

REQUEST TALENT

TTA Connect is your client portal designed to give you immediate access to your information and fuel your productivity. Use the self-service features that work best for you.

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CREATE A JOB



When you need talent, submit a job request, and your TTA team will get started on it.

Complete the easy-to-use job form to request talent with the skills and experience for your training job.

[VISIT THE HELP CENTER](#)

Job Details

- Skills & Industries
- Audience
- Job Specifications
- Budget
- Company Contacts
- Review Post

Select Role*
Select a role you would like to hire for from the list below.

- Trainer
- Instructional Designer
- Content Developer
- eLearning Dev
- LMS Administrator
- Coach
- Session Producer
- Technical Writer
- Keynote Speaker
- Training Coordinator
- Project Manager
- Learning Strategist
- Voice Talent
- Soft Skills Facilitator
- Technical Trainer
- Other

Job Title*
Enter Job Title

Job Description*
Enter Description
0/3000 Characters

Attach Document(s)
+ Upload Document

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REVIEW CANDIDATES



View the hand-selected candidates that we recommend for your job.

Take a look at their proposals and detailed talent profiles, so you can easily compare and select the right talent for your specific needs.

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Name	Role	Rate Type
Kisha D.	Leadership Facilitat...	Hourly
Thomas G.	Leadership Facilitat...	Hourly
Phil C.	Leadership Facilitat...	Hourly

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SELECT TALENT



When you're ready, select the talent that you would like to interview, hire, shortlist or remove from consideration.

We'll be notified of your selection and schedule your interview or start the contracting process.

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Submissions (3) Interviews (0) Accepted (0) Not Selected (0)

3 Submissions for this Job

We think these candidates would be a great fit for your job! Choose who you would like to like, interview, hire, or remove from consideration.

Show only new submissions.

Kisha D. Leadership Facilitator Location: United States Submission Date: Sep 20, 2023 Proposal Amount: \$75.00 My experience as a facilitator involves guiding groups through interactive and productive sessions, fostering open communication, and ensuring a collaborative environment. I excel in facilitating workshops and discussions that lead to valuable insights and actionable outcomes.	Time Zone: Central Time Rate Type: Hourly
Thomas G. Leadership Facilitator Location: United States Submission Date: Aug 30, 2023 Proposal Amount: \$80.00 With a background as an executive leadership facilitator, I have worked closely with high-level executives to refine their leadership skills, foster strategic thinking, and promote organizational growth. My expertise lies in designing and conducting tailored leadership development programs that empower executives to navigate complex challenges and drive their teams and	Time Zone: Eastern Time Rate Type: Hourly

Interview

- Interview
- Accept Proposal
- Reject Proposal
- Add to Favorite

Schedule Interview

Provide three interview preferences, and we will arrange an interview with one option. Interviews are to be scheduled during regular business hours, from 9:00 AM to 5:00 PM Eastern Time.

Duration: 30 Minutes 60 Minutes

Time Slot: (GMT -5:00) Eastern Time

Time Slot 1*: Date: Select Date, Time: -- : -- AM

Time Slot 2*: Date: Select Date, Time: -- : -- AM

Interview Time Slot 3*: Date: Select Date, Time: -- : -- AM

Cancel Submit

MANAGE JOBS

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VIEW PROJECT DETAILS



Get every aspect of your job conveniently located in one view.

Easily access information on your jobs, including assigned talent, project schedules, documents, and invoices.

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9622 - Software Project Manager Hired

Job Details Talent **Schedule** Documents Work Diary Invoices Reviews (0)

Sep 10, 2023 X Hide Talent Without Tasks **Days** Weeks List

Talent	Sun Sep 10	Mon Sep 11	Tue Sep 12	Wed Sep 13	Thu Sep 14	Fri Sep 15	Sat Sep 16	Sun Sep 17	Mon Sep 18	Tue Sep 19	Wed Sep 20	Thu Sep 21	Fri Sep 22	Sat Sep 23	Sun Sep 24
Donald C.		Technical Training							Technical Training						
Daniel B.		Technical Training							Technical Training						
Karen A.		Technical Training							Technical Training						
Laura E.		Technical Training							Technical Training						

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ACCESS WORK DIARY



For your instructional design jobs, the Work Diary offers you an easy way to access, review, and approve the hours worked by talent directly from your hired job.

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Keyword search X Sep 1, 2021 To Oct 10, 2021 Apply Week Month List

Status All Group by tasks Expand All

Content writing (Sep 7, 2022 - Sep 27, 2020) Hours pending approval: 47h Approve ... ^

Proof Reading & Reviews (Sep 7, 2022 - Sep 27, 2020) Hours pending approval: 26h 30m Approve ... ^

Date Time Note Submitted By Status Reject

Invoices

Amount Due **\$4,815.00** Amount Over Due **\$4,815.00**

Open Invoices Invoice History Purchase Orders

From Date To To Date Apply Clear All

Amount Due: **\$4,815.00**

Invoice # Job Name Invoice D

How would you like to pay?



Pay by **Credit Card**



Pay by **Check (EFT)**
US Only

REVIEW AND PAY INVOICES



View all your current invoices, purchase orders, and historical payment details.

Pay online using a credit card or bank transfer for your convenience.

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COLLABORATE AND SHARE

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COLLABORATE WITH TEAM



Invite team members to work together on your training jobs. Share project details, talent profiles, documents, work diary, invoices, and more.

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Company Contacts

Invite coworkers to work together on the job

[+ Add Contact](#)

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SHARE DOCUMENTS



Collaborate seamlessly and distribute essential files and documents to team members directly through TTA Connect.

You can access, upload, categorize, and manage files for your projects.

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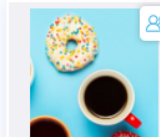
9877 - New hire Hired

[Job Details](#) [Talent](#) [Schedule](#) [Documents](#) [Work Diary](#)

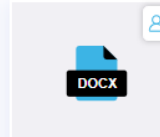
3 Items

Search Search for Document Name

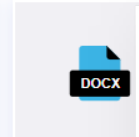
From To



New Hire...



Diversity and...



Training...

Upload Document

Personal Upload to Job

Select Job

New hire

Everyone Specific Peoples

Training Materials.docx 12.08 KB

Job Deliverables

New Hire Training Agenda

[+Add More Fields](#)

Cancel

Upload

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SEND MESSAGES



Start a conversation with your dedicated TTA team, talent, and invited coworkers.

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9622 - Software Project Manager Hired

[Job Details](#) [Talent](#) [Schedule](#) [Documents](#) [Work Diary](#) [Invoices](#) [Messages](#)



Start a Conversation

Message your team members

Type a message

ADDITIONAL USEFUL TIPS

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COPY A JOB

Duplicate a job or save it as a template so you can easily request it again.

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ttA Connect Dashboard Job Center Talent Invoices

Job Center

Drafts (48) Open (15) Hired (3) Completed (1)

Search Job Name Search for Job Name Sort By

Leadership Coach Draft

Job: 9924 | Created by Chris J. on Oct 04, 2023 | Modified by Chris J. on Oct 04, 2023

Coach

Location: Virtual

Budget: Min \$500.00, Max \$600.00 Rate Type: Hourly

Edit Draft

- Duplicate Job
- Save as Template
- Delete Draft

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INVITE TALENT

The talent you previously hired or marked as a favorite is conveniently saved so you can search or request them again for a future job.

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Request Talent

Select the job that you would like the talent to be invited to and share any details.

Job

Select Job

Message to Recruiter:

Write your comments here and tell us about why you would like to invite this person to your job.

0/300 Characters

Cancel Send

Talent

Previously Hired Favorites

Enter Keyword

Sort By

Filters

Roles

- Trainer
- Instructional Designer
- Content Developer
- eLearning Dev
- LMS Administrator

Thomas G.

Content Developer, Instructional Designer, Learning Strategist, LMS Administrator, eLearning Dev

Location: United States

Time Zone: Eastern Time

Request

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PROVIDE FEEDBACK

Let us know what you think. For each job, rate your talent and overall experience working with us.

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Job Details Talent Schedule Documents Work Diary Invoices Reviews (0) Messages

Project Review

We want your feedback

How did we do? We're here to provide a positive experience for you. We appreciate your feedback.

Talent Reviews

To review talent, select their name and provide your feedback.

Thomas G.

Not able to review until job is complete

1. Please rate your sales and contract experience.

Rating ★★★★★

2. Please rate your TTA project management experience.







Rating ★★★★★

Awesome work!

3. Please rate your overall TTA experience.

Rating ★★★★★

WHAT YOU CAN DO

- 1 CREATE A JOB 
- 2 REVIEW CANDIDATES 
- 3 SELECT TALENT 
- 4 VIEW PROJECT DETAILS 
- 5 ACCESS WORK DIARY 
- 6 REVIEW AND PAY INVOICES 
- 7 COLLABORATE WITH TEAM 
- 8 SHARE DOCUMENTS 
- 9 SEND MESSAGES 
- 10 COPY A JOB 
- 11 INVITE TALENT 
- 12 PROVIDE FEEDBACK 