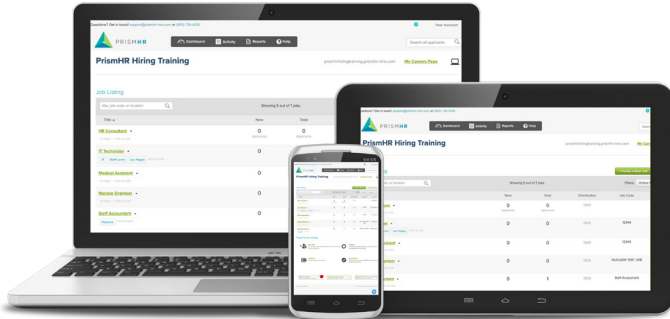# Welcome to PrismHR Hiring!

Welcome to PrismHR Hiring, your source for Hiring Happiness! It's time to rethink the way you hire and we're here to help. We want to inform you of what to expect during the sales and implementation process. For any questions, please feel free to contact our Client Services team.

Things You Can Expect:

During the sales process:

- A full demo of the ATS
- An overview of the implementation process
- An introduction to your team (Sales, Marketing, Client Services & Support)
- Resources to help guide you along the way

During the implementation process:

- Please view the complete process under **"Discovery Call — Week 1"**
- On average, it takes about 2 weeks to go live

Post implementation:

- Meet your support team
- Support is available by email or phone 6am-6pm PT
- Please be sure to also utilize our in-depth "help" feature
- We offer sales support to help train your staff
- Our Marketing team provides a Partner Marketing Toolkit, which is a great resource to help us better assist your marketing needs

Count on us to help you get started!

Discovery Call — Week 1

The purpose of the discovery call is for our team to gain an initial understanding of your recruiting workflow and talk through the implementation process and timeline. Things we will cover during the discovery call include:

- Custom branding of your site (includes logo and color scheme)
- An overview of the implementation process
- Review current recruiting workflow (and discuss relevant pain points)
- Determine setup needs — We will review items needed to complete setup and request additional information 24-28 hours following call

Setup — Weeks 1 and 2

Sit back and relax! During the setup process, we'll be hard at work getting you ready to go live. Training will be conducted at the end of week 2 and is a recorded, customized 60-minute session. During the training session, you'll receive:

- An ATS overview from three views: Applicant, Hiring Manager, and PEO
- A review of the application form
- How to review, rate, and communicate with applicants
- Create, copy, edit, and promote jobs
- A review of job boards, background checks, reference checks, and Wonscore assessments
- Reporting tools to show the ROI of your recruiting process