

# 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 the fields.

| Field            | Description                                                                                                                  |
|------------------|------------------------------------------------------------------------------------------------------------------------------|
| <b>Positions</b> | Select a job position to link a form to. Click the <b>X</b> to remove a selected job position. You can also press BACKSPACE. |
| <b>Forms</b>     | Select a form to link a job position to. Click the <b>X</b> to remove a selected form. You can also press BACKSPACE.         |
| Field            | Description                                                                                                                  |
| <b>Link</b>      | Link the position(s) to one or more forms.                                                                                   |
| <b>Clear All</b> | Simultaneously clear all links from both fields.                                                                             |
| <b>Cancel</b>    | Return to the previous screen.                                                                                               |

## View or search position and form links

Use the **Linked Values** section to view and search linked [job positions](#) and [forms](#).

[Records](#) Click **Records** to select the number of records to display.

## Delete position and form links

| Field         | Description                                                                                                                                                          |
|---------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Delete</b> | Delete the row. This deletes the link between the two columns for that row.<br><b>OK:</b> Delete the link.<br><b>Cancel:</b> Cancel and return to the previous page. |

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

Permanent link:  
<https://help.ascendertx.com/careerportal/doku.php/positionformlink?rev=1490197765>

Last update: **2019/12/10 09:30**

