

Enterprise - Setting Up the PeopleG2 Integration

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Setting Up the PeopleG2 Integration

Enterprise allows users to integrate PeopleG2 for ease of running background checks, criminal records, etc. while seamlessly adding the information back into the database for quick review.

Note This integration does require additional setup and an existing relationship with PeopleG2. For more information about getting this setup, and pricing inquiries, please contact your TempWorks Account Manager.

Initial setup of PeopleG2

Users must first setup the PeopleG2 account information by navigating to administration > external services > select the '+' icon to add:

The screenshot displays the 'Administration' interface. On the left, a navigation menu lists various system areas, with 'external services' highlighted in red and labeled '1.'. In the center, a search box labeled 'Find a service' shows 13 items available, with 'PeopleG2' highlighted in red and labeled '2.'. On the right, the 'external services' table is visible, showing columns for Username, Level, and Description. Existing entries include 'saras@tempworks.com' (ServiceRep, Sara.Sagedahl) and 'TempworksBQE9' (System, System). A red box and label '3.' highlight the '+' icon in the top right corner of the table, indicating where to click to add a new service.

Enter the PeopleG2 account information in the following screen as well as level of the hierarchy this should be accessible:

external service

Service Type **PeopleG2**

Account Level

Ownership

Username

Password

Account

Cancel Save

- Account Level: Can be System, Company, Branch or Service Rep Level. The important thing to consider here is *who* within your company should have access to the integration—the whole company (System)? One Entity (Company)? One office (Branch)? One person (Service Rep)?
- Ownership: Select either your System or the specific Entity, Branch or Service Rep.
- The specific account information, including the Username, Password & Account number is supplied by People G2.

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