You will always receive these messages in your profile inbox regardless of these settings.

Email notifications and communications will be delivered to the email address below.

hhoffman@semi.org [Change](#)

### System Emails

Emails required to confirm user participation. Users cannot opt-out of these emails.

### Community Emails

Emails typically sent from Community Admins or the Community Manager via automation rules (ex: moderation notifications, Component Manager emails). Some automation rules-based emails may be in other categories. By default, you receive Community emails from all your Communities unless you explicitly opt-out.

[Manage Opt-out List](#)

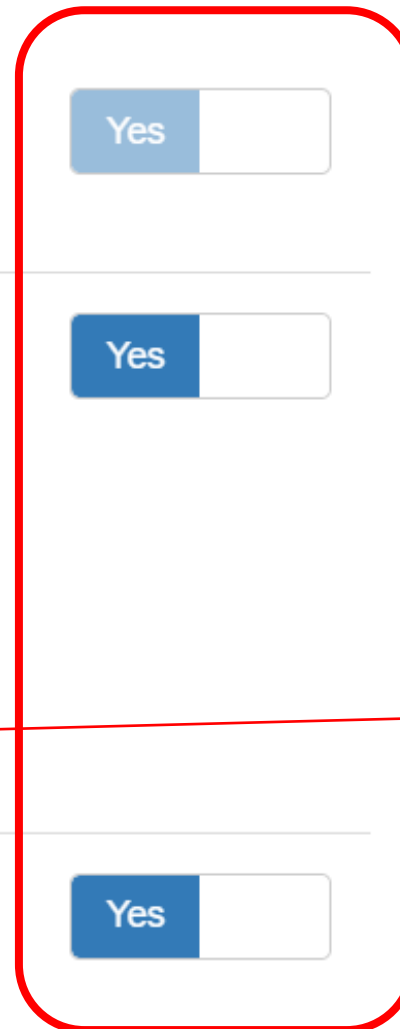
**NOTE:** Discussion and consolidated digest settings are on the [Community Notifications](#) page.

### Participation Emails

Emails reflecting one-on-one interactions (ex: reply to sender, contact requests, @mentions, real time notifications).

### Promotional Emails

Emails that promote the outcome of purchase (ex: purchase the book of an annual conference speaker).



Four toggle switches are shown, each with a blue bar on the left and the word "Yes" on the right. The switches are for System Emails, Community Emails, Participation Emails, and Promotional Emails. All four switches are currently in the "Yes" position.

1. Ensure all Boxes are set to "YES"
2. Click on "Community Notifications"

Set all of your Communities to “Real Time”. If the volume becomes so high – it is not currently – you can reset to Daily Digest later.

My Profile My Connections My Contributions My Account My Inbox Admin

### Community Notifications

Community notification will be delivered to your primary address:  
[hhoffman@semi.org](mailto:hhoffman@semi.org)

To receive specific community notifications at an address other than your primary, set override(s) where desired.

**Weekly Consolidated Community Digest:**  
 Deliver on Sunday to your primary address.

**Discussion Email:**  
 You have no override email addresses for discussion emails. add override addresses

### Topic Notifications

You are not currently a member of a topic community.

### Notification Settings

No Automatically set community discussion emails to "No Email" when a community is added to a consolidated digest.

47 Communities Community Name A-Z

Community	Discussion Email	Consolidated Weekly Digest
Category 11 Semiconductors	Daily Digest	<input type="checkbox"/>
Category 11 Tools and Equipment	Daily Digest	<input type="checkbox"/>
CIO Community	Real Time	<input type="checkbox"/>
Circularity WG	Real Time	<input type="checkbox"/>
Climate Equity and Social Impact WG	Real Time	<input type="checkbox"/>

SCC Emission Reporting Protocols WG	Daily Digest
SCC Governing Council	Real Time
SCC Leadership Level	Daily Digest
SCC Marketing & Communications Peer Group	Daily Digest
SCC Scope 1 Emissions WG	Real Time
SCC Scope 2 Emissions WG	Real Time
SCC Scope 3 Emissions WG	Daily Digest
SCC WG Leaders & Sponsors	Daily Digest
SEMI Global EHS Advocacy	Real Time
Semiconductor Climate Consortium	Daily Digest



**Thank you!**



THANK YOU!

If you have any questions or need assistance, please contact – [scc@semi.org](mailto:scc@semi.org)



Semiconductor  
Climate Consortium