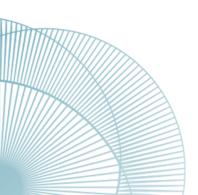


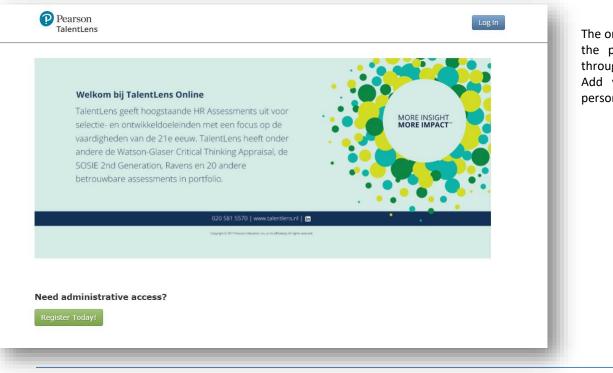
### TalentLens Online Quick overview of the platform



# Quick explanation

*	Log in
	Homepage
	Test catalogue
848	Assignment
8	Generate and send reports

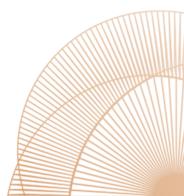
### Log-in

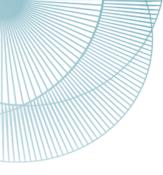


The organization and candidates can access the platform in an online environment through a fully customizable homepage. Add your logo, your colors and set a personalized greeting.



### TalentLens Online **Platform - homepage**

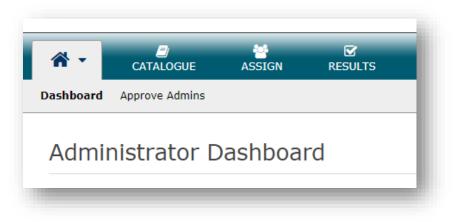




### Platform Homepage

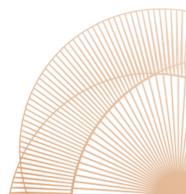
From this page, you can access all the different functionalities from the platform:

- Fill your inventory
- Batteries Generation
- Test Assignment
- Generation of reports

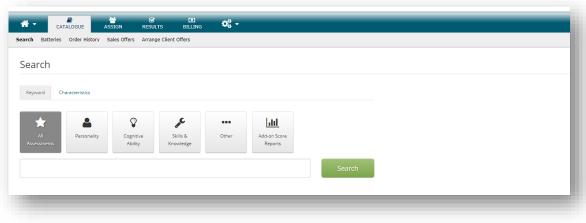




### TalentLens Online Catalogue and Pricing



### **Catalogue** Tests



From the catalog, you are able to select the products for which you are entitled. Use the Search option to find the right product. By selecting the product and adding it to your cart you can fill your inventory. Please note, Dutch and UK customers do not pay upfront, but only get charged for tests that have been activated by the test taker.

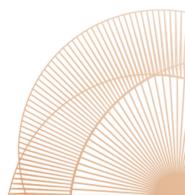
### **Catalogue** Testbattery

If you want to send more than one test to a candidate, you should use the 'Batteries' option. In this way you can easily combine tests and generate one report in the end. Do not forget to add the battery to your inventory after creating it.

CATALOG ASSIGN	RESULTS		
earch Batteries Order History			
Manage Batterie	es		
All Active	Retired		+ Add New Battery
Name	Description		
APM + NDIT	Aptitude	🖋 View 🛛 📜 Add	



### TalentLens Online Assignment



## Assign a test

₩ -	E) CATAL	og	ASSIGN	<b>⊠</b> RESULTS	05 -
Assignm	ent Custom	URL Upl	oad Candidate	es Groups	
Assi	gnment				
Select	Products	Selec	t Products	Assessments	
		Add	Name	Quantity Available	Туре
		No c	data to display		

Select one or more test (s) and assign the test (s) directly to a candidate. After setting the language and normgroups you can choose to use a standard invitation email or customize (and save) your own version. You could also choose to not send an e-mail via the platform, but use the onsite testing link.

### Assign Import candidates

썉 08 -**~** -CATALOG ASSIGN RESULTS Assignment Custom URL Upload Candidates Groups Upload Candidates Select File to Upload FORMAT 😧 📥 Default Template Default Custom Use this template file to add candidates into the appropriate columns and then upload the SELECT FILE 0 Select File No file selected.

If you wish, you can import a list of several candidates directly into your environment via a CSV file. In this way administrators can upload a large batch of candidates in one go. You could use our format or choose to use your own format (by using the custom option).

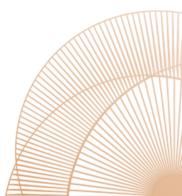
### **Assign** Create groups

<b>*</b> •	CATALOG	ASSIGN	RESULTS	06 -		
Assignment	Custom URL	Upload Candidates	Groups			
Group	o Manag	ement				
Add I	New Group					
Show Ar	chived					
View Deta	ails Name	Description	Date Modified	Modified By	Remove	Archive
No data t	o display					

Create groups in order to keep an overview of a large batch of candidates. You can easily download all the reports in one go.



### TalentLens Online Generating reports



### **Results** Product Status Matrix

		) ALOG		RESULTS	<b>0</b> 8 -					
S	tatus/Score Repor	<b>ts</b> Candidat	es Data Ex	ports						
Product Status Matrix										
	+ View by Status Product Title				Available	Assigned	Completed	Expired	Withdrawn	
	Raven's™ Advanced	Progressive Ma	trices (APM-III)	- FR (French)		1	1	-	-	^
	-									1

Access this option and gain insight into:

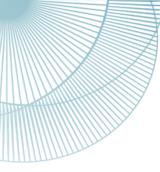
- The tests still available in inventory
- The number of tests assigned
- The number of tests completed
- Identify the expired tests
- Identify withdrawn tests

Ŧ

### **Results** Candidates

Here you can view the reports for the completed tests. If a candidate has just completed several tests, you can also merge the reports into one document.

A CATALOG ASSIGN RESULTS												
Status/Score Reports Candidates Data Exports												
Product Results - Raven's™ Advanced Progressive Matrices (APM-III) - FR (French)												
Search: Date Range: 11/24/2017 🛗 to 02/22/2018 🛗 Group: 🔻 🔍 Search												
Select which scores to display												
Results Per Page: 25 🔻												
<< < 1 > >>												
	Assigned By	Date Completed	Name	APM3_FR_TOT	APM3_FR_TOT_Perc	APM3_FR_Tscore	APM3_FR_Stanii					
Image: Weight Report         Kurt Bang         02/22/2018         Sam Sample         -1.401         1         27         1												
4												



### TalentLens More insight more impact

#### More information?

Look at the instruction movies to get to know our platform, click here

Or contact our Customer Service

E: info@talentlens.nl T: +31(0)20 581 5500