1:1 Matching

Last Modified on 02/11/2022 10:34 am EST

STEP 1

From the Qooper Admin Dashboard, Click on Matching



STEP 2

Click on Bulk Suggest

		ക്ക് Bulk Su	ggest	윤 Bulk Un	match
Export					
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STEP 3

Set Max # of mentees each mentor can have*

STEP 4

Set minimum match rate %

	Suggests mentors to the mentees.		
	3	•	
Participants Imp	Min match rate %*		
d Unmatched	27		
	Exclude previously matched participants	2 entee pairs won't be suggested.	
	Name	Description	Weight
	Specialties - Interests	Specialties and interests will be used to calculate the match rate.	3 / 10
	Employment - Employment	Employment and Employment will be used to calculate the match rate.	1 / 10
	Barriers to Success - Barriers to Success	Barriers to Success and Barriers to Success will be used to calculate the match rate.	1/10 Made with Tango.us

STEP 5

Check "If checked, previous matched mentor-mentee pairs won't be suggested."

Exclude previously matched participants?		
If checked, previous matched mentor-mentee pairs won't be suggest	ted.	
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STEP 6

Click on Proceed

Focus: 2na Choice Will be used to	1 / 10
itch rate.	1 / 10
	roceed Close
	Made with Tango.us

STEP 7

Select "details" to see applicant's survey responses, confirm to match, or skip to skip the suggestion.

Note: once confirmed, the participant will be notified via email

Confirm S	Suggestions			×
	Confirm All (2)	MATION.		
SUGGESTI				
	Michelle Newsome Manager at Self employed Mentee	Details	100% Match Rate	Skip
	Michelle Morse Manager at HBA Mentee	Details	100% Match Rate	Skip
				Close