

Connect LinkedIn Recruiter with Oracle Taleo Enterprise

Link your accounts in a few simple steps



Linked in Recruiter System Connect



# Introducing Recruiter System Connect

LinkedIn Recruiter System Connect (RSC) integrates LinkedIn Recruiter with your Oracle Taleo Enterprise account to make your hiring process even simpler. By turning on RSC, you're authorizing the sharing of some candidate, job, and application data across Recruiter and Oracle Taleo Enterprise. It enables you to get up-to-date candidate information, boost collaboration, and access more applicant data in Recruiter. See how to easily connect your two accounts on the next few pages.

**Please note:** Recruiter System Connect is only compatible with LinkedIn Recruiter Corporate or LinkedIn Professional Services.



Save time now that you're connected



Connect at no additional cost



RSC is secure and GDPR compliant



Easy setup for administrators

# Step 1 Map your location levels.

Your location hierarchy must have the concepts of Country, State/Province, and City represented. Those three location concepts must be consistently on the same level throughout the location hierarchy. LinkedIn requires that requisition location data is sent for Country, State/Province, and City.

- Go to "Configuration" > "SmartOrg Administration" > "Product Settings."
- b Search for these settings:
  - Location Level City
  - Location Level State
  - Location Level Country
- For each setting, click **"edit"** to define the level of your SmartOrg location structure based on which the countries, states or provinces, and cities are configured.

Click "Save."





# Step 2 Enable email uniqueness.

Configure this setting to prevent multiple candidates from using the same email address.

- a Go to **"Configuration"** > **"Recruiting"** > **"Settings."**
- b Locate the Email Uniqueness setting.
- c Set the setting to **"Yes."** This may already be configured with a value of "Yes" so no further action is required.

d Click **"Save."** 



# Step 3 Connect your zone to LinkedIn.

If you're operating the Apply with LinkedIn service for candidate job applications, then your zone is already connected to LinkedIn. Otherwise, you need to create a connection with LinkedIn.

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- Go to **"Configuration"** > **"Recruiting** Administration" > **"Integration"** > **"Recruiting Services."** If Oracle Support has processed your service request, you will see the LinkedIn Recruiter System Connect service.
- Click **"LinkedIn Recruiter System** Connect" to open the service.
- C If the Client ID, Secret, and Zones fields are populated, you already have a connection to LinkedIn. If the fields are empty, click **"Edit,"** enter your zone URL in the Zones field using the format zone. taleo.net (you don't need to add "https://"), and then click **"Connect to LinkedIn."**
- Client ID, Client Secret, Application ID, Zones, and Application Name will become populated in the Settings table.

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# Step 4 Set the Application Name.

After connecting your zone to LinkedIn, the LinkedIn RSC service will display an option to manage the Application Name. This is the name of your organization, which appears in the pop-up hosted by LinkedIn that is displayed when recruiters connect their accounts.

- Go to "Configuration" >
   "Recruiting Administration"
   "Integration" > "Recruiting Services."
- b Click **"LinkedIn Recruiter System Connect"** to view the service in edit mode.
- c Enter a value in the Application Name field.
- d Click **"Update."**



# Step 5 Define the data set you want to synchronize.

You can either synchronize a universal data set (the default and recommended option), or you can exclude certain data sets for regulatory, privacy, or other purposes.

- Go to "Configuration" >
   "Recruiting Administration"
   "Integration" > "Recruiting Services."
- b Click **"LinkedIn Recruiter System Connect"** to view the service in edit mode.
- C Go to the Data Synchronization section.
- d Select **"Synchronize a universal** data set" or **"Synchronize a** limited data set."

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# Step 6 Request the RSC Integration from LinkedIn.

- a Click the **"Request"** button to initiate the RSC service activation at LinkedIn for that contract. When the request is completed, **"Partner Ready"** is displayed.
- b If using multiple contracts, click the **"Change Contract"** button in the LinkedIn configuration page in Oracle Taleo Enterprise and select another contract.

For more information, see <u>Activate LinkedIn Recruiter</u> <u>System Connect in LinkedIn</u>.

# Follow the instructions in the module below to configure integration with L nkedIn.

Contract: Oracle Middleware Test

Change Contract

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Request

#### Request an Integration

#### Recruiter System Connect (RSC)

Request to activate company and contract level access to Recruiter System Connect (e.g., export LinkedIn profiles to your ATS, view ATS candidate info directly in Recruiter, view InMails and/or Notes history). Learn more

#### Apply with LinkedIn

Enable to display the Apply with LinkedIn button on your jobs pages and allow job seekers to use their LinkedIn profiles to apply to your jobs. You'll also receive LinkedIn profiles of job Seekers who start, but don't finish your application in Recruiter. Learn more

#### **Company Connections**

Enable to display a company connections widget on your ATShosted career site. Job seekers can use this to see who they A Not currently available know at your company and message their connections.

#### Apply Starters Explorer

Enable to display a list of job seekers who started to apply to your jobs by clicking on Apply with LinkedIn, but didn't finish your application. Learn more

#### LinkedIn Match

Enable to see how well an applicant matches your job requirements in your ATS. LinkedIn Match will also order applicants by their match for the role, so well-matched candidates appear at the top of the list.

Not currently availabl



# Step 7 Connect LinkedIn Recruiter to Oracle Taleo Enterprise.

- a Click your profile image in the top right-hand corner of LinkedIn Recruiter.
- b Select **"Product settings"** from the dropdown menu.
- c Select **"ATS integration"** on the left side of the screen.
- d Scroll to the Oracle Taleo Enterprise section.
- e Choose to connect Company Level Access, Contract Level Access, or both by selecting **"On"** for the desired access.

For details on what each of these access levels means, click the **"Learn more about RSC"** link in LinkedIn Recruiter.

**Note:** Admins must enable Contract Level Access from their specific dashboard (if you have multiple LinkedIn Recruiter dashboards).



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# Step 8 Activate RSC in Oracle Taleo Enterprise.

a Go to the LinkedIn Recruiter System Connect page in Oracle Taleo Enterprise.

### b Click **"Activate."**

c Read the legal agreement and click **"I Agree."** A history is kept of the user who agrees to the terms, the time and date of the agreement, and the IP address from which the agreement was made.

RSC is now active and data synchronization of requisitions, candidates, and job applications will begin. After initial setup synchronization is complete, a history event will be added confirming that the synchronization is completed.

**Note:** If the legacy Cross System Awareness service was enabled, this activation will automatically disable it.



Step 9 Position the LinkedIn Member Profile column in candidate list.

The link to the Profile Widget will appear automatically on the expanded view of the Job Submission and the General Profile. For the candidate list formats, however, it must be added manually in the configuration. b

- α Go to **"Configuration"** > **"Recruiting Administration"** > **"List Formats"** > Select α list format
- b Add the "LinkedIn Member Profile" column to each list format

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# Step 10 Grant permissions to use LinkedIn RSC

The activation in Step 9 will start the data exchange between Oracle Taleo Enterprise and LinkedIn Recruiter. It doesn't yet release the service to your users.

- C Go to "Configuration" > "SmartOrg" > "Administration" > "User Types" > Select a User Type > "Recruiting" > "Other"
- b Click **"Edit"** to enter edit mode
- C Grant the **"Connect LinkedIn account to user"** permission
- d Grant the **"Access the LinkedIn Profile Widget"** permission

#### About these permissions:

#### Connect LinkedIn account to user

Granting this permission will show the capability for a recruiter to tether their LinkedIn Recruiter seat to their Taleo Enterprise user account in Fluid Recruiting. This permission should only be granted to those users who have LinkedIn Recruiter seat licenses granted to them.

#### Access the LinkedIn Profile Widget

Granting this permission will show the LinkedIn Profile Widget to end users in Taleo Enterprise. Depending on your arrangements with LinkedIn, access to the LinkedIn Profile Widget may be available to any user, or only those who have a LinkedIn Recruiter Seat.

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# With LinkedIn Recruiter and Oracle Taleo Enterprise working together, you can:



Get the same candidate data in both Recruiter and Oracle Taleo Enterprise, saving you time and keeping you up to date wherever you're working



View a candidate's LinkedIn profile with Oracle Taleo Enterprise and easily see which candidates are already in your Oracle Taleo Enterprise account



See all Recruiter notes and InMail messages in Oracle Taleo Enterprise for a complete view of your candidate interactions



Automatically create a profile within Oracle Taleo Enterprise when a candidate responds to an InMail message



Products and insights talent.linkedin.com

Connect with us linkedin.com Get started docs.oracle.com/rsc Learn more help.linkedin.com