

Table of Contents

Position Form Link 1

Position Form Link

The Position Form Link page allows you to create and delete links between job positions and forms. A list of all linked forms and positions is displayed in a grid on this page. To add, edit, or delete job positions or forms on this grid, see [Form Management](#) or [Job Positions](#), respectively.

Basic Navigation See [Navigation and Search](#) for more information about basic navigation and [search](#) options on the page.

Return to Admin Tools You can return to the [Admin Tools](#) page at any time by clicking **Admin Tools**.

Link job positions to forms

Use the Create Links section to create links between job positions and forms. You can [sort, filter, and search](#) using a variety of methods.

Field	Description
Positions	Select a job position to link a form to.
Forms	Select a form to link a job position to.
X	Remove a selected job position or form. You can also press BACKSPACE.

- Click **Link** to link the job position to the form.
- Click Clear All to simultaneously clear the Positions and Forms fields.
- Cancel and return to the previous page.

View or search position and form links

Use the Linked Values section to view and search linked job positions and forms. You can [sort, filter, and search](#) using a variety of methods.

Field	Description
Position	Click [vvv] to select a position. A list of job positions matching the selected position is displayed.
Form field	Click [vvv] to select a form. A list of positions matching the selected form is displayed.

Delete position and form links

- Click **Delete** to delete the link between a job position and requirement. A confirmation message is displayed prompting you to continue.
 - Cancel and return to the previous page.

From:
<https://help.ascendertx.com/careerportal/> - CP

Permanent link:
https://help.ascendertx.com/careerportal/doku.php/form_position_link?rev=1487265650

Last update: **2019/12/10 09:31**

