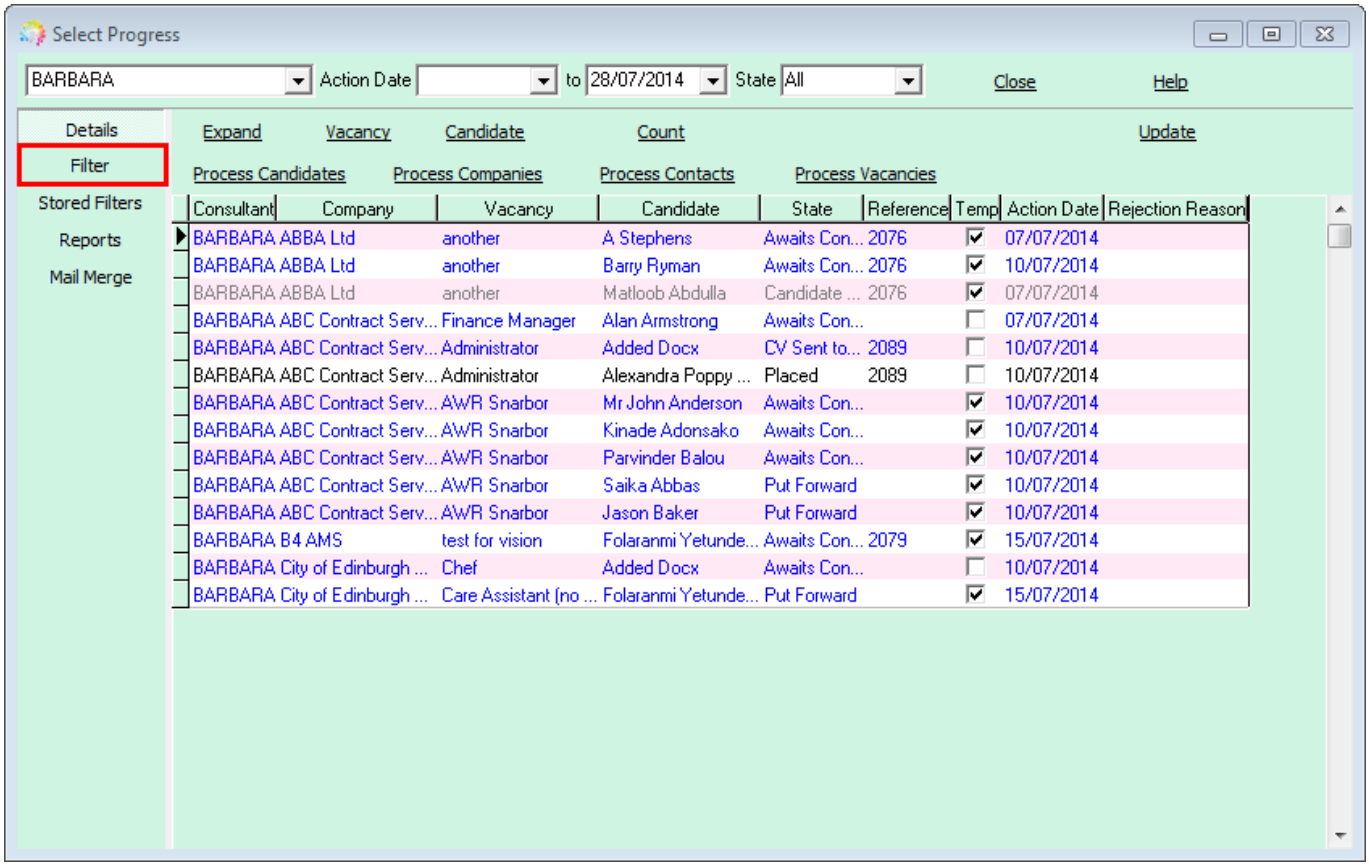
Progress Selector

The progress selector form shows all progress and can be filtered by various criteria such as Consultant (by default shows the progress for the user that is logged in), Action Date range, State. Further detailed criteria relating to the company, candidate vacancy etc - is available to do more detailed filtering. Go to Filter, Criteria and select the relevant criteria and apply.



Details show the main information regarding the progress, colour coded dependent on the state of the progress - ie. blue for active state, grey for inactive states and black for placed.

From the selection, the process buttons can be used to take the Candidates, Companies, Contacts or Vacancies into a list in their relevant selector form.

Mail merge to companies or candidates, and updating action states and dates in bulk.

There are reports than can be run from the progress selector form, see Progress Reports

For more information see Progress

Back to Online User Guides

back to How to .....

From:
https://iqxusers.co.uk/iqxhelp/ - **IQX**

Permanent link:
https://iqxusers.co.uk/iqxhelp/doku.php?id=ug1-16-4

Last update: **2017/12/01 16:35**