



# IQX Set Up Broadbean Guide

## IQX Integrates with **Broadbean Applitrak**

- Ability to post your vacancy details directly from IQX to Broadbean.
- Ability to pull the application details from Broadbean into IQX; import candidate details into IQX (by Broadbean Ranking if required), shortlist applicant to the vacancy or enter rejection reason for subsequent reporting.

## Setup

1. Ensure you have a license to use Broadbean. Please contact IQX to get your IQX licence updated.
2. Run broadbeanhybrid.xml to install locations (provided by IQX).
3. Industries might need to be added in Maintenance - Broadbean - Industries if you have not used Broadbean with IQX before.

## Hybrid

### General Settings

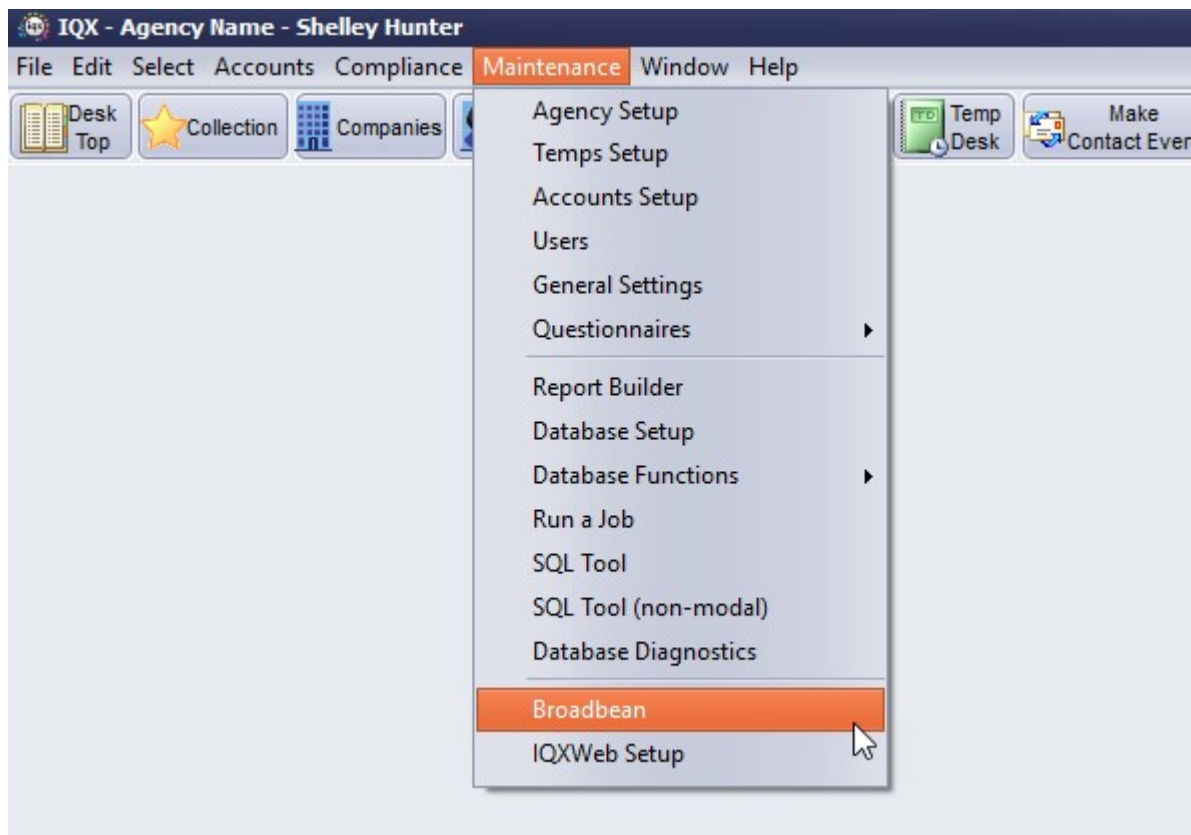
In General Settings - Settings group there are settings for enabling Hybrid Broadbean.

640 Settings	Broadbean Default Person State	R	If you select to download only 'Suitable' candidates
641 Settings	Broadbean Auto Import Suitable Can...	N	
642 Settings	Contact Event for Broadbean New ...	20	
643 Settings	Broadbean Vacancy Advert		Defaults to the Notes field, if Yes use the Other Not
644 Settings	Broadbean Candidate Offset Days	90	Only download candidates whose application time i
651 Settings	Enabled Broadbean Hybrid	Y	Only valid if broadbean is enabled.
652 Settings	Broadbean Notify on Delivery URL		
653 Settings	Broadbean Reload on Completion URL		Reload on completion URL. Only current only applic
654 Settings	Use https for Broadbean	Y	Controls whether Broadbean link uses https or http
655 Settings	Broadbean Stylesheet		Specification Fully qualified URL of stylesheet eg Ex
657 Settings	Broadbean Step1	Y	Choose whether or not to force the user to select t

1. Set Enable Broadbean Hybrid to Y (Settings 651),
2. Set Use https for Broadbean to Y, (setting to N uses the old method), (Settings 652).
3. Style Sheets can be set up to vary the look of the Broadbean webpages (Settings 655).
4. Set Broadbean Step1 to Y if users aren't prompted to select job boards. The choice becomes available once the Broadbean webpages become viewable (Settings 657).
5. Set the Broadbean default person state (Settings 640). If a new person state is required, then this can be set up in Maintenance - Agency Set Up - Person States.
6. Contact Event for new Broadbean candidates (Settings 642). If a new contact event type is required, then this can be set up in Maintenance - Agency Setup - Contact Event Types.



When the Broadbean link is correctly installed (user rights permitting) you will see a new menu item under the maintenance menu.



When opened the new menu item will take you to the general configuration of the Broadbean job boards, Locations and industries. **Job boards aren't necessary and should be hidden from the hybrid system.**

If you don't already have Broadbean Set Up, you will need to run broadbeanhybrid.xml job this will insert the locations. There are many 1000s of locations (across the world) drilling down to sub-places level so new locations are unlikely to be needed, but if there are please inform IQX who will discuss the new location with Broadbean support.



**Maintenance - Broadbean**

Save And Close

Abandon

Update

Job Boards

Industries

Locations

Broadbean Rejection Reasons

WARNING Only edit this data when advised to by Broadbean or IQX !

Add

Delete

Help

Job Board	Code
Accountancy Age	accountancyage
allhousingjobs.co.uk	allhousingjobs
ASA Law	asa
Aviation JobSearch	aviationjobsearch
Bankrole	bankrole
Beancounter Jobs	beancounterjobs
Bewley Recruitment	bewleyrecruitment
British Jobs	britishjobs
CA Magazine	carecruitment
Can-Findit.com	canfindit
CanaryWharf Jobs	canarywharfjobs
Cardiff Jobs	cardiffjobs
Cardiff Yellow	cardiffyellow
Care and Health	careandhealth
Careers In Audit	careersinaudit
Careers in Construction	careersinconstruction
Careers in Recruitment	careersinrecruitment
Careers4a	careers4a
Caterer	caterer
Caterer Global	catererglobal
Caterer Search	caterersearch
ChangeBoard	ent_changeboard
ChangeBoard	changeboard
Charity Careers	charityjobs
charityjob.co.uk	charityjob
City Jobs	cityjobs
Community Care	communitycare
Complinet	complinet
Computing Careers	computingcareers
Connexion	connexion
Construction Jobs	constructionjobs



**Maintenance - Broadbean**

Save And Close   Abandon   Update

WARNING Only edit this data when advised to by Broadbean or IQX !

Add   Delete   Help

Job Boards

Industries

Locations

Broadbean Rejection Reasons

Name
Accountancy
Admin & Secretarial
Advertising & PR
Aerospace
Agriculture Fishing & Forestry
Arts
Automotive
Banking
Building & Construction
Call Centre & Customer Service
Consultancy
Defence & Military
Design & Creative
Education & Training
Electronics
Engineering
Fashion
Financial Services
FMCG
Graduates & Trainees
Health & Safety
Hospitality & Catering
Human Resources & Personnel
Insurance
IT
Legal
Leisure & Sport
Logistics
Manufacturing & Production
Marketing
Media

## User Maintenance

Add the user's Hybrid Broadbean APIkey to their Broadbean account details via Maintenance – User – Broadbean. Any User that is to be able to post to Broadbean will need to have these details completed.

If you have upgraded your Broadbean account please confirm the API Key is still correct with Broadbean before proceeding.

Roles	Help
Layout Settings	Broadbean User Name
Questionnaire	Broadbean Password
Division Access	Broadbean Token Key
Department	Broadbean Hybrid APIkey
Maintenance	Broadbean Contact Name
Broadbean	Broadbean Contact Email
Audit Trail	Broadbean Telephone
	Broadbean Address



In the Broadbean screen you enter the Username, Password, Token Key for the Broadbean website to be used by the consultant. These are supplied by Broadbean and IQX will not have the ability to set these up. The Token Key allows you passwordless access to the broadbean advert webpages via the iqx vacancy broadbean form.

The Job Boards a User has access to is no longer controlled within IQX and must be set up directly with Broadbean.

System Administrator should add the Contact Name, Contact Email, Telephone and Address details for each consultant as this will be displayed on any advert.

From:

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

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