Feature flag for job postings in Bullhorn

Still have questions? Please visit our help center at helpme.haleymarketing.com. Here you can search our knowledgebase, view training videos, and submit support tickets for additional assistance.

© 2013. Haley Marketing Group, Inc. All Rights Reserved. *1/14/2013*

Contents

Setting up the Feature Flag for Posting Jobs from Bullhorn to the HMG Job Board 3

To display customText5: 3

The following is based on the online Help provided by Bullhorn and is provided for your convenience by Haley Marketing Group. For additional assistance please contact Bullhorn Support.

© 2013. Haley Marketing Group, Inc. All Rights Reserved.

Setting up the Feature Flag for Posting Jobs from Bullhorn to the HMG Job Board

The Feature Flag is used with the Social Media Recruiting (SMR) Package add-on to the Haley Marketing Group Job Board. Featured jobs can be listed in email communications and / or posted to web pages on your site. Contact your HMG representatives for additional details on using the SMR Package or Job Board.

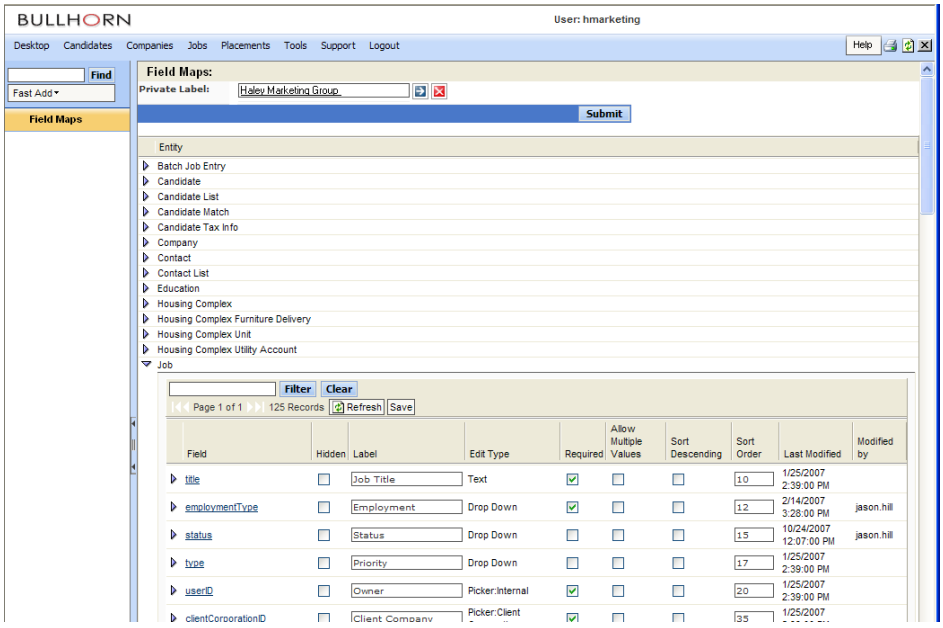
By default, the Feature Flag uses the customText5 field in Bullhorn. If this field is not displayed on your job record in Bullhorn, you will need to display it.

To display customText5:

1. On the Tools menu, click **Field Mappings**.

   Please note that permission is required to modify or add fields in Bullhorn. If you do not see the menu or the option on the menu, contact your company administrator.

2. Click the expand arrow ▶ to the left of Job.
   A list of all of the fields that are available for a job in Bullhorn is displayed. Note that fields marked as "hidden" appear in gray in this view and are at displayed the bottom of the list.



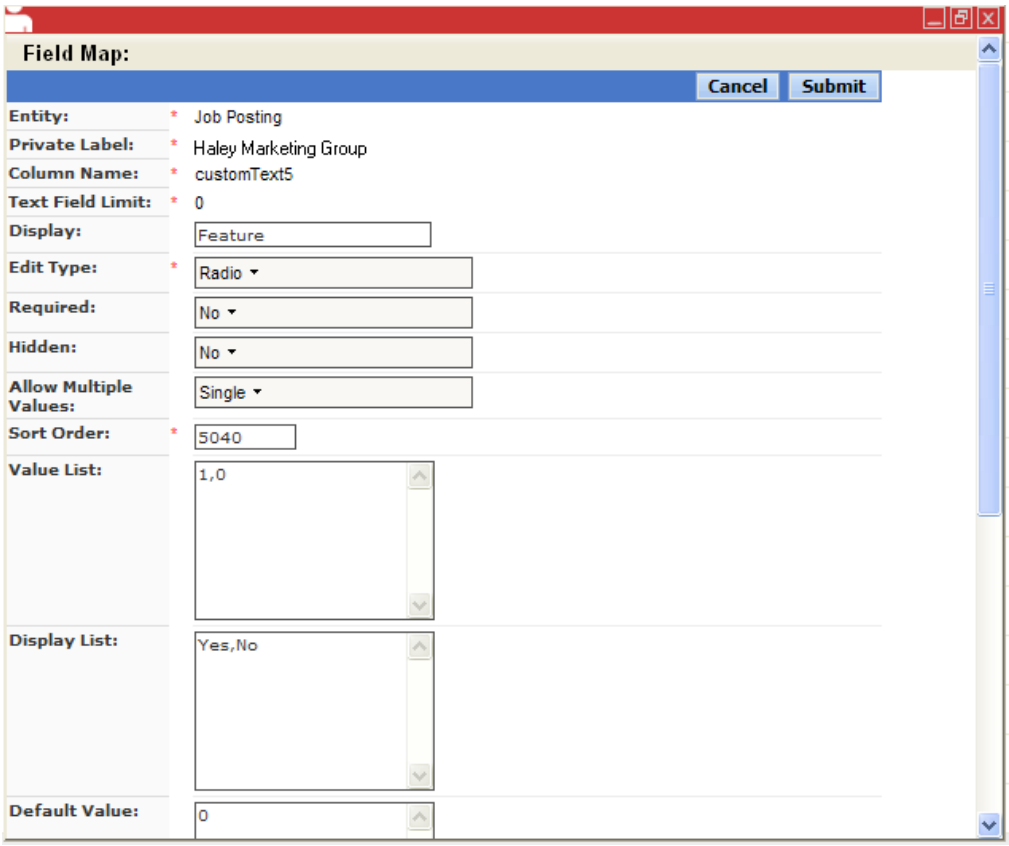
© 2013. Haley Marketing Group, Inc. All Rights Reserved.

3. Scroll down to locate the customText5 field.
   If this field is currently being used, do not re-purpose the field. You should only modify this field if it is not set up for another use. If you are not certain that it is okay to modify the field, please contact your company administrator or Bullhorn support before making changes.

4. Click on the customText5 and make the following changes in the pop-up window that displays:

   - Display: Feature
   - Edit Type: Radio
   - Required: No
   - Hidden: No
   - Allow Multiple Values: Single
   - Sort Order: <See note below>
   - Value List: 1,0
   - Display List: Yes,No
   - Default Value: 0

   Note: **Sort Order** determines the order of the fields in the Edit view of the application. The lower number field appears at the top. HMG suggests that you set the sort order to be just lower than the publicDescription field.



© 2013. Haley Marketing Group, Inc. All Rights Reserved.

5. Click **Save** or Submit to close the pop-up window.

6. Click **Submit** to save the changes to the field mappings.

© 2013. Haley Marketing Group, Inc. All Rights Reserved.