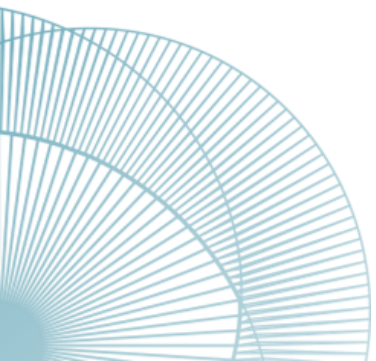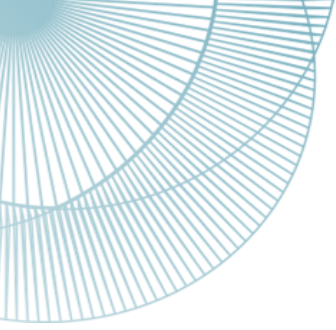# Pearson | TalentLens

TalentLens Online
Quick overview of the platform

Quick explanation

Log in
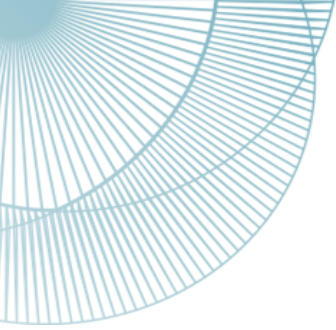
Homepage

Test catalogue

Assignment
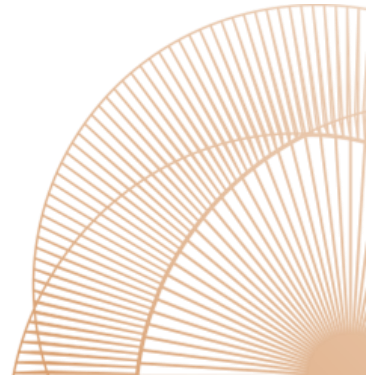
Generate and send reports

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.
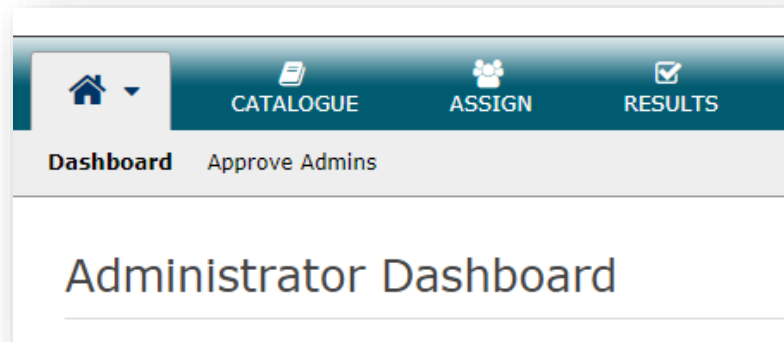
TalentLens Online
Platform - homepage
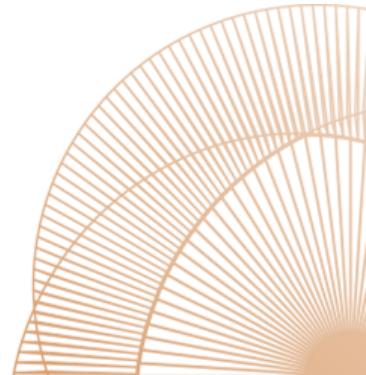
Platform
Homepage

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

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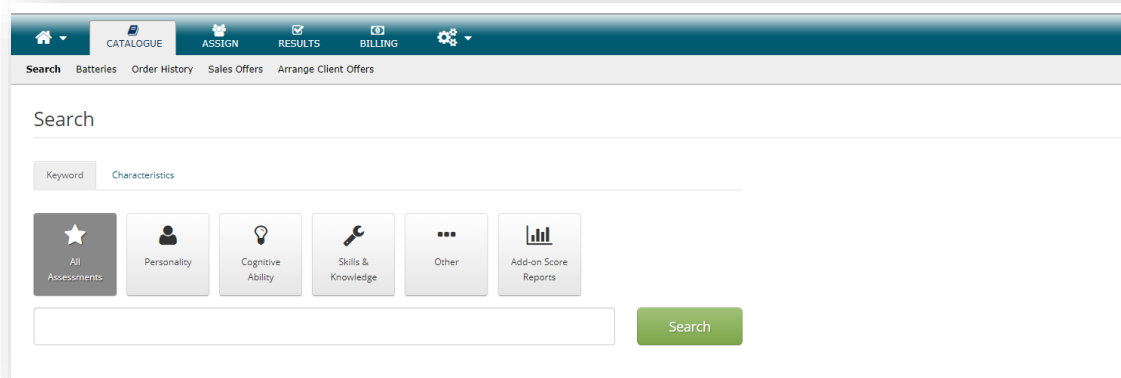- Test Assignment
- Generation of reports

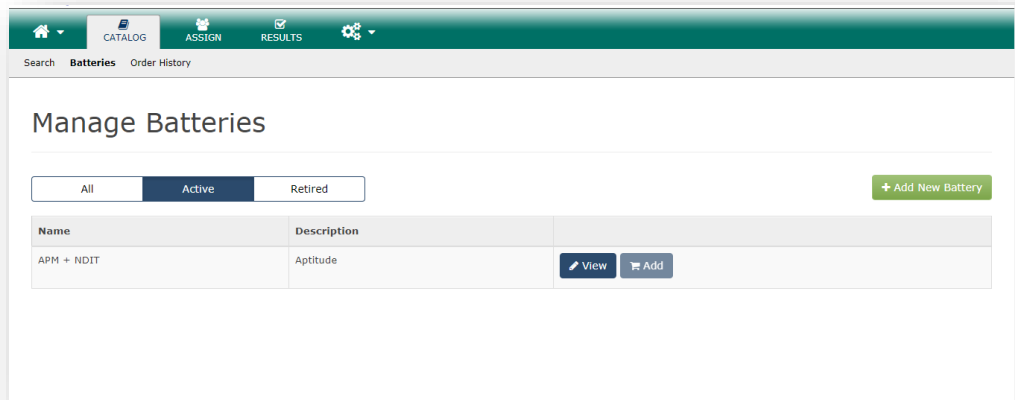# TalentLens Online
Catalogue and Pricing

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.

TalentLens Online
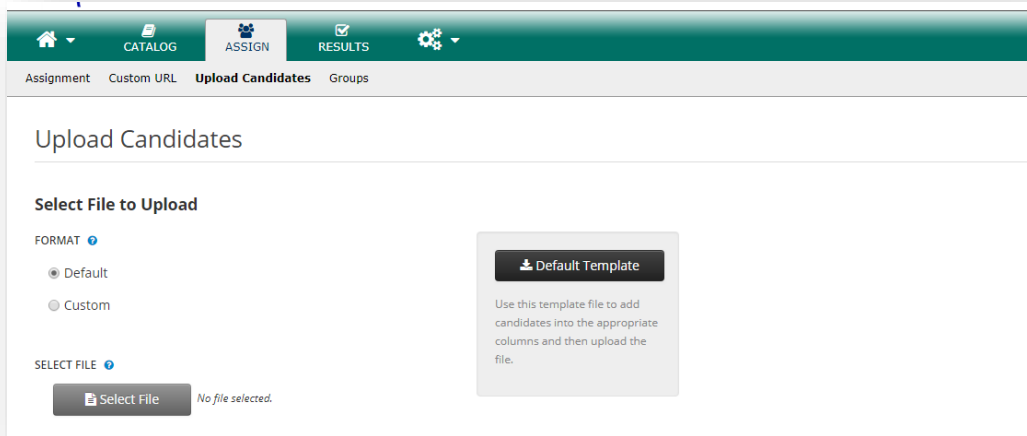# Assignment
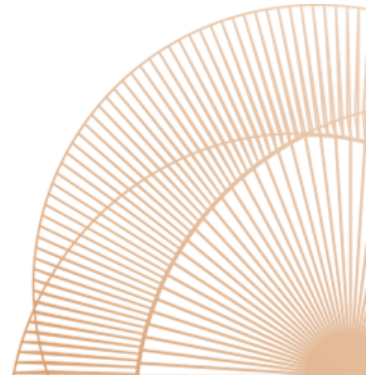
Assign
Assign a test

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.
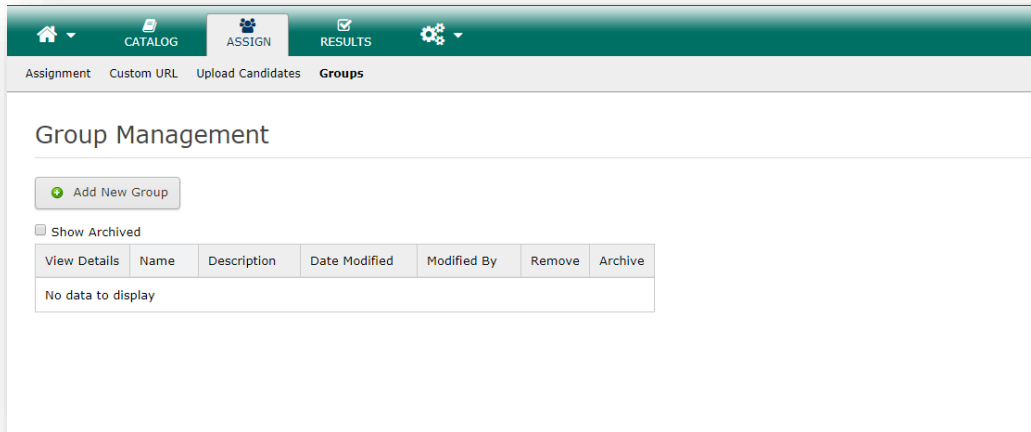
Assign
Import candidates

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).
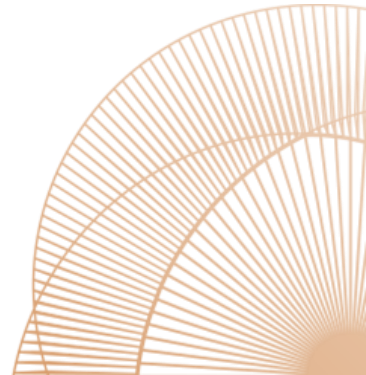
Assign
Create groups

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
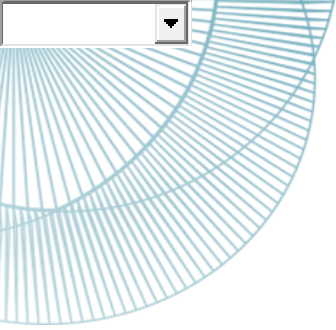
Results
Product Status Matrix

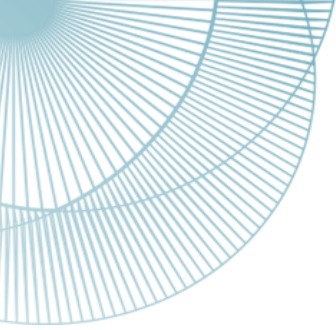Access this option and gain insight into:

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

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.

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

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