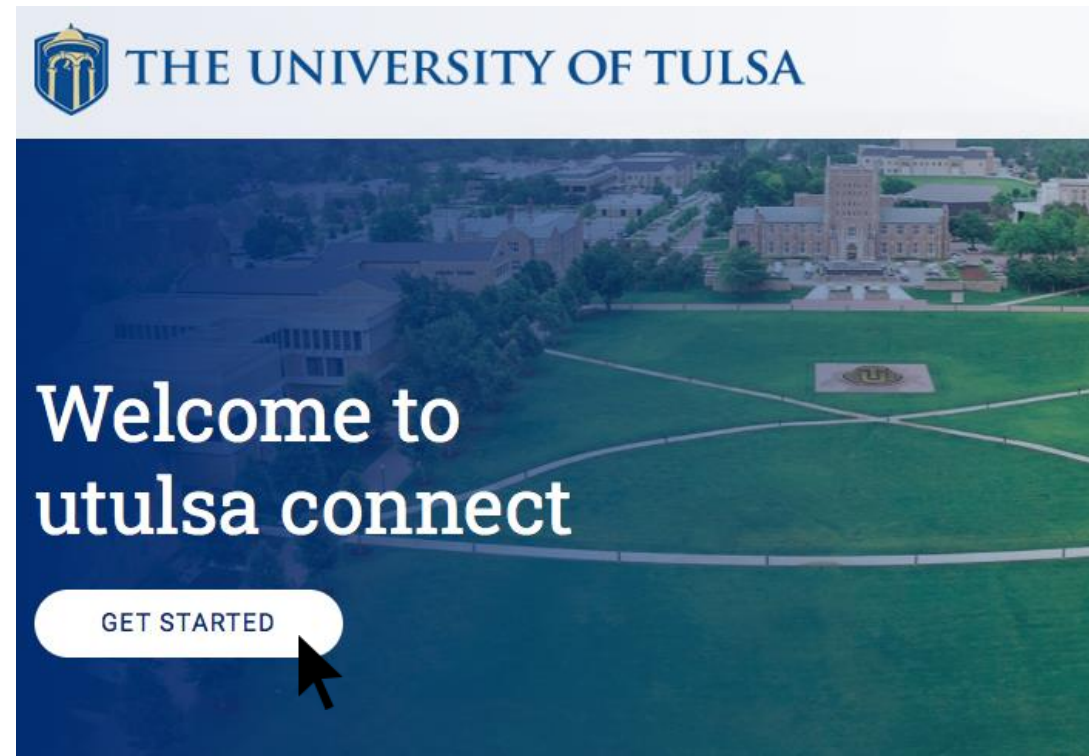


# How to use utulsa connect

## Create Account

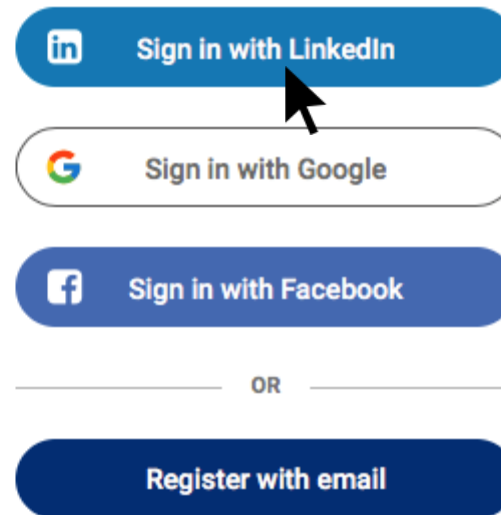


Create an account on [utulsaconnect.com](https://utulsaconnect.com)

# How to use utulsa connect

## Register Email

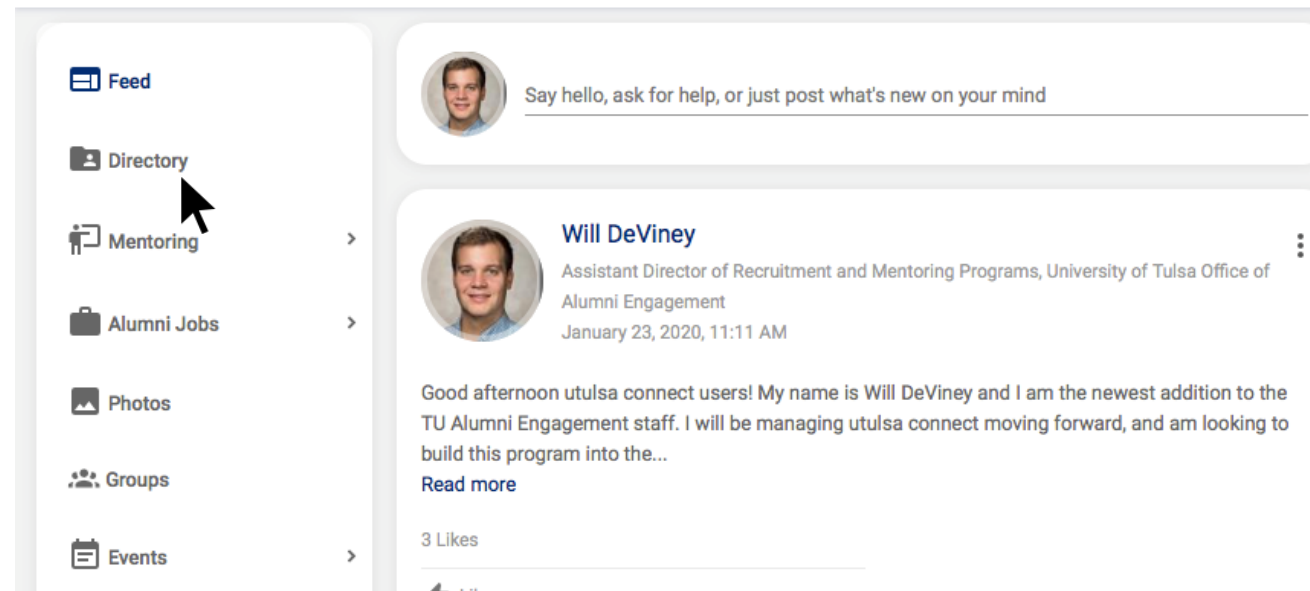
Join the utulsa connect community and gain professional leads and connections through The University of Tulsa's global online community



Mentors are highly encouraged to sign-up using LinkedIn, as it will auto-fill your professional biography

# How to use utulsa connect

## Use Directory



The Directory feature allows you to search for users on the platform

# How to use utulsa connect

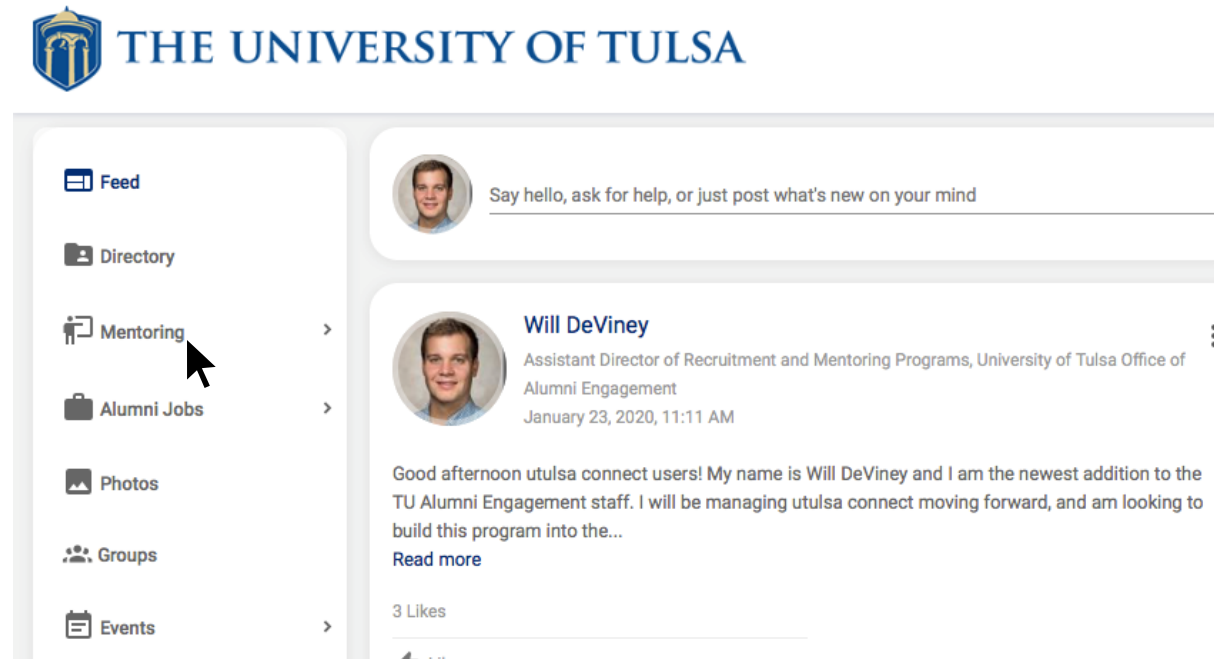
## Filtering Your Search

The screenshot displays the 'utulsa connect' interface. On the left is a navigation menu with categories: Mentoring (Find a Mentor, Mentoring Relationships, Settings), Alumni Jobs (Job Board, Post a Job), Photos, Groups, and Events. Below the menu is an 'Admin view' button and the text 'Office of Alumni Engagement >'. The main content area shows '1092 Registered Users' with a 'Sort: Alphabetically' dropdown and 'List'/'Map' view toggles. Three user profiles are listed, each with a 'Willing to help' badge, a profile picture, name, title, degree information, and a 'VIEW PROFILE' link. The profiles are: Tracy (Knecht) Bordbar (Sabre, Manager, Product Management; Bachelor of Science in Business Administration (BSBA), 1989, Marketing), Abigail (Gorman) Wirtz (Milwaukee College Prep, Speech-Language Pathologist; Bachelor of Science (BS), 2012, Speech Pathology, Education), and Catherine Aaronson (Bachelor of Science (BS), 2020, Biology, Chemistry, Creative Writing). On the right, a 'Filter by' section includes input fields for 'First name', 'Last name', 'Affiliation', and 'Location'. Below these are dropdown menus for 'Get Involved', 'Mentoring', 'The University of Tulsa', 'Work Experience', and 'Other Education'. A 'Support' button is located at the bottom right of the filter section.

You can filter search by name, affiliation, location, degree, industry, etc.

# How to use utulsa connect

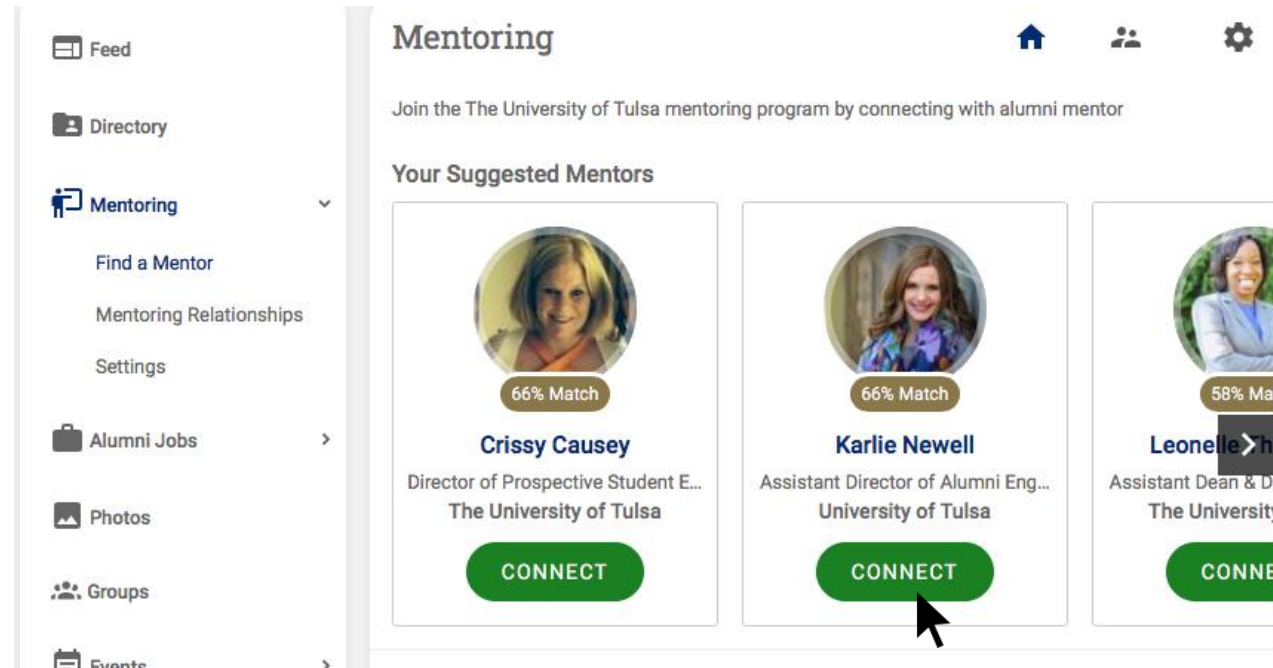
## Find Mentor



Students can also connect with a mentor by selecting the “Mentoring” tab

# How to use utulsa connect

## Finding Your Mentor



The mentoring page allows users to view their best matches based on major, location, and career aspirations

# How to use utulsa connect

## Connect With Your Mentor

**Karlie Newell**  
Assistant Director of Alumni Engagement  
University of Tulsa

Affiliation  
Alumni, Faculty/Staff

[MESSAGE](#) [EDIT PROFILE](#)

[Admin data](#)

[Summary](#)

I graduated from the University of Tulsa in May of 2018 with a degree in organizational studies, a certificate in advertising, and a minor in negotiation and leadership management. I have experience in public relations, event planning, social media marketing, and leadership management. As a recent graduate, I am happy to talk about the importance of networking.

[Ask Karlie for help](#)

- Introduction to connections
- Open doors at workplace
- Answer industry specific questions
- Meet for coffee
- Mock Interviews

[Request help](#)

[Ask Karlie to be your mentor](#)

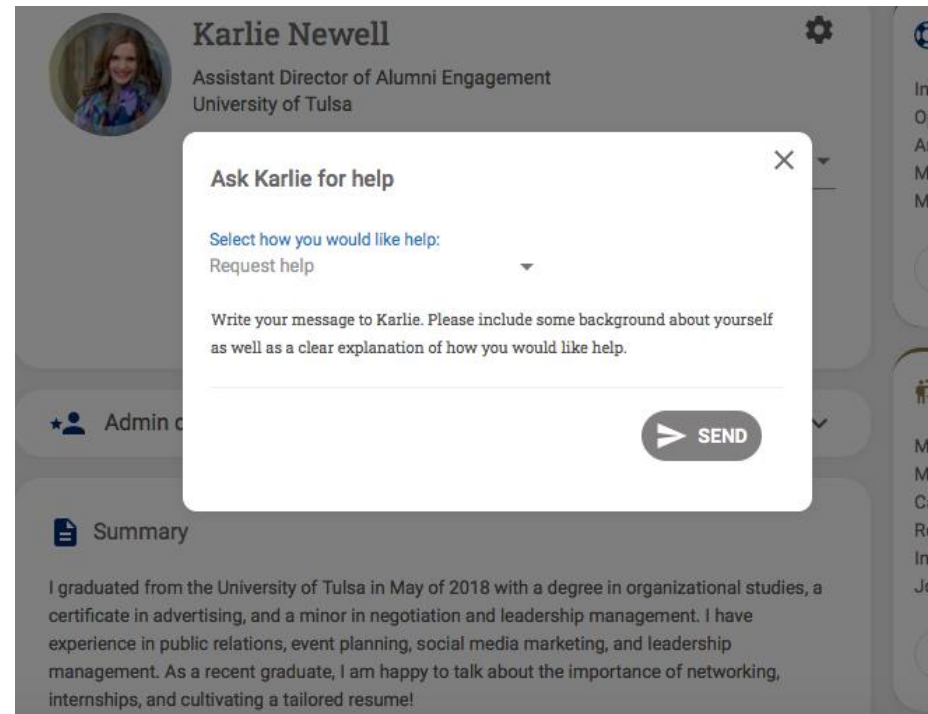
- Mentor a student
- Mentor a young professional
- Career advice
- Resume review
- Internship
- Job Shadow

[Request mentoring](#)

To connect, students must go onto a mentor's profile and select the help they wish to receive

# How to use utulsa connect

## Request Help



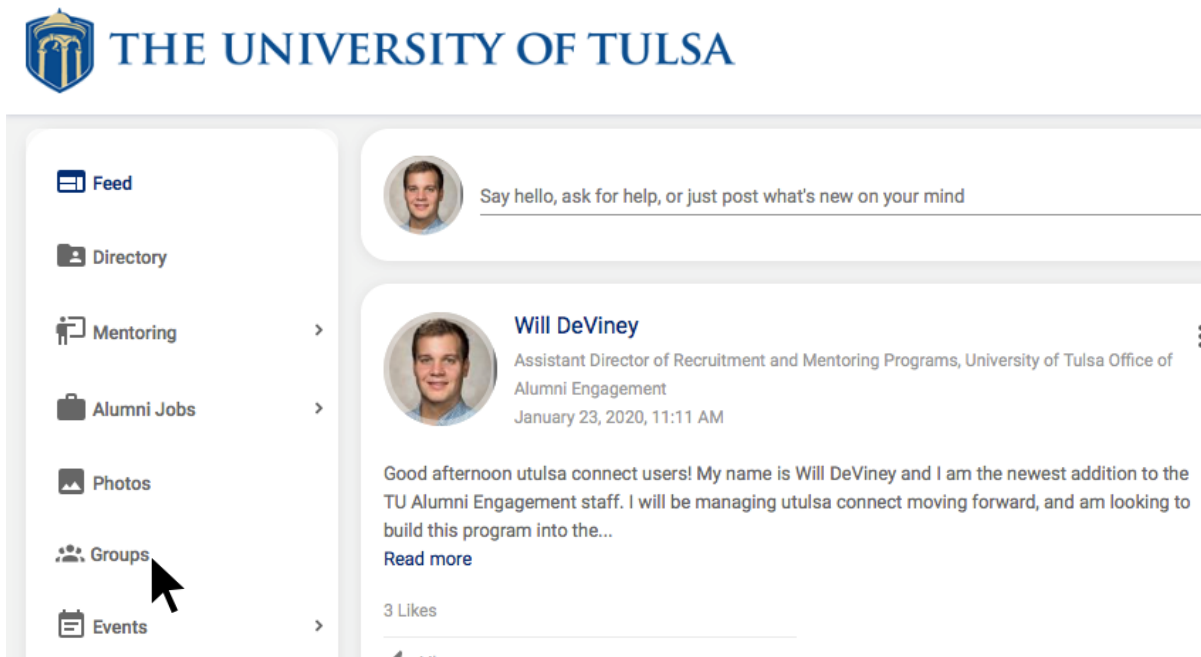
The screenshot shows a user profile for Karlie Newell, Assistant Director of Alumni Engagement at the University of Tulsa. A modal dialog box titled "Ask Karlie for help" is open, prompting the user to select how they would like help (currently set to "Request help") and to write a message to Karlie. The message prompt includes instructions to include background about oneself and a clear explanation of how help is needed. A "SEND" button is visible at the bottom right of the dialog box.

By selecting “request help” or “request mentoring”, students are then required to send an introductory message to their potential mentor



# How to use utulsa connect

## Join a Group



The screenshot displays the 'utulsa connect' interface for The University of Tulsa. At the top left is the university's logo and name. A left-hand sidebar contains navigation tabs: Feed, Directory, Mentoring, Alumni Jobs, Photos, Groups, and Events. The 'Groups' tab is highlighted with a mouse cursor. The main content area shows a post from Will DeViney, Assistant Director of Recruitment and Mentoring Programs, dated January 23, 2020. The post text reads: 'Good afternoon utulsa connect users! My name is Will DeViney and I am the newest addition to the TU Alumni Engagement staff. I will be managing utulsa connect moving forward, and am looking to build this program into the...'. Below the post, it shows '3 Likes'.

Users can join a group by selecting the “Groups” tab

# How to use utulsa connect

## Groups Feature

The screenshot displays the 'utulsa connect' Groups Feature interface. On the left is a navigation sidebar with the following items: 'Find a Mentor', 'Mentoring Relationships', 'Settings', 'Alumni Jobs' (with a dropdown arrow), 'Job Board', 'Post a Job', 'Photos', 'Groups' (highlighted in blue), 'Events' (with a right-pointing arrow), 'Admin view' (in a blue button), and 'Office of Alumni Engagement >'. The main content area is titled 'All Groups' and lists four groups:

- College of Engineering and Natural Sciences**  
303 members  
Empowering knowledge, research and service Our engineering and science professors are world-class mentors, eager to share their industry insight and help students excel.
- College of Law**  
102 members  
A superb doctrinal and experiential legal education With outstanding academic programs and lauded faculty, The University of Tulsa College of Law embraces, promotes and protects the
- Collins College of Business**  
268 members  
Empowering the next generation of business leaders Collins College of Business graduates integrate knowledge, technical competence and interpersonal skills to launch successful
- First-Generation College Student**  
245 members  
The federal definition officially developed for TRiO program acceptance and to determine eligibility for Pell Grants indicates first-generation students come from families where their

Users can select the group they would like to join, or create their own group