warp it
reuse network

University of Exeter

Quick guide to:
Warp It for students

The University of Exeter's **Waste Action Reuse Portal** is now available to students. Upload and claim unwanted items - for free!
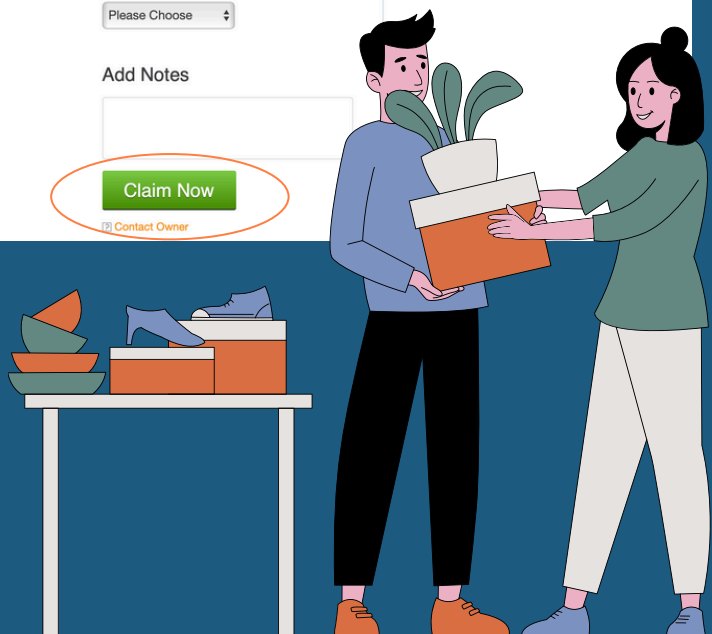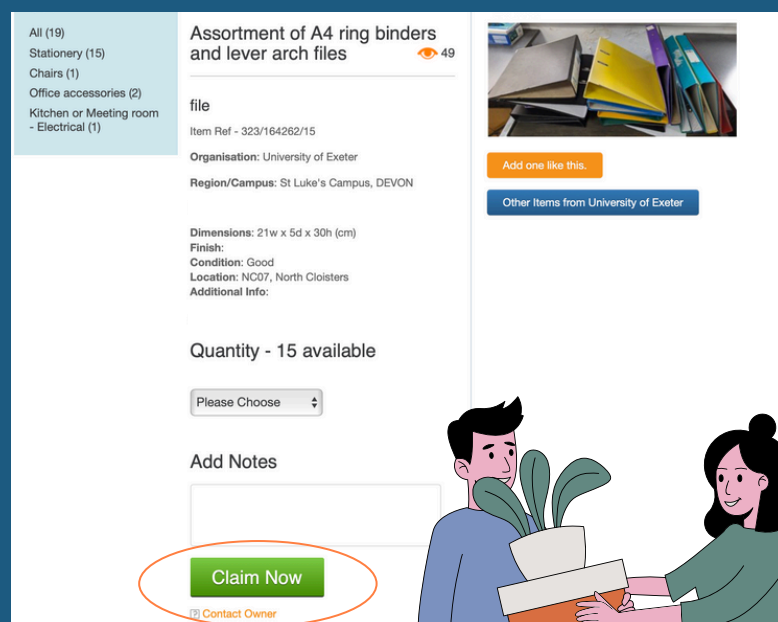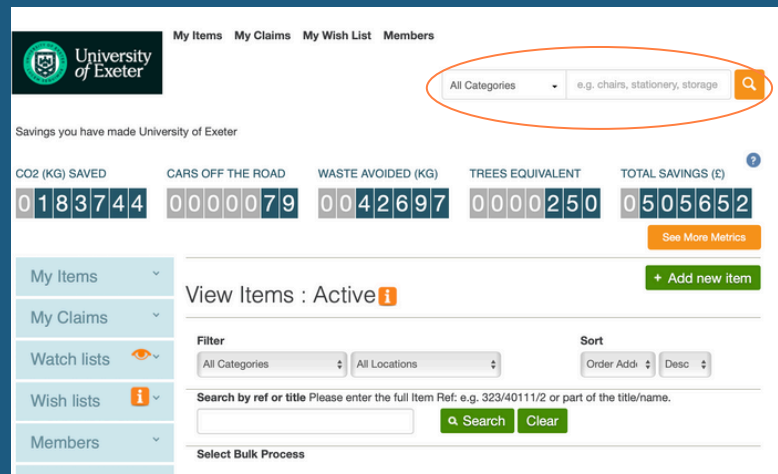
Step 1: Register

Click <u>here</u> and select 'Register now'. Enter your details, wait for email approval and then start using the Warp It platform! Make sure to use your University email address.

Step 2: Search

Use categories and keywords in the search box in the top right to find items you need. Alternatively, click the magnifying glass icon to show all items. Filter items using the drop-down menu on the left-hand side of the search bar.

Step 3: Claim

Choose a quantity in the drop-down menu and hit 'Claim Now' or ask for more information by clicking 'Contact owner' to send them a question about the item. Only claim items you are sure are suitable, as once claimed they are your responsibility.
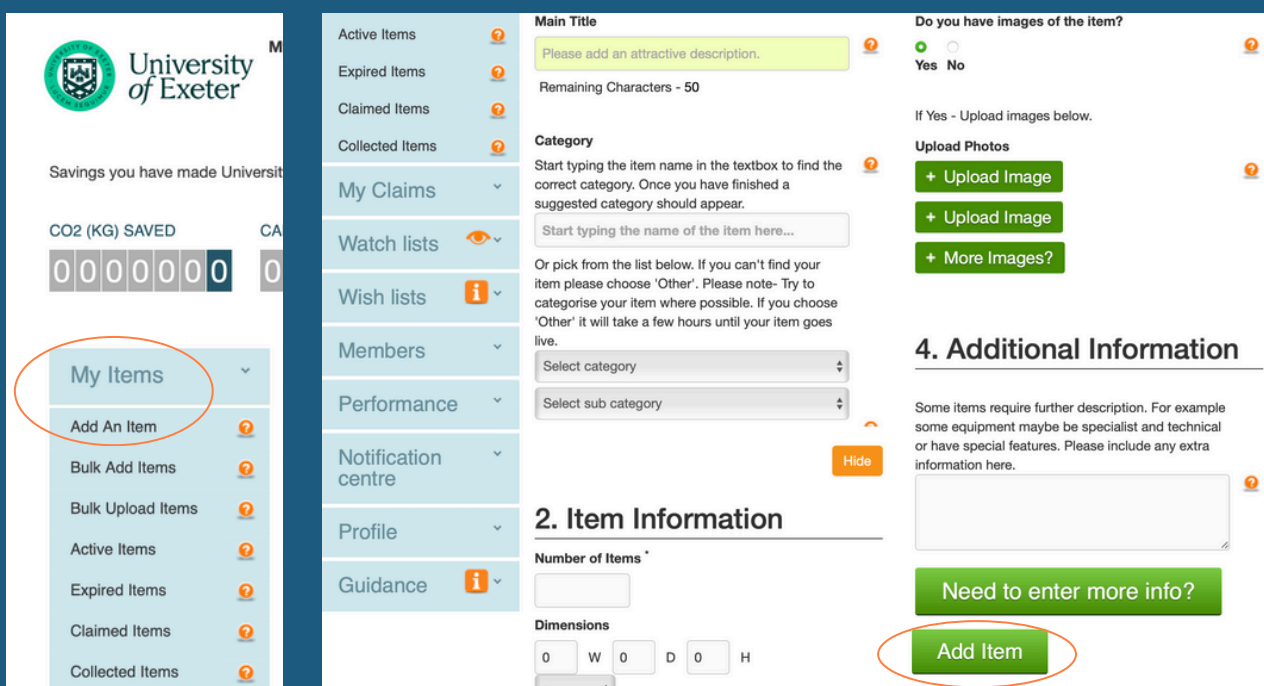
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Step 4: Collect

After claiming an item, you will be sent an email with the owner's contact details to arrange collection. We recommend meeting at an on-campus location for your safety, particularly for exchanging smaller items.

Step 5: Upload

Select 'My items' on the left hand side and then 'Add an item' to upload one. Start by giving your item a title and then select an appropriate category. Give some more information such as dimensions in the next section, followed by location. For the location, we suggest you put an on campus location (e.g. the Forum) or a general location (e.g. Pennsylvania Road). Further information about the location and collection process can be provided to the claimant later via email. Finally, upload some images of your item before pressing the 'Add item' button. For more guidance, visit the University of Exeter Warp It webpage on the Sustainability site. General guidance on how to use the Warp It platform can also be found online, although this will be tailored towards businesses and not students (as are the orange question mark icons dotted around the site).