



Newsletter - February/ March 2009

New Year's Resolution - Make the best of the present situation; new opportunities and prosperity come to those who are positive, prepared and persistent in 2009!

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Account Information Report

When logged in as the "Administrator", you may access "Account Information" via the **ADVANCED OPTIONS** menu. This enables you to generate a report of usage for individual sub-users or all users. This is a valuable management tool to determine which staff members make good use of the service prior to referring candidates.

Essential Series

Most users will find numerous tests designated with either "Essentials - [test name]" in their available tests window. Highlight the test and click the "Test Description" button for more information on these tests.

Light Industrial Series

Many users will have numerous tests in the Light Industrial Series. Pick & Pack, Shipping & Receiving, Shop Math and many others are available. If your account does not have these, contact us to request they be added; no additional cost for full licensees!

eTicket User's Guide

There is a short version of the eTicket User's Guide available for download from our website. Navigate to <http://www.skillcheck.com.au/onlinetesting.htm> and click on the link "eTicket User's Guide" in the right panel.

PowerPoint Presentation

There is a new PowerPoint presentation on our website which you may view or, if you wish, save to your local PC. Go to <http://www.skillcheck.com.au/onlinetesting.htm> to access this presentation. For a nominal cost, we will customize the presentation with your contact details; it then becomes a marketing tool for your company!

Newsletter archive

Past editions of our periodic newsletter are available online via our website. Go to <http://www.skillcheck.com.au/resources/Newletters.htm> for the index of topics and links to each issue.

Candidate Welcome Message

You may create your own custom “candidate welcome message” which will appear on the candidate registration screen. This feature is accessed via **MAIN MENU | ADVANCED OPTIONS | CUSTOM APPLICANT DATA**. The message is created at the bottom of this window in the blank box. Be sure to click the **SAVE** button when you have finished!

This is also where you may create additional pre-testing fields (e.g. Telephone contact #; Own transport Y/N?; 457 visa Y/N?; etc). If you need a bit of help, contact us on (03) 9555-4200.

Technical Tips (TechTips)

There are a wide range of self-help technical tips available on our website to answer some of those questions that arise from time to time.

Go to <http://www.skillcheck.com.au/resources/TechnicalTips.htm> to access this service.

New Delivery Protocol

Improved delivery protocols will be implemented at the end of March/ early April. This change will have a substantial positive effect on the ability of candidates to access online testing through reduced technical requirements. The conversion process has been in process for close to 5 months.

You need to do nothing to prepare. It should be a seamless transition for most users and candidates.

Test Descriptions - Online Testing

Descriptions for many of the online tests are available by clicking on the “Test Description” button in the “Administer Tests” screen. You may request a document with these descriptions for your internal use by contacting SkillCheck Pacific Pty Ltd via e-mail at sales@skillcheck.com.au.

Top 10 Reasons...

There are many reasons why over 250,000 SkillCheck online tests are conducted each month.

- Latest versions of Microsoft Office applications - 2007, 2003, 2002;
- Local support and expertise;
- Australian/ New Zealand customized tests;
- Longest-standing experience in recruitment issues;
- User-friendly & reliable interface;
- Unlimited use (qualified customers);
- New products added at no additional cost;
- Customization of online testing available;
- Local & global norming for many tests;
- SkillCheck the first supplier to offer Online testing - more experience.

Call with any questions or for more information. As always, I’m here to help.

Very best regards,



John Lescohier