



# Viewing an offer

I have made an offer for the placement of a child.  
I want to see the offer that I have made.

## Viewing an offer

1. Sign in to West Midlands Placement Portal (WMPP).
2. Find and view the referral.
3. In the **Respond** panel, click the View offer button.
4. Click **Back to referral** at the top of the page to return to the referral.



### Also see the training guides:

- Updating an offer on a referral.
- Withdrawing an offer.

## Viewing successful offers

If your offer is accepted, it appears in your successful referrals list. To see your successful referrals:

1. Sign in to WMPP.
2. Click **Referrals** on the navigation bar.
3. Click the **Successful** tab.
- A list of all your accepted offers is displayed.
4. Click the link to view the referral.
5. In the **Respond** panel, click the **View accepted offer** button.

Referrals can have the following labels.

<b>UNREAD</b>	If you have not viewed a referral, it has the unread label.
<b>URGENT</b>	If a start date of the placement is within 72 hours, the referral has the urgent label.
<b>UPDATED</b>	If the referral has been updated by the placement team, it has the updated label.
<b>NEW MESSAGE</b>	If the placement team have sent you a message about the referral, it has the new message label.
<b>CLOSED</b>	When an offer is accepted, the referral is closed and has the closed label.
<b>UNSUCCESSFUL</b>	If your offer is not accepted, it has the unsuccessful label.
<b>WITHDRAWN</b>	If you have withdrawn your offer, it has the withdrawn label.
<b>DECLINED</b>	If you declined to make an offer, it has the declined label.