































## Recruiting Center Icons

Ico	Description		Description
	Displays the previous page.		Indicates a registered person file. The Registered Person icon is also known as the Ghost icon. A registered person is created in the following circumstances: <ul style="list-style-type: none"> <li>• A candidate creates a user name and password on a career section and signs out immediately. This candidate would show as <i>Identification Missing</i>.</li> <li>• A candidate creates a user name and password on a career section and provides some personal information via My Account Options instead of providing the information via an application flow.</li> <li>• An unknown candidate makes a referral.</li> <li>• A referred candidate has not completed the action of applying for the job referred to.</li> <li>• A user with an SSO ID accesses an SSO internal career section but does not have a candidate account.</li> <li>• When using the career section preview functionality, if the SSL security setting is enabled, the user will be automatically signed in on the career section. If the user does not have a candidate profile, the system will create one.</li> </ul> <b>To remove the Registered Person icon:</b> <ul style="list-style-type: none"> <li>• Have the candidate complete the general profile application flow from a career section. Or,</li> <li>• Have the candidate complete a job-specific application flow from a career section. Or,</li> <li>• Capture the candidate in the Recruiting Center.</li> </ul>
	Goes to the previous 10 pages.		Indicates the number of candidates who received a job posting notification.
	Displays the next page.		Indicates that a requisition requires the recruiter/hiring manager's immediate attention.
	Goes to the next 10 pages.		Prevents users from posting a requisition.
	Draws a user's attention to items that he/she owns and that require viewing.		Indicates that the daily recruiting report function has been activated for that requisition.
	Indicates a new or modified item.		List format configuration.
	Indicates that the Disqualification Questions functionality is enabled.		Online help.
	ACE Candidate icon. Identifies top candidates, those who meet all required criteria.		Clips
	Indicates that the OLF structure of the requisition does not match.		Indicates a comment.
	Indicates that a file was attached.		Print function.
	Indicates that the candidate is internal, that he/she already works for your organization.		Filtering section.
	Indicates that the candidate was referred by an agent or a		Folder management section.
	Indicates that the candidate is new in the selection process.		Talent pool section.
	Indicates the number of candidates who applied on a requisition.		Calendar.
	File in a folder.		Add comments.



