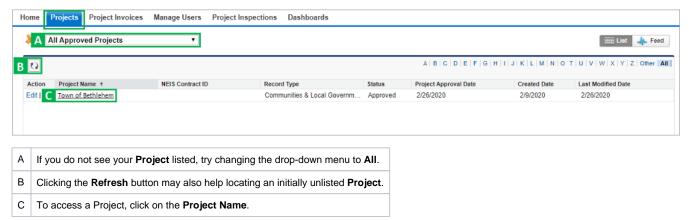## Introduction

This page reviews how to use the Navigation Menu options to locate projects in your community.

Prerequisites

Begin by following the instructions in the Accessing the NYSERDA Portal

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Instructions

Once logged into the **NYSERDA Portal**, click the **Projects** tab at the top of the screen. If your community has more than one **Project** with **NYSERDA** that uses **Salesforce**, you may see multiple **Projects** on this page.

A	If you do not see your **Project** listed, try changing the drop-down menu to **All**.
B	Clicking the **Refresh** button may also help locating an initially unlisted **Project**.
C	To access a Project, click on the **Project Name**.

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