

Candidate Automatic Status Change Feature Quick Steps

1

Ensure Automatic Status Change Feature is Enabled

2

Open a Recruiting Workflow

3

Enable Automatic Status Change for Résumé Types in Recruiting Workflow

4

Create a Requisition Associated with the Workflow from Step 3

5

View the Status Change After Offer Accepted on Active Candidates Screen

Dashboard

MY EMPLOYEES

RECRUITING

PERFORMANCE

LEARNING

SUCCESSION

CAREER CENTER

REPORTS

Employees

Main Dashboard

The high-level steps required to allow a candidate's acceptance or rejection of a job offer to automatically update the status, wherever it displays within DTM, such as on the Active Candidates screen and in reports, are shown in the menu on the left.

Navigation

- Click the numbered circles on the left to move to the first step in each phase.
- Use the **Page Down** key to proceed through the quick steps. Use the **Page Up** key to return to a prior slide.

Begin

| | | | |
|----------------------|-------------|-------------|---|
| Kathryn Admin | 12 Apr 2018 | 12 May 2018 | + |
| Reine Admin | 18 Apr 2018 | None | + |
| Epe to Administrator | None | None | + |

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MY EMPLOYEES

RECRUITING

PERFORMANCE

LEARNING

SUCCESSION

CAREER CENTER

REPORTS

Employees

Search...



Main Dashboard

Alerts

- New Tuition Assistance Requests (13)
- Score this Appraisal - Appraisal (Project Metrics Test) Reine Admin

Show All

The Candidate Automatic Status Change feature is turned on by default. If the feature has been turned off, these steps demonstrate how to turn on the feature.

1

Click the Administration icon.

Get More Widgets

Continuous Feedback

| EMPLOYEE | MOST RECENT MEETING | NEXT MEETING | ACTION |
|-----------------------|---------------------|--------------|--------|
| Kathryn Admin | 12 Apr 2018 | 12 May 2018 | + |
| Reine Admin | 18 Apr 2018 | None | + |
| Epepito Administrator | None | None | + |

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ADMINISTRATION

Administration

Recruiting

Configuration

Application Restriction Rules
Diversity Data Collection
Dynamic Forms
External Front Ends
Kiosks
Teams
Terms of Use
Workflows

Onboarding

Welcome Page
Task Management
Document Library
Bundles
Recipients

Cross-Posting

Accounts
Authorization Requests
Site Selection

Vendors

Accounts
Charge Codes
Distribution Lists
Locations

Employee Referral Program

Approve Earned Awards
Pay Installments
Manage Referral Awards
Approve Award Plans
Manage Award Plans by Requisition

Résumés

Résumé Deletions

Benefits

Benefit Packages
Benefits

Performance

Appraisals

360s
360 Workflows

Development

Career Path Templates
Potential Rating Tips

Succession Planning

Manage Succession Plans
Configure 9 Box

Global Settings

System Administration

Custom Menus
Drop-down and Multi-Select Lists
FAQs
Features
Groups
Languages
Notification Events
Page Options
System Settings

Your Organization

Approval Chains
Competencies
Documents

1a

Scroll to the Global Settings, System Administration area and click **Features**.

<https://docenhancement.awsqa.hua.hrsmart.com/hr/hua/PageOptions/index>

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MY EMPLOYEES

RECRUITING

PERFORMANCE

LEARNING

SUCCESSION

CAREER CENTER

REPORTS

Employees

Search...

Administration / Global Settings / System Administration / Features

Features

Groups

SELECT A GROUP *

-- Select --

1b

Click the **Select A Group** drop-down arrow to view a list of groups.

Education Development Testing Company
v15.1-rc.11

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MY EMPLOYEES

RECRUITING

PERFORMANCE

LEARNING

SUCCESSION

CAREER CENTER

REPORTS

Employees

Search...



Administration / Global Settings / System Administration / Features



Features

Groups

SELECT A GROUP *

-- Select --

-- Select --

Implementation

Administrator

Employee

Manager

Custom Group

HR Business Partner

CL Administrator

JJ - Squad

Reporting

Configurator

Recruiter

Hiring Manager

External Job Seekers

1c

Click **Configurator**.

Application Development Testing Company
v15.1-rc.11

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MY EMPLOYEES

RECRUITING

PERFORMANCE

LEARNING

SUCCESSION

CAREER CENTER

REPORTS

Administration / Global Settings / System Administration / Features



Features

Groups

SELECT A GROUP *

Configurator

☒ Core

☒ Recruiting

1d

Click **Recruiting**.

☒ Performance

☒ Development

☒ Learning

☐ SVM

☐ Demo Site

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View the Status Change After Offer Accepted on Active Candidates Screen

This feature is to designate which role in the applicant tracking system the user will have.

☒ Applicant Tracking Widgets

This section houses the widgets for applicant tracking.

☐ Application Restriction Rules

This feature allows for the creation of application restriction rules for both internal and external job seekers.

☒ Candidates

Grant access to manage Candidates

1e

Click **Candidates**.

☒ Contacts

This feature allows members of the group to view the Contacts Management page.

☐ Correspondence

This feature grants access to the Correspondences page, where a user can view all letters he/she has received and recruiters can also view all letters they have sent to candidates and prospects.

☐ Display External Welcome Text

This feature displays an external welcome text.

☐ Display Internal Welcome Text

This feature displays an internal welcome text.

☐ EEOC

This option controls the display of the EEOC information. Enable it to show the EEOC fields throughout the system.

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☐ Application Restriction Rules

This feature allows for the creation of application restriction rules for both internal and external job seekers.

☒ Candidates ☐

Enable All

Disable All

Grant access to manage Candidate process

☒ Active Candidates

This feature allows users to view Active Candidates. These will be those candidates they are "actively" working for their requisitions.

☒ Add a Résumé ☐

This feature allows a user to add a job seeker account and/or enter a resume for that job seeker.

☒ Add to Requisition ☐

Grants access to add a candidate to a requisition. This also controls the "Add to Requisition" action on the Résumé/CV Dashboard.

☐ Candidate Activity

This feature gives users access to view the Candidate Requisition Activity. This page is a list of requisitions the candidate has applied to and their current status.

☐ Candidate Automatic Status Change

Changes the candidate's status automatically after candidate acceptance

1f

Select **Candidate Automatic Status Change**.

☒ Candidate Checklist

Users with this feature will have access to the candidate checklist, which allows the recruiter or hiring manager to view the candidate's progress through the application process and whether or not they elected to skip any steps.

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View the Status Change After Offer Accepted on Active Candidates Screen

This is the global vendor feature, which turns on/off the Vendor Management System entirely.

☒ Performance

☒ Development

☒ Learning

☐ SVM

☐ Demo Site 🌐

☐ Debug Mode 🌐

☐ Customer Specific Features (Enterprise) 🌐

✓ Update Features

Reset

1g

Click the **Update Features** button.

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Dashboard

MY EMPLOYEES ▾

RECRUITING ▾

PERFORMANCE ▾

LEARNING ▾

SUCCESSION ▾

CAREER CENTER ▾

REPORTS ▾

Employees ▾

Search...



Administration / Global Settings / System Administration / Features

Features

Groups

SELECT A GROUP *

Implementation ▾

☒ Core 🌐

☒ Recruiting

☒ Performance

☒ Development

2

Click the Administration icon.

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View the Status Change After Offer Accepted on Active Candidates Screen

The screenshot shows the Deltek Talent Management interface. On the left is a dark sidebar with a menu containing: Dashboard, MY EMPLOYEES, RECRUITING, PERFORMANCE, LEARNING, SUCCESSION, CAREER CENTER, and REPORTS. The main content area has a top navigation bar with 'Employees' and a search field. Below this is the 'ADMINISTRATION' section, followed by the 'Administration' title. A 'Recruiting' section is highlighted with a light gray background. Inside the Recruiting section, there are two columns of links. The left column includes 'Configuration', 'Diversity Data Collection', 'Dynamic Forms', 'Terms of Use', 'Workflows' (highlighted with an orange box), 'Onboarding', 'Welcome Page', 'Task Management', 'Document Library', 'Bundles', and 'Recipients'. The right column includes 'Vendors', 'Accounts', 'Charge Codes', 'Distribution Lists', 'Positions', 'Jobs', 'Job Packages', and 'Jobs'. A yellow callout box with a dark blue border and a circular icon labeled '2a' points to the 'Workflows' link. The text inside the callout box reads: 'Under Recruiting » Configuration, click **Workflows**.'

Deltek Talent Management

English

Employees Search...

ADMINISTRATION

Administration

Recruiting

| Configuration | Vendors |
|---------------------------|--------------------|
| Diversity Data Collection | Accounts |
| Dynamic Forms | Charge Codes |
| Terms of Use | Distribution Lists |
| Workflows | Positions |
| Onboarding | Jobs |
| Welcome Page | Job Packages |
| Task Management | Jobs |
| Document Library | |
| Bundles | |
| Recipients | |

2a

Under Recruiting » Configuration, click **Workflows**.

Performance

Appraisals 360s

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| NAME | ASSOCIATIONS | DATE CREATED | LAST MODIFIED | |
|-----------------------------------|--|--------------|---------------|--|
| | <ul style="list-style-type: none">Job Type: InternshipJob Title: ZL - OJT/Trainee | | | |
| ZL - Offboarded Players | <ul style="list-style-type: none">Company/Division: Zenmar's General Services IncorporatedJob Type: ContractJob Title: ZL - E.D.P. Staff | 9 Aug 2011 | 31 Jul 2015 | |
| DEV Mashkhas Center | <ul style="list-style-type: none">Job Type: Full-timeLocation: DEV - Mashkhas Center (8th floor) | 19 Sep 2011 | 9 Jul 2012 | |
| DEV - Programming Division | <ul style="list-style-type: none">Company/Division: Developer LandJob Type: Full-time | 22 Sep 2011 | 9 Jul 2012 | |
| HD - Part Time Dynamic Workflow | <ul style="list-style-type: none"> | 26 Sep 2011 | 1 Nov 2012 | |
| HD - Internship Workflow(Dynamic) | <ul style="list-style-type: none"> | | | |
| Ann's Workflow | <ul style="list-style-type: none">Company/Division: Planning DeptJob Type: Full-timeLocation: ALG UK Location | 8 Oct 2011 | 9 Jul 2012 | |

2b

Click the workflow you want to configure with automatic status updates.

Note: You can also create a new workflow with **Enable Automatic Status Change** selected. To do this, click the **Create New Workflow** button at the top of your Workflows screen.

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View the Status Change After Offer Accepted on Active Candidates Screen

The screenshot displays the Deltek Talent Management application interface. The top navigation bar includes the Deltek logo, the text "Talent Management", and a language dropdown set to "English". A sidebar on the left contains a menu with items: Dashboard, MY EMPLOYEES, RECRUITING, PERFORMANCE, LEARNING, SUCCESSION, CAREER CENTER, and REPORTS. The main content area shows a breadcrumb trail: Administration / Recruiting / Configuration / Workflows. The title "Workflows" is prominently displayed. Below the title are three buttons: "Passive Résumé Workflows", "Create New Workflow", and "More Options". The section is titled "View: DEV - Programming Division". Under the "Associations" section, there is a list of "ASSOCIATIONS" with two items: "Company/Division: Developer Land" and "Job Type: Full-time". A yellow callout box labeled "2c" points to an edit icon (a pencil inside a square) in the top right corner of the Associations section, with the text "Click the Edit icon.".

Deltek Talent Management

English

Dashboard

MY EMPLOYEES

RECRUITING

PERFORMANCE

LEARNING

SUCCESSION

CAREER CENTER

REPORTS

Employees Search...

Administration / Recruiting / Configuration / Workflows

Workflows

Passive Résumé Workflows Create New Workflow More Options

View: DEV - Programming Division

Associations

ASSOCIATIONS

- Company/Division: Developer Land
- Job Type: Full-time

Roles

Requisition

2c

Click the Edit icon.

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View the Status Change After Offer Accepted on Active Candidates Screen

☰

Delttek Talent Management

English ▾

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⚙

👤

Dashboard

MY EMPLOYEES ▾

RECRUITING ▾

PERFORMANCE ▾

LEARNING ▾

SUCCESSION ▾

CAREER CENTER ▾

REPORTS ▾

Employees ▾

Search...

🔍

🔄 ▾

📌 ▾

Administration / Recruiting / Configuration / Workflows / Workflow Wizard

Editing Workflow: DEV - Programming Division

Workflows

Step 1
Associations

Step 2
Roles

Step 3
Form & Approvers

Step 4
Statuses

Step 5
Résumé Submission

Step 6
Candidate Process

St
Use

Associations

WORKFLOW NAME *

DEV - Programming Division

☒ Allow Routing

Select Associations *†

3

Click the Candidate Process step.

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LEARNING

SUCCESSION

CAREER CENTER

REPORTS

Candidate Process *†

At least one of the fields marked with a (*†) is required. Fields marked with only a (†) are optional, but may be required based on the selections in other fields.

Has steps

☒ Internal ✓

3a

Click the drop-down arrow next to Internal.

☒ External ✓

☒ Employee Referral ✓

The Candidate Process step is where you select the **Enable Automatic Status Change** option.

☒ Vendor Submitted ✓

You can define a different set of processes for each résumé type. We'll demonstrate selecting this option for the Internal résumé type.

☒ Contact ✓

☒ Recruiter Uploaded ✓

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REPORTS

Candidate Process *†

At least one of the fields marked with a (*) is required. Fields marked with only a (†) are optional, but may be required based on the selections in other fields.

☒ Internal ✓

Offer Accepted
Offer Extended
Selenium Offer Extended
Offer Declined
Offer Rejected by Approver
Screened Out
Declined
Removed Self from Consideration



Résumé Submitted
Candidate
Interview



3b

Add **Offer Accepted** and **Offer Declined** statuses to the selected list on the right by selecting a status, then clicking the right arrow.

☒ ☐ External ✓

☒ ☐ Employee

☒ ☐ Vendor S

☒ ☐ Contact ✓

The **Offer Accepted** and **Offer Declined** statuses must be selected for the **Enable Automatic Status Change** option to display. Your administrator may have configured custom statuses that also have a logical value of offer_accepted or offer_declined. If so, when these options are selected, they will also trigger the display of the **Enable Automatic Status Change** option.

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REPORTS

Candidate Process *†

At least one of the fields marked with a (*) is required. Fields marked with only a (†) are optional, but may be required based on the selections in other fields.

Internal ✓

[Custom] Offer Declined
[Custom] Offer Accepted
Background Screening
Selnium Declined
Selnium Hired
Hired
Phone Screen
2nd Interview

Résumé Submitted
Candidate
Interview
Offer Accepted
Offer Declined

Enable Automatic Status Change ☐

OFFER ACCEPTED
STATUS *

-- Select --

OFFER DECLINED
STATUS *

-- Select --

Update

3c

Select the **Enable Automatic Status Change** check box.

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REPORTS

Candidate Process *†

At least one of the fields marked with a (*) is required. Fields marked with only a (†) are optional, but may be required based on the selections in other fields.

Internal ✓

[Custom] Offer Declined
[Custom] Offer Accepted
Background Screening
Selnium Declined
Selnium Hired
Hired
Phone Screen
2nd Interview



Résumé Submitted
Candidate
Interview
Offer Accepted
Offer Declined



Enable Automatic Status Change ☒

OFFER ACCEPTED
STATUS *

-- Select --



OFFER DECLINED
STATUS *

-- Select --



Update

3d

Click the **Offer Accepted Status** drop-down arrow to select how this status will display wherever the candidate status displays, such as on the Active Candidates screen. The options that display here depend on whether your administrator has configured additional custom statuses. In this demonstration, there is only one value for each field.

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View the Status Change After Offer Accepted on Active Candidates Screen

[Custom] Offer Accepted
Background Screening
Selnium Declined
Selnium Hired
Hired
Phone Screen
2nd Interview

Candidate
Interview
Offer Accepted
Offer Declined

Enable Automatic Status Change ☒

OFFER ACCEPTED

STATUS *

Offer Accepted

OFFER DECLINED

STATUS *

Offer Declined

Update

3e

Click the **Update** button.

☒ ☐ External

☒ ☐ Employee Referral

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☒ ☐ External ✓

☒ ☐ Employee Referral ✓

☒ ☐ Vendor Submitted ✓

☒ ☐ Contact ✓

☒

We've made changes to the Internal type. If desired, follow the same steps to enable this option for other types. Click **Save** to save the workflow. This change will affect only requisitions associated with this workflow that are created going forward. No changes will be made to requisitions created previously.

☐ Enforce Workflow

< Prev

> Next

Save

3f

When finished with changes, click **Save**.

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Enable Automatic Status Change for Résumé Types in Recruiting Workflow

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Deltek Talent Management English     


Dashboard


MY EMPLOYEES 


RECRUITING  **Click Recruiting.**


PERFORMANCE 


LEARNING 

SUCCESSION 


CAREER CENTER 

REPORTS 






Employees 

Administration / Recruiting / Configuration / Workflows 

Workflows

Passive Résumé Workflows Create New Workflow More Options 

Recruiting Workflows

| NAME | ASSOCIATIONS | DATE CREATED | LAST MODIFIED | |
|--|---|--------------|---------------|---|
| Part-timeWorkflow | • Job Type: | 8 Jul 2008 | 9 Jul 2012 |  |
|  Full-time Workflow | • Job Type: Full-time | 8 Jul 2008 | 14 Jul 2018 |  |
| Reine's workflow | • Location: RT Hotel 5* | 22 Jun 2009 | 9 Jul 2012 |  |
| KC - Sherlock Location Workflow | • Company/Division: Creative Detective Division • Location: KC - Sherlock Office | 23 Jun 2009 | 9 Jul 2012 |  |

Next we'll create a requisition associated with the workflow we configured with the Enable Automatic Status Change option in step 2 and 3 of this click-thru.

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Deltek Talent Management

English

0

Dashboard

MY EMPLOYEES

RECRUITING

Requisitions

Candidates

Résumés

Contacts

Offers

Onboarding

PERFORMANCE

LEARNING

SUCCESSION

CAREER CENTER

Employees

Search...

Administration / Recruiting / Configuration / Workflows

Workflows

Passive Résumé Workflows

Create New Workflow

More Options

4a

Click **Requisitions**.

| NAME | ASSOCIATIONS | DATE CREATED | LAST MODIFIED | |
|---------------------------------|---|--------------|---------------|--|
| Part-timeWorkflow | • Job Type: | 8 Jul 2008 | 9 Jul 2012 | |
| Full-time Workflow | • Job Type: Full-time | 8 Jul 2008 | 14 Jul 2018 | |
| Reine's workflow | • Location: RT Hotel 5* | 22 Jun 2009 | 9 Jul 2012 | |
| KC - Sherlock Location Workflow | • Company/Division: Creative Detective Division • Location: KC - Sherlock Office | 23 Jun 2009 | 9 Jul 2012 | |

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Deltek Talent Management

English

0

Dashboard

MY EMPLOYEES

RECRUITING

Requisitions

Create Requisition

Manage Requisition

Approvals

Candidates

Résumés

Contacts

Offers

Onboarding

PERFORMANCE

Employees

Search...

Administration / Recruiting / Configuration / Workflows

Workflows

Passive Résumé Workflows

Create New Workflow

More Options

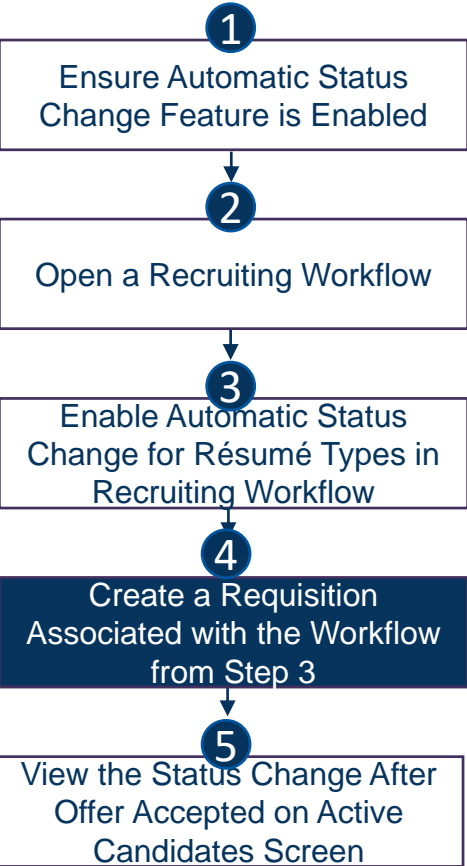
Workflows

| NAME | ASSOCIATIONS | DATE CREATED | LAST MODIFIED |
|---------------------------------|---|--------------|---------------|
| Part-timeWorkflow | • Job Type: | 8 Jul 2008 | 9 Jul 2012 |
| Full-time Workflow | • Job Type: Full-time | 8 Jul 2008 | 14 Jul 2018 |
| Reine's workflow | • Location: RT Hotel 5* | 22 Jun 2009 | 9 Jul 2012 |
| KC - Sherlock Location Workflow | • Company/Division: Creative Detective Division • Location: KC - Sherlock Office | 23 Jun 2009 | 9 Jul 2012 |

4b

Click **Create Requisition**.

Candidate Automatic Status Change Feature Quick Steps



Contacts

Offers

Onboarding

ORGANIZATIONAL UNIT

Developer Land

Enhancement Division

Layout & Design

Select Workflow Association

JOB TYPE

Full-time

LOCATION

DEV - South Africa Office

JOB TITLE ⓘ *

DEV - Art Director (DEV-ArtDir)

+ Create a New Job Profile

MATCHING WORKFLOW FOUND

DEV - Programming Division

4c

Click the **Continue** button when finished.

Continue

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Enable Automatic Status Change for Résumé Types in Recruiting Workflow

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View the Status Change After Offer Accepted on Active Candidates Screen

➤ Preview in Español (SP)

➤ Preview in عربي

➤ Preview in Français (FR)

➤ Preview in Swedish

▼ Front End Requisition Posting Options

SELECTED FRONT
ENDS

- Default Front End

Continue through the requisition creation steps. The steps you see are defined by the workflow. When finished with the last step, click the **Finish** button.

◀ Previous

📄 Save as Draft

➤ Finish

Cancel

4d

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v15.2.0

Click **Finish**.

Candidate Automatic Status Change Feature Quick Steps

1

Ensure Automatic Status Change Feature is Enabled

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Enable Automatic Status Change for Résumé Types in Recruiting Workflow

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Create a Requisition Associated with the Workflow from Step 3

5

View the Status Change After Offer Accepted on Active Candidates Screen

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Search...

Recruiting / Requisitions / Manage Requisition

Manage Requisition

Click **Candidates**.

When a candidate accepts or declines a job offer for the requisition created in step 4 of this click-thru, the candidate status will change automatically wherever the status displays in DTM, such as on the Active Candidates screen.

Let's look at where this status displays on the Active Candidates screen for a candidate who applied to and accepted the requisition we created in step 4 of this click-thru.

Displaying 1 - 25 of 36 10 25 50 100 per page

| <input type="checkbox"/> |  | MODIFIED | POSTED | DIVISION | JOB CODE | REQ. # | JOB TITLE | LOCATION |
|--------------------------|---|----------|-------------|-------------------------|---------------|-----------------|-----------------------|--------------------------------------|
| <input type="checkbox"/> | | | 30 Apr 2018 | Finance Department | ALG - Finance | ALG - Finance.1 | ALG - Financial Staff | ALG-Philippines Location Philippines |
| <input type="checkbox"/> | | | 29 Jan 2018 | Vineeth Cricket Academy | 199 | 199.1 | Coach | Markham, ON L3P 0A2 C |

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Manage Requisitions


Create Requisition

5a

Click **Active Candidates**.

<< < 1 2 > >>

Displaying 1 - 25 of 36 10 25 50 100 per page

| <input type="checkbox"/> |  | MODIFIED ▾ | POSTED ▾ | DIVISION ▾ | JOB CODE ▾ | REQ. # ▾ | JOB TITLE ▾ | LOCATION |
|--------------------------|---|-------------|-------------------------|---------------|-----------------|-----------------------|--------------------------------------|----------|
| <input type="checkbox"/> | | 30 Apr 2018 | Finance Department | ALG - Finance | ALG - Finance.1 | ALG - Financial Staff | ALG-Philippines Location Philippines | |
| <input type="checkbox"/> | | 29 Jan 2018 | Vineeth Cricket Academy | 199 | 199.1 | Coach | Markham, ON L3P 0A2 C | |

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Recruiting / Candidates / Active Candidates

Active Candidates

SELECT JOB *

Type Keyword Here

5b

Click the **Select Job** drop-down arrow.

Application Development Testing Company
v15.2.0

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☰

Deltek Talent Management

◀ Main Menu

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Onboarding

Candidates

Employees

Search...

🔄

📌

Recruiting / Candidates / Active Candidates

📄

Active Candidates

SELECT JOB *

Type Keyword Here

AS - Auror (AS - A)

AS - Magical Creature Leader (AS - MCL)

AS - Magical Transportation Leader (AS - MTL)

Chef (PCCN-Chef)

DEV - Art Director (DEV-ArtDir.1)

HD - New Job Profile (HD22S)

JY - Web Development Manager (JY-ODWDM)

RJM - QA Specialist (401)

Senior Food Scientist (PCCN-SrChef)

Software Tester (PA.03)

Go

Application Development Testing Company
v15.2.0

5c

Select the job to search on to find the requisition created in step 3 of this click-thru.

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Active Candidates

SELECT JOB *

DEV - Art Director (DEV-ArtDir.1)

Go

5d

Click the **Go** button.

Test Company
v15.2.0

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MY EMPLOYEES

RECRUITING

PERFORMANCE

LEARNING

SUCCESSION

CAREER CENTER

REPORTS

Recruiting / Candidates / Active Candidates



Active Candidates

DEV - Art Director - DEV-ArtDir.1

Historical View

Configure This Page

5

Notice the **Offer Accepted** status in the row for the Internal candidate, Alberto Perez. This status was updated automatically when Alberto Perez accepted the position for the requisition created in step 4 of these quick steps.

Filter

Displaying 1 - 2 of 2 per page

| <input type="checkbox"/> | STATUS ▾ | TYPE ▾ | FE ▾ | NAME ▾ | VIEWED ▾ | H ▾ | SCREENING ▾ | SCORECARD ▾ | CITY ▾ | ST/PR |
|--------------------------|----------------|----------|------|---------------|----------|-----|-------------|-------------|--------|-------|
| <input type="checkbox"/> | Candidate | External | | Ben Ong | Yes | | | 0.00 | N/A | N/A |
| <input type="checkbox"/> | Offer Accepted | Internal | | Alberto Perez | Yes | | | 0.00 | Imus | CA |

This concludes the Candidate Automatic Status Change Feature quick steps.