myTC Frequently Asked Questions

1. What is myTC?

Talent Central (myTC) is your tool for managing performance and development at The Toro Company. It is an integrated, global talent management system, maintained through a stable vendor partner, which allows each of us to better manage our learning, objectives and performance. It also enables leaders and managers to plan more effectively, allowing for better support of a growing global workforce.

2. What is housed in myTC?

Eventually, myTC will take the place of the current LINC and PIE system, eComp, and Toro Campus. myTC will be used for setting LINC objectives, conducting PIE performance reviews, creating development plans, salary planning, and learning/training. Each process within myTC will be rolled-out in phases, starting with objective setting, performance, and development planning. Users will be notified if action is needed when future modules are available. Each process has its own module in myTC:

- **Objectives** = LINC Objectives
- **Performance** = PIE Performance Reviews
- **Development Plan** = Development Planning
- **Compensation*** = Salary Planning
- **Talent Review* =** Talent Planning
- **Learning** = Toro Campus

Only accessible to managers with direct reports.

There is also a **Company Info** page where you can access organizational chart data and an employee directory. **Employee Profiles** is where you can access basic information about yourself and other colleagues, including name, title, business/function, department, location, manager and HR Business Partner.

3. How do I log in to myTC?

From inside the Toro network:
myTC is accessible via single sign-on (SSO). You do not need to log in when you are inside the Toro network. Access myTC by clicking the link from the "Growth & Profitability" section of the TIP homepage. You can also access the system by typing "myTC" in the URL bar of your internet browser.

Please note: You are never officially "logged out" of myTC when you are inside the Toro network. Therefore, it is highly recommended that you lock your computer when you are not at your desk.

From outside the Toro network:
Open your web browser and go to **myhr.toro.com**, then log in using your Toro network ID and password.

IMPORTANT: When outside the Toro network, you *MUST* close your browser window after leaving myTC to ensure your session is closed. This is the only way to prevent others from accessing your account.

4. Is my information secure in myTC?

myTC is a secure site, and vital information contained in the site remains private. All employees can see basic information only, which includes employee's name, title, business/function, department, location, manager and HR Business Partner. Visibility to private information contained in myTC is limited to you and specific people in the organization, such as your manager and the system administrator.

TIP: Always lock your computer when you are away from your desk to ensure your information remains private.

Periodic Time-Outs:
As an added measure of security, myTC will time-out your work session if it does not detect an active interaction for *30 minutes*. In the event of a timeout, myTC prompts you to save your work before exiting the work session. After saving your data, you are timed out from the system. To continue working, simply re-access the site.

While myTC saves your data from time to time, you will continue to receive alerts informing you of an upcoming session timeout, enabling you to save changes. In case you miss these alerts or don't see them, don't worry —you will not lose your data. myTC is designed to make sure you always have the opportunity to save your data before exiting the work session or moving to a different page.

5. Who do I contact with questions?

If you experience technical difficulties, please contact [Tech Connect](#). If you are outside the Toro firewall, contact the IS Service Desk at the following numbers:

- In the United States or Canada: 1-866-944-4882
- Outside the U.S. or Canada: 1-952-887-8087

For general questions regarding talent processes at The Toro Company, please contact your manager or HR Business Partner.

Minimum technical requirements:
- Internet Explorer 6.0 (7 or higher is recommended)
  - If you use a browser other than Internet Explorer and have trouble with connectivity, please contact Tech Connect.
- Windows 2000, XP, Vista, Windows 7
- Mozilla Firefox 2.0 Mozilla Application Suite 1.7
- Flash 9.0.115
- Disable your "Pop-up blocker".