



# Whaller

Welcome to the sphere



# Whaller

New to Whaller?

Follow this guide to discover the platform and  
begin your adventure in just a few clicks.

An abstract 3D graphic on a dark purple background. It features a central transparent cube containing a pyramid of smaller cubes. To the left, there are several small spheres of different sizes and colors (blue, purple, red). Below the central cube, there are several horizontal bars of varying lengths, some of which are stacked. To the right, there are more horizontal bars, a gear icon, and a speech bubble icon. The word "SUMMARY" is written in large, white, bold, sans-serif capital letters across the middle of the graphic.

# SUMMARY

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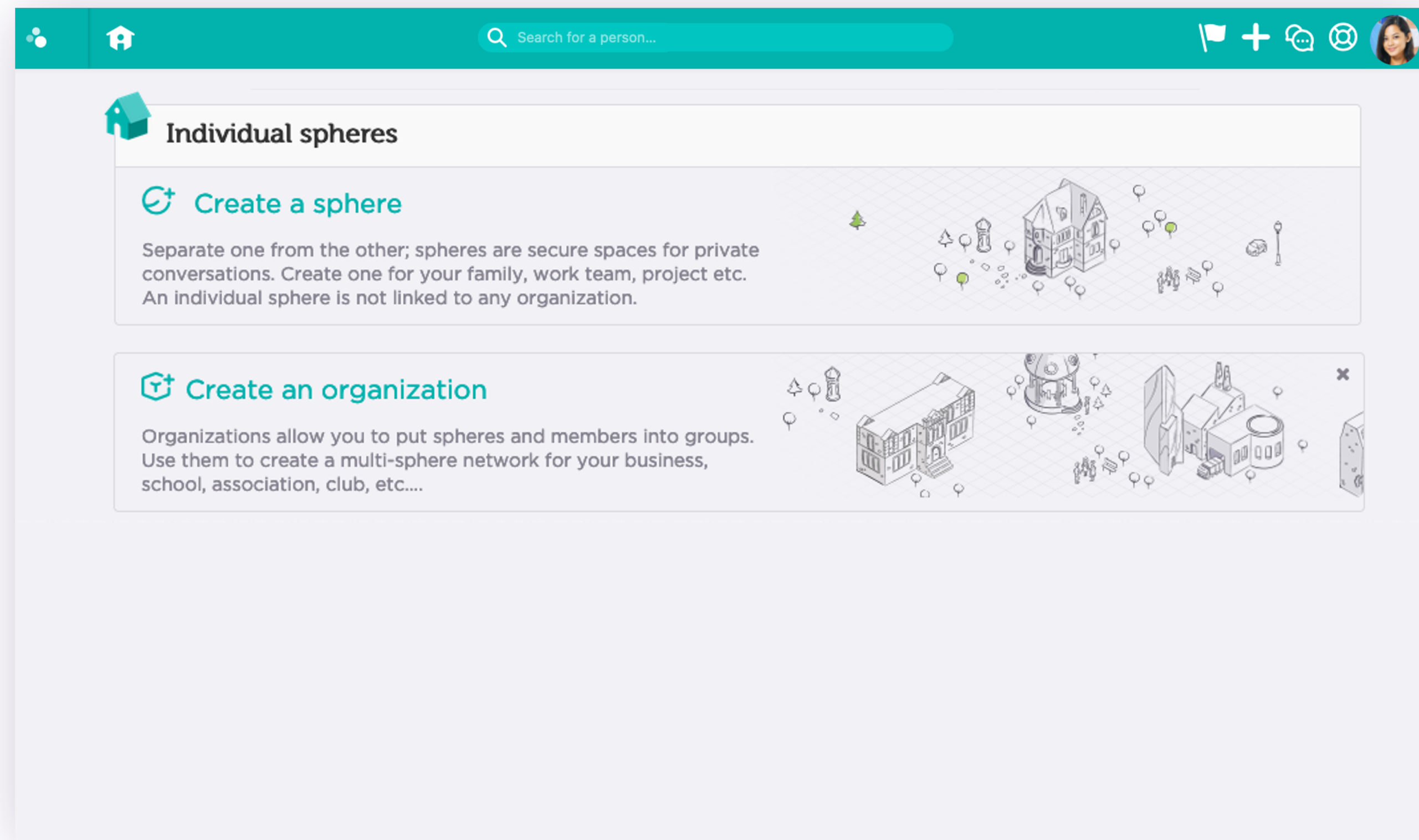
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# Build your network

## Step 1

Start building your Whaller network by creating a sphere or an organization.

- A **sphere** is a secure, independent space for communication and collaboration. You can create an individual sphere that is not attached to any organization.
- An **organization** is an entity that includes multiple spheres. Organizations allow you to create larger, more structured networks.



# Create a sphere



## Step 2

Define the **usage** of your sphere and the **number of members**.

**Customize** your sphere's name, color, logo and description.

## Step 3

Choose if your sphere is:

- **Private (by default):** the sphere can only be accessed by its members.
- **Public:** the sphere is accessible to anyone via search engine results or its URL.

## Step 4

Invite people to join your sphere by entering their **email addresses** (if they aren't on Whaller yet) or their **Whaller username**.



# Create an organization



## Step 2

Define the **usage** of your organization: corporate social network, intranet, association, etc.

Select the **number of members** from 0 to 500+.

**Customize** your organization's name, color and logo.

## Step 3

**Create spheres** in your organization.

By default, you will be prompted to create a global sphere\*. You can also create other types of spheres.

## Step 4

Invite people to join your network by entering their **email addresses** (if they aren't on Whaller yet) or their **Whaller username**.

\* A global sphere automatically includes all organization members. An organization can have several global spheres.

# Whaller interface

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My spheres
- 2




"Root" page (personal homepage)
- 3



Search (members)
- 4



Pending invitations
- 5



Create new spheres/organizations, invite members
- 6



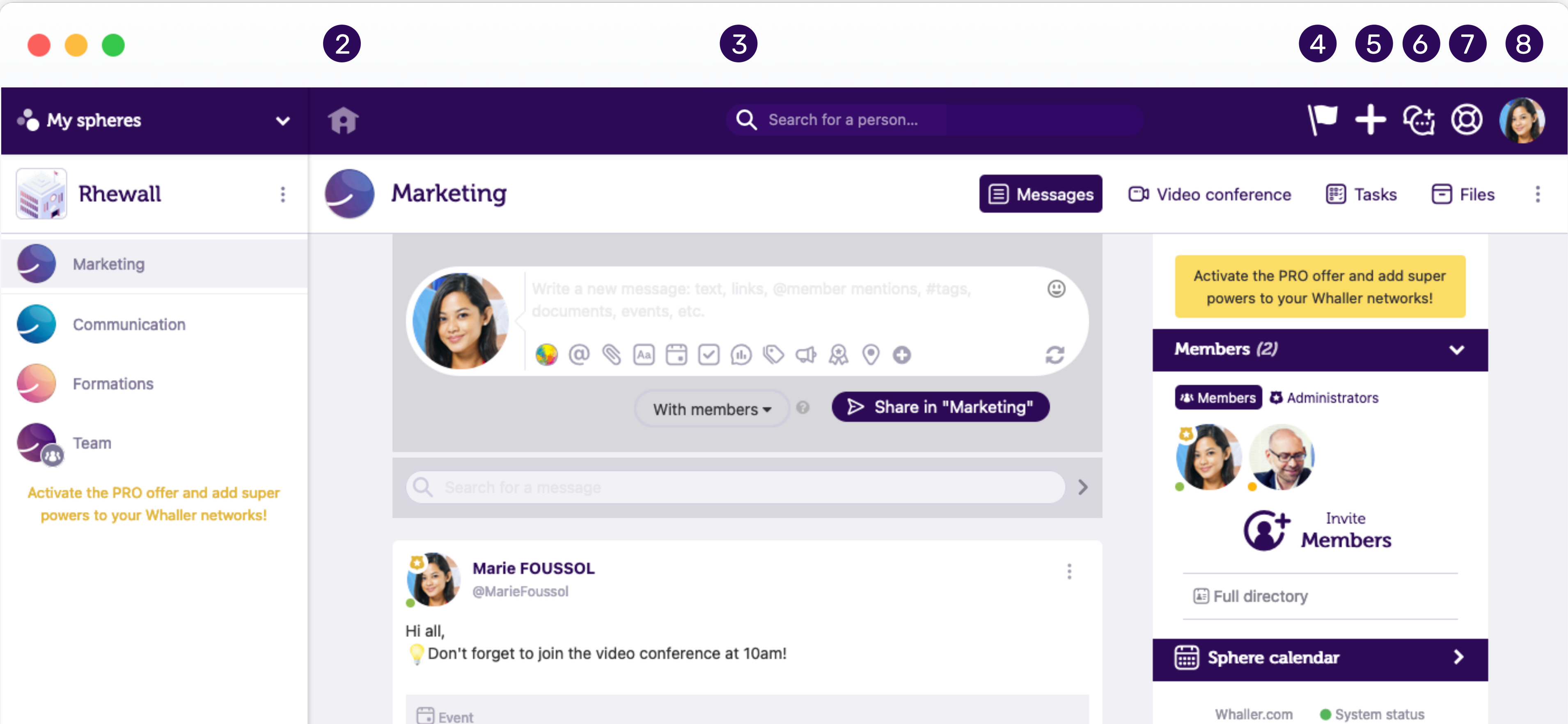
Chat
- 7



Help and resources
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"My account" menu (personal settings and information)



# Icons


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-  **"My spheres"**  
Allows you to have an overview of all the organizations or spheres you belong to, move from one sphere to another, see which organizations spheres belong to and access your organization portals and their admin pages.
-  **"Root" page (personal homepage)**  
Accessible by clicking on the house icon. Gives you a global view of all the networks you belong to.
-  **Search (members)**  
Allows you to find members in a sphere, in an organization and on Whaller, by first name, last name, email address, username or certain profile elements.
-  **Pending invitations**  
When red, indicates that you have one or more invitations (to spheres or organizations) awaiting your response.
-  **Create new spheres/organizations, invite members**  
Lets you create a new sphere  or organization , and invite people  to join your networks.
-  **Chat**  
Visible when you're in a sphere. Allows you to start a real-time private conversation with mentioned members.
-  **Help and resources**  
Provides quick access to online support, FAQ, the Whaller roadmap (list of upcoming developments), new product releases and a platform to submit suggestions for improvement.





# “My account” menu








**Marie FOUSSOL**  
[View my profile](#)


 Account settings


 Specific profiles


 Notifications


 Password & security


 Connections & sessions


 Cookie management


 My badges

 Shop

 Ambassador program

 I recommend Whaller!

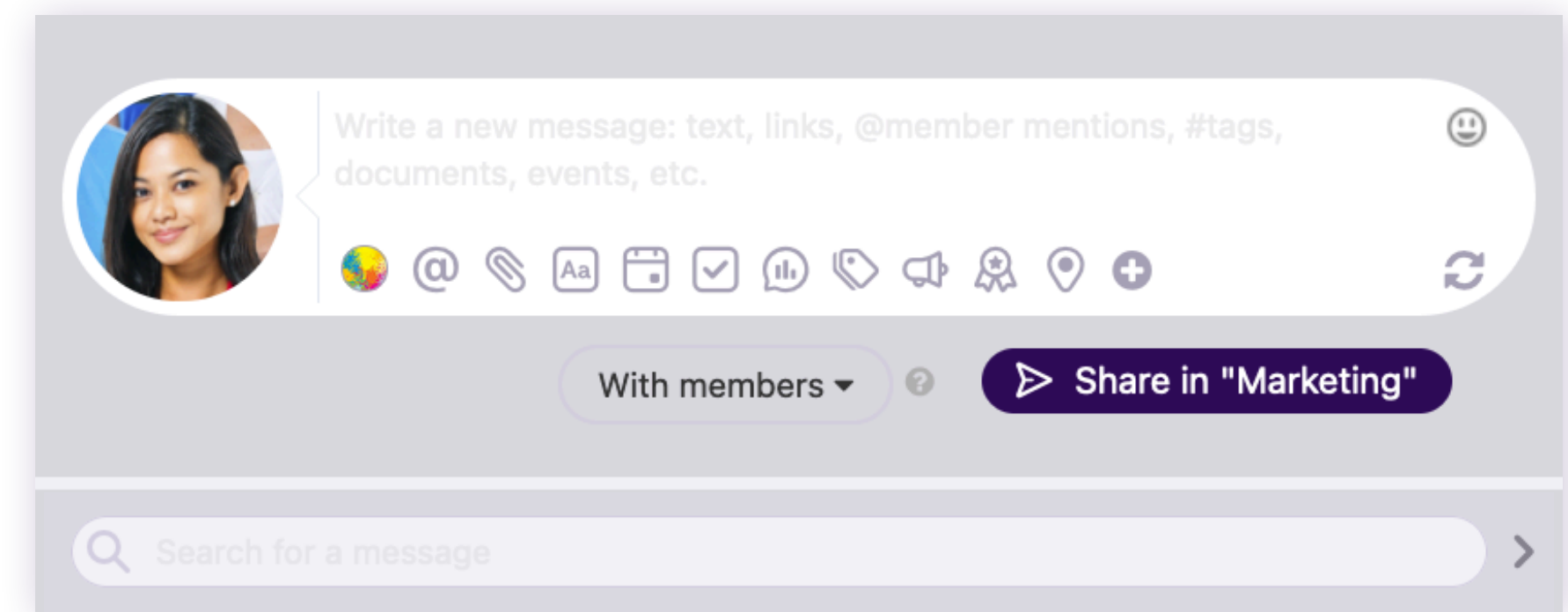
 Close this session
















 Close all sessions

Click on your avatar to access everything related to your account and its settings.

- Your **general information** (first and last names, username, email addresses, etc.)
- Your **profiles** (public and specific)
- Your **notification** preferences
- Your **password** and advanced **security** options
- Your **connections** and sessions
- Your **cookies** on Whaller
- Your **badges** received across all networks
- **Shop** (e-shop for Whaller goodies)
- Whaller **Ambassador Program**

# Messages and options



-  Personalize the background or add reactions.
-  Mention groups or members who have the same role.
-  Attach a file or GIF.
-  Format your text with Markdown.
-  Create an event.
-  Assign a task to one or more members.
-  Create a survey.
-  Add tags (#keyword).
-  Create an ad.
-  Offer Whallies (Whaller's virtual currency) or badges to members.
-  Share your geolocation.
-  Schedule a message, duplicate a message across spheres, create a scratch-off message.
-  Add emojis.
-  Post a public or private message.
-  Search for messages posted in the sphere.

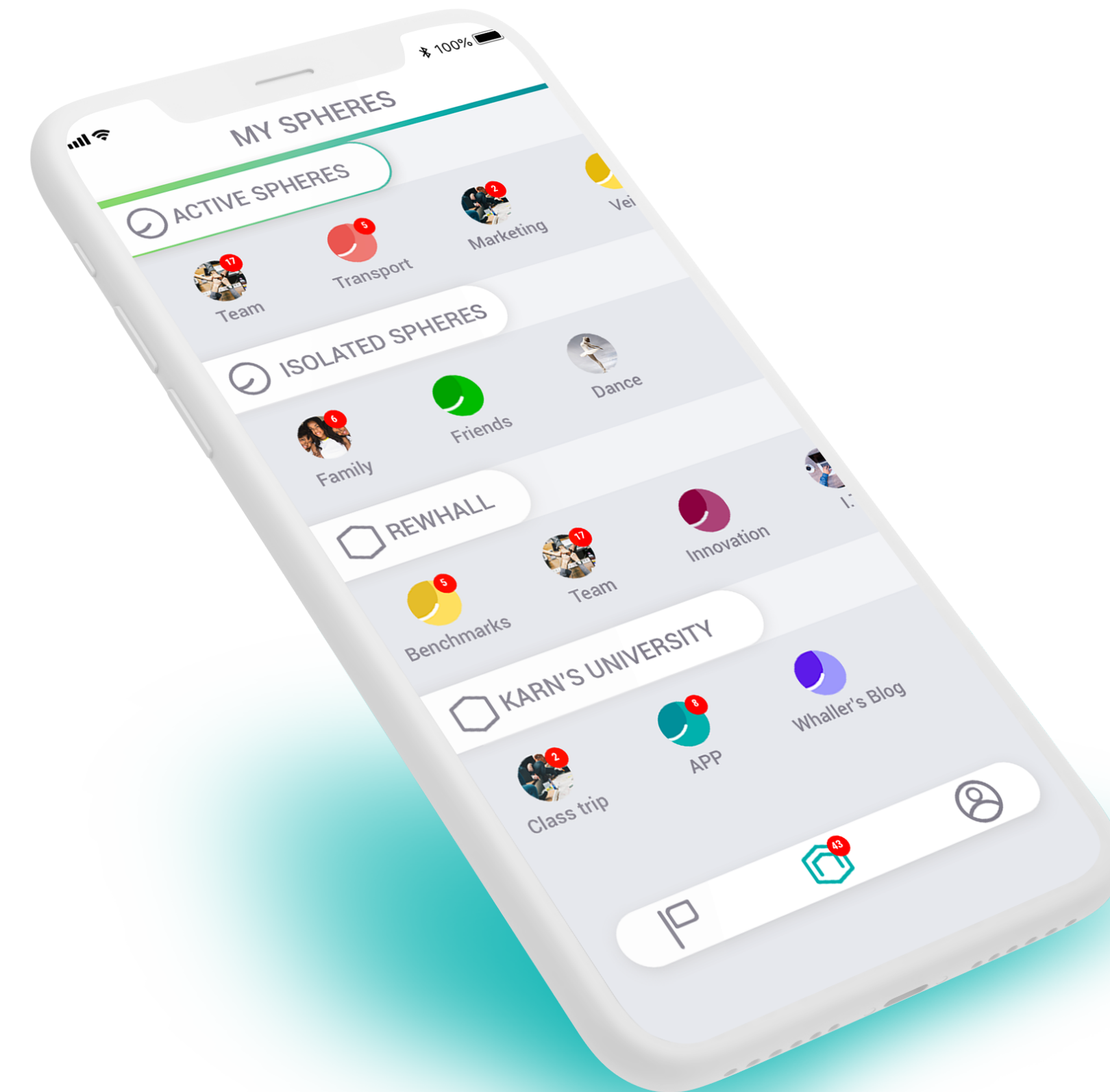
# Mobile app



## The perfect complement to Whaller for the web

With the Whaller mobile app, access your networks anytime, anywhere.

- Find all of your spheres arranged by organization and activity.
- Exchange real-time messages with members.
- Comment on and react to posts.
- Manage your invitations.



# Useful information

Website

Blog

Twitter

LinkedIn

YouTube

Help Center

Questions? Send a message to  
[contact@whaller.com](mailto:contact@whaller.com)





See you soon on Whaller!

