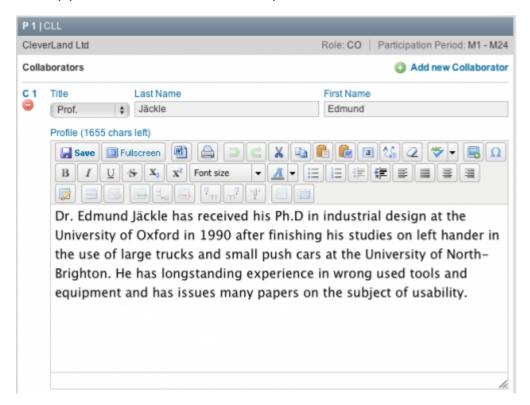
Support and Help Site - EMDESK

Adding Key Personnel

You can add and describe the key personnel that will be involved in the project at: **Proposal** > **Contractor** > **Key Personnel** or **DoW** > **Contractor** > **Key Personnel**.

- 1. To add and describe Key Personnel, select a Contractor from the left side panel.
- 2. Click the Add new Collaborator in the right side panel. A text field will appear below it.
- 3. Fill in the missing data of the new Collaborator with Title, Last and First Name and Profile (2,000 maximum character limit).



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