carta

Set up Carta Total Compensation

Getting started with Carta Total Comp is easy with our <u>self-serve onboarding tool</u>.

Let's get started.

(1) **Connect your HR system**

Integrate seamlessly with all major HR systems; this usually only takes 2–3 clicks!

(2) **Level your employees**

Use our automated leveling system to do the heavy lifting.
Hint: Check out our <u>leveling guide</u> when assigning levels to job titles for guidance.

(3) **Create a compensation plan**

Answer a few questions about where you're hiring and the competitiveness of your offers and we'll automatically build a compensation philosophy that'll scale with your company's growth.

You're done!

You're ready to use all features of Carta Total Comp, like getting insights on your employee Scorecard and accessing compensation-related data reports.

If you get stuck – don't worry, your dedicated onboarding manager will check-in with you. If you are experiencing any immediate issues getting started, please reach out to us through our <u>Help Center.</u>