

MY FIRST STEPS WITH MAP & MATCH PLATFORM





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STEP 1 : CREATE CUSTOMER'S TEAM



STEP 1 : CREATE YOUR CUSTOMER'S TEAM

In your dashboard, clic on the "Teams" tab - Open the list of team members if necessary

Dashboard > Teams

+ Add an employee + Add a team + Add a job

Teams YOUR COMPANY x

+ Traduire
Display project's team ☐

Show all / Hide all

Team	Number of employees	Action
YOUR COMPANY	1	
Paulo Sandro		
0-Internal	0	
1-Prospects	0	
2-Customers	0	

Visibility on the team



CREATE YOUR CUSTOMER'S TEAM

YOUR DASHBOARD

Dashboard > Teams

[+ Add an employee](#) [+ Add a team](#) [+ Add a job](#)

Click here to create your client's team **1**

Teams YOUR COMPANY

+ Traduire
Display project's team ☐

Show all / Hide all

Team	Number of employees	Action
YOUR COMPANY 1		
Paulo Sandro		
0-Internal 0	0	
1-Prospects 0	0	
2-Customers 0	0	

free of charge profiles (your team and your prospects)

a "customers" team (where you'll create your customers as sub teams)



CREATE YOUR CUSTOMER'S TEAM

Dashboard > Teams

+ Add an employee

+ Add a team

+ Add a job

Click here to create your client's team

1

Teams

YOUR COMPANY

+ Traduire

Display project's team

Show all / Hide all

+ Traduire

New team

TEAM'S DETAILS

TEAM'S CHARACTERIZATION

Team name *

Name of the client

2

Linked to the team

YOUR COMPANY

0-Internal

1-Prospects

2-Customers

3

Don't forget to link to the good team:
Internal, Prospects or Customers

Project team

4

BACK

SAVE

* Required fields



CREATE YOUR CUSTOMER'S TEAM

IF NEEDED: CREATE SUBTEAM FOR YOUR CLIENT (ex: HR, SALES, EXCO...)

The screenshot shows the 'Teams' management interface in the Map&match application. A large black arrow points from the 'Add a team' button to the team creation form.

Step 1: Click here to create your client's subteam. This step points to the '+ Add a team' button in the top navigation bar.

Step 2: Name the team. This step points to the 'Team name' input field, which contains the text 'HR'.

Step 3: Link to your customer. This step points to the 'Linked to the team' dropdown menu, which is open and shows a list of options: 'YOUR COMPANY', '0-Internal', '1-Prospects', '3-Customers', 'Name of the customer', 'Sales', and 'Project team'.

Step 4: This step points to the 'BACK' and 'SAVE' buttons at the bottom right of the form.









Additional UI elements include the Map&match logo, the user profile 'Juliette Messéant', the breadcrumb 'Dashboard > Teams', and a search bar on the right side of the page.



CREATE YOUR CUSTOMER'S TEAM

IT WILL BE DISPLAYED UNDER THE NAME FOR YOUR CUSTOMER

→ When you will [create your user](#), you can directly link in the good team

	3-Customers	0	 
	Name of the customer	0	 
	Sales	0	



| STEP 2: USERS

1/CREATE USERS

3/ROLES EXPLANATION

2/INITIALIZATION MAILS



STEP 2: CREATING A USER

Wherever you are in the 'MY COMPANY' menu, (CLIENTS, COLLABORATORS, TEAMS, POSITIONS, GEOGRAPHICAL SITES), click on the button 'Add an employee'.

The screenshot shows the Map&match dashboard interface. On the left is a dark blue sidebar with the Map&match logo, a user profile for Valérie Jones (Human Capital Link Admin), and navigation options: My account, Switch to employee mode, Settings, Sign out, and MY COMPANY (Clients, Employees, Teams, Jobs, Workplaces, Skills). The main content area is titled 'Dashboard > Skills'. At the top, there are three buttons: '+ Add an employee' (highlighted with a red box and a red arrow), '+ Add team', and '+ Add job'. Below these is a 'Skills' section with a search bar containing 'Human Capital Link'. There is an 'Export' button and a '2 Results' indicator. A table displays the results with columns 'Label' and 'Action'. The table contains two rows: 'Java' and 'PHP', each with a three-dot menu icon in the 'Action' column.

Dashboard > Skills

+ Add an employee + Add team + Add job

Skills Human Capital Link

+ Traduire

Export 2 Results 20

Label	Action
Java	
PHP	



CREATING A USER

Compulsory fields appear here in bold, in the application they will be accompanied by an asterisk):

- **Last name**
- **First name**
- **Mail**
- **Language:** for the link sent to take the T5TM test and the test language
- **User profile:** Employee
- **T5TM printing allowed:** access to the pdf.
- **Team:** The team or subteam to which the employee is attached – **team has to be already created!**
- **Job:** The same job can be associated to several employees in one or more teams.

Note: position field is required to be able to use the qualification functionality

- **Visibility on the team:** Check this box so that the user can have visibility on the T5TM profile of all the collaborators of their team.



SAVE



CREATING A USER

Add an employee

Personal data	Professional data	User account
<p>Last name *</p> <input type="text"/>	<p>Company *</p> <p>Human Capital Link</p>	<p>User profile *</p> <input type="text"/>
<p>First name *</p> <input type="text"/>	<p>Title</p> <input type="text"/>	<p>Active account</p> <input checked="" type="checkbox"/>
<p>Active</p> <input checked="" type="checkbox"/>	<p>Hiring date</p> <input type="text"/>	<p>T5™ printing authorized</p> <input checked="" type="checkbox"/>
<p>Email *</p> <input type="text"/>	<p>Available for new project or position</p> <input type="checkbox"/>	<p>Offered T5™</p> <input type="checkbox"/>
<p>Birthday</p> <input type="text"/>	<p>Skills (0/2) All None</p> <div><input type="checkbox"/> java</div> <div><input type="checkbox"/> PHP</div>	<p>Team *</p> <input type="text"/>
<p>Gender</p> <input type="text"/>		<p>Add</p>
<p>Language</p> <input type="text"/>		<p>Job</p> <input type="text"/>
		<p>Add</p>
		<p>Manager</p> <input type="checkbox"/>
		<p>Visibility on the team</p> <input type="checkbox"/>
		<p>Workplace</p> <input type="text"/>

The test and initialization mail will be in the language selected here.

By ticking "visibility on the team", the user sees the profiles of his team and his subteams.

By ticking "manager," it's just tagged "manager".

SAVE



Different roles to access the platform

	Employee	Manager
Test T5™ + PDF	X	X
Map Team : Team profiles vs. team issues		X
Map Profile : (Comparison profile/position)		

Creation of permanent positions (trade ref) or permanent teams (not simulated)		
Sending connection emails		

Referent (in charge of the platform)
X
X
X

X
X



2 different ways to send the initialization mail

OPTION 1 :

Simple email directly send directly during the user creation (advised: + explanatory email from your mailbox)



Hello,

Please find below the access link to set your login to map & match platform:

[Login link](#)

See you soon on map & match !

OPTION 2:

Personalized email with all instructions directly sent in two steps after the creation

Object *

Initialize your map & match account

Text

Paragraphe ▼ **B** *I* @ := := ≡ ≡ ≡ ≡ “ 📅 ↶ ↷

Welcome to map & match,

map & match is a new approach to performance creation based on the “Pleasure of Doing” and talent complementarity. It is also an innovative tool dedicated to optimize the performance of teams and projects in order to accelerate businesses.

You will see that the instructions are simple, you have just to answer spontaneously to the question of what you LIKE to do the most, without thinking about your know-how or what you have to do.

You will feel sometimes that you are contradicting yourself, it's normal! There are no right or wrong answers, just let the algorithm do its work, it only takes 20 minutes.

By clicking in the following link you can create your password and access your T5™ Profile:
#url#

If you have any questions, do not hesitate to contact us by email.

Sincerely,
map & match Team

Attach a file

[Choisir un fichier] Aucun fichier choisi



OPTION 1: Send a simple automatic connexion email

Once you've saved the new profile, new options appear in the screen « employee's details »

Click on the button: 'SEND AN EMAIL TO PASSWORD' and an email will be sent **automatically**, which will give him access to map & match.

The screenshot shows the 'Employee's details' screen for 'Kiko-Test Jull'. The interface is divided into three main sections: Personal data, Professional data, and User account.

Personal data:

- Last name *: Jull
- First name *: Kiko-Test
- Active: ☒
- Email *: vjones.0503@mapandmatch.com
- Birthday: [empty field]
- Gender: [empty dropdown]
- Language: English

Professional data:

- Company *: Human Capital Link
- Title: [empty field]
- Hiring date: [empty field]
- Available for new project or position: ☐
- Skills (0/2):
 - ☐ java
 - ☐ PHP

User account:

- User profile *: Employee
- Active account: ☒ (The button 'SEND AN EMAIL TO CREATE PASSWORD' is circled in red)
- Test finished: [empty field]
- T5™ printing authorized: ☒
- Hidden discomforts: ☐
- Offered T5™: ☐
- Team, Job, Manager, Visibility on the team table:

Team	Job	Manager	Visibility on the team
map & match	Consultant	No	Yes

Ask us if you want the template proposed by map & match that you can send with your personal email with all instructions



OPTION 2: Send a personalized connexion email

1

+ Add an employee + Add a team + Add a job + Send mails of account initialization

Employees 0-Demo x ▾

Filter Search for a name, a job, a functi Q Export Mailing 105 Results Columns 20 x ▾ 1 2 3 > >>

2

First name / Last name	Title	Available for new project or position	Skills	Team		Action
DA Daniel A		No		2_Projet		
MA Michele Abecassis	Consultant Senior / test commercial région / Manager	Yes		projet CDE / 00-manager projet / projet CDE / CONSULTING / codir fictif		
AA Anissa AIT EL BACHA	Business dev	No				
BA Br Al		No		agile test / 1-Equipe AGILE / Sales		



OPTION 2: Send a personalized connexion email

Mailing

Sender
☒ Myself ☐ Noreply

Recipients

Not selected	Selected
ANDRÉ Ulrich	Al Br
AU La	
AUSTIN Laurent	
Alonso Fernando	
Amien François	
B Marc	
BROUSSE Patrick	
Baker Jada	
Basile Anne	

Select user

Switch

In this box all the users will receive the mail

Object *

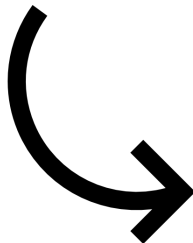
Initialize your map & match account

Text

Paragraphe

Welcome to map & match,

map & match is a new approach to performance creation based on the "Pleasure of Doing" and talent complementarity. I to optimize the performance of teams and projects in order to accelerate businesses.



You can modify the text but be careful :

- don't touch to the "#url#"
- don't forget to validate to send

Text

Paragraphe

Welcome to map & match,

map & match is a new approach to performance creation based on the "Pleasure of Doing" and talent complementarity. It is also an innovativ to optimize the performance of teams and projects in order to accelerate businesses.

You will see that the instructions are simple, you have just to answer spontaneously to the question of what you LIKE to do the most, without your know-how or what you have to do.

You will feel sometimes that you are contradicting yourself, it's normal! There are no right or wrong answers, just let the algorithm do its work minutes.

By clicking in the following link you can create your password and access your T5™ Profile:

#url#

If you have any questions, do not hesitate to contact us by email.

Sincerely,
map & match Team

Attach a file

Choisir un fichier

Aucun fichier choisi

VALIDATE



REMINDER EMAIL

Example of a message to send with your personal mail

Recently you received an account initialization mail directly from the map & match platform.
To date, you still haven't completed your map & match profile.
It's only 20 minutes. You will see that the instructions are simple, you just have to answer spontaneously to the question of what you LIKE to do the most, without thinking about your know-how or what you have to do.

As a reminder,

- You can login with your email and password at the following URL:

<https://app.mapandmatch.com/>

- If you have forgotten your password, you can recover it at the following URL:

<https://app.mapandmatch.com/main.php?action=login&saction=mdp>

Thank you,



ADD A USER IN A TEAM

If you have already create a user, you can add or remove it by clicking on



A screenshot of a team management interface. On the left, there is a list of teams with their respective icons and counts:

Team	Number of employees
0-Internal	0
1-Prospects	0
3-Customers	0
Sales	0

On the right, a blue dropdown menu is open, showing the following options:

- Add an employee
- Add a job
- Map Team
- Delete

A red rectangle highlights the 'Add an employee' option. Another red rectangle highlights a blue circular button with a white plus sign at the bottom right of the team list.

A screenshot of a team management interface showing a list of team members. The table has columns for 'Team', 'Number of employees', and 'Action'.

Team	Number of employees	Action
YOUR COMPANY		
SG Simona		Visibility on the team
CS Cecilia		Visibility on the team
0-Internal	0	
1-Prospects	0	
3-Customers	1	
Sales	1	
SG Simona		

A red rectangle highlights the 'Visibility on the team' option in the 'Action' column for the 'SG Simona' row. A blue dropdown menu is open, showing the following options:

- Change the job's position
- Change Team
- See employee's details
- See the T5™ profile
- Map Profile
- Map Casting
- Remove from the team

A red rectangle highlights the 'Remove from the team' option. A red arrow points from the 'Remove from the team' option to the 'Vie en live' button.

A screenshot of a user profile form. The form has a 'Search' section with a search bar containing 'Gandini'. Below the search bar is a section titled 'Employee's role within the team'. The form includes fields for 'Job', 'Taking office', and 'Workplace'. A red rectangle highlights the 'Manager' toggle switch, which is currently turned on. Another red rectangle highlights the 'Visibility on the team' toggle switch, which is currently turned off.

By ticking "visibility on the team", the user sees the profiles of his team and his subteams.

By ticking "manager", it's just tagged "manager".



REMOVE/CHANGE A USER IN A TEAM

If you have already create a user, you can remove / change

The screenshot displays a team management interface with a table of teams and their members. A dropdown menu is open for the 'Sales' team, showing options to manage team members.

Team	Number of employees	Action
YOUR COMPANY	3	
Simona		Visibility on the team
Cecilia		Visibility on the team
0-Internal	0	
1-Prospects	0	
3-Customers	1	
Sales	1	
Simona		

The dropdown menu for the 'Sales' team shows the following options:

- Change the job's position
- Change Team
- See employee's details
- See the T5™ profile
- Map Profile
- Map Casting
- Remove from the team



| FOLLOW USERS / SEARCHING



Checking completed profiles

Back to your dashboard

Dashboard

Valérie Jones

MY COMPANY

- Clients
- Employees
- Teams
- Jobs
- Workplaces
- Skills

APPLICATIONS

- T5 Last profiles made
- Map Profile
- Map Team
- Map Casting

Recent activity

The company's latest T5™ profiles See all

RECENTLY ADDED	RECENTLY SHARED	RECENTLY MODIFIED
JC	Joe Comdata	⋮
KJ	Kiko-Test Jull	⋮
FB	Fabien Baunay	⋮
LC	Laurent Cuenet	⋮
AR	Alex Test Rodriguez Test	⋮
LH	Lewis Hamilton	⋮

My functional teams See all

- map & match
- Map & Match

My project teams

There are no results

red dot: invited, not completed
orange dot: started
color bubbles: completed



Checking completed profiles

If necessary, go to the dedicated application

map & match

Valérie Jones

MY COMPANY

- Clients
- Employees
- Teams
- Jobs
- Workplaces
- Skills

APPLICATIONS

- T5 Last profiles made**
- Map Profile
- Map Team
- Map Casting

Dashboard

+ Add a client + Add an employee + Add a team + Add a job

Recent activity

The company's latest T5™ profiles

See all

RECENTLY ADDED RECENTLY SHARED RECENTLY MODIFIED

JC	Joe Comdata	⋮
KJ	Kiko-Test Jull	⋮
FB	Fabien Baunay	⋮
LC	Laurent Cuenet	⋮
AR	Alex Test Rodriguez Test	⋮

My functional teams

- map & match
- Map & Match
- Map & Match Canada
- Z test Fazila

map & match

Valérie Jones

MY COMPANY

- Clients
- Employees
- Teams
- Jobs
- Workplaces
- Skills

APPLICATIONS

- T5 Last profiles made**
- Map Profile
- Map Team
- Map Casting

Dashboard > Last profiles made

Filters

Client

Team

Employee

Comdata Joe

Testing complete

from

to

VALIDATE

RESET



Checking if the profile is completed

You have access to some useful information

Valérie Jones

MY COMPANY

Clients

Employees

Teams

Jobs

Workplaces

Skills

APPLICATIONS

T5 Last profiles made

Map Profile

Map Team

Map Casting

Dashboard > Last profiles made

Last profiles made

Filter Export Columns

There are 117 Results

20 x 1 2 3 >

Client	Employee	Teams	Test Started	Test Completed	Duration of each passage	Action
Comdata Group	LC Luca COSENTINO	GCFO	The 05/03/2021 at 14h19	The 05/03/2021 at 19h47	7 min, 320 min	
Comdata Group	MS Morgane SANTOS	GCFO	The 05/03/2021 at 14h41	The 05/03/2021 at 16h56	6 min, 127 min	
Comdata Group	LL Luis LOAIZA	Spain	The 25/02/2021 at 11h43	The 05/03/2021 at 16h39	6 min, 6 min, 11802 min	
Comdata Group	YU Yasin USLU	Comdata Turkey	The 03/03/2021 at 08h55	The 03/03/2021 at 09h45	34 min, 15 min	
Comdata Group	RB Rahmi BILEN	Comdata Turkey	The 26/02/2021 at 12h26	The 02/03/2021 at 19h22	13 min, 6161 min	
Comdata Group	GB Gaye BERBERCI	Comdata Turkey	The 02/03/2021 at 17h09	The 02/03/2021 at 18h59	26 min, 83 min	
Comdata Group	LL Laurent LENNE	Comdata FR	The 26/02/2021 at 14h47	The 02/03/2021 at 18h55	10 min, 10 min, 5986 min	
Comdata Group	CP Christelle PELHERBE	Comdata FR	The 02/03/2021 at 16h19	The 02/03/2021 at 17h31	7 min, 37 min	
Comdata Group	OK İrfan - Kemal KOCABAŞ	Comdata Turkey	The 02/03/2021 at 16h31	The 02/03/2021 at 17h06	20 min, 9 min, 5 min	



Accessing employees profiles (1/2)

Click on the 'Employees' button in the 'MY COMPANY' menu and use the search field (first name or last name) and clic "enter"

Dashboard > Employees

+ Add an employee + Add a team + Add a job + Send mails of account initialization

Employees Human Capital Link

Filter Search for a name, job, a function Export Mailing 206 Results Columns 20 1 2 3 >

First name / Last name	Title	Available for new project or position	Skills	Team	Action
LA Luis Alberola		No			
RA Romain Aragon	coach systémique	No		Partenaires	
JA Jean Roger Armand		No			
CA Christne Auberger	partenaire portentiel	No		Z-Divers OLD	
LB Louis-Philippe B-Boyer		Yes			
NB Nicolas Baccon	resp devpt nerim	No		recrutement 2	
FB Frederique Bardey	coach BPI Group Philippe Issaly	No		Partenaires	



Accessing employees profiles (2/2)

To use the advanced search tool, click on the 'Employees' button in the 'MY COMPANY' menu and use filters

The screenshot displays the Map & Match interface. On the left, the 'MY COMPANY' menu is visible, with the 'Employees' option highlighted by a red box. The main area shows the 'Employees' section with a search bar containing 'Human Capital Link' and a 'Filter' button highlighted by a red box. Below the search bar is a table of employees.

First name / Last name	Title	Available for new project or position
LA Luis Alberola		No
RA Romain Aragon	coach systémique	No
JA Jean Roger Armand		No
CA Christne Auberger	partenaire portentiel	No
LB Louis-Philippe B-Boyer		Yes
NB Nicolas Baccon	resp devpt nerim	No
FB Frederique Bardey	coach BPI Group Philippe Issaly	No


On the right, the 'Filters' modal is open, showing various search criteria including Last name, First name, Email, Active, Team, Include sub-teams, Job, Title, Available for new project or position, Manager, and User profile.





| CUSTOMER/EMPLOYEE'S VIEW





Switch role to be « employee »


 **map & match**



Valérie Jones
Human Capital Link
Admin


 My account


 Switch to employee mode


 Sign out

MY COMPANY
 Employees

APPLICATIONS
 Map Team

 My profile

 My shares

 TOS

Dashboard

 Share my profile



Welcome to the wonderful world of T5™ talents

T5™ Talents are specific talents of the «pleasure of doing» that should not be confused with technical skills or know-how. A T5™ talent is recognized by the pleasure it brings when it is put into action and the ease of its implementation. That is the motor for the blooming of the talent therefore of the collective.

THERE ARE NO GOOD OR BAD PROFILES. ALL TALENTS ARE NECESSARY FOR A TEAM TO FUNCTION OPTIMALLY.

Recent activity

Shares

[See all](#)

PEOPLE WITH WHOM I HAVE SHARED MY PROFILE

PEOPLE WHO HAVE SHARED THEIR PROFILE WITH ME

AR

Alex Test Rodriguez Test

Team I'm in



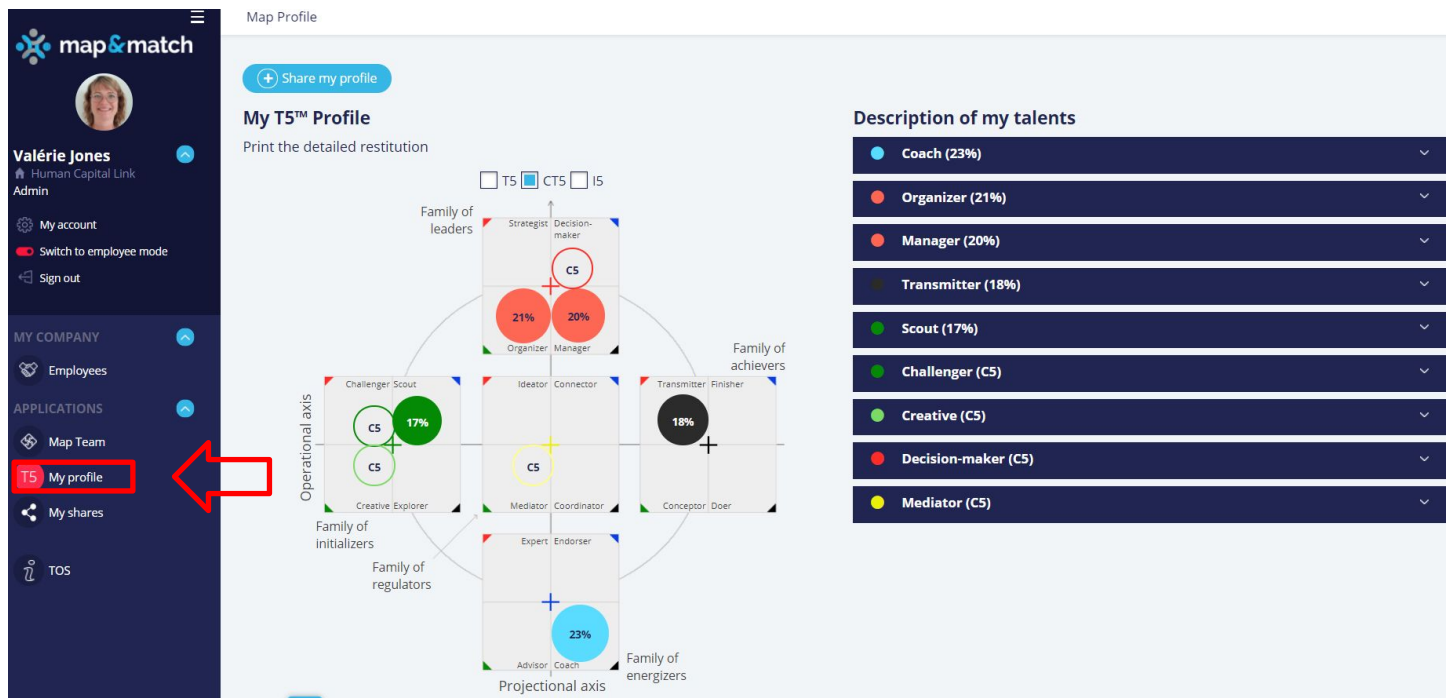
Map & Match



map & match



YOUR T5™ PROFILE



ALONG WITH YOUR PROFILE :



- EXPLANATIONS OF YOUR TALENTS
- POSSIBILITY TO PRINT



SHARE YOUR T5™ PROFILE

Click on the "My Shares" menu on the left side of your screen.

Dashboard > My shares



Valérie Jones
Human Capital Link
Admin

My account
Switch to employee mode
Sign out

MY COMPANY
Employees

APPLICATIONS
Map Team
T5 My profile
My shares

My shares

Share my T5™ with a team

By clicking on Submit I accept the general terms and conditions of use



VALIDATE

Share my T5™ with an employee

By clicking on Submit I accept the general terms and conditions of use

VALIDATE

Employees with whom you've shared your T5™

Employees	T5™ profile	Teams	Action
AR  Alex Test Rodriguez Test		Map & Match	

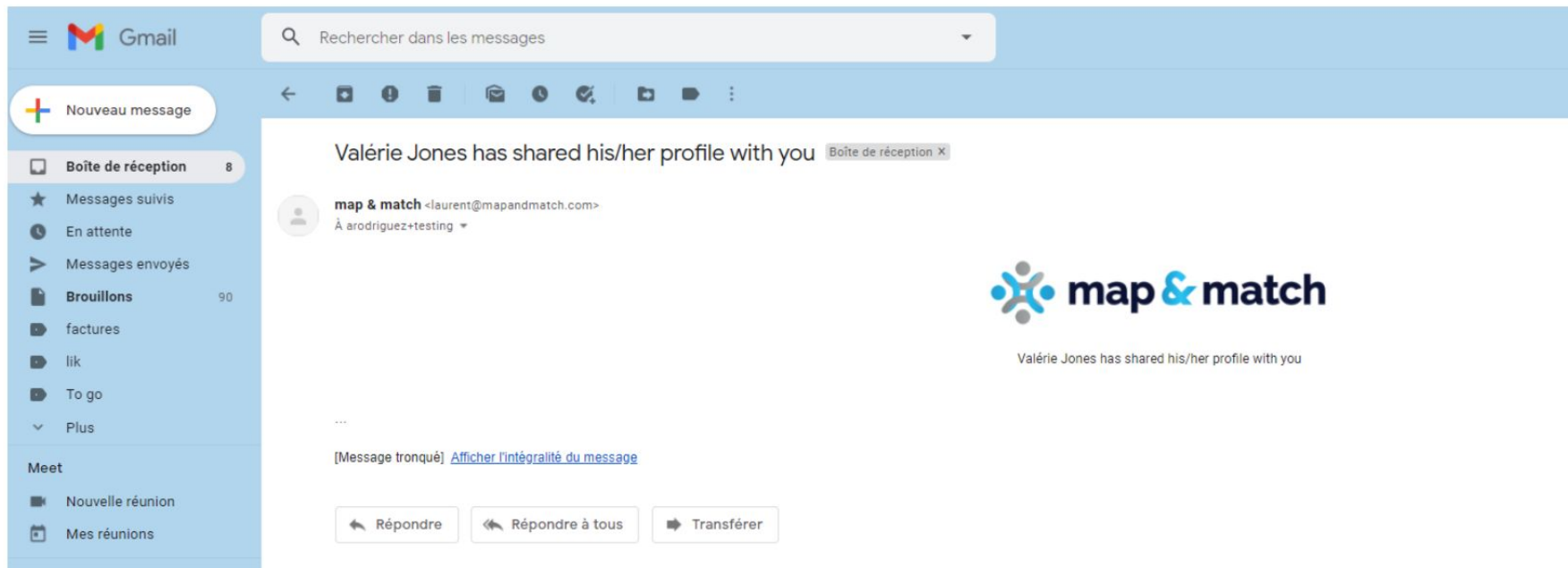
Select with whom you want to share your profile (an employee or a team)

Click on "Validate".



SHARE YOUR T5™ PROFILE

The person you've shared your profil with receives an email





Back to the partner view

The clic on the logo always brings you back to the welcome page

map&match

Valérie Jones
Human Capital Link
Admin

My account
Switch to employee mode
Sign out

MY COMPANY
Employees

APPLICATIONS
Map Team
T5 My profile
My shares
TOS



+ Share my profile

1



Recent activity

Shares

PEOPLE WITH WHOM I HAVE SHARED M



Alex Test Rodriguez Test

map&match

Valérie Jones
Human Capital Link
Admin

My account
Switch to employee mode
Settings
Sign out

MY COMPANY
Clients
Employees
Teams
Jobs
Workplaces
Skills

APPLICATIONS



Dashboard

+ Add a client + Add an employee + Add a team + Add a job

Recent activity

The company's latest T5™ profiles

See all

RECENTLY ADDED			RECENTLY SHARED	RECENTLY MODIFIED
FB	Fabien Baunay	!		
LC	Laurent Cuenet	!		
AR	Alex Test Rodriguez Test	!		
JM	Juliette Messeant	!	○○○○○○○○○○○○○○○○○○○○	
AV	Angelo VIALA	!	●●○○○○○○○○○○○○○○○○○○	

My functional teams

See all

Map & Match	!
map & match	!
Map & Match Canada	!
Z test Fazila	!

My project teams

There are no results



| MAP TEAM



Accessing team profiles

Back to your dashboard, clic on the "Teams" tab - Open the list of team members if necessary

Dashboard > Teams

map&match

Valérie Jones

MY COMPANY

- Clients
- Employees
- Teams**
- Jobs
- Workplaces
- Skills

APPLICATIONS

- TS Last profiles made
- Map Profile
- Map Team
- Map Casting
- TOS

+ Add an employee + Add a team + Add a job

Teams 0-Demo

+ Traduire

Display project's team ☐

Show all / Hide all

Team	Number of employees	Action
0-Formation [2021]. [02].[02]"	6	
0-Projet	18	
0-Projet 18		
DA Daniel A		
FA Fernando Alonso		
FA Francois Amien		
CC Claire Chazal		
PG Pierre Gasly		
RG Romain Grosjean		
DG David Guetta		



Accessing team profiles

Open the options panel to have more choices

map&match

Valérie Jones

MY COMPANY

- Clients
- Employees
- Teams**
- Jobs
- Workplaces
- Skills

APPLICATIONS

- TS Last profiles made
- Map Profile
- Map Team
- Map Casting
- TOS

Dashboard > Teams

+ Add an employee + Add a team + Add a job

Teams 0-Demo x

+ Traduire

Display project's team ☐

Show all / Hide all

Team	Number of employees		Action
0-Formation [2021].[02].[02]"	6		
0_Projet	18		
DEMO - GEOLOCALISATION	0		
DEMO-FORMATION	0		
EXCO	69		
LM-Comité direction magasin	7		

See the team's details

View responsibilities

Add an employee

Add a job

Map Team

Delete



Defining the team

The team graph displays the team members of the right column – use the arrows to select the relevant team members if necessary





Existing teams

The team graph displays the team members of the right column – use the arrows to select the relevant team members if necessary





Displaying employee + team

On the left of the screen, display sub teams if necessary, enter first name or last name of an employee and select « T5 » to have his profile displayed below

The screenshot displays the 'Map Team' interface for the 'Comdata Group'. The left sidebar shows the user 'Valérie Jones' and navigation options for 'MY COMPANY' (Clients, Employees, Teams, Jobs, Workplaces, Skills) and 'APPLICATIONS' (T5 Last profiles made, Map Profile, Map Team, Map Casting, TGS). The main area is titled 'Map Team' and shows the 'HR Certification [Project]' team. A red box highlights the 'Include sub-teams' toggle and the 'Manager / Employee' search field. Below this, a red box highlights the 'R5' and 'T5' buttons. The right side shows a list of employees with search bars and a 'Consolidated T5™ Profile' chart. The chart shows a 'Family of leaders' with 'Strategist' (7%) and 'Decision-maker' (CS) roles. A legend indicates 'T5' (white) and 'CT5' (blue) profiles.

Dashboard > Map Team

Map Team Comdata Group

My team 147 18

Team: HR Certification

Team: HR Certification [Project]

Include sub-teams

Manager / Employee

Employees of the team : 19

Selected employees : 18

R5 T5

Team's responsibilities HR Certification

No data to display

Search...

Search...

Consolidated T5™ Profile

T5 CT5

Family of leaders

Strategist 7%

Decision-maker CS



| TROUBLESHOOTING



A user cannot reconnect

Most of the time, the reason will be the use of the initial link to create a password

Invite the employee to connect to

<https://app.mapandmatch.com>

and use their chosen password or use the “forgot password” feature