

# The 360 Process in 3 Easy Steps

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## Setup

- Client Admin Creates Project in TruScore and Sends out Passkeys
- Participant Receives Instruction and Passkey via HTML Email (Plain Text Available)
- Participant Logs Into their Portal Account

## Gathering Feedback

- Participant Identifies Raters and Triggers Invite Email
- Complete Self Survey
- Complete Pre-Work
- Monitor Rater Progress

## Completing the Process

- Participants can View and Download their Feedback Report (when available\*)
- Participant Receives Coaching or Debriefing
- Complete Development Plan and Follow Up with Raters

\*Some clients choose to deliver reports during a feedback session or after a group debriefing.