Complete GME interview management for applicants & programs
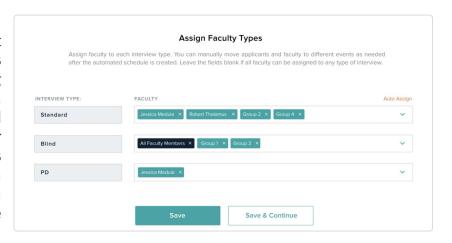
thalamus
itinerary wizard™

Automated Itinerary Wizard reduces the Program Coordinator's scheduling workload by streamlining and automating the creation of faculty and applicant interview schedules, including generating virtual interview links.

Program Coordinators › Use the step-by-step wizard to plan and generate all sessions for an interview day; incorporating faculty availability, applicant and program preferences, and the ability to create 1 on 1, panel or group meetings, all in just minutes.

Streamlined Itinerary Creation ›
Itinerary wizard is the perfect tool for program coordinators and administrators building interview day schedules. Instantly create applicant and interviewer itineraries rather than wrestle with spreadsheets and formulas, so time can be focused on organizing an optimal interview day experience

Assign Faculty Types

Assign faculty to each interview type. You can manually move applicants and faculty to different events as needed after the automated schedule is created. Leave the fields blank if all faculty can be assigned to any type of interview.

INTERVIEW TYPE:	FACULTY	Auto Assign
Standard	Jessica Medula × Robert Thalamus × Group 2 × Group 4 ×	⌄
Blind	All Faculty Members × Group 1 × Group 3 ×	⌄
PD	Jessica Medula ×	⌄

Save   Save & Continue

Interview Preferences

Create rules for the builder to try matching before automatically assigning interview spots. You can have applicants or faculty avoid eachother or prefer to interview together, as well as great rules for groups of people using our Tagging system.

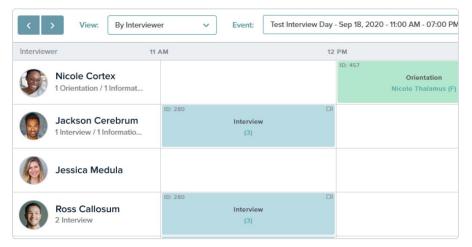| APPLICANT	RULE	FACULTY	
⊕ Jacob Cortex	AVOID ⌄	Nicole Cortex ⌄	⊗
⊕ Samantha Brain	PREFER ⌄	Robert Thalamus ⌄	⊗
⊕ Jackson Cerebrum	FORCED ⌄	Ross Callosum ⌄	⊗

Save   Save & Continue
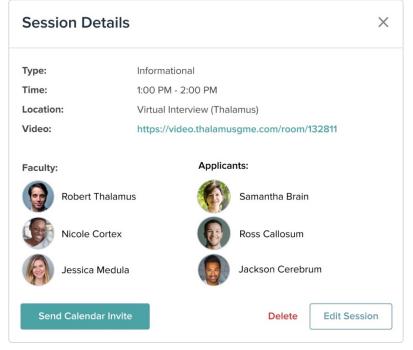
Skip this step

Faculty/Applicant Assignments ›
Enhance established processes to create rules for matching or avoiding pairing of faculty interviewers, groups or panels with applicants based on clinical or other preferences. Make last minute changes to accommodate any situation and automatically update schedules.

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Schedule Templates › Once a schedule is built, create subsequent interview day itineraries with ease using customized, savable templates. Easily replicate itinerary structures, preferences and more at the click of a button, and then run the itinerary wizard again for an even more streamlined scheduling experience.

Video Interview Link Generation › Whether using Thalamus' custom virtual interview platform or 3rd-party video integration with Zoom, Microsoft Teams or Cisco Webex, the itinerary wizard automatically assigns all virtual interview links in creation of each interview day schedule.