## **RoomeeZ Applicant Experience**

If you need assistance with finding a roommate for the 2020-2021 school year, you're encouraged to utilize RoomeeZ, a private social network site within eRezLife that will help you do so. Once you have completed your application you will be able to fully configure your Roommate profile and start searching for potential roommates.

Follow this guide to learn how to set up your profile. If you at any time need assistance with RoomeeZ, contact the Office of Residence Life at <a href="mailto:reslife@up.edu">reslife@up.edu</a> or at (503) 943-7205.



First you must click on 'turn on my profile' and fill out the required fields on your Roommate profile.

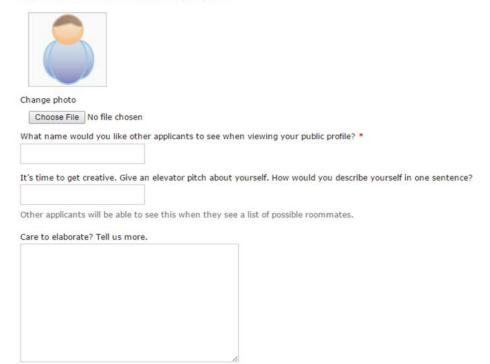


## Roommate profile

Please fill out the following profile information. This information will be used to help connect you with the possible roommates. Only those students who have completed an application form will be able to view this information.

✓ Turn on my profile

This will make your profile viewable by other applicants. If you disable it, applicants will not be able to see you and you will not be able to see them. If you disable it, your contacts will still be able to view your profile.



This text will be shown when applicants view your profile.

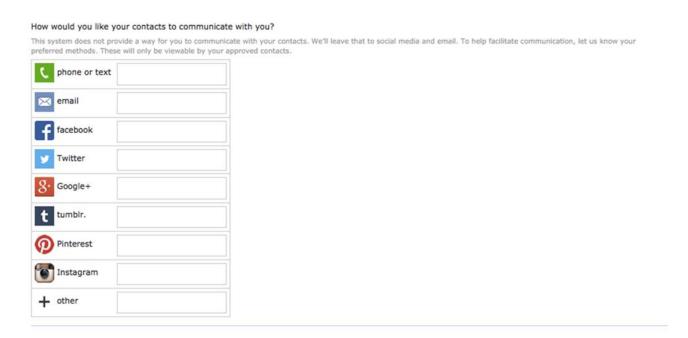
Viewable housing application fields

You can specify which of the available profile fields for searching you are comfortable sharing with potential roommates.

- 'All applicants' means it will be available for anyone who is searching for potential roommates.
- 'My contacts' means it is only viewable to other applicants once an applicant accepts a contact request from another applicant.
- "Private" means the information is not shared with anyone.

Field	All applicants	My contacts	Private
Last Name	0	0	
First Name	0	0	
Gender	•	0	0
Faculty	•	0	0
Bedtime	•	0	0
Room Usage	0		0

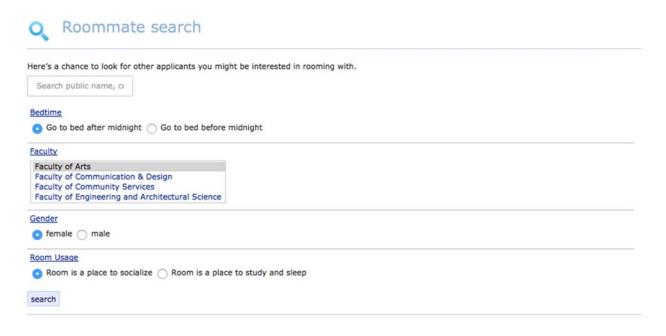
The last section allows the applicants to provide any social media and contact information that they are comfortable sharing with other applicants to facilitate communication. These are only viewable by approved contacts.



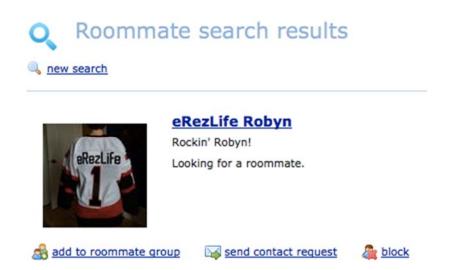
Once an applicant has completed their Roommate profile and has turned it on, they will be able to access the Roommate search and Contacts menus.



The Roommate search allows applicants to filter based on profile fields for potential matching roommates. These searchable fields are configured by the school.



Roommate search results will return a list of matches based on the filters specified. For each result the applicant can easily add another applicant to a roommate group, send a contact request, or block them.



Once the applicant sends a contact request, the other applicant will receive an email to log back in to approve the contact request. All contacts (current contacts, pending contact requests, and blocked contacts) are easily viewable from the Contacts menu.



## Contacts

- Current contacts
- Require approval
- My requests
- Blocked

filter



## eRezLife Robyn

Rockin' Robyn! Looking for a roommate.





