

Instructions & FAQ's

1 Choose A Questionnaire

See samples in this kit or get more at www.Data-Match.com

2 Make Copies Of The Questionnaire

Use **WHITE PAPER ONLY!**

3 Have Students Fill Out The Questionnaires

Make sure all required information is filled in.

4 Choose a Program

See page 3.

5 Fill Out the Control Sheet

See page 7.

6 Send completed Questionnaires and Control Sheet to Data Match

IN ONE PACKAGE ONLY!

We will not accept faxes of late forms. Forms sent in more than one package are subject to a surcharge if the order has to be reprocessed.

7 Sell Printouts

You choose the price, but we suggest at least \$2 if this is a fundraiser.

8 Pay Data Match

When your sale is over. See Program Choices, page 3.

FAQ's

How do we get the questionnaires?

A: 2 are included in this brochure. You can also download all 6 on our website, and even create your own! After you choose the one you want, make copies to pass out to the students.

Can teachers participate?

A: YES! And teachers are FREE! But teachers must use the **Frenzied Faculty** questionnaire (downloaded from our website), and we will not match teachers with students.

How do we place an order?

A: There is **NOTHING** to order. Just make copies of the questionnaire you want to use, and follow the instructions, above.

What does it cost?

A: See 3 Program Choices on the previous page.

When do we pay?

A: After your sale is over. There are **NO** up-front costs.

How long does it take to get the results?

A: Program 3 results will be available to the students just **one business day** after we receive your order. For Programs 1 & 2, you need to allow at least **10 days** (and sometimes more) from when you mail your order.

Since Program 3 reports are download only, what do we give to the students?

A: Student login IDs will be emailed to the advisor and can be printed onto peel-off mailing labels (Avery #5160).

How much should we charge the students?

A: Whatever you want, but most schools charge \$2 if they are using Data Match as a fundraiser.

Are we supposed to return the unsold Printouts?

A: No!

Control Sheet

Must be mailed WITH completed questionnaires!

800 Bursca Drive
Suite 804
Bridgeville, PA 15017
800.545.1110



School/Club Information

SCHOOL NAME _____
STREET ADDRESS _____
CITY STATE/PROVINCE ZIP/POSTAL CODE _____
COUNTRY (FOREIGN & APO addresses MUST use Program 3)

SPONSORING CLUB/ORGANIZATION _____
MR. MRS. MS. _____
FACULTY ADVISOR FIRST NAME LAST NAME _____

X _____
FACULTY ADVISOR SIGNATURE (REQUIRED)

The Control Sheet **MUST** be signed by a faculty advisor – not a student. By signing, you agree to pay the amount calculated based on the pricing terms for the program selected, within 60 days after the invoice date, which is the date the reports are shipped (or available for download under Program 3).

() ()
ADVISOR PHONE EXT. EVE

()
FAX (REQUIRED)

ADVISOR E-MAIL (REQUIRED) All communication will be by e-mail.

Order Information

EXPECTED SALE DATE _____
SCHOOL PURCHASE ORDER # (IF REQUIRED BY SCHOOL) _____

What grade levels are participating? (e.g. 6-8; 9-12)	Check here if you want us to match students below 9th grade with students in grades 9-12. <input type="checkbox"/>
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Shipping (Check One) How should we send the reports to you?

U.S. and Canada Only (Foreign & APO orders must use Program 3)
 Standard (2-4 Days) \$10.00 2nd Day Air – Charges Will Vary*
 Next Day Air – Charges Will Vary*

*Please contact Data Match at 800.545.1110 or info@data-match.com for a shipping estimate.

Mail ONE Package ONLY!

Program Choice

- Program 1: **TWO REPORTS** – Both are printed and both are downloadable
- Program 2: **TWO REPORTS** – One is printed but both are downloadable
- Program 3: **TWO REPORTS** – both download only. Best choice if you are in a rush, want to save money, or simplify the process. **Required for foreign and APO orders.**

Matching Options

- Gender Matches (Must Choose One)**
(If nothing is checked, Same and Opposite Gender Matches will be printed)
- Same and Opposite Gender Matches (10 will be printed on the report for each gender)
 - Opposite Gender Matches Only (15 will be printed on the report)
- "Compatibility" Matches**
Each report will contain 10 "Best" Matches (answered most like you) for each gender provided. (Or 15 Best Matches if Opposite Gender Only was selected.)
- Check if you also want 5 "Unlikely" Matches printed (answered least like you)

Document Sort Options

- Program 1 & 2 Only**
How reports will be arranged in your box (Check one ONLY)
- 1. Alphabetical by grade (Separated by male/female)
 - 2. Alphabetical by grade (NOT separated by male/female)
 - 3. Alphabetical by male/female (NOT separated by grade)
 - 4. Alphabetical by entire school (NOT separated by grade or gender)

Other Options (Check the ones you want)

- Print "Sponsored By" our club or organization on the Report Forms
- Teachers ARE participating (Faculty will only be matched with other faculty using the same options selected above for the students. **Faculty participants must use the Faculty Questionnaire available as a download at www.data-match.com.**)
- Disable Facebook feature (If you check this students at your school will be unable to put their reports on Facebook.)

Please cut out this label and tape it to the package when mailing your order. We suggest using Priority Mail at the Post Office.

NUM _____
PM _____
Q _____
ENT _____
INT _____

Data Match Office Use Only



FROM:
DATA MATCH
800 BURSCA DRIVE
SUITE 804
BRIDGEVILLE, PA 15017

3 Program Choices

No matter which program you choose,
everyone gets 2 reports

What reports can you get?

Report #1

Shows student matches (up to 30) from **ALL grades** in your school (see back cover). But you get to choose which grades you want to be matched with.

Report #2

Shows student matches from **your grade only**. So, if you are in 10th grade, only 10th grade students will be on this report.

What can you do at www.Data-Match.com?

- You can **put your reports on Facebook!**
All it takes is a couple mouse clicks.
- You can **see ALL your matches** from your school, not just the ones on your reports.
- You can **print both your reports**.

How are the 3 programs different?

The only difference between the 3 programs are which reports are actually printed and mailed to your school, and how much it costs.

	Your Costs	Example
Program 1 Both reports are printed and mailed to your school. (both are downloadable)	10¢ for each printed report you receive*, plus 45¢ for each printed report you sell, plus \$10 Shipping <small>*A printed report will NOT be sent for students checking "NO" (under purchase intent) on their survey form</small>	We send you 1,000 printed reports, you sell 500 1,000 printed reports x \$.10 = \$100 500 printed reports sold x \$.45 = \$225 Shipping = \$10 <hr/> TOTAL = \$335
Program 2 Only Report #1 is printed and mailed to your school. (both are downloadable)	10¢ for each printed report you receive*, plus 65¢ for each printed report you sell, plus \$10 Shipping <small>*A printed report will NOT be sent for students checking "NO" (under purchase intent) on their survey form</small>	We send you 500 printed reports, you sell 300 500 printed reports x \$.10 = \$50 300 printed reports sold x \$.65 = \$195 Shipping = \$10 <hr/> TOTAL = \$255
Program 3 Neither reports are printed or mailed to your school. Both are download only. <small>Student login IDs will be emailed to the advisor and can be printed onto peel-off mailing labels (Avery #5160).</small>	35¢ for each student survey form you send to Data Match. <ul style="list-style-type: none"> • No shipping • Results available just one business day • No hassles sorting through thousands of paper reports • No unsold paper reports to count or throw away 	You send us 500 student survey forms 500 survey forms x \$.35 = \$175