

## **How To Use The PLM System**

Whether you're hiring, coaching, counseling, managing, or promoting, you'll find the PLM system highly effective and easy to use. Our programs are all available on-line. Once we set up your organization on the system, individual candidates (so long as they have Internet access) can complete questionnaires from any location. Assessments are then emailed to a designated person and address.

If you prefer, you can fax completed questionnaires. We will process them and email them back to the designated contact.

For completed questionnaires received before 5:00 pm, we will return the assessment by 12 noon the next business day.