Criteria

Assessments

Integration guide

August 2021

LinkedIn Talent Hub

Talent Hub | Criteria

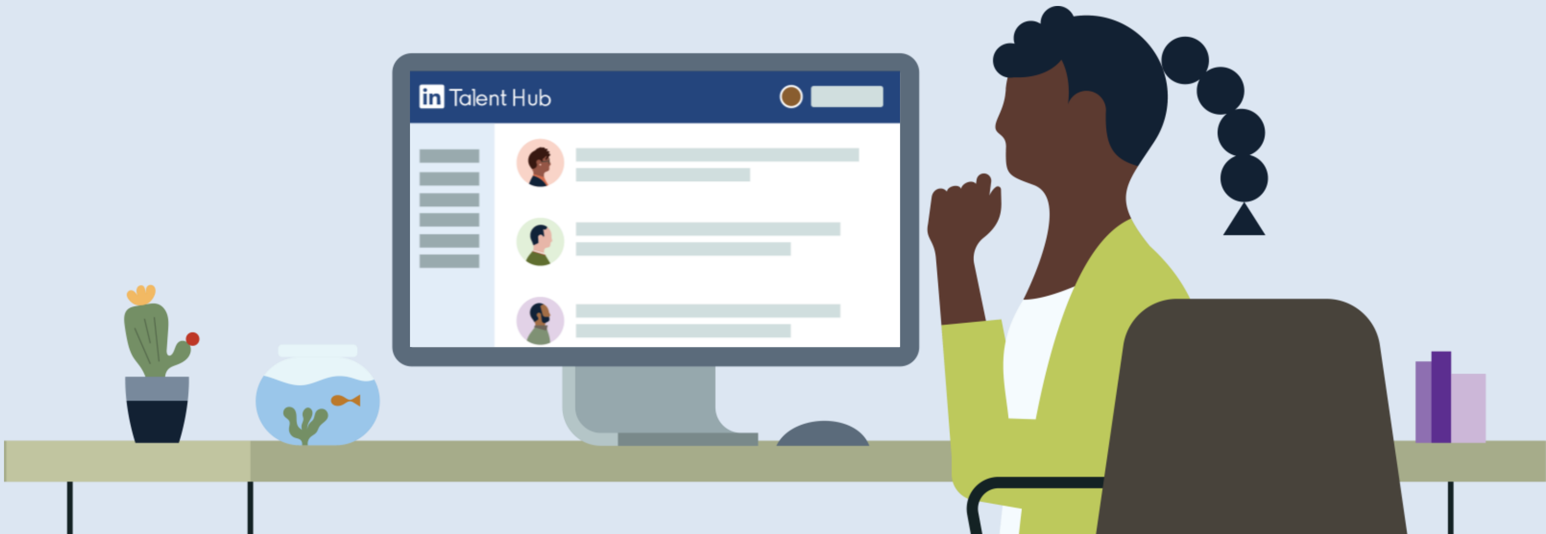
Save time by integrating with assessment tools.

Now you can streamline your searches and narrow down your applicant pool even faster. Once you link Criteria to Talent Hub, you'll be able to complete your assessment tasks more easily and in one place, saving you time and helping you keep track of your most qualified candidates,

Connect with your Criteria once, and you'll be set up to connect the right candidates to all of your open opportunities.

Talent Hub Integrations

Talent Hub is the only applicant tracking system (ATS) that allows you to source, manage, and hire on a single platform. Third-party integrations make the process even easier, consolidating your workflow and giving you more time to focus on building winning teams.



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Assessments integration at a glance

By integrating with Criteria, you'll save time by quickly identifying your top candidates.

Get a holistic view of candidate qualifications.

Equip your team with a full picture of a candidate's skills, in addition to what's available on their LinkedIn profile, to facilitate better interviews and hiring decisions.

Streamline your evaluation process.

Spend less time toggling between multiple tools by sending assessments and reviewing outcomes directly within a candidate's Talent Hub profile.

Zero in on candidates with the right skills and aptitude.

Easily screen for must-have criteria up front, so the most qualified candidates are progressing through your hiring pipeline.

Things to be aware of

Screening dimensions

You can screen for experience, educational degrees, and specific skills.

Get started

[Contact or enable Criteria Corp]

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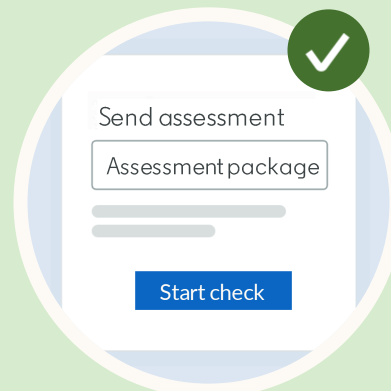
We'll help you get started.

Enable Criteria.

You can do this from the Talent Hub integrations page.

Select a candidate.

To start, navigate to pipeline review or a candidate's profile.



Initiate the assessment.

Select screening packages and initiate the assessment.

Track progress.

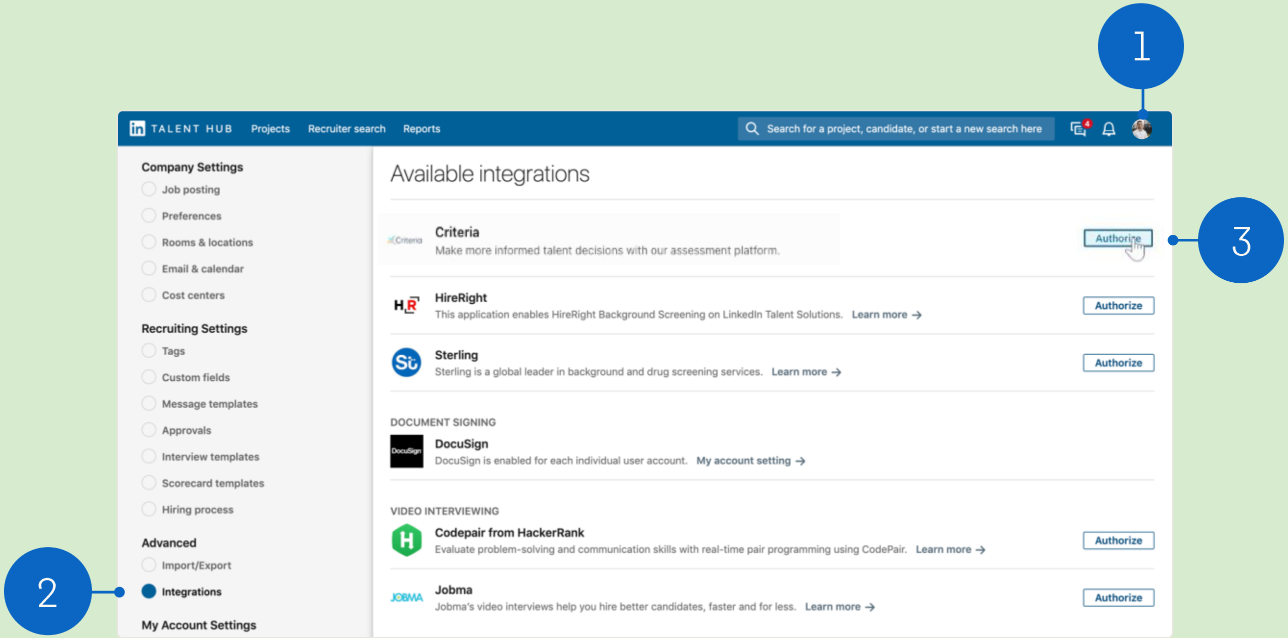
Verify if the check has been completed and get more details.

Enable integration

Find Criteria in Talent Hub

1. Click your picture in the upper right-hand corner and select “Product Settings” from the drop-down menu.
2. On the Product Settings page, click “Integrations” under “Advanced.”
3. Find Criteria under “Available integrations” and click the “Authorize” button.

The Talent Hub Admin authorizes the partner for everyone on the contract. For all users, assessments will be authorized at the “Account Settings” level.

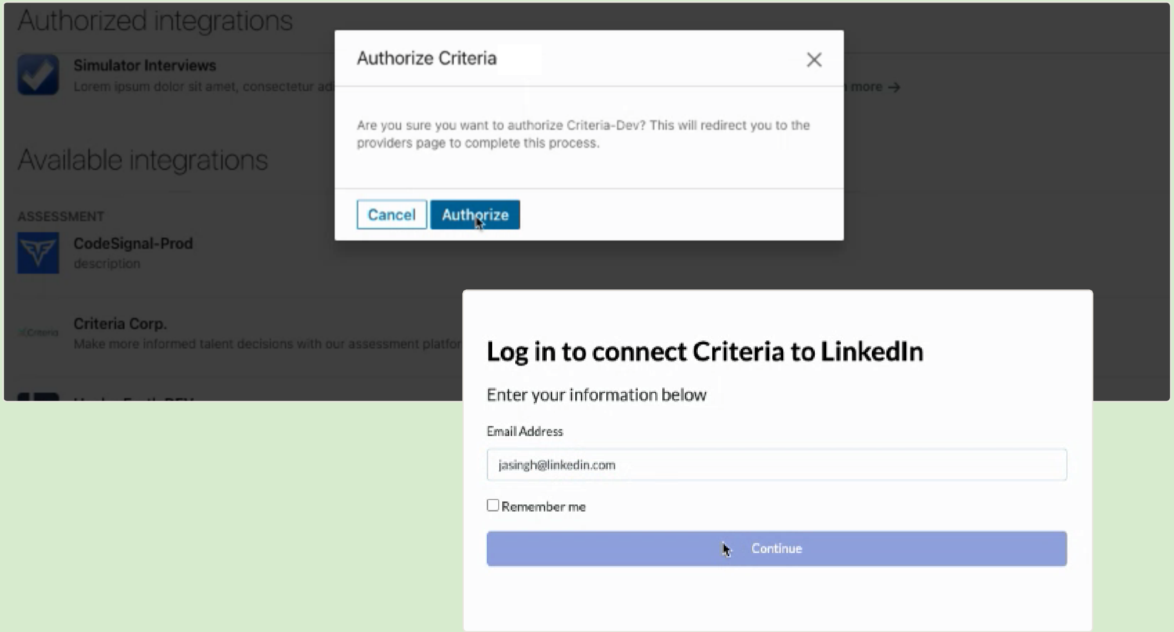


Enable integration

Complete the process

Users will be redirected to Criteria's website to complete the authorization process.

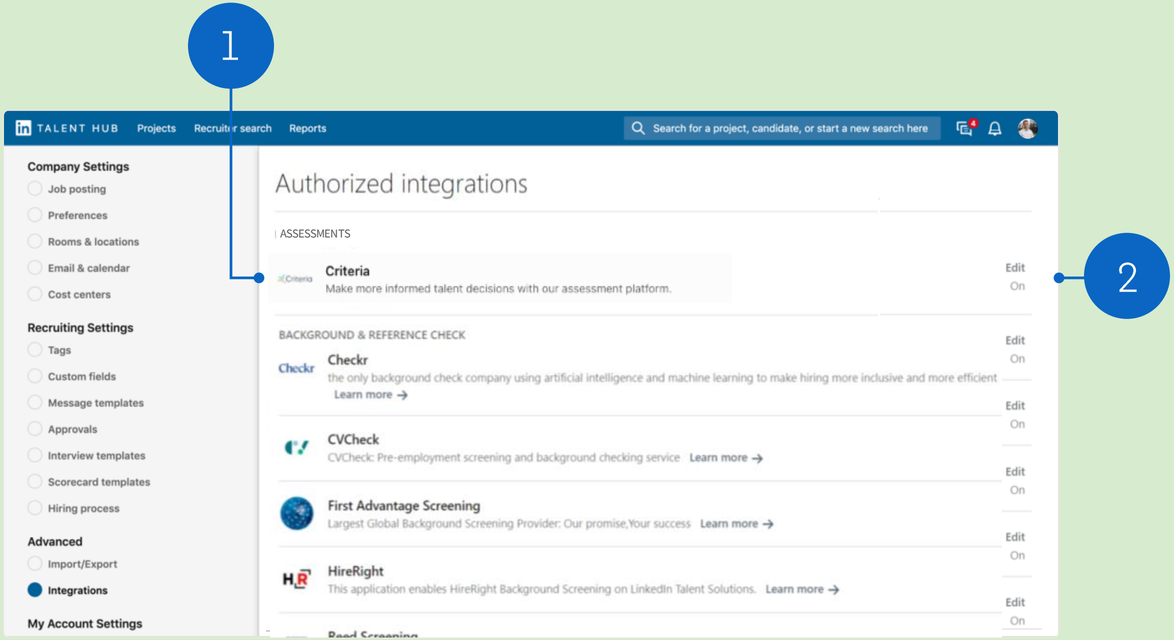
Once authorized, users with the right permissions can begin assessments.



Enable integration

Verify authorization

1. When redirected back to Talent Hub, refresh the page until Criteria displays as “On” under “Authorized integrations.”
2. This indicates that integration is now live for all users on the contract.

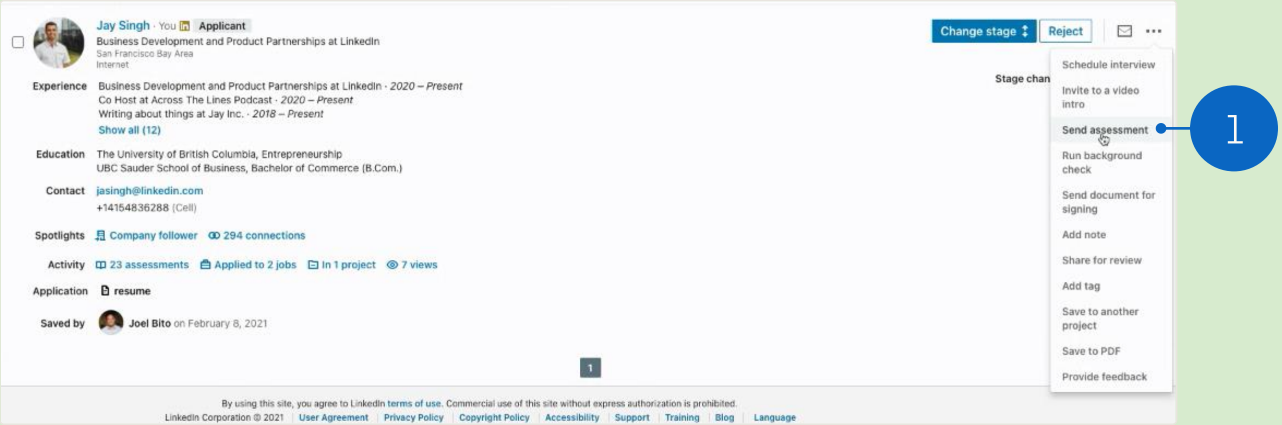


Select a candidate

Locate the action

Once the integration has been enabled, assessments can be initiated through the pipeline in Talent Hub.

1. To initiate a check with a candidate in the pipeline, click on the ellipsis and select “Send assessment.”



The following users will have the ability to do this:

- ✓ Talent Solutions Administrators
- ✓ Users with Project Owner roles
- ✓ Users with Sourcer roles

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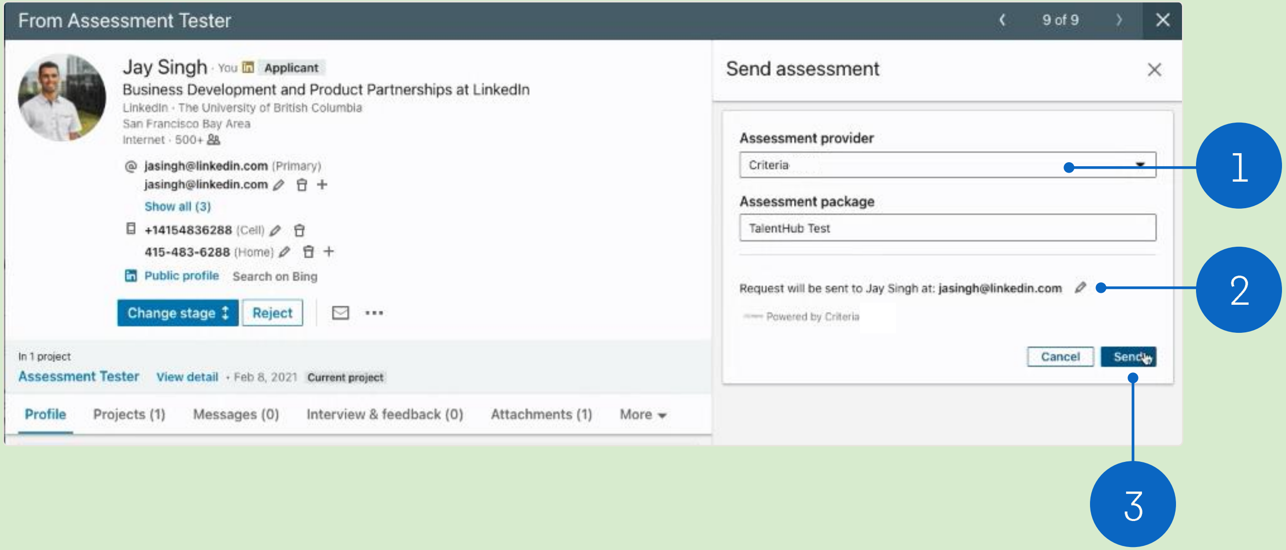
Choose assessment package

1. Select Criteria from the drop-down list—it displays the Assessment packages that have already been configured with Criteria.
2. If needed, manually enter the candidate's email address by clicking the pencil icon.
3. Click "Send." Criteria will send the candidate an email requesting the required information. Once the information has been uploaded, the assessment will begin.



View status

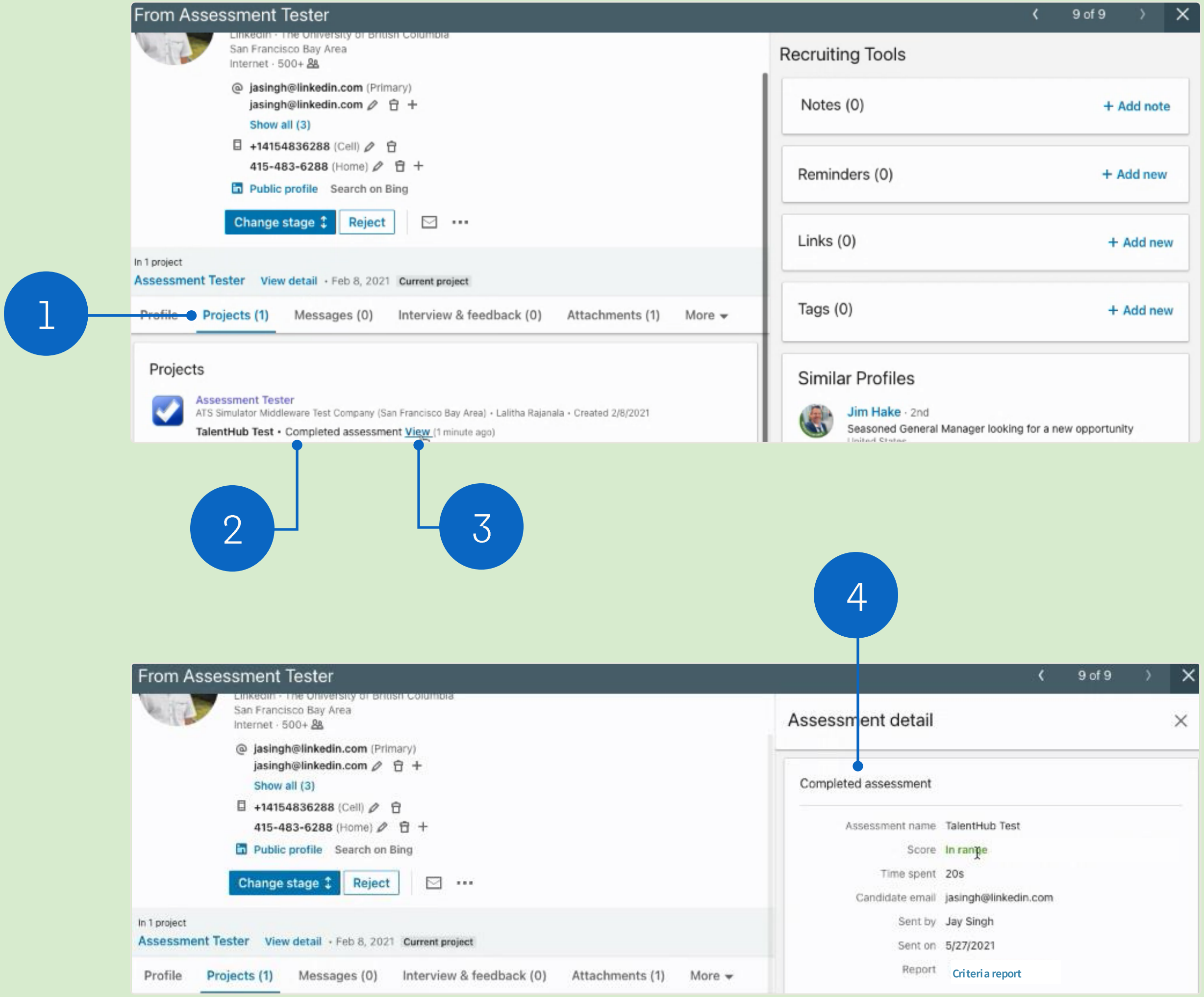
1. Once an assessment has been initiated, go to the "Projects" tab on the candidate's profile for updates.

2. You can view the status of the assessment—or its results once it's been completed.

3. Click "View" to get more details.

4. View more information about the completed assessment within Talent Hub.

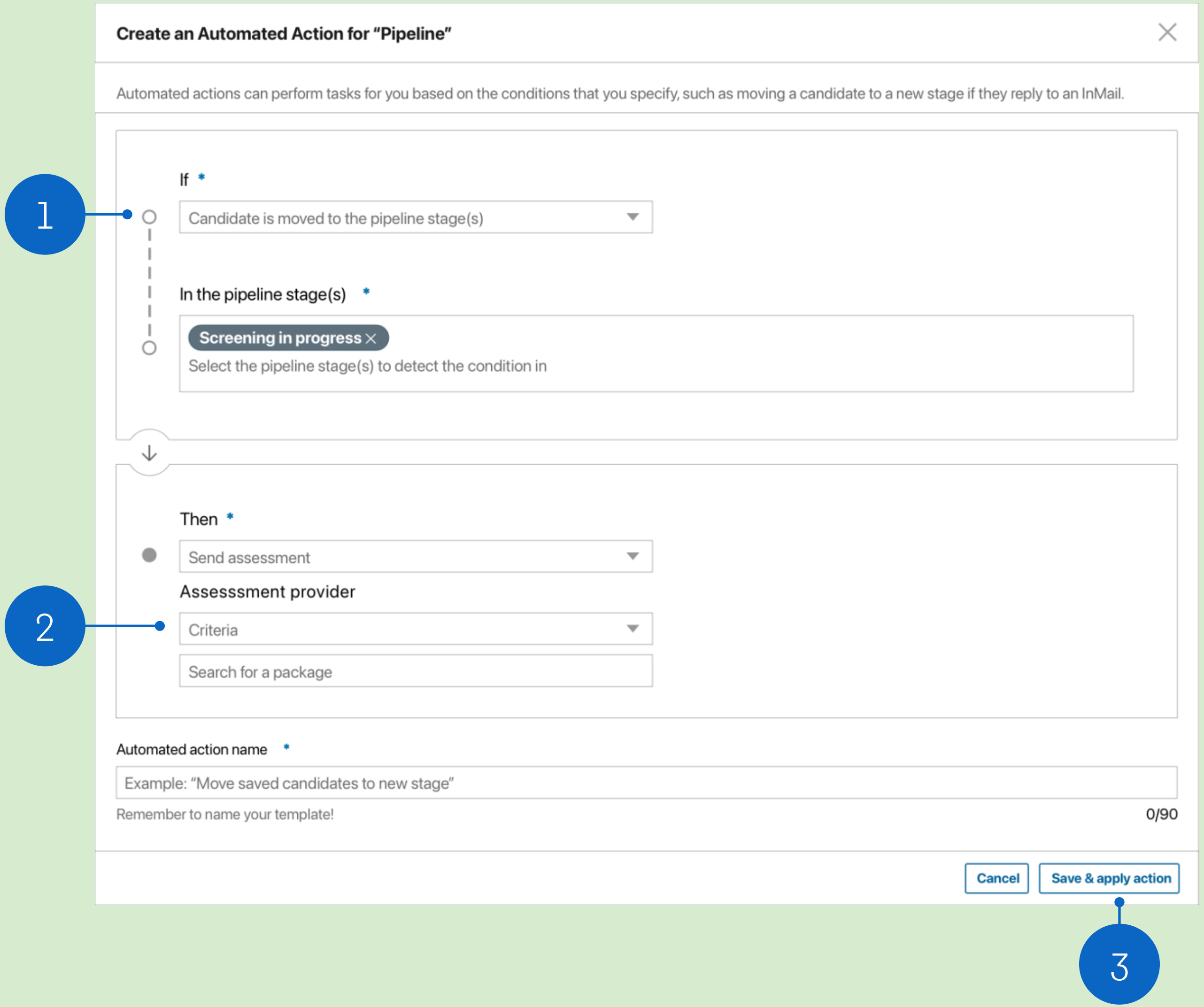
All Talent Hub users will be able to view whether an assessment has been initiated on an account.



Set-up Automated Actions

Automated Actions in Talent Hub helps you save time on common actions by automatically completing tasks such as moving candidates through your pipeline and notifying team members of candidate activity based on rules set in a hiring process.

1. Set-up Automated Actions by configuring the "if then" conditions. We recommend associating the Assessment with a specific pipeline stage
2. Select Criteria from the Assessment provider drop-down
3. Once conditions have been selected, select Save

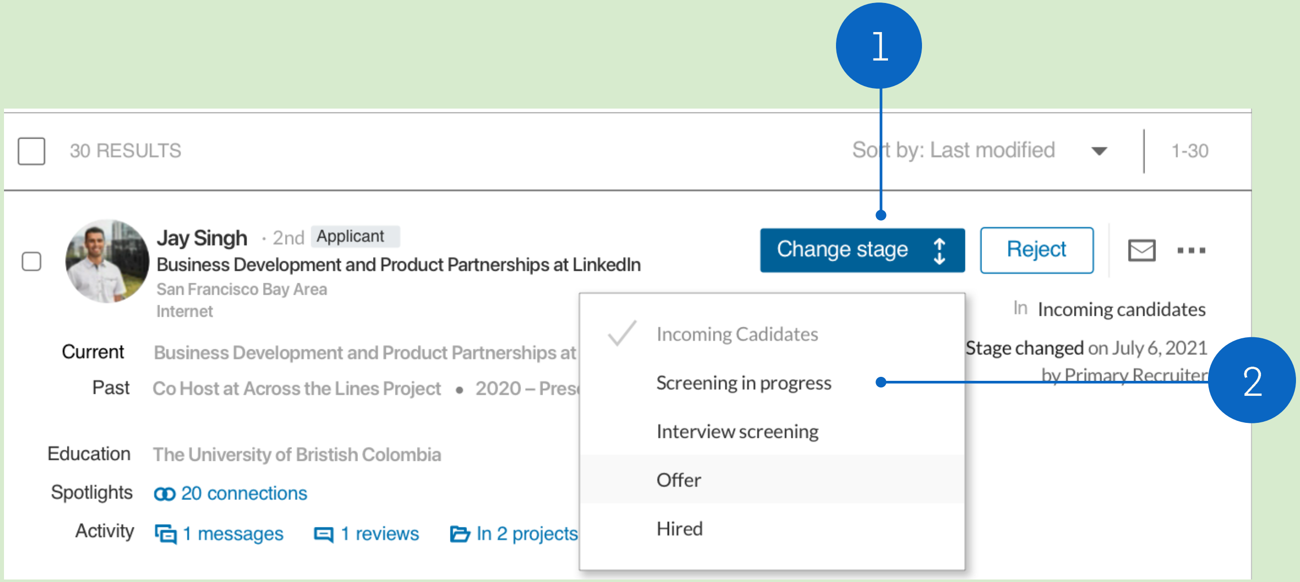


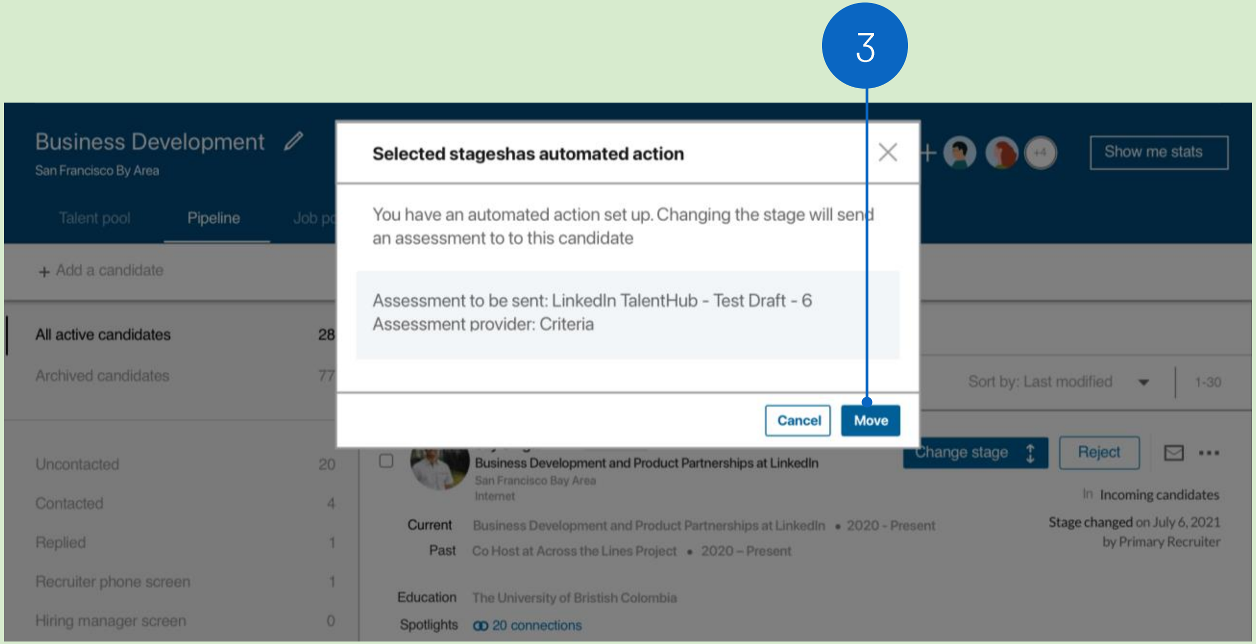
Automated Actions

Send Assessment with Automated Actions

1. Click “Change stage” on the candidates profile
2. Select the stage that you set up an Automated Action for from the drop-down
3. Click “Move” from the pop-up window to confirm the action

Read the help article for more information on Automated Actions.





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FAQ

1. Can existing Criteria Corp customers enable the integration from Talent Hub?

Yes, existing Criteria Corp customers can enable the integration from Talent Hub from theproduct settings page.

2. How do I sign up for Criteria Corp as a new customer?

New customers cannot sign up for Criteria Corp through Talent Hub.
Please refer to the following webform for NAMER & EMEA customers.
Please refer to the following webform for APAC customers.

3. What permissions/licenses are required to use Criteria Corp?

Only **Talent Solutions Administrators** or **users with Project Owner or Sourcer roles** can initiate assessments for candidates.

4. Does the requestor email have to be the same as the email associated with my Criteria Corp account?

Yes, the requestor's email must be the same as the email associated with their Criteria Corp account.

5. Are there any fees for enabling the Criteria Corp integration?

No, there is no fee required to enable Criteria Corp.

6. Are there any promotions to enable the Criteria Corp integration?

Yes, there is a 21 day free trial to enable Criteria Corp.
Please refer to the following webform for NAMER customers.
Please refer to the following webform for APAC customers.

7. Are there any other nuances related to the Criteria Corp integration?

Customers require a "Professional Tier" from Criteria Corp to enable this integration.
APAC customers must select "Criteria Corp APAC" within the Talent Hub product settings page to use integration.

8. If I have any issues who can I reach out to?

For additional questions related to this integration please reach out to support@criteriacorp.com.

9. Who can I send assessments to?

Assessments can only be sent through Talent Hub to applicants who are LinkedIn members. We cannot currently integrate assessments for non-applicants or guest apply candidates.

10. Can I automatically progress candidates to specific stages once they have completed an assessment?

We do not have the ability to automatically progress candidates to a specific stage once they have completed an assessment.

11. Do candidates receive an email from Talent Hub once an assessment has been sent or completed?

No email notifications are sent from Talent Hub when an assessment is complete; customers will need to set up notifications through their assessment provider.

12. Can I cancel an assessment from Talent Hub once I've already sent it?

Currently, assessments can only be canceled by the customer from the provider site.

13. Where can I find the assessment scores on the candidate profile?

On the project tab there will be a link to "view" the completed assessment.

Questions?

We're here to help you master integrations in Talent Hub.

You'll find more answers in the Help Center — and your LinkedIn Support team is always available for additional support.

Thank you.

LinkedIn Talent Hub