How do I find out what rate scheme a client is under?

Relates to:
temp desk → vacancy

General staff can't see what rate scheme a client is under. It depends on how IQX has been configured. Contact your system administrator for assistance who will:

- Open the vacancy via the **temp desk**
- **Click** on the clients name at the top of the vacancy
- **Click** on the three **'...'** that appear to the right hand side of the clients name. This will open the actual clients information screen
- Click on the **Temp Details** tab
- In the **Temp Charge Code(s)** displays the code (rate scheme) that the client comes under
- To look up the actual rates, **click** on the code, and then the three **'...'**
- If you need to change this refer to your system administrator

See also
2.14 Temp details.

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