



## **I try to log into the portal, but it's not working. How do I get in?**

The portal should automatically create an account once you have entered your information on the first page. Try going up to the top of the website and logging in.

Still not activating? Email us at [opportunitynow@nashville.gov](mailto:opportunitynow@nashville.gov) with the email that you used to create your account.

## **Okay, I'm on the portal. Does that mean I will get called for a job?**

No, creating an account on the portal is only the first step. You will now need to fill out the 'My Resume' portion and then apply for specific job opportunities that interest you.

Consider watching the video guide on the ON.Nashville.Gov 'Youth' tab. We also have a step-by-step guide available on the ON.Nashville.Gov right side bar that will be helpful when navigating the site.

## **The 'Search Job Posts' page isn't loading positions. How do I apply for a job?**

The portal works best when using the most updated version of a browser.

We recommend using the following browsers: Firefox 43.0, Internet Explorer 10, and Chrome 48

If you are using Internet Explorer and experiencing issues, we recommend using Google Chrome instead.

## **Why is my browser telling me there are pop-ups?**

The Opportunity NOW portal utilizes pop ups throughout the website. Please change your browser preferences to allow pop-ups from this site.

## **I have started getting spam since registering for an account on the Opportunity NOW portal. Is my information getting sold to marketers?**

No. As per our Privacy Policy, we do not use the information you provide to us for marketing or commercial purposes. Your data is private and is not shared with anybody outside providing this service. Possible reasons for getting unsolicited email after visiting any internet site including ours:

- Third party cookies and data from sites like Facebook, Google, Reddit, Gawker, etc. that track internet usage.
- Malware that tracks internet usage in order to send targeted advertising emails.
- Inadvertently given permission to a "liked" page, site, entity on Facebook, which places a cookie that can track browser activity.