

# Jobsience – TalentWise Integration

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User Guide

## Introduction

Jobscience now has an integration with TalentWise, a background screening vendor. To take advantage of this feature, please reach out to your Account Manager to make sure you have the correct package versions.

## Type of Integrations

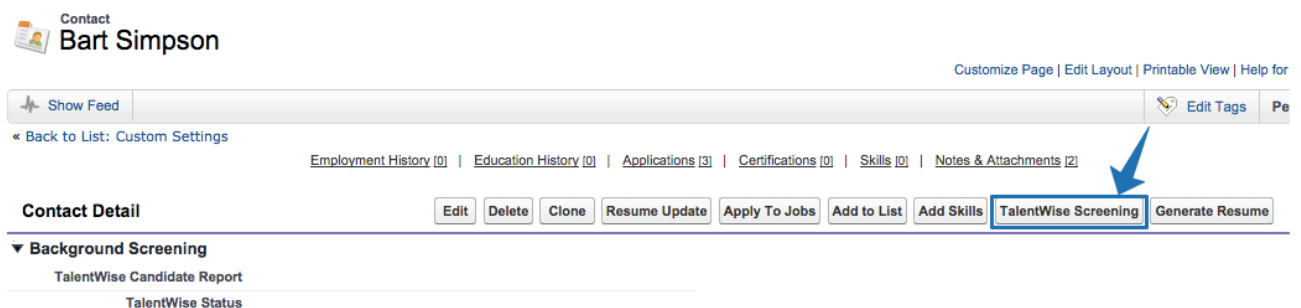
We support a “Client-Group” and a “Client-User” integration.

“Client-Group” integration means that every user who connects to TalentWise from Jobscience will do so under the same user. This means everyone will have the same permissions.

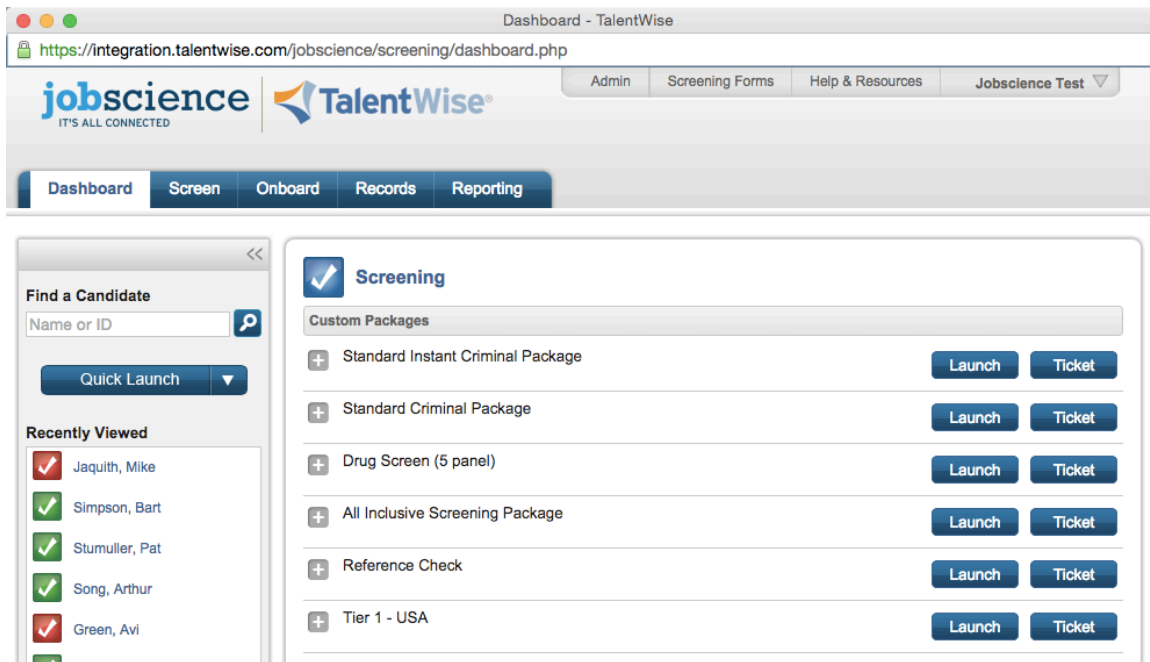
“Client-User” integration means that every user who connects to TalentWise from Jobscience will do so under their own TalentWise user. This is useful for any organizations which might have different permission sets for their TalentWise users.

## Initiating a Screening

To start the screening process, please go to a contact record and click on the TalentWise screening button.



This will take you directly into TalentWise.



## Launching a Screening

To purchase a screening, find the type of screening you would like to purchase, and click Launch.

You will get taken to the screening page with several fields already populated.

### Candidate Profile \* Indicates required field

Information in this section is used for all searches.

First Name*	Middle Name	Last Name*	Suffix
<input type="text" value="Bart"/>	<input type="text"/>	<input type="text" value="Simpson"/>	<input type="text"/>
<input checked="" type="checkbox"/> No Middle Name			
Alternate First Name	Alternate/Maiden Last Name		
<input type="text"/>	<input type="text"/>		
Social Security Number*	Date of Birth*		
<input type="text"/>	<input type="text" value="Month"/> <input type="text" value="Day"/> <input type="text" value="Year"/>		
Phone Number	Email Address		
<input type="text" value="(123) 123-1234"/>	<input type="text" value="ann.barzman@jobscience.com"/>		
Address*	City	State/Territory	Zip Code*
<input type="text" value="123"/>	<input type="text" value="springfield"/>	<input type="text" value="Select State/Territory"/>	<input type="text" value="94110"/>

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### Order Tracking

Reference Code(s)

Department Codes\*

[Continue](#)

Fill out the rest of the fields and click Purchase at the end of the wizard. You will be taken to a confirmation page.

[Admin](#)
[Screening Forms](#)
[Help & Resources](#)
[Jobscience Test](#)

[Dashboard](#)
[Screen](#)
[Onboard](#)
[Records](#)
[Reporting](#)

### Find a Candidate



Recently Viewed

- ☒ Jaquith, Mike
- ☒ Simpson, Bart
- ☒ Stumuller, Pat
- ☒ Song, Arthur
- ☒ Green, Avi

### Confirmation

Candidate	Bart Simpson (522248)	<a href="#">Go to Candidate View</a>
Package	Standard Instant Criminal Package	<a href="#">View Report in Progress</a>
Date Submitted	June 25, 2015	

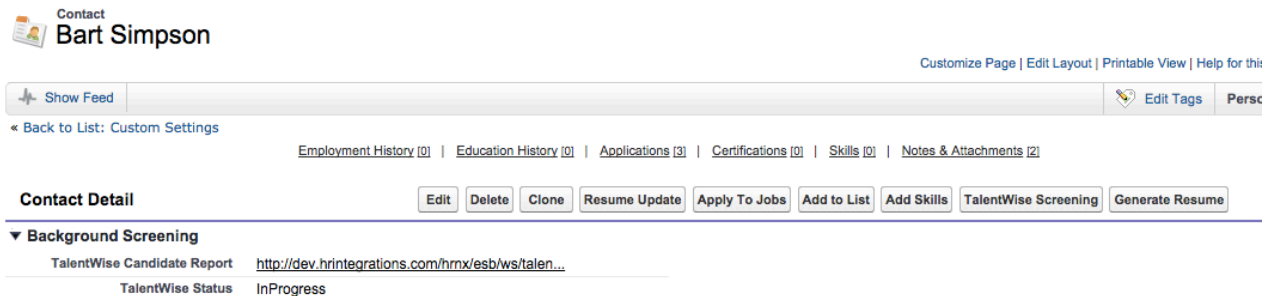
**Your Report is now processing.**

All email regarding this order will be sent to [jobscience@talentwise.com](mailto:jobscience@talentwise.com). To add or change addresses, or to turn off notifications, visit your [Preferences](#) page.

If you have any questions regarding this order, please call Customer Support at 1.866.338.6739 and reference Report ID 61374907.

## Viewing Status in Jobscience

Within Jobscience, you can now see that the candidate's TalentWise screening is in process.



**Contact**  
Bart Simpson

Customize Page | Edit Layout | Printable View | Help for this Page

Show Feed

Back to List: Custom Settings

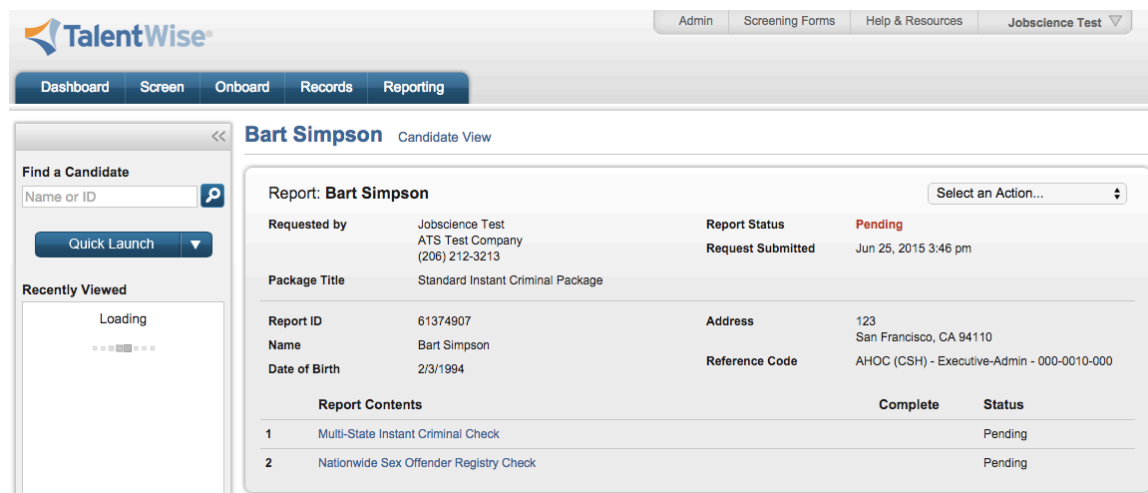
Employment History (0) | Education History (0) | Applications (3) | Certifications (0) | Skills (0) | Notes & Attachments (2)

**Contact Detail** Edit Delete Clone Resume Update Apply To Jobs Add to List Add Skills TalentWise Screening Generate Resume

▼ **Background Screening**

TalentWise Candidate Report	<a href="http://dev.hrintegrations.com/hrmx/esb/ws/talen...">http://dev.hrintegrations.com/hrmx/esb/ws/talen...</a>
TalentWise Status	InProgress

You can click on the report link to see the pending status.



**TalentWise** Admin Screening Forms Help & Resources Jobscience Test

Dashboard Screen Onboard Records Reporting

**Bart Simpson** Candidate View

Find a Candidate  
Name or ID  
Quick Launch

Recently Viewed  
Loading

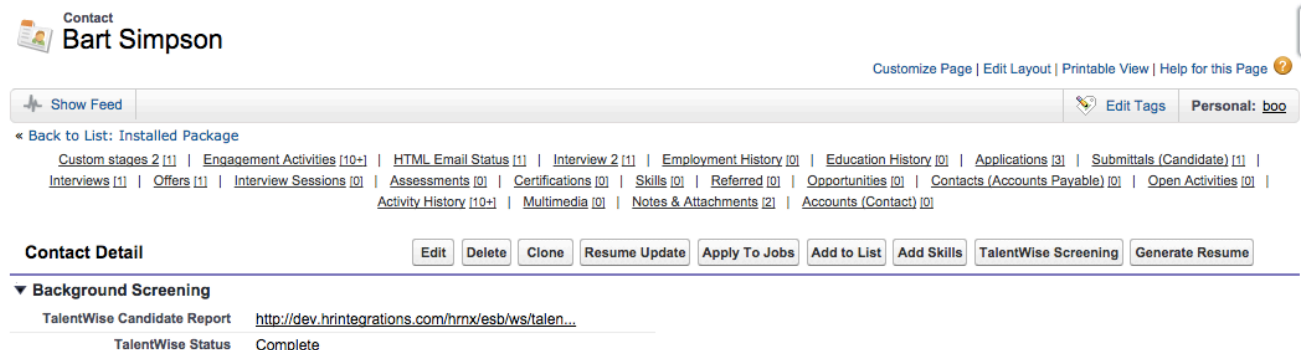
**Report: Bart Simpson** Select an Action...

<b>Requested by</b>	Jobscience Test ATS Test Company (206) 212-3213	<b>Report Status</b>	Pending
<b>Request Submitted</b>			Jun 25, 2015 3:46 pm
<b>Package Title</b>	Standard Instant Criminal Package		
<b>Report ID</b>	61374907	<b>Address</b>	123 San Francisco, CA 94110
<b>Name</b>	Bart Simpson	<b>Reference Code</b>	AHOC (CSH) - Executive-Admin - 000-0010-000
<b>Date of Birth</b>	2/3/1994		

	Report Contents	Complete	Status
1	Multi-State Instant Criminal Check		Pending
2	Nationwide Sex Offender Registry Check		Pending

## Completed Screening

Once a screening is complete, the status on the contact record will change to say Complete.



**Contact**  
Bart Simpson

Customize Page | Edit Layout | Printable View | Help for this Page

Show Feed

Back to List: Installed Package

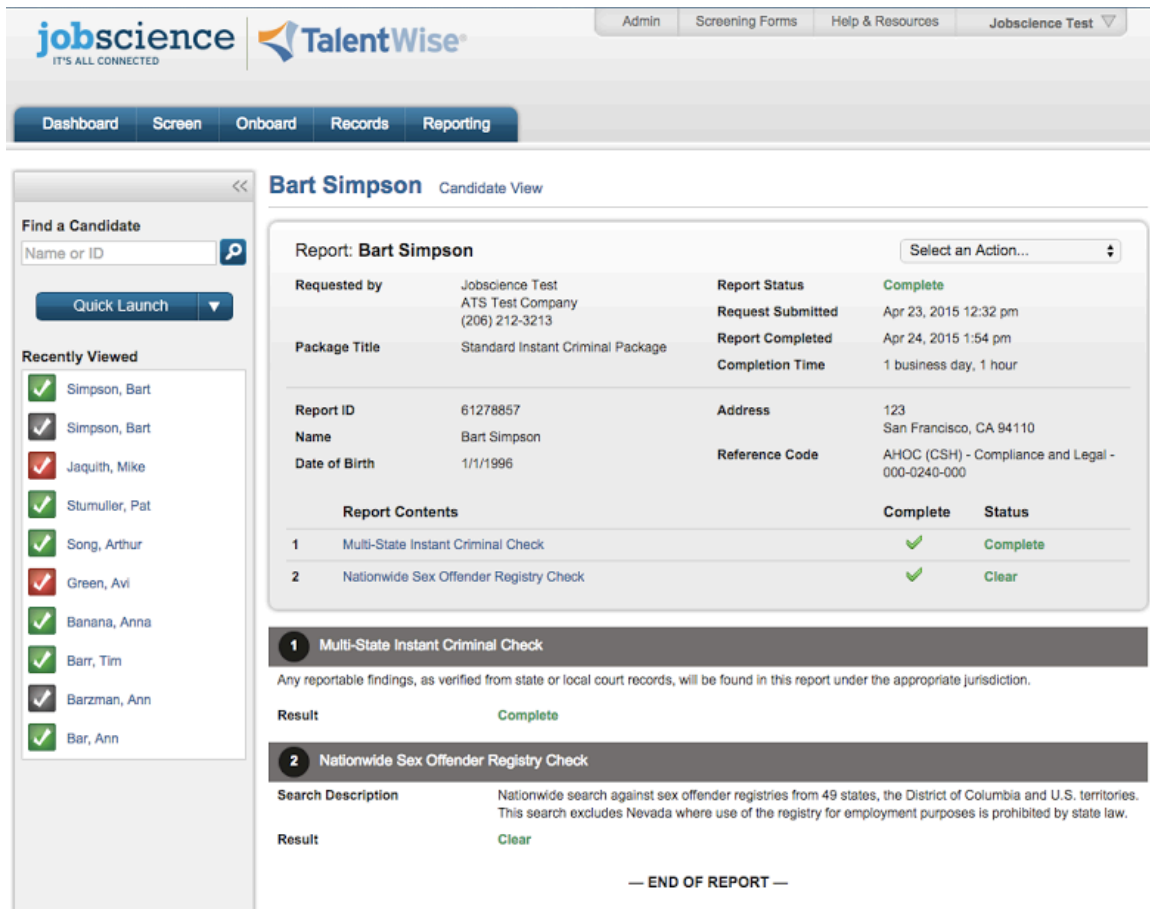
Custom stages 2 (1) | Engagement Activities (10+) | HTML Email Status (1) | Interview 2 (1) | Employment History (0) | Education History (0) | Applications (3) | Submittals (Candidate) (1) | Interviews (1) | Offers (1) | Interview Sessions (0) | Assessments (0) | Certifications (0) | Skills (0) | Referred (0) | Opportunities (0) | Contacts (Accounts Payable) (0) | Open Activities (0) | Activity History (10+) | Multimedia (0) | Notes & Attachments (2) | Accounts (Contact) (0)

**Contact Detail** Edit Delete Clone Resume Update Apply To Jobs Add to List Add Skills TalentWise Screening Generate Resume

▼ **Background Screening**

TalentWise Candidate Report	<a href="http://dev.hrintegrations.com/hrmx/esb/ws/talen...">http://dev.hrintegrations.com/hrmx/esb/ws/talen...</a>
TalentWise Status	Complete

To view the completed report, click on the link in the report field. You will be taken to the completed report.



The screenshot shows the Jobscience TalentWise interface. The top navigation bar includes links for Admin, Screening Forms, Help & Resources, and Jobscreen Test. Below this is a secondary navigation bar with Dashboard, Screen, Onboard, Records, and Reporting. The main content area is titled "Bart Simpson Candidate View". On the left, there is a "Find a Candidate" search bar and a "Quick Launch" button. Below these is a "Recently Viewed" list of candidates with checkboxes. The main report area is titled "Report: Bart Simpson" and includes a "Select an Action..." dropdown. The report details are as follows:

Requested by	Jobscreen Test ATS Test Company (206) 212-3213	Report Status	Complete
Package Title	Standard Instant Criminal Package	Request Submitted	Apr 23, 2015 12:32 pm
		Report Completed	Apr 24, 2015 1:54 pm
		Completion Time	1 business day, 1 hour
Report ID	61278857	Address	123 San Francisco, CA 94110
Name	Bart Simpson	Reference Code	AHOC (CSH) - Compliance and Legal - 000-0240-000
Date of Birth	1/1/1996		

Below the report details is a "Report Contents" table:

	Report Contents	Complete	Status
1	Multi-State Instant Criminal Check	✓	Complete
2	Nationwide Sex Offender Registry Check	✓	Clear

The report content for item 1, "Multi-State Instant Criminal Check", includes a note: "Any reportable findings, as verified from state or local court records, will be found in this report under the appropriate jurisdiction." The result is "Complete".

The report content for item 2, "Nationwide Sex Offender Registry Check", includes a search description: "Nationwide search against sex offender registries from 49 states, the District of Columbia and U.S. territories. This search excludes Nevada where use of the registry for employment purposes is prohibited by state law." The result is "Clear".

The report ends with the text: "— END OF REPORT —"

From here you can see the screening results.