



Current Vacancies

Refers to:

Desktop form → Current Vacancies tab

Current Vacancies table shows the current Vacancies for whoever is selected in the Drop Down list box. **Expand** opens the Vacancy.

The **Contact Event** button (top menu) will open a new Contact Event to the Company Person.

The **Make Appointment** button (top menu) will go to the Diary tab

- Select the required day and time and right click
- Select Make Appointment: Person/Company
- the Appointment Form appears prefilled with the link, waiting for the completion.

The **Make Reminder** button (top menu) will bring up an Appointment/Reminder form to be filled in, also with links if used where a Person is selected. An Appointment can be made as well as a Reminder.

Back to [Online Users Guide](#)

Back to [Desktop](#)

From:

<https://iqxusers.co.uk/iqxhelp/> - iqx

Permanent link:

<https://iqxusers.co.uk/iqxhelp/doku.php?id=ug5-6&rev=1512146147>

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

