

How to create a profile for a single

To create a profile for one or more singles you know (or for yourself), fill in the single's information and the representative's contact information, (optionally add photos,) read and agree to the terms and conditions and click **Submit**. You can create as many profiles as you like without signing in; however, you must (register and) sign in to **Browse Profiles**.

1. On the **PARTNERS IN SHIDDUCHIM Home** page, click **CREATE SINGLE'S PROFILE**. (From any other screen, click **HOME** to go to the **Home** page.)



2. Fill in the single's information on the **Partners in Shidduchim** profile form. Fields with a red asterisk * are required. Fields with no asterisk are optional. [See the tables below for instructions on how to fill in every field on the profile form.](#)
3. Click [terms & conditions*](#) to read the legal language, and check the box to agree to the terms.
4. Click **SUBMIT**.

SINGLE'S PERSONAL INFORMATION Section	
FIELD NAME	FIELD INSTRUCTIONS
First, Middle and Last Name (Optional)	Enter the single's name. Or, for privacy and security, you can enter an alias instead of the name. The system assigns a unique ID to each profile that people can use when referring to the single during the initial call/email.
Gender*	Select Male or Female .
Date of Birth*	Type in the birthdate in MM/DD/YYYY format (for example, 12/04/1996).
Height*	Click Select , and select the single's height from the dropdown list.
Current address	Enter the city and state where the single currently lives. As you type, cities that match your entry appear. When you see the matching city, you can select it from the list. This field is optional; however, it is helpful to know where the single resides when you search for matches or network. (For example, if a person plans to travel to Israel, he/she can search for profiles with a Current address in Israel.)

	<p>Current address</p> <p>Rockland Co]</p> <div style="border: 1px solid #ccc; padding: 5px;"> <ul style="list-style-type: none"> 📍 Rockland County NY, United States 📍 Rockland Court Dearborn Heights, MI, United States 📍 Rockland Court Marietta, GA, United States <p style="text-align: right; font-size: small;">powered by Google</p>  </div>		
Hometown	Optionally, enter the city and state where the single was born and raised. As you type, cities that match your entry appear. When you see the matching city, you can select it from the list.		
Type	<p>Check one or more boxes for the single's religious leaning (the single's description of their religious beliefs). Check as many boxes as you feel apply. The information in this field appears in the quick list when you browse profiles.</p> <p>Note: This information is meant to give people a general idea of your level of observance and not to box people in or limit your choices. Since people are unique and don't fit into neat categories, when you search for profiles, you should consider clicking on profiles with many of these labels.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>Type*</p> <p><input type="checkbox"/> Yeshivish</p> <p><input type="checkbox"/> Chassidish</p> <p><input type="checkbox"/> Lubavitch</p> <p><input type="checkbox"/> Modern Orthodox Machmir</p> <p><input type="checkbox"/> Toradig</p> </td> <td style="width: 50%; vertical-align: top;"> <p><input type="checkbox"/> Modern Yeshivish</p> <p><input type="checkbox"/> Heimish</p> <p><input type="checkbox"/> Modern Orthodox Liberal</p> <p><input type="checkbox"/> Modern Orthodox Middle</p> <p><input type="checkbox"/> Traditional</p> </td> </tr> </table>	<p>Type*</p> <p><input type="checkbox"/> Yeshivish</p> <p><input type="checkbox"/> Chassidish</p> <p><input type="checkbox"/> Lubavitch</p> <p><input type="checkbox"/> Modern Orthodox Machmir</p> <p><input type="checkbox"/> Toradig</p>	<p><input type="checkbox"/> Modern Yeshivish</p> <p><input type="checkbox"/> Heimish</p> <p><input type="checkbox"/> Modern Orthodox Liberal</p> <p><input type="checkbox"/> Modern Orthodox Middle</p> <p><input type="checkbox"/> Traditional</p>
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Ethnicity	Select Ashkenazi , Sephardi , Sephardi/Ashkenazi (both) or Other .		
Marital Status*	Select one option. If you select Divorced or Widowed , the Number of Children* box appears to select the number of children.		
Language	<p>Check one or more languages spoken by the single. This is helpful for people from another country who want to contact the single.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>Language</p> <p><input type="checkbox"/> English</p> <p><input type="checkbox"/> Hebrew</p> <p><input type="checkbox"/> Spanish</p> <p><input type="checkbox"/> Russian</p> </td> <td style="width: 50%; vertical-align: top;"> <p><input type="checkbox"/> Yiddish</p> <p><input type="checkbox"/> French</p> <p><input type="checkbox"/> Farsi</p> </td> </tr> </table>	<p>Language</p> <p><input type="checkbox"/> English</p> <p><input type="checkbox"/> Hebrew</p> <p><input type="checkbox"/> Spanish</p> <p><input type="checkbox"/> Russian</p>	<p><input type="checkbox"/> Yiddish</p> <p><input type="checkbox"/> French</p> <p><input type="checkbox"/> Farsi</p>
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Religious Background*	Select FFB (Frum from birth), BT (Baal/at Teshuva) or Ger/Giyoret (convert).		
Are you a Cohen?	(For males only.) If the single is a Cohen, check Yes . If not, leave this blank.		
Willing to Relocate?*	Select Yes , No or Maybe to indicate the single's willingness to relocate for marriage.		

SINGLE'S CONTACT INFORMATION Section	
<p>Leave this SINGLE'S CONTACT INFORMATION section blank if the single does not want to be contacted directly for shidduchim.</p> <p>ALWAYS fill in the SHADCHAN/REPRESENTATIVE CONTACT INFORMATION section whether or not the single is willing to be contacted directly. Listing a representative is a helpful alternative in case an interested party feels uncomfortable contacting the single directly.</p>	
FIELD NAME	FIELD INSTRUCTIONS
Mobile Phone (Optional)	If the single may be contacted directly, enter the single's Mobile Phone number. If the single prefers not to be contacted by phone, you can provide only the email address.
Home Phone (Optional)	If the single may be contacted directly, enter the single's Home Phone number. If the single prefers not to be contacted by phone, you can provide only the email address.
Email (Optional)	If the single may be contacted directly, enter the single's Email address.

EDUCATION & OCCUPATION Section	
FIELD NAME	FIELD INSTRUCTIONS
Education	Enter the schools attended by the single (such as high school, seminary, yeshiva, college, trade school, course, etc.)
Occupation	Enter a brief description of the single's occupation. The information in this field appears in the quick list when you browse profiles. For example, "Business owner" or "Student."
Occupation Details	Enter any further details you wish about the single's occupation. For example, "Own a food import business" or "Attending nursing school."

PERSONAL DESCRIPTION & LOOKING FOR Section	
<p>This section is extremely important. Your description should provide a true picture of the single and their desired traits in a spouse. The description should invite the most appropriate matches to the single.</p> <p>Tip: Take some time to write and edit this section before you enter it on the form. Pay attention to the tone and message you are conveying. This section is "your first impression."</p>	
FIELD NAME	FIELD INSTRUCTIONS
Personal Description*	Enter a description of the single. Include details such as character, personality, values and interests.
Looking For*	Enter a description of the desired traits for a match for the single.

SHUL Section	
FIELD NAME	FIELD INSTRUCTIONS
Name, Rabbi, Details	Enter the Name of the shul attended by the single, the Rabbi's name and contact information.

FAMILY Section	
FIELD NAME	FIELD INSTRUCTIONS
Name*	Enter details about the single's family (such as parent's names and occupation, siblings' spouses, location and occupation).

REFERENCES Section	
FIELD NAME	FIELD INSTRUCTIONS
Name, Phone number, Relationship*	<p>Enter one or more references for the single and his/her family. For each reference, enter the Name, Phone number and Relationship to the single. (For example, Mr. Ploni Almoni 952-111-1111 Neighbor)</p> <p>Tip: Include a variety of references such as Rabbis and teachers, neighbors and friends.</p>

SINGLE'S SHADCHAN / REPRESENTATIVE Section

You must enter at least a name and email address for a representative of the single. Even if the single wishes to be contacted directly, listing a representative is very helpful in case an interested party feels uncomfortable contacting the single. A representative can be anyone, such as a family member, friend or shadchan.

FIELD NAME	FIELD INSTRUCTIONS
Full Name*	Enter the name of the representative.
Relationship	Enter the relationship of the representative to the single (for example, parent, friend, shadchan).
Alumnae High School Affiliation	Enter the affiliation of the representative. This helps you network with others whom you may know or may share some commonality.
Email*	Enter the representative's email address.
Phone	Optionally enter the representative's phone number. If the representative prefers not to be contacted by phone, omit this field.

PROFILE IMAGE Section

The **PROFILE IMAGE** is a small photo shown on the quick **Browse Profiles** list along with the Profile ID, name and age.

Note: Please upload only appropriate and tzniusdik photos.

To upload a photo for the **PROFILE IMAGE** section:

1. In a separate window, open **File Explorer**. Navigate to the directory where your photo is stored, and drag the picture file to this section.
2. **Or**, click **Browse**. Then on the **File Explorer** window, navigate to the directory where your photo is stored, and double click the desired picture file.
3. Drag the frame to select the area of the photo for the profile image and optionally drag any of the corners to enlarge or reduce a portion of the picture.
4. When you are satisfied with the profile image, click **SELECT AREA**.



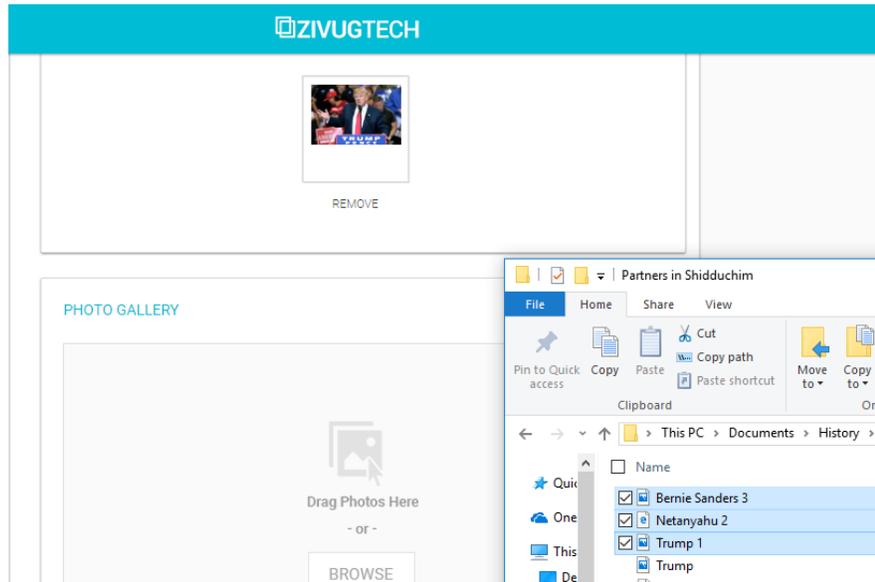
PHOTO GALLERY Section

The **PHOTO GALLERY** displays up to three photos when browsers view the single's profile.

Note: Please upload only appropriate and tzniusdik photos.

To upload a photo for the **PHOTO GALLERY** section:

1. In a separate window, open **File Explorer**. Navigate to the directory where your photo is stored, and drag up to three picture files to this section.



2. **Or**, click **Browse**. Then on the **File Explorer** window, navigate to the directory where your photo is stored, and double click the desired picture file. Repeat to select up to three photos.