



Requirements

From Partner

ClientID, API username and password

From Customer

From Wepow

iCIMS Integration Features

Recruiters invite candidates to take a Wepow video interview from iCIMS

Recruiters are notified when candidates complete their interviews

Recruiters can access completed interviews from iCIMS

Requirements

From Partner:

- Provide ClientID, API username and password to Wepow
- Create Video Interviewing Packages
- Add video interviewing fields (Interview Status, Interview URL, Date/Time) to Recruiting Workflow views.

From Customer:

- Define list of static Video Interviewing Packages
- Define the workflow statuses in iCIMS that should initiate the video interviewing process

From Wepow:

- Add the observer user to the organization, taking note of its ID.
- Enable iCIMS integration (see next slide)
- Create templates for predefined Video Interviewing Packages

From Partner

ClientID, API username and password

iCIMS should send an email to Wepow with the following information:

- iCIMS Client ID
- iCIMS API username and Password
- Create recruiting workflow based on clients needs



From Customer

Client should provide the workflow statuses to iCIMS in order for them to create the recruiting workflow

From Wepow

From the email received from iCIMS, Wepow needs to provide the following information:

- Username and Password
- IP Address(es) to white list
- REST Endpoint URL

iCIMS Integration Features

Recruiters can define any number of interviewing packages in Wepow

These interviewing packages are called “Interview Templates” in Wepow and they hold a copy of the interview structure i.e. questions, promotional video, surveys, etc.

The screenshot shows the Wepow interface with the 'Pre-recorded' tab selected. A 'Template List' dropdown menu is open, showing a table of interview templates. The table has columns for 'Template title', 'Creator', and 'Date'. There are two rows of data: 'Sales manager' and 'Account manager', both created by 'Guillermo Romero' on 'Jun. 10, 2015'.

<input type="checkbox"/>	Template title	Creator	Date
<input type="checkbox"/>	Sales manager	Guillermo Romero	Jun. 10, 2015
<input type="checkbox"/>	Account manager	Guillermo Romero	Jun. 10, 2015

Interview Templates help recruiters create new Wepow Interviews in a quick and consistent manner.

Recruiters can associate a Wepow Interview Template to a Job in iCIMS

There are 2 ways to do this:

Option A)

Selecting a Video Interviewing Package when creating a new Job in iCIMS

Prerequisite:

The iCIMS support team has to load the Video Interviewing Package options beforehand. This is done only once when setting up the integration.



This option offers the advantage that Video Interview Packages can be included as part of iCIMS Job Template definitions allowing recruiters to maintain consistency across their different requisitions.*

iCIMS Create Other Person Quick search... WI

Quick Links → **Create New Job** [Cancel] [Next]

SHORTCUTS

Top Candidates (5)

GENERAL INFORMATION

Template: — Make a Selection —

Job Code:

ID: (blank)

Job Folder: Approved

Title *: Sales Manager (California)

EEO Category: — Make a Selection —

Category *: Sales

Type *: Regular Full-Time

Hire Type: New

FLSA Status: — Make a Selection —

of Openings *: 1

Targeted Job Start Date:

Video Interviewing Package: [Unspecified]

Incentive: USD \$

Talent Pools: [Add Talent Pools](#)

ASSIGNMENT

Recruiter: — Make a Selection —

Hiring Manager: — Make a Selection —

Account Manager: — Make a Selection —

Location: — Make a Selection —

Department: — Make a Selection —

Additional Locations: New

Department: Sales

Secondary Recruiter: — Make a Selection —

COMPENSATION

Min: USD \$ Yr.

Max: USD \$ Yr.

Commission:

Bonus:

Bill Rate: USD \$ Yr.



Option B)

Selecting a Video Interviewing Package the first time you change a Job's candidate status to "Video Interview"

Template title	Creator	Date	
Weather Man- Cincinnati	James Barr	Mar. 14, 2017	Select
Weather Man- Cincinnati	James Barr	Nov. 16, 2016	Select
Enterprise AE- Test	James Barr	Nov. 14, 2016	Select
Sales Executive Test	Premie Walsh	Nov. 14, 2016	Select
Sales Executive Test	Premie Walsh	Nov. 10, 2016	Select
Sales Executive Test	Premie Walsh	Nov. 10, 2016	Select
Customer Service Rep	James Barr	Nov. 10, 2016	Select
ACE Program	James Barr	Nov. 10, 2016	Select
Event Specialist - CA	Imo Udom	Jun. 11, 2015	Select
Marketing Specialist	Imo Udom	Jun. 10, 2015	Select

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Regardless of the method used, Wepow will create a Position based on the selected Video Interview Package (or Interview Template). The Position title in Wepow will be the same as the Job title in iCIMS.

Wepow Positions can be searched by iCIMS Job ID making it very easy to identify a position when logged into Wepow.



Recruiters invite candidates to take a Wepow video interview from iCIMS

Prerequisite:

The client has to define what iCIMS Workflow status should trigger the invitations. It can be an existing status or it can be a new one. This is done only once when setting up the integration.

Recruiters can send a candidate a Wepow video interview invitation by changing the candidate's workflow status in iCIMS.

A screenshot of the 'Edit Profiles' dialog box in iCIMS. The dialog has a title bar 'Edit Profiles' and a subtitle 'Editing "Status" field for 1 workflow:'. Below the subtitle, there is a list of workflow statuses. The first item is 'Status:' with a checked checkbox. To its right is a dropdown menu with the selected option 'Video Interview: Initiate WePow Interview'. At the bottom of the dialog, there are two buttons: 'Cancel' on the left and 'Save' on the right.

This can be done candidate by candidate or in bulk or automatically configuring triggers in iCIMS.*



Wepow automatically detects and suppresses duplicate requests. A candidate is never sent the same invitation twice unless the recruiter explicitly request a copy of the invitation be resent to the candidate.

Wepow automatically detects and notifies the recruiter when a candidate has been invited to other interviews in the past.*

Recruiters are notified when candidates complete their interviews

When a candidate completes her interview, Wepow updates the candidate's profile in iCIMS.

The candidate's video interview status and URL will be available under Video Interviewing section in the Candidate profile screen and from the Recruiting Workflow section in the Job's view.

The screenshot displays the iCIMS interface. On the left, there is a sidebar with 'Quick Links' and 'SHORTCUTS' including 'Top Candidates (5)'. The main area shows a candidate profile for 'Sales Manager (California)' with a 'Standard Video Interview' section. The 'Video Interview' table contains the following data:

Video Interview	
Interview URL	https://mbs.wepowapp.com/icims/view_application/59495d0eff5a54... ?locale=en
Date/Time	6/20/2017 12:45 PM
Interview Status	Complete

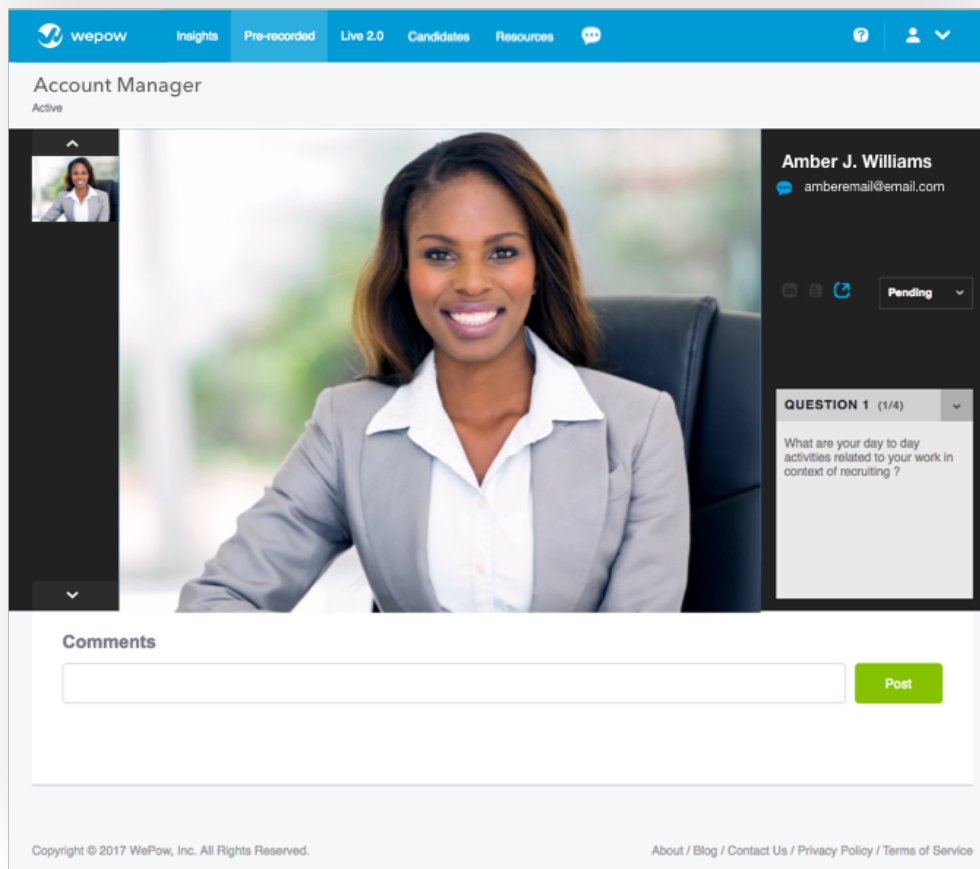


Additionally, the recruiter who opened the position will be notified via email when a candidate completes her interview. These notifications can be configured to be sent immediately after a candidate completes her interview or in a daily or weekly summary.

Notifications can be sent via push notifications if the recruiter has the Wepow Employer app installed in her mobile device.

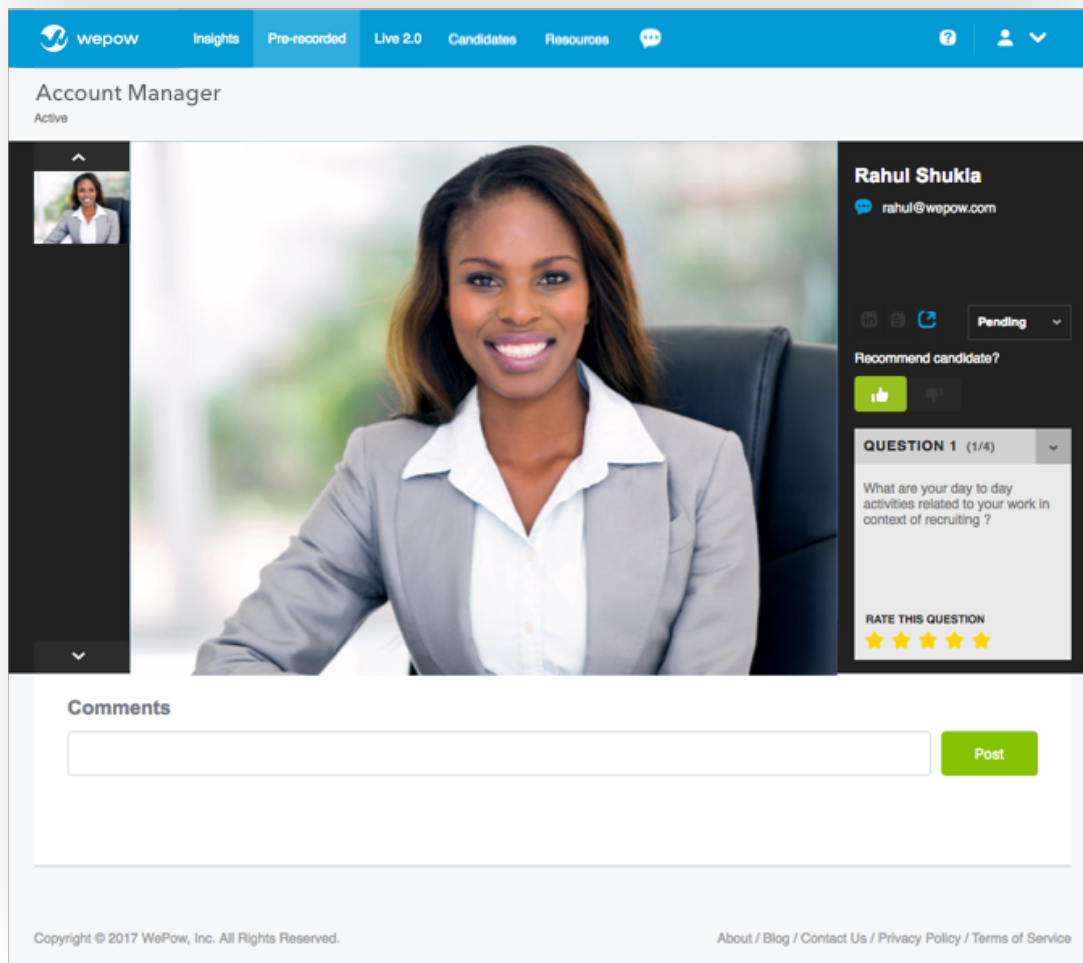
Recruiters can access completed interviews from iCIMS

iCIMS users can access a candidate's interview by clicking on the "Interview URL" link. Recruiters without a Wepow account can also access the candidate's video responses but with limited access; they'll be able to view all responses, survey results, attached documents, but won't be able to evaluate the candidate





On the other hand, recruiters with a Wepow account will have full access to the candidate's interview.



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