



Taleo Business Edition Setup Services

QUICKSTART BASIC IMPLEMENTATION INCLUDES:

- Basic system setup.
- Customized requisition form.
- Customized candidate record.
- Requisition approval workflow setup.
- Customized system correspondence & notifications.
- One customized candidate/applicant flow per career section.
- Customized candidate selection workflow.
- Client specific correspondence library.
- One client specific offer letter template.
- Roll based list and page layout definitions.

Taleo Business Edition™ is the recruiting software application of choice for small to medium sized organizations. More than 180 customers use Taleo Business Edition because it's easier to buy, set up, and use.

To get you on the fast track to building your high performance career site and workforce, we offer these setup services:

- Purchase the QuickStart Guide and do it yourself.
- Choose the QuickStart Basic Configuration Service and Taleo will set up Business Edition for you and deliver templates, tools, and remote guidance.
- Select our QuickStart Premium Implementation Service and a Taleo expert will deliver a custom implementation for you.

QuickStart Guide

If you choose a self-service approach to setting up your career sites, the Taleo Business Edition QuickStart Guide provides a step-by-step guide for doing it yourself and saving on implementation.

The QuickStart Guide covers configuration of the entire Taleo Business Edition solution, including:

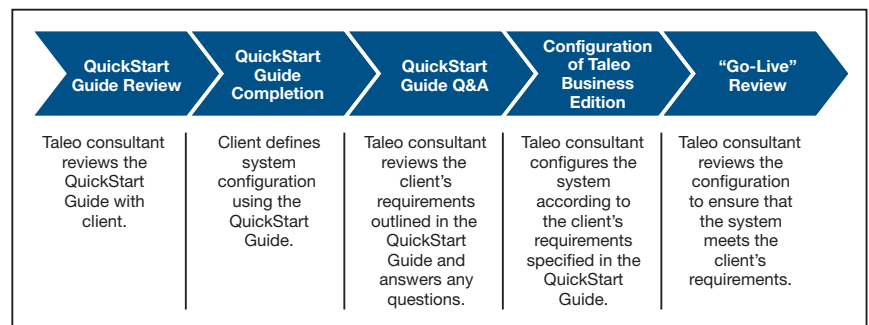
- Basic organization and location information.
- Careers websites.
- Defined fields for candidates, requisitions, users, contacts, and accounts.
- Definition of how offer, requisition, candidate, account and contact information will appear and what can be modified by user types.
- List formats.

- Requisition, offer and candidate selection workflows.
- System email templates guide.
- Project management guide.

QuickStart Basic Configuration Service

If you would like some consulting assistance, then the QuickStart Basic Configuration option is for you. While the QuickStart Guide is still the focal point of your initial system setup, Taleo provides additional support. You work with a Taleo consultant to complete the QuickStart Guide and we will configure Business Edition based on your specifications.

QuickStart Basic Configuration Service Process



QuickStart Premium Installation

If your organization has slightly more sophisticated recruiting needs, then our QuickStart Premium Implementation will be right for you. With our QuickStart Premium offering, you can benefit from our experience implementing recruiting solutions for some of the world's most well regarded recruiting organizations. Taleo consultants will work with you to understand your business needs and then design an implementation program that is right for you.

The Taleo QuickStart Premium Implementation offering includes:

- All services performed in the QuickStart Basic Configuration offering.
- Initial information load of candidate records from legacy systems.
- Customized training options.
- Optional best practices consulting services for:
 - Sourcing strategies.
 - Staffing process analysis.
 - Career site strategies.
 - Metrics and solution optimization.
- Optional third party network assessment.



Taleo Business Edition Training

If your solution is configured just the way you like it after your free 30-day trial, then you can extend your skills with these training options:

- Taleo Business Edition End User Fundamentals.
- Taleo Business Edition System Administration Fundamentals.

Start getting the most value out of Taleo Business Edition with an implementation that fits your business needs. Choose services that support your recruiting strategies and provide user training.

Taleo can help you get on the fast track to building your high performance workforce today. So contact us today at 1.888.836.3669 or visit us online at www.taleo.com for more information.

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Talent Drives Performance

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ABOUT TALEO

Leading organizations worldwide use Taleo on demand talent management solutions to assess, acquire, develop, and align their workforce for improved business performance.

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