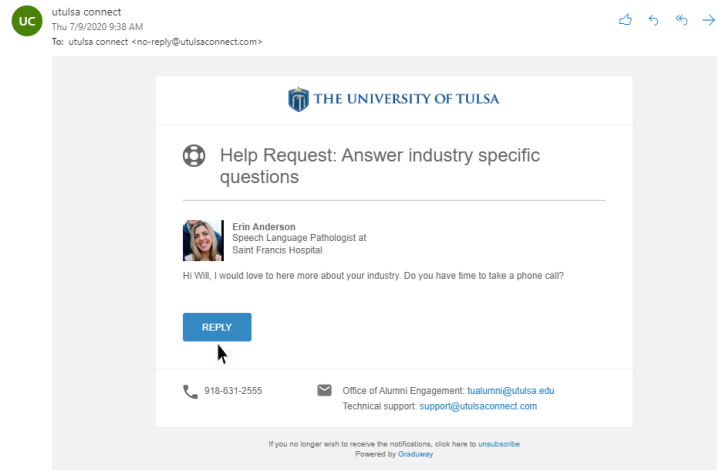
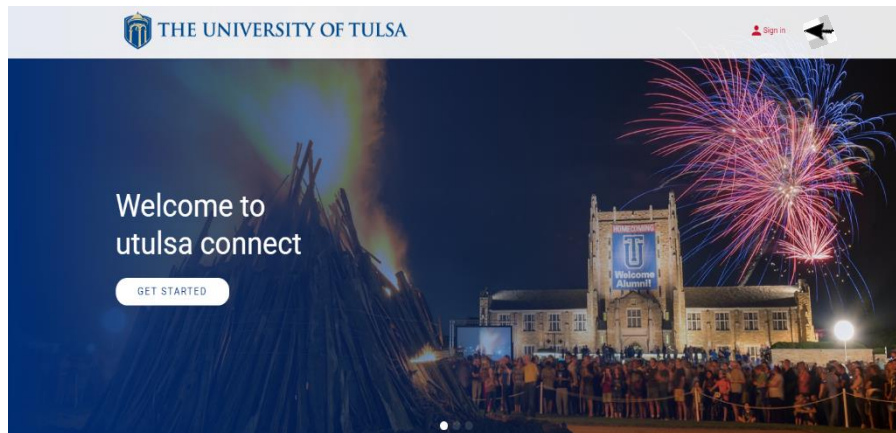


Managing your Mentoring Connections

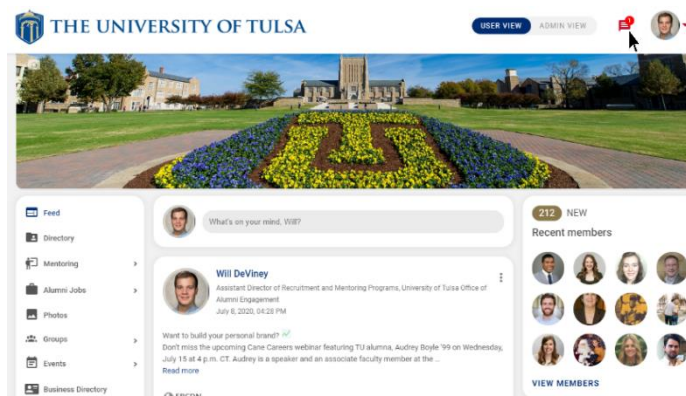
1. When you have a mentoring or help request on the platform, you will receive an email from utulsa connect. Clicking “Reply” will link you to utulsaconnect.com. Due to this, it’s very important to sign up with an email that you check regularly.



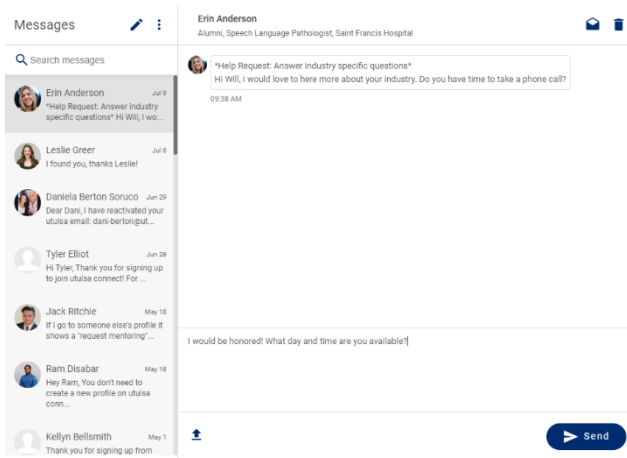
2. After clicking “Reply”, you may be required to log back into your account. To do this, select “Sign In” in the upper-right hand corner and log in using your email credentials.



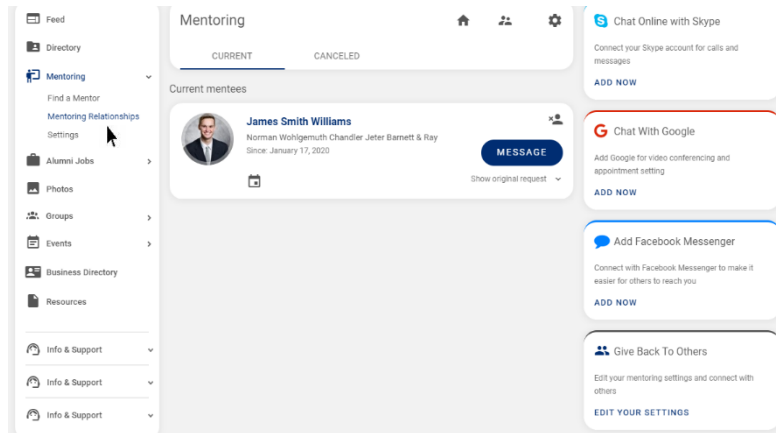
3. Once you are logged in, you will notice a red notification in the top right corner. This implies that you have 1 unread message: your help request.



4. Use the messaging feature to schedule your first mentee meeting!



5. You can stay up-to-date on all mentoring relationship by navigating the “Mentoring” tab on the left side of the home page.



6. You can also use the “Mentoring” tab to edit your settings, allowing you to customize the services you are willing to offer.

