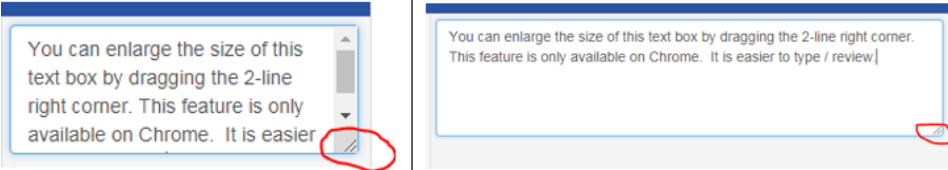
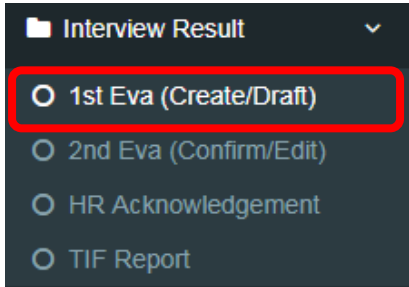
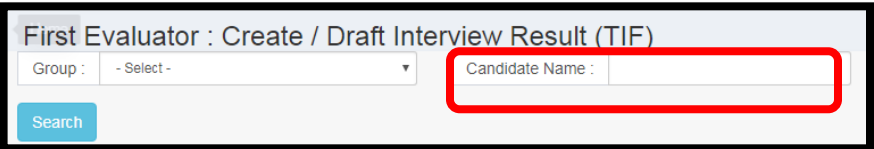
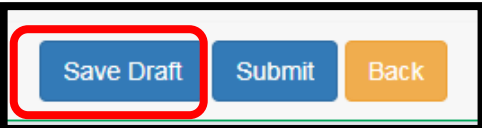



How to Evaluate Technical Interview Form (TIF)

****Always "Save Draft" as the session expires every 15 minutes!**

User Manual Guideline – Evaluator

Step 1	Internet Browser	<ul style="list-style-type: none"> ▪ "Chrome" is recommended. It is very much easier when evaluating / reviewing Technical Interview Form (TIF) ▪ Quick installation >>> Download Chrome ▪ Dragging Feature on Chrome 
Step 2	<p>First Evaluator Role</p>  <p><i>Important Note:</i> Second Evaluator acts as the final evaluator.</p> <p><i>Any changes from Second Evaluator is considered as the final decision.</i></p>	<ol style="list-style-type: none"> 1) Click "1st Eva (Create / Draft)" 2) Search "Candidate Name"  <ol style="list-style-type: none"> 3) Recheck information of the candidate 4) Always "Save Draft" as the session is only 15 minutes.  <ol style="list-style-type: none"> 5) Input "Second Evaluator's Name"  <ol style="list-style-type: none"> 6) Click "Submit" to send the TIF to second evaluator 7) To review your history, please check them on "2nd Eva (Confirm / Edit)" page <p>Remark: On "2nd Eva page", you (First Evaluator) can only view your history, but will not have authorization to do other actions.</p>