



V2.0

Get Onboard!

How to Use SkillScan's Upgraded Website

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Agenda

- What's New
- Site Demo
- Q&A
- Next Steps
- Upcoming Trainings





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What's New



Easy Client Access

Unique client Access
Key link
No client account
needed



Personalized Communication

Customizable client
emails



Coach Notification

Emailed when client
completes their
assessment



Convenient Management

Track client status and
progress
Reclaim unused keys
View client reports
All in one place!



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Demo

- Setting up your account
- Sending Access Keys to clients
- Managing your sent Access Keys
- Viewing a client's completed assessment
- Purchasing assessment keys





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Next Steps

- Login to your account and launch the site **Tour**
- To view client assessments on the previous version of the site, visit legacy.skillscan.com. The site is now **read-only** and you can view historical client reports there
- Check out the **How To** tab, review the **QuickStart Guide**, and watch the tutorials
- Get started sending **Access Keys** and monitoring client completion status
- **Need more help?** Email Lesah@skillscan.com





Upcoming Trainings

Office Hours – Oct 12, 2023

SkillScan Drive Fundamentals: Optimize SkillScan

Drive with Clients in Transition – October 19

SkillScan Online Fundamentals: Leverage SkillScan Assessments for College Students and Early-Career Professionals – November 15

Sign-up at: [Events](#)



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