



Flash Mentoring / People Search

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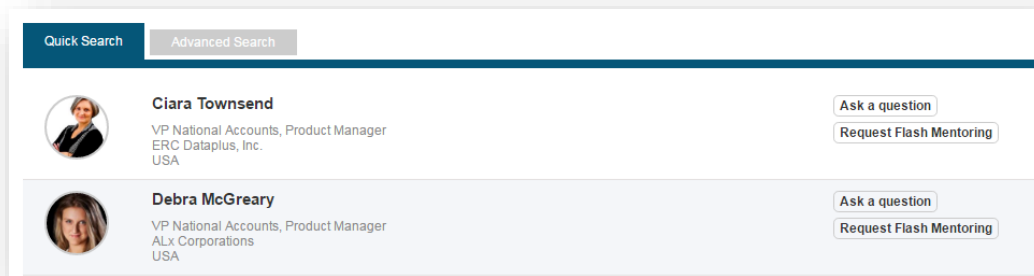


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What is this?

Depending on your portal, this tool may be called one of two things: **Flash Mentoring** or **People Search**. The functionality is the same for either name.



Flash Mentoring is a type of mentoring relationship that allows an individual to quickly find the information they need to complete a specific task. Flash Mentoring is less formal than having a long-term mentoring relationship. It is less about a relationship and more about knowledge sharing.

People Search is about knowledge sharing within a network of individuals who all have experience and knowledge in specific areas of the organization. Everyone within the network simply creates a profile that includes their experience and main skill sets. Individuals seeking knowledge are then able to search these profiles based on their learning needs.

What is the purpose?

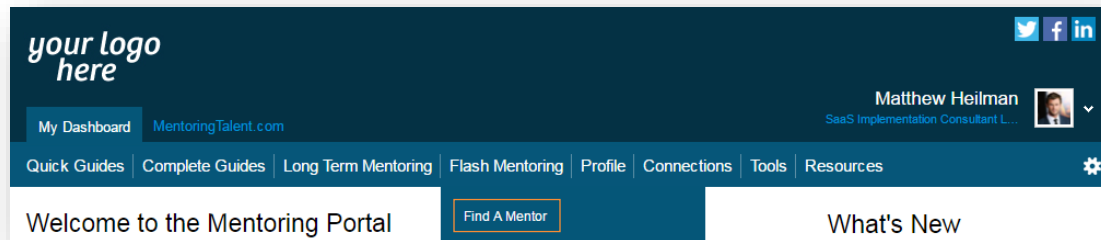
The purpose of this tool is to provide a valuable learning opportunity for less experienced individuals while requiring a limited commitment time and resources for more experienced individuals. While participants can mutually decide to meet again after their connection, the commitment is to participate only in the initial meeting. It does not require a formal commitment.

Who is available to participate?

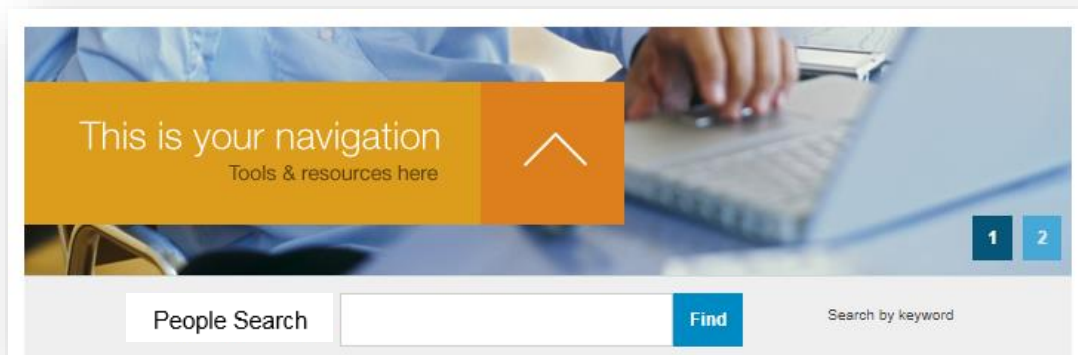
A participant must be an active/registered portal user. Administrators will need to select the "**Flash**" or "**Mentor**" population criteria within a participant's admin profile. It is recommended for administrators to verify that the participant's profile is filled out to participate. Without profile data, the participant's search criteria will not be able to locate potential connections.

How does it work?

There are multiple ways to initiate the tool. For **Flash Mentoring**, typically participants can access the network directly from their participant dashboard toolbar under **Flash Mentoring > Find a Mentor**.



For a **People Search**, the search is typically initiated within the toolbar (**Network Connections**) or the banner image. This may be available for Flash Mentoring as well.



The banner image allows for a quick search (shown above.) This allows for portal users to search according to first name, last name, company and/or job title. Utilizing the Advanced Search (from the toolbar or by click "Search by Keyword" enables users to be able to search for a wider variety of data, supplied by the user's profile information.

Search for a Mentor Help ?

Sometimes, you just have one question you'd like answered and you don't want to enter a long mentorship. That's where flash mentoring can help. You can request a flash mentor. This is a one-time relationship with an mentor on the phone session or Skype.

Quick Search **Advanced Search**

Advanced Search

First name

Last name

City

Country

State

Education

Work experience

Job Title

Company name

Specialization


Competencies / Skills


Certifications

Match ALL Match ANY

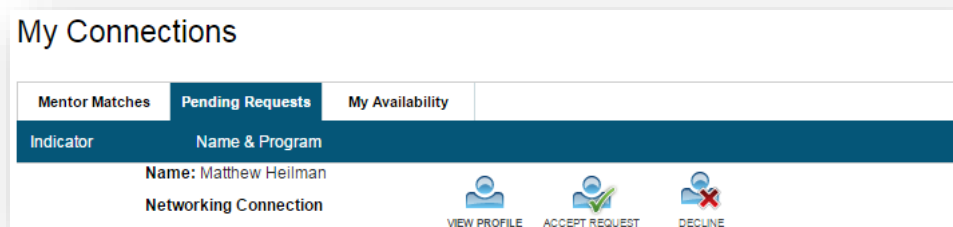
Once the search has been implemented, available participants who fit the search parameters will be displayed. Participants have the option to simply “Ask a question” to the participant for more information or “Request Flash Mentoring” / “Request Connection” to establish the brief connection.

Quick Search **Advanced Search**

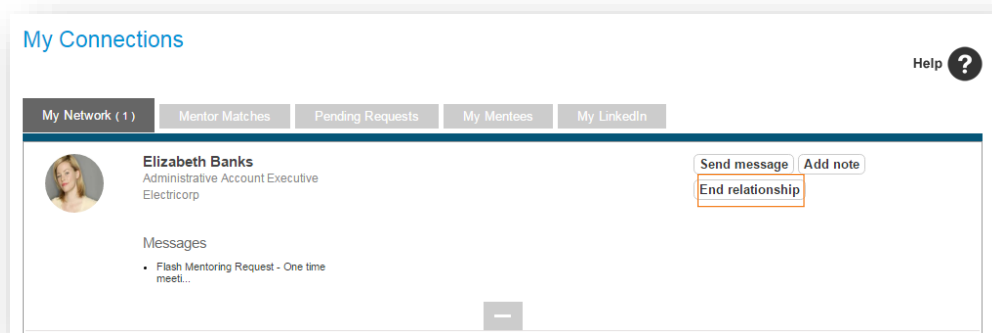
 **Ciara Townsend**
VP National Accounts, Product Manager
ERC Dataplus, Inc.
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Potential participant connections will be notified via email. Participants are also notified via their “My Connections” widget on the user dashboard or within the **Network Connections** section on their dashboard. From here, they can accept or decline the connection.



Now that the connection has been created, both participants can access their connection information via the **My Connections / Networking Connections** element in the toolbar or the Connections widget on the dashboard. Participants can easily communicate with each other. When the goal for the connection is successful, the connection can effortlessly end.



How many relationships can participants have?

Participants can have an unlimited number of connections. For mentoring relationships, Flash relationships can be done in conjunction with a formal mentorship.