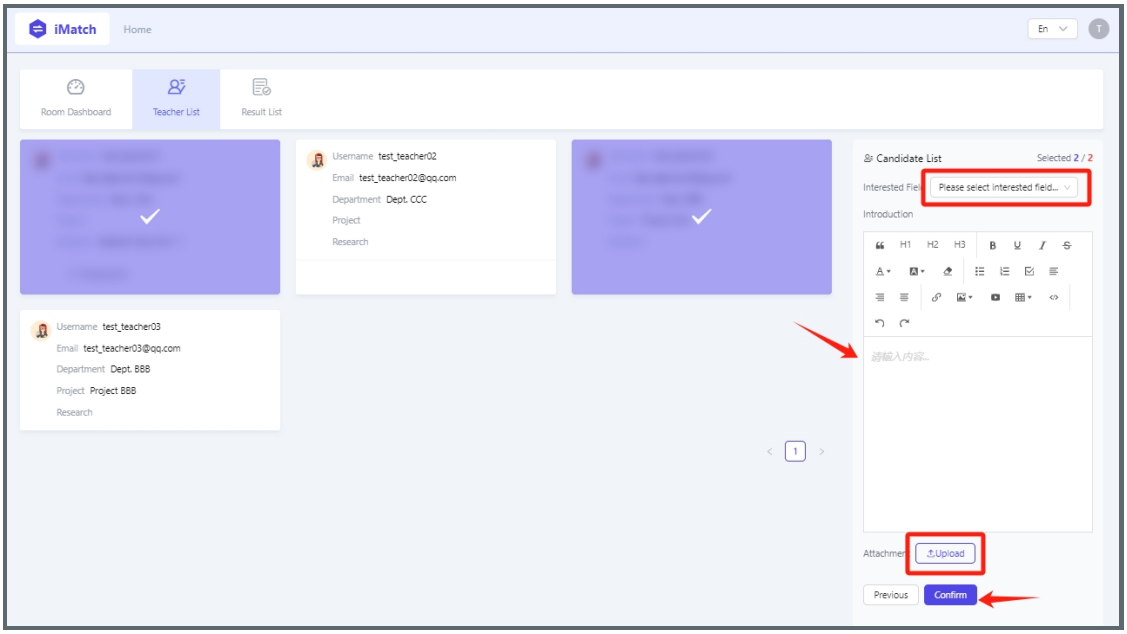
Phase 1-Student Role-How to select the teachers in iMatch system

396 Bowen Zhang Thu, Oct 31, 2024 Guides for Students 4322 0



An example of student's view of selecting teachers

Overview:

This guide will walk you through the steps on how to select and rank the teachers in iMatch system.

What to know:

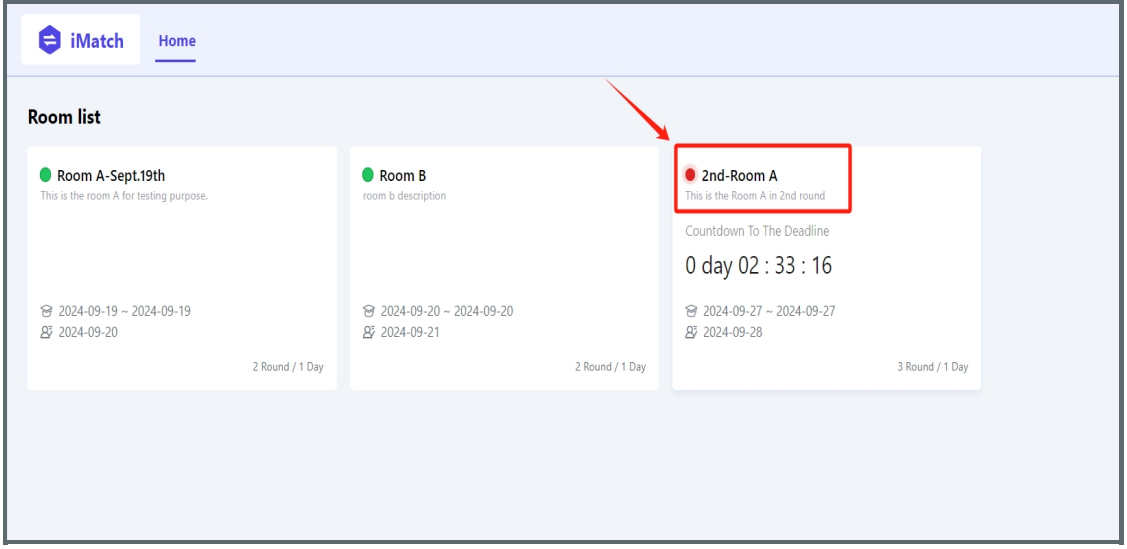
In order to select teachers in a room, the user accounts should be uploaded and maintained by the Admin role. Once uploaded, students will be able to log in via the XJTLU SSO account. Please contact the school secretary if your access is blocked.

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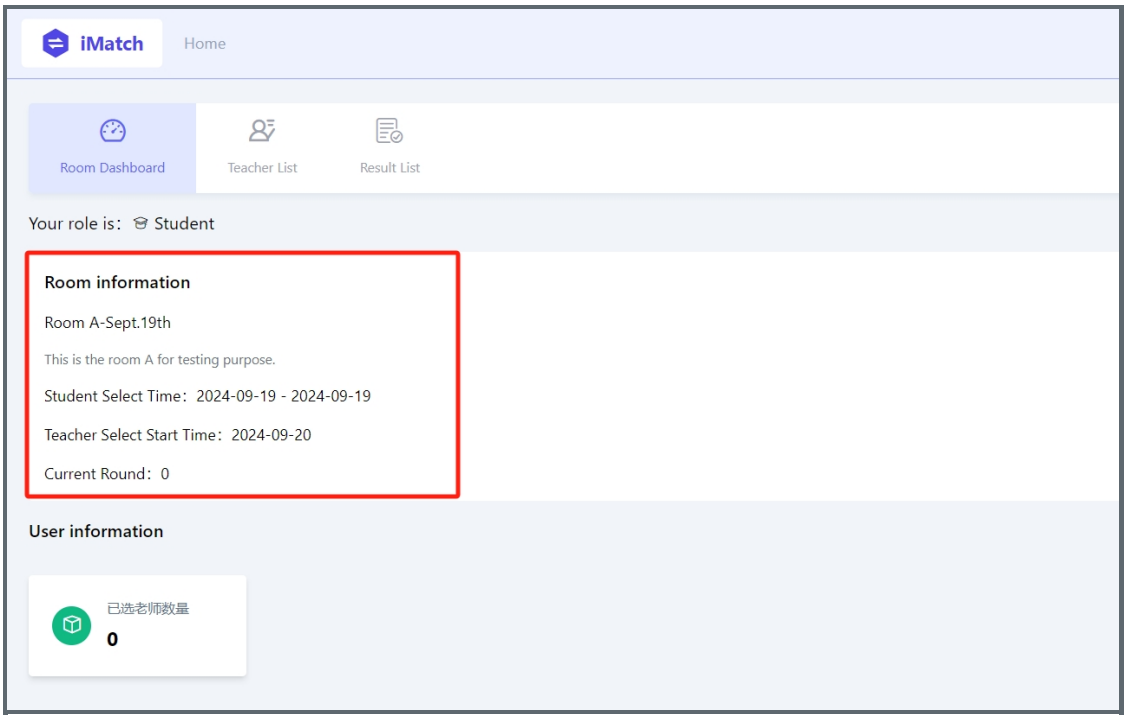
Step 1: Locate the room
Step 2: View the teacher list
Step 3: Select and rank the teachers
Step 4: View the selected results

Step 1: Locate the room

There may be instances that one student is involved in several selection projects. In such cases, make sure to locate the correct room.

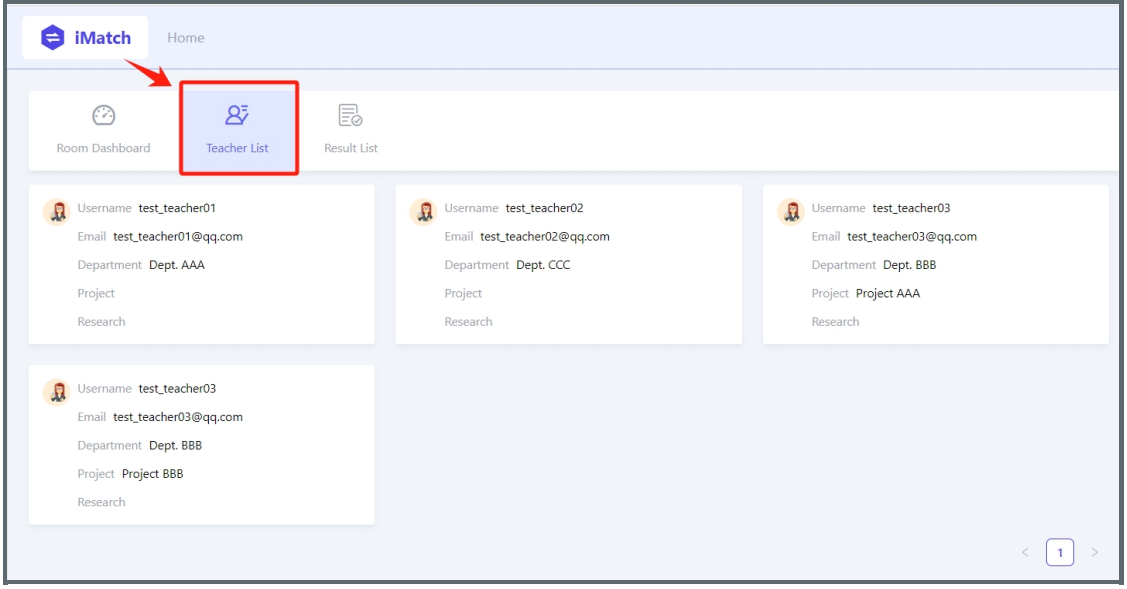


Once there, you will be able to view the basic information of the selection project from the " Dashboard" tab, such as the description of the selection, student selection window time and teacher selection start date. It is crucial to complete the selection before the student selection end date. Otherwise, the students will start selection without anything updated to review.

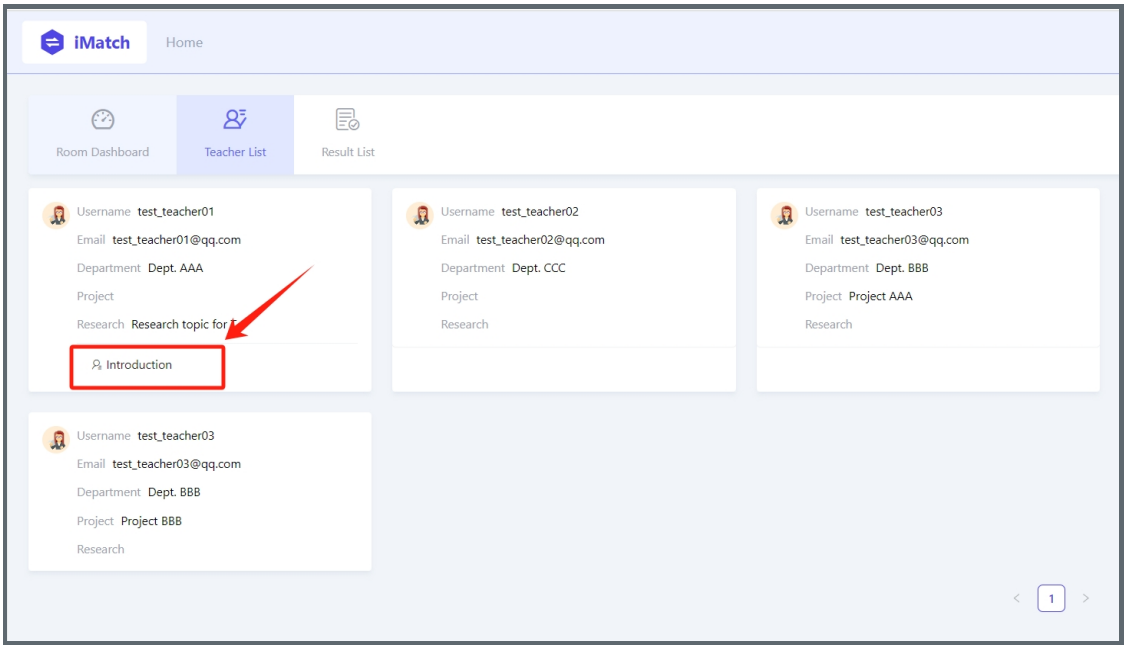


Step 2: View the teacher list

Navigate to "Teacher List" tab to review all available teachers.

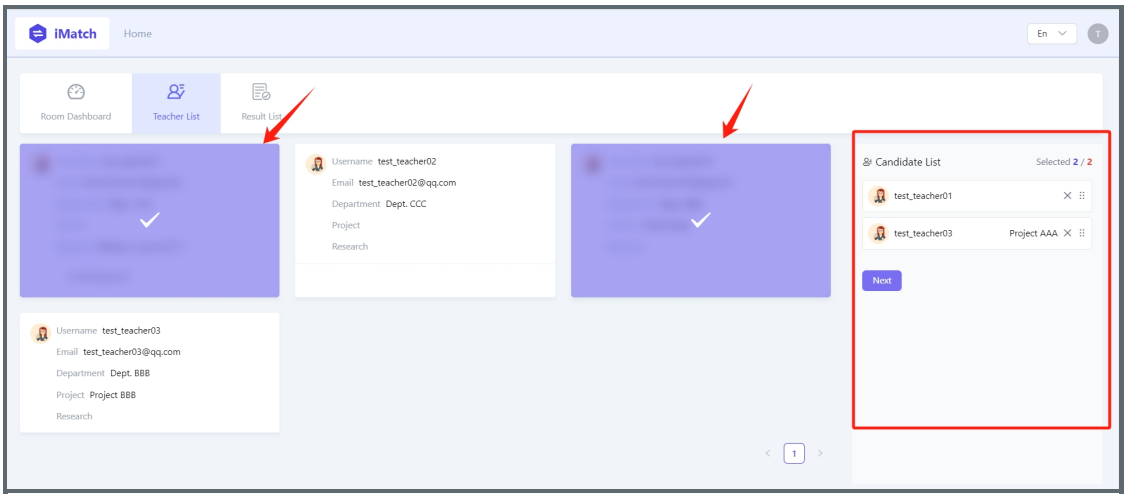


To review the details of a teacher's profile, if available, click on the "Introduction".

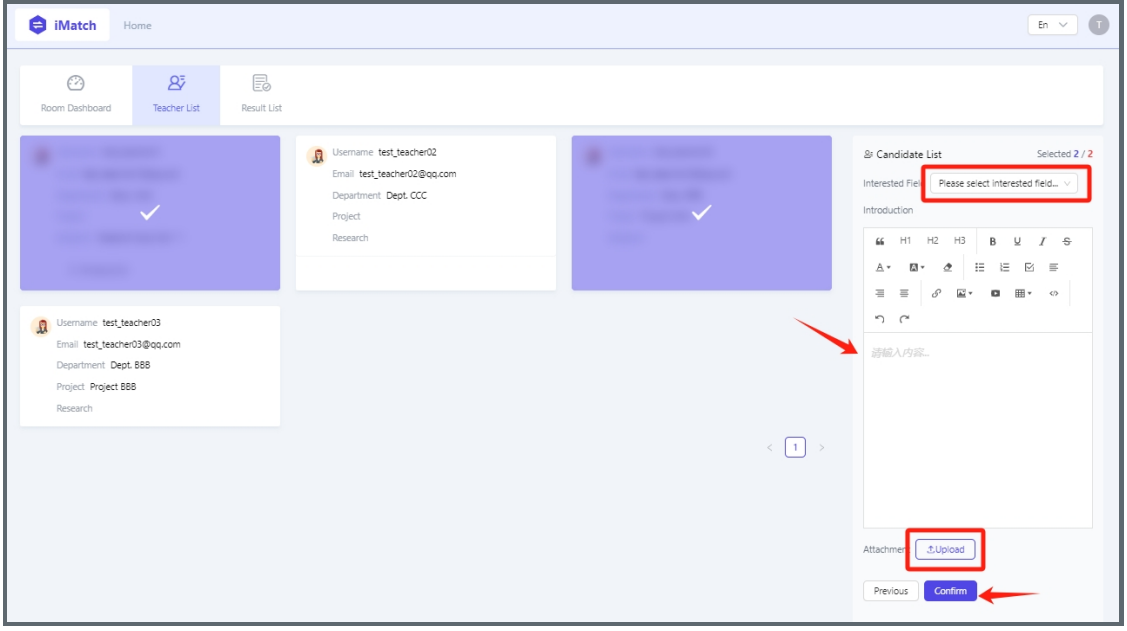


Step 3: Select and rank the teachers

To select a teacher, simple click on the teacher's icon. All chosen teachers will appear in the right column, ranked according to the order in which they were selected. Click "Next" to continue.

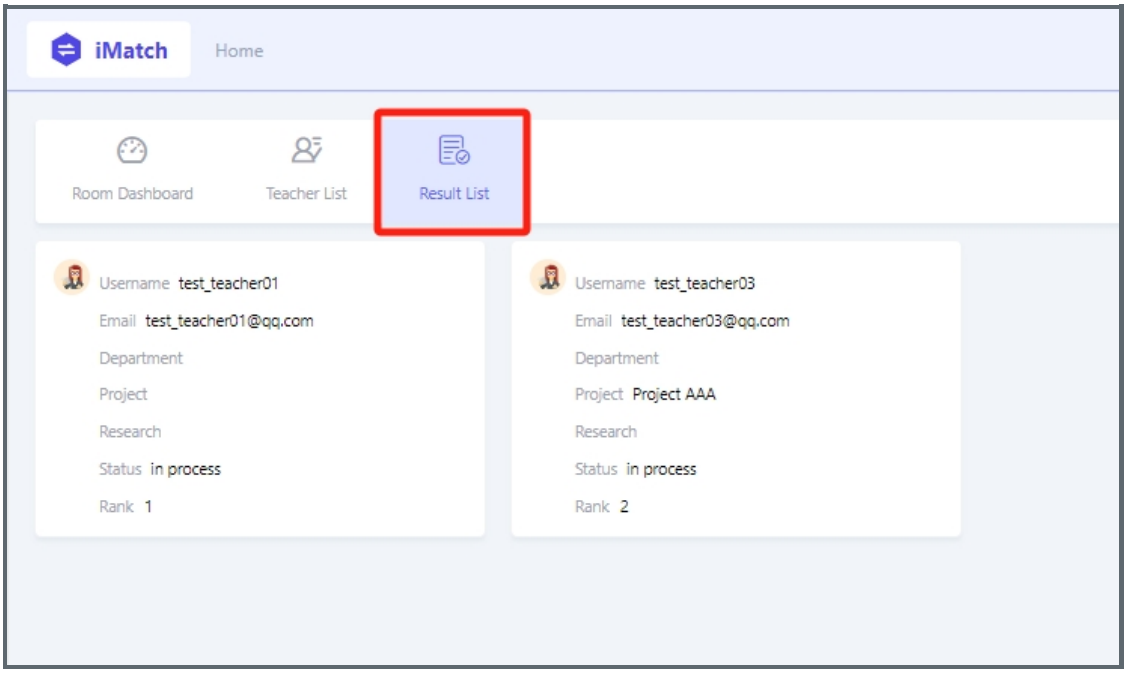


To fill in the "Interested Field", click on the drop down list. You can provide your personal justification in the rich text area or upload a file by clicking the "Upload" button.



Step 4: View the selected results

To view your selected teachers, please navigate to the "Result List" tab. The teachers ranking will be displayed here.



Tips:

Once the selection results have been saved, you still have the opportunity to make changes within the student selection window time. Please navigate to "Teacher List", revise your selection and remember to save the update.

Next steps:

Once you've submitted your selection, the results won't be released until after the final round of the teacher selection. Please wait for the school secretary to inform you of the

results.

Online URL: https://knowledgebase.xjtlu.edu.cn/article/phase-1-student-role-how-to-select-the-teachers-in-imatch-system-396.html