

finishers project

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Explanation of Web Matching Engine for User Members

Matching Help Area

<p>About this matching web engine</p>	<p>This web based matching service is designed to serve you and partner organizations. Depending on how you take advantage of the powerful matching features offered here, you will find organizations that are aligned with your skills, passions and theatre of operation you are likely to find compelling.</p>
<p>User Responsibility</p> <p>Each user is given a password protected area. It is the responsibility of each user to:</p>	<p>1) Enter a profile of you and, if married, your spouse that is accurate and defensible. For example, if you are not trained in health care, do not claim to be prepared to assist in that area. Also your contact information, must be complete and accurate. Inaccurate information merely for purposes of connecting with agencies, will not serve sending organizations or you well.</p> <p>2) Making this web site introduction is the completed task of the Finishers Project. (Of course, you can also participate in the Finisher Forum Events.) Take the initiative to communicate your interests with your church leaders and mission agencies. Sending organizations will be aware of your interests, but you must also take initiative based on the matchings of your interests with options offered for you to join God in His passion for His glory among the nations. Of course, you are responsible before the Lord for the talents he has given you. You are free to modify your profile of interests at any time.</p> <p>3) Provide feedback as to how this web site — the information, the challenge, and the utility of this web engine — serves you. We listen to feedback. The Finishers Project is an openhanded ministry. We are anxious to improve service to you and other stakeholders.</p>

Editing Your Profile

<p>Change "Personal Information"</p>	<p>Apart from your name and address you are also requested to include an email address and phone number. Your points of contact are available only to partner organizations. They are all committed to respect your privacy. The email address is also be used to send notices that new matches have appeared on the web site. Normally the new matches will appear only after you have first entered or changed your personal or preference information. See also the privacy and legal information by clicking on the links at the bottom of the home page.</p>
<p>Change "General Service Information"</p>	<p>On the General Service Information page you provide information about your interests and the interests of your spouse in areas of</p> <p>training and work experience, the regions of the world, if specified, languages you know and length of assignments you are willing to consider.</p> <p>You are responsible for the information being useful and accurate.</p>
<p>Change "Ministry Preferences"</p>	<p>On the Ministry Preferences page information is provided by you about the types of ministry that you are willing to consider. This is used for matching. If there are areas missing or would be useful to add, let us know. We will monitor for categories that are not used.</p> <p>You are responsible for the information being useful and accurate. Do not mark checkboxes for which you have no training, experience or expertise to offer.</p>
<p>Other site maintenance</p>	<p>As a user you are responsible to keep the contact information accurate.</p> <p>You maintain your profile and are responsible for the information being up to date and accurate. You may email, or if no email, phone us at any time to leave a message for your profile to be deleted. Email is our preferred method of contact.</p>

View Your Ministry Matches

<p>Ministry Profiles</p>	<p>Upon clicking a ministry name in the Ministry column, a profile sheet of the partner organization is displayed. A link to the ministry is available. When that link is clicked, a new browser window will open so you will not leave your personal area and have to login again.</p>
<p>Rate</p>	<p>The Rate algorithm is calculated by adding 20 points each for at least one match in Ministry Preference, Spouse Ministry Preference, Location Preference, Language and Length of Service. Thus the ratings are at discreet levels of 100, 80, 60, 40 and 20 percent. This is highly imperfect, so use your own judgement liberally.</p>

Order of Names	Agencies appear in the New Listings, Saved, Non Active, Short-term, Long-term, NAmerica and Other lists in order by percentage rating.
Ministry	Clicking on the hyperlink in the Ministry column will transfer to the individual profile sheet for viewing.
Email	Clicking on the Email address will allow you to send an email message directly if your computer is set up to do that.
Contact	This checkbox is simply an indication to you that this organization has contacted you or has been contacted by you. It is a visual reminder to you that further follow up may be appropriate on your part. No action occurs from this web site when the Contact box is checked.
Remind	This box will be filled anytime you enter or change any profile information on the web site and there is a match. After you have reviewed the listing, the name can be Moved to: the Saved or Non-Active list. After altering any of the Remind or Contact checks, click Update Contact/Remind so the web engine makes permanent note of the change.
Note:	If any name in the Remind category is checked, periodic email notes will be sent to your email address as assigned on the contact page for your agency. To avoid getting email reminders for those organizations you are in touch with, change the selection from Remind to Contact, then be sure to Update Contact/Remind so the web engine makes the change.

Ministry Match Area

Move To:" Button	<p>This button transfers ministries that are "Selected" to the area indicated in the pulldown box immediately to the right of this "Move to:" button.</p> <p>New Listings Area Saved Area Non Active Area Short-term Area Long-term Area NAmerica Area Other Area</p> <p>First set the pulldown box to the area you wish to move the names, then click the "Move To:" button to execute the transfer.</p>
Selected	A Selected checkbox appears in front of each agency name. When checked these names are Moved to a new area (New Listings, Saved or Non Active) or are deleted depending on the action chosen.
New Listings	This is where new matches will appear. They can be Deleted, kept on your New Listings page or moved to the Saved or Non Active area.
Saved	These areas are to allow you to keep track of high and lower priority possibilities. It is suggested those that are not a "fit" be Deleted.
Non Active	

Note:	The "Move To:" button only acts on those names that had the "Selected" box checked at the left of the name.
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"Delete" Button	<p>This button removes a "Selected" name from the present list. The ministry name can be re-added using the Advanced Search feature to locate a name, then "Add"ing that name to re-post it on the New Listings page.</p> <p>Delete ministry names in which you have no interest in pursuing. The matching engine remembers they were deleted and will not present them again on subsequent matching runs unless you or they change preferences information.</p>
Note:	The "Delete" button only acts on those names that had the "Selected" box checked at the left of the name.

"Update Contact/Remind:" Button	After modifying the Contact and/or Remind checkboxes in the columns on the right, this button is used to tell the server to remember the settings. If this button is not used, the checkbox settings will returned as previously stored the next time you visit here.
Note:	The Update/Remind: button acts on all names regardless of whether the "Selected" box at the left column is checked.
Jump to Match:" Button	This is provided for ease of navigation. Select a number at the right of this button, then click the Jump to Match:" Button

View Your Profile Information

Your Profiles	In your User Account Optionspage you will be able to view your profile form for you and your spouse. You are urged to complete the form as completely as possible to assist you and partner organizations in assessing a fit.
<p>Missing information (Primary Person)</p> <p>For the best possible results, be sure your profile is complete, with proper capitalization and spelling.</p>	<p>Certain fields will be missing on your profile sheet if that field is left blank. This includes information for</p> <ul style="list-style-type: none"> Email address Phone numbers and best time to call Children and Grandchildren Retirement and Available years Time Commitment Language Financial Status Church Attending Denomination Interested in selected agencies Comments

Missing information (Person and Spouse)	Certain fields will be missing if that field on a your form or your Spouse form is left blank. This includes information for Divorce, and if divorced, Divorce Year Earned Degree Occupation Formal Training Informal Training
Note:	The primary form is date stamped with the date of first entry. If a profile form is modified, that modification date does not appear.

Explanation of Browse Ministry Listings

Browse Users by..	This page allows a quick selection by only one criteria.
Ministry Name	This choice will find and display the names of all partner organizations beginning within the chosen range of alphabet.
Region of Ministry	This is a search for mission agencies that have indicated opportunities for serving in the selected region of the world.
Language	Search here for organization that indicate a working knowledge of a particular language will be useful for ministry. This is a new field not used before June 2001. If you have entered your name before that time, please revisit that area and indicated your language skills including English as a native or second language.
Time (Length of Service)	This selection is a search for those mission agencies that indicate they have assignments for this period of service. No other criteria is applied.
Desired Ministry Type	A selection here allows a search of those sending organizations that indicate some expertise in the chosen ministry area. This search is limited to only the single area of interest chosen by you. Most will have selected other areas as well which you will be able to view on an individual's profile sheet. We are open to add more areas but will need feedback as to what other areas will be useful to include.

Explanation of Advanced Search for Ministries

Ministry Name Search	If any part of the organization name is added here, all those with any part of their name that match the string will be shown on the response page.
Advanced Search Boolean Logic "AND" searches - must meet all criteria "OR" searches - users that meet any of the criteria.	The Advanced Search logic is OR within a category qualified by AND another category. For example, if regions CIS and Russia are checked and Summer opportunities and Service for 6 month to 2 years and Teaching for Higher Education are checked, the search will find those agencies that have opportunities in Russia OR the Confederation or Independent States (CIS) (former Soviet satellite states) AND having either Summer opportunities OR Service options for 6 month to 2 years AND have need for college teachers.