



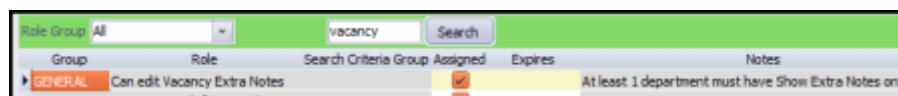
Alternative top right view on vacancy

Switchable Extra Notes can now be added to the Vacancy top right view so that users have 2 notes fields.

In the Vacancy form the button Switch Job Desc takes you to the Job Description view and Switch Extra Notes takes you to the Extra Notes view.



This is set up in - Maintenance - User Roles - Can edit Vacancy Extra Notes.



Departments need to be set up to show extra notes via Maintenance - Agency Setup - Departments

Branches	Add Delete Help							
Divisions	Applicant Questionnaire Vacancy Questionnaire Placement Questionnaire Reference Questionnaire Timesheet							
Departments								
Document Templates	ID	Department	Searchable	Division	Analysis Code	Publish To Web	Sort Order	Show Extra Notes
	0	Null	☐			☐		☐
Document Types	DR	Drivers	☒			☐		☒
Phone Types	HE	Health	☒			☐		☐
			☐			☐		☐

The Extra Notes title can be amended in Maintenance - General Settings - Terminology - No 760.

770 Terminology	Collection Child 2 Name	Sub-sub-Collection
780 Terminology	Vacancy Extra Notes	Extra Notes

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https://iqxusers.co.uk/iqxhelp/doku.php?id=vacancy_job:ug3-30&rev=1468330616

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