Employer Candidate Search Summary Report

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Report Title: Employer Candidate Search Summary Report **Category:** Company **Parameters:** Organization, Recruiter, Date Range *(Note: Any search criteria that has an asterisk (*) next to it is a required search criteria. Also, any report with a Date Range search, it is HIGHLY Recommended that a date range be included. Not including this can cause reports to time out due to the amount of data.)* **Description:** Provides a summary or detailed report of the number of logins, searches, emails, printed resumes, exported candidates, viewed candidates, 1st year matches, and 2nd year matches for a particular company by recruiter. **Instructions:** Select Organization, and/or Recuiter, fill in the Date Range, choose to include or exclude Agent Searches, select a Summary or Detail report, and then click View Report

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