1:1 Matching

STEP 1

From the Qooper Admin Dashboard, Click on Matching
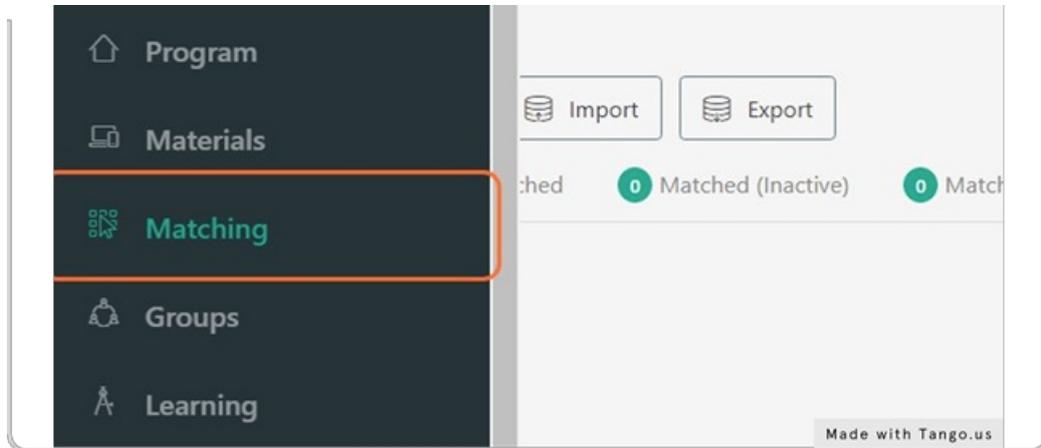
STEP 2

Click on   Bulk Suggest
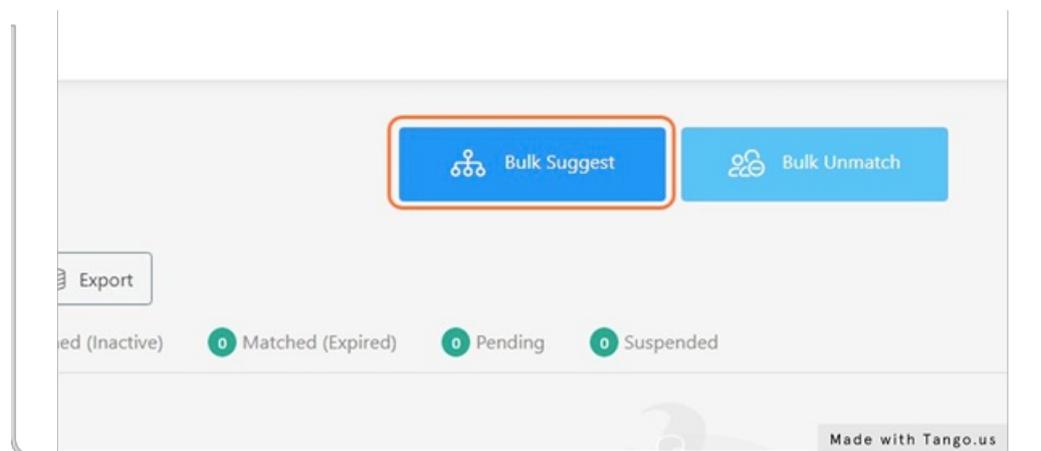
STEP 3

Set Max # of mentees each mentor can have*

STEP 4

Set minimum match rate %
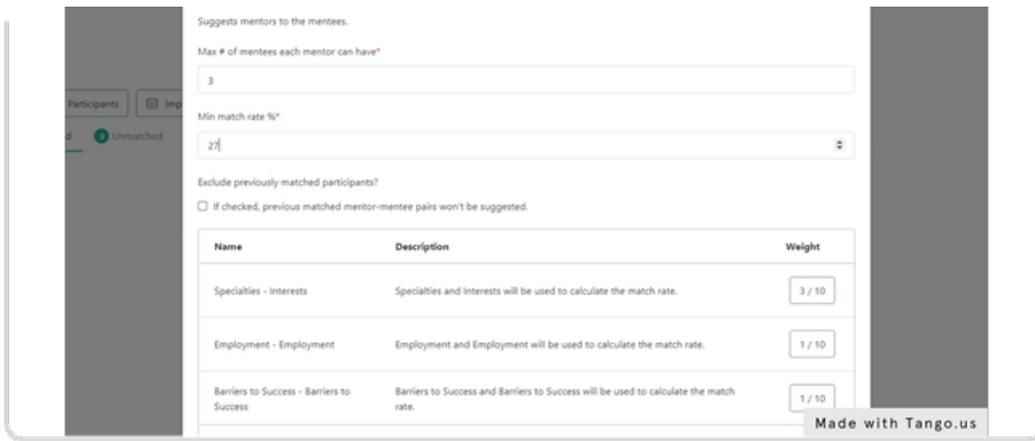
STEP 5

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 suggested.

STEP 6

Click on Proceed

Focus: 2nd Choice will be used to   1 / 10

tch rate.   1 / 10

Proceed   Close

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 Suggestions

×

✓ Confirm All (2)

ⓘ EACH PARTICIPANT WILL BE NOTIFIED UPON CONFIRMATION.

SUGGESTED ⌄

Michelle Newsome
Manager at Self employed
Mentee

100% Match Rate

Details | Confirm | Skip

Michelle Morse
Manager at HBA
Mentee

100% Match Rate

Details | Confirm | Skip

Close