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Rate an Applicant

When you rate an applicant, your rating as well as your comments are viewable by everyone involved in the interview process. Applicants whose interview process you are a part of are listed on your dashboard under **Interview Rating Queue**.

An applicant is rated using the Applicant Detail page.

Rate an Applicant

Field	Description
Select Rating	Hover over the five-star rating scale, and click on the appropriate rating.
Enter Comments	Type any interview comments.

Click **Save Rating**.

- Type interview comments in the **Enter Comments** field.
- Click **Save Rating**.

Your rating

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