Upload a Resume at an (Physical) Event

Go to the Candidates tab and Search for the candidate whose Resume you would like to upload.

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Or Create New candidate.

From within the Candidate Screen, click "Capture Image."

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This will open a new window and allow you to take photos with your mobile device.

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Click "Take Photo" to capture the resume (or other documents), add a File Name, and click Upload Images. Multiple Images (of a two-page resume, for example) will be saved in the same attachment.

The file will now be associated with the Candidate.

It can be found in Notes & Attachments and can be downloaded for review.

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