

Investor Portal

User Guide & Reference Manual

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01 / Getting Started

The 3cubed Ventures Investor Portal gives you secure, personalised access to your portfolio holdings, fund documents, investor updates, and pending action items — all in one place.

Portal URL

<https://3cubed.vc/investors>

Logging In

Your credentials are sent by the 3cubed team when your account is created. If you have not received them, please contact marco@3cubed.vc.

- 1 Navigate to the portal**
Open your browser and go to <https://3cubed.vc/investors>
- 2 Enter your email**
Use the email address your account was registered with.
- 3 Enter your password**
Use the password provided by the 3cubed team. You can toggle visibility with the eye icon.
- 4 Click Sign In**
You will be redirected to your personal Investor Hub dashboard.

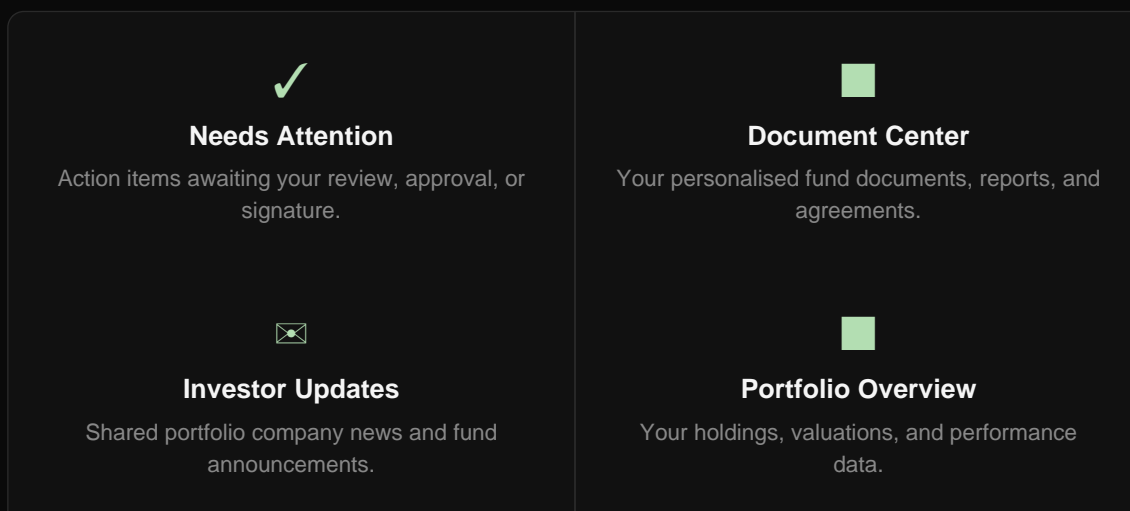
Forgot your password?

The portal does not have self-service password reset. Email marco@3cubed.vc and a new password will be issued within one business day.

Tip: Bookmark <https://3cubed.vc/investors> for quick access. Your session stays active for 7 days before requiring a new login.

02 / Dashboard Overview

After logging in you land on your Investor Hub — a central launchpad for all sections of the portal. Four tiles give you one-click access to each feature area.



Badge Notifications

A pink badge on the **Needs Attention** tile shows the number of open items. This number updates each time you load the dashboard.





Signing Out

Click **Sign Out** in the top-right corner of any portal page. For security, always sign out when using a shared or public device.

03 / Needs Attention — Action Items

This section lists all items that require action from you. Items are grouped by type and updated by the 3cubed team as needed.

Item Categories

 Needs Review Documents or proposals requiring your review before a deadline.	 Needs Approval Items awaiting your formal go-ahead or acknowledgement.
 Needs Signature Agreements or forms that require your electronic signature.	 General To-Do Administrative tasks or reminders specific to your account.

Marking Items Complete

Click the checkbox on the left of any item to mark it as completed. The page refreshes automatically and the item moves to the *Completed* section at the bottom.

Due Dates

Items with a due date show a date badge on the right. Please action time-sensitive items before their due date to avoid delays.

Note: Action items are added and managed by the 3cubed team. You cannot add items yourself. If you believe an item is missing, contact the team.

04 / Investor Updates

Investor Updates are shared with all investors simultaneously. They include portfolio company milestones, fund-level announcements, market commentary, and quarterly letters.

Reading an Update

- 1 Browse the updates list**
Updates are sorted newest-first, showing the title and a short preview.
- 2 Click 'Read More →'**
A full-screen overlay opens with the complete update text.
- 3 Close the overlay**
Click the X button or click anywhere outside the card to close.

Update Frequency

Updates are posted at the discretion of the 3cubed team. Expect regular portfolio company news as it becomes available, plus a formal quarterly fund letter.

05 / Portfolio Overview

The Portfolio Overview is a personalised dashboard showing your holdings in 3cubed-backed companies. It is powered by live data from our Airtable portfolio database and rendered in full-screen.

What You'll See

- Your specific holdings — securities, units held, units sold
- Issue price per unit and total amount invested
- Current Fair Market Value (FMV) and return percentage
- Valuation history chart (click to expand)
- Funding round history chart (click to expand)

Data Refresh

Portfolio data is updated manually by the 3cubed team, typically following board meetings or new valuation events. The dashboard shows the last-updated date in the top-right corner.

The portfolio view is specific to you — other investors cannot see your holdings. Data is fetched securely using your investor profile name as a filter.

06 / Document Center

Your Document Center provides access to all fund-related documents specific to your investment. This is hosted securely and linked to your investor account.

Typical Documents

- Limited Partnership Agreement (LPA)
- Subscription documents and side letters
- Capital call notices
- Quarterly and annual financial statements
- K-1 and tax documents
- Co-investment agreements

Accessing Your Documents

The Document Center loads directly in the portal as a full-screen view. If your document link has not yet been configured, you will see a message prompting you to contact us.

Documents are configured per investor by the 3cubed team. If you cannot access a document you expect to see, email marco@3cubed.vc.

07 / Schedule a Call

At the bottom of your Investor Hub dashboard you'll find the **Talk to the team** section. This embeds a live Zoom Scheduler where you can book a call directly with Marco Buhlmann.

Booking a Call

- 1 Scroll to the bottom of your dashboard**
The Zoom Scheduler is below the four main tiles.
- 2 Select a date**
Available dates are shown in the calendar. Unavailable dates are greyed out.
- 3 Choose a time slot**
Select a time that works for you. Times are shown in your local timezone.
- 4 Enter your details and confirm**
You'll receive a Zoom meeting invitation to the email on file.

Alternative

You can also reach the team directly at marco@3cubed.vc or via the Contact page at <https://3cubed.vc/contact>.

08 / Security & Privacy

The investor portal is built on Supabase, an enterprise-grade platform with industry-standard security practices.

Key Security Features

- Row-Level Security (RLS): You can only access your own data — no investor can see another's.
- Encrypted connections: All data is transmitted over HTTPS/TLS.
- Session management: Sessions expire after 7 days of inactivity.
- Password hashing: Passwords are never stored in plain text.

Best Practices for You

- Use a unique, strong password (12+ characters, mix of letters, numbers, symbols).
- Never share your login credentials with anyone.
- Always sign out when using a shared or public computer.
- Contact us immediately if you suspect unauthorised access.

Data Privacy

Your portfolio and document data is confidential and shared only with you. 3cubed does not share investor data with third parties. This portal and its contents are governed by your Limited Partnership Agreement.

09 / FAQ & Troubleshooting

Q: I can't log in — it says my credentials are invalid.

A: Double-check your email and password for typos. Passwords are case-sensitive. If the problem persists, contact marco@3cubed.vc for a reset.

Q: My portfolio overview shows no data.

A: Your investor name in the portal must exactly match your name in our Airtable database. Contact us if you see a blank portfolio screen.

Q: The Document Center shows 'not configured yet'.

A: Your document link hasn't been set up yet. Email marco@3cubed.vc and we'll add it within one business day.

Q: I don't see any action items.

A: That means you have nothing pending — great! Items only appear when the 3cubed team has added them.

Q: Can I change my password?

A: Not yet via the portal. Email marco@3cubed.vc with your request.

Q: Can I access the portal on mobile?

A: Yes — the portal is fully responsive. All pages are accessible on smartphone and tablet.

Q: I see a blank white screen inside the portfolio view.

A: This usually means the portfolio dashboard is loading. Wait 10–15 seconds and refresh. If it persists, check your internet connection or contact us.

Q: I accidentally marked an item as complete.

A: Click the checkbox again to toggle it back to incomplete.

10 / Contact & Support

For any questions about the portal, your investments, or the fund — the 3cubed team is always available.

Email	marco@3cubed.vc
Portal	https://3cubed.vc/investors
Website	https://3cubed.vc
LinkedIn	linkedin.com/company/3cubed-vc

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