

# Starting your mentorship

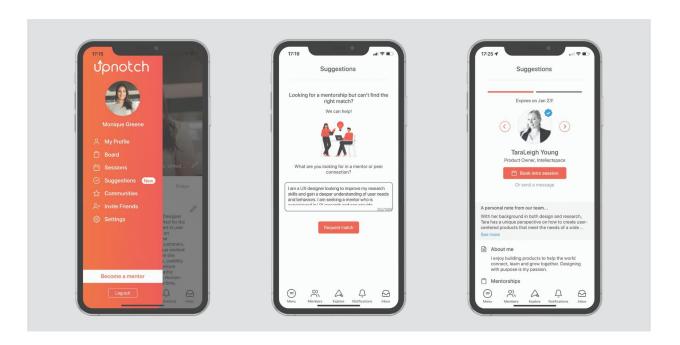
#### 1. Get matched

On Upnotch, you can discover new opportunities by browsing Al-matched suggestions on our Explore page or request a personalized recommendation from one of our expert team members

#### Request hand-picked suggestions

Our team of experts will suggest the perfect mentor match for you. We've successfully matched hundreds of members every month

To request a suggested match, simply: Go to main menu -> Suggestions - > Tell us what you're looking for.



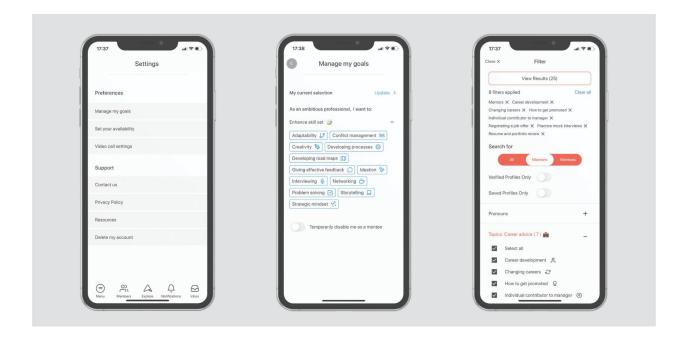
After you receive your suggestions, you can book an introduction session or send a message to any member you are interested in.

Search & apply filters



Our Explore page features AI-matched suggestions based on your profile and mentorship goals. You can easily update your mentorship goals at any time by visiting your profile, going to the mentorship tab, and clicking the edit icon.

Additionally, you can search members and refine the results by mentorship goals, interests, job title, education, and more by using the filters in the search on members.



#### 2. Book a session

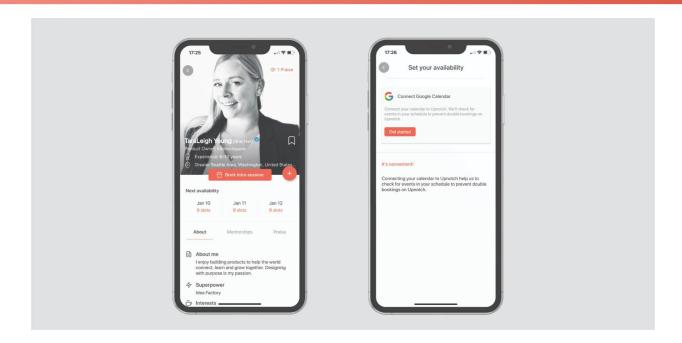
Are you ready to connect with a potential mentor? It's easy to book a session - simply visit their profile, select an available time slot, and send your request.

Keep track of your requests, upcoming sessions, and more by visiting the Sessions from the menu.

Remember, it's important to connect your Google Calendar to Upnotch to avoid double bookings.

Before your first call, take a moment to review our introduction session <u>quide</u>.



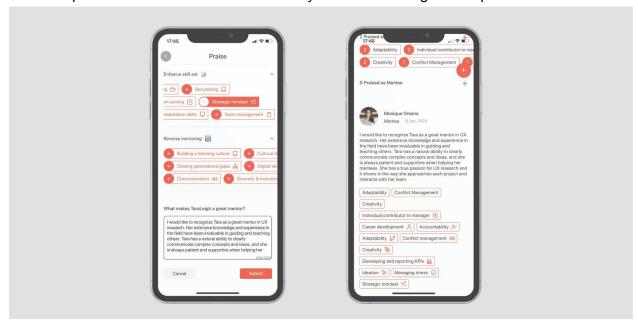


### 3. Give Praise

After your call, give praise!

Give your fellow Upnotch members the unique and thoughtful compliments they deserve with Praise. Make someone feel great by thanking them, sharing encouraging words, and telling them how much they are appreciated.

Praise helps other learn more about community member's strengths and personalities too.





# 4. Build your board

Take your mentorship to the next level by building a personal advisory board. Work with multiple mentors to address specific challenges and goals, or find a mentor in a new area to help you achieve your aspirations.

Head over to your board and watch it grow as you make connections and progress towards your objectives.

Add image here

# Need more help?

Contact our Support Team at anytime! support@upnotch.com/io

#### **Additional Resources**

- How to be a good Mentee
- How to be a good Mentor
- What to ask your mentor