

# SHL TalentCentral™ Switch Checklist

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## Getting Ready for Your Switch to TalentCentral™: 2 Key Steps

- **Contact Us** online to arrange a 15 minute introduction to TalentCentral.
- Check your browser software meets TalentCentral requirements and ensure your TalentCentral IP ranges and domains are clear (See Technical Specifications overleaf).

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## As Your Active Users and Most Recent Jobs Will Migrate Across to TalentCentral™, We Also Encourage You To....

- Review the registered users of your current system to ensure they reflect your requirements, and deactivate any users who no longer need access.
- Review where your current platform is referenced internally within your organisation, and redirect these references to the new TalentCentral site: <https://talentcentral.eu.shl.com/admin/login>
- Review the active Jobs on your current system and deactivate any that you do not need to migrate over to TalentCentral.
- Ensure that candidates promptly complete assessments on your current system so that you and/ or system administrators have time to review the results before system access is closed 90 days after transition. After this time, outstanding assessments will be deactivated and candidate results will only be accessible through a SHL Technical Support request.

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## After Your Switch to TalentCentral™: Tips for Getting Started

- Bookmark the new TalentCentral Log-in page: <https://talentcentral.eu.shl.com/admin/login>
- Visit the [TalentCentral Support site](#) to find FAQs and other helpful information on using TalentCentral.
- If you have any additional questions, please **Contact Us** online.

**Active Users**—we have limited this migration to users who have logged into your existing system in the last 6 months.

**Active Jobs**—we have limited this migration to Jobs that have seen assessment activity in last 2 months only.

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#### Technical Specifications

##### **The Following Internet Browsers are Supported:**

- Microsoft Internet Explorer 8.0 and higher
- Mozilla Firefox 32.0 and higher
- Apple Safari up to 5.1 and higher
- Google Chrome up to 37.0 and higher

##### **Important Configurations:**

- Adobe Flash Player is required for some assessments.
- Your browser's pop-up blocker must be disabled.
- Cookies must be enabled.

##### **IP Ranges and Domains:**

- 69.171.27.0/24
- 192.184.115.0/24
- 89.187.118.0/24
- 89.187.99.0/25
- 37.46.6.32/27
- 27.111.250.128/25
- 103.204.73.128/27
- 67.231.148.140
- 67.231.156.139