

# Guided Setup Implementation Packages

**TopgradingHire** offers two Guided Setup Implementation Packages, each designed to maximize the efficiency and ROI of your new account. Please take a look below to view the packaging offer details. For questions, please contact: [sales@hiringhappiness.com](mailto:sales@hiringhappiness.com).

## Basic Guided Setup

# \$199

**The following standard services are included:**

- Up to 10 offline jobs OR up to 10 job templates
- 1 offer letter template
- 1 form builder template
- Careers page, company info setup
- Global application worksheet setup
- 30-minute overview call after setup complete

## Premium Guided Setup

# \$749

**The following standard services are included:**

- Initial 30-60 minute discovery call to review recruiting workflow
- Applicant tracking setup provided:
  - Customization and branding of hosted careers page
  - Set up of job postings (approx. 10 jobs)
  - Custom application form, including a standard set of screening questions
  - Set up of 1 standard offer letter template
  - Review/customize user permissions by role (where applicable) and user setup
  - Custom workflow options
- Provided guidance on website integration
- One customized group training session for all client users, (session recorded, 60-90 mins.)

\*Includes an optional, one-time import of applicant data

\*Applicant data can be submitted as resume files (PDF or Word Doc), or by our standard csv import template.