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# Interview Workflow

The Interview Workflow page allows you to define an interview progression (workflow) for interviewing applicants. An interview workflow is assigned to a job posting based on the type of job posting. Interview workflow steps and their order within the workflow are defined using the Add/Edit Interview Workflow page. A list of available interview workflows is displayed in a grid on this page.

**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**.

## View interview workflows

Click **Records** to select the number of records to display.

Field	Description
<b>Name</b>	Displays interview workflow names.
<b>Created By</b>	Displays the user who created the interview workflow.
<b>Create Date</b>	Displays the date and time the interview workflow was created.

## Add or edit an interview workflow

Field	Description
<b>Add New + or Edit</b>	Create or edit an interview workflow. The <a href="#">Add/Edit Interview Workflow</a> page will open.

## Delete an interview workflow

Field	Description
<b>Delete</b>	Delete the row. A confirmation message is displayed prompting you to continue. <b>OK:</b> Delete the row. <b>Cancel:</b> Cancel and return to the previous page.

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

Permanent link:  
<https://help.ascendertx.com/careerportal/doku.php/interviewworkflow?rev=1488572739>

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