

## Enable eQuest Integration

To enable eQuest integration, from **Recruiting Configurations** select **Enable eQuest**. You can integrate eQuest in two ways:

Select **eQuest Express** to utilize eQuest's Express pay-as-you-go functionality.

Select **eQuest Enterprise License** and enter your **eQuest Username** and **eQuest Password**.

10. Click **Save**.

**Enable eQuest**

**eQuest Express**

**eQuest Enterprise License**

**eQuest Username**

**eQuest Password**

Once the requisition has been approved, return to the **Job Posting** section and the **Push To eQuest** button will be enabled. When you push a job requisition to eQuest it will open an eQuest Requisition Posting page to utilize the eQuest integration.

### Job Posting Sites

Posting Site	Active	Application Form	From	To	Action
Internal SumTotal Site	<input checked="" type="checkbox"/>	Engineering Application	01/20/2020		<a href="#">EDIT</a>
External SumTotal Site	<input checked="" type="checkbox"/>	Engineering Application	01/27/2020		<a href="#">EDIT</a>

### Third-Party Posting Sites

 **Push To eQuest**  
Push this job data to eQuest once this requisition has been approved and this job is available at the External Job Site.

### Recruiting Agencies

[+ Add](#)

Agency ^	Active v	Application Form ⇅	From ⇅	To ⇅	Actions
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The eQuest experience will depend if you are using eQuest Express or an eQuest Enterprise License.

The screenshot shows the Sumtotal eQuest interface. At the top, there is a blue header with the Sumtotal logo, a search icon, and a notification icon with the number 2. Below the header is a navigation bar with six steps: Step 1 Job Details (active), Step 2 Select Destinations, Step 3 Board Specific Data, Step 4 Payment Details, Step 5 Job Preview, and Step 6 Payment Cont. A 'Next' button is visible on the right. The main content area is titled 'Job Details' and contains the following fields:

- Job Title \***: A text input field containing 'Data Analyst'.
- Job Description \***: A large text area containing the text: 'Data analyst responsibilities include conducting full lifecycle analysis to include requirements, activities and design. Data analysts will develop analysis and reporting capabilities. They will also monitor performance and quality control plans to identify improvements.'
- Job Location**: A section with three dropdown menus:
  - Job Country \***: 'United States' (dropdown arrow)
  - Job State/Province \***: 'California' (dropdown arrow)
  - Compensation Currency**: '-- Select One --' (dropdown arrow)

After the requisition has been posted to external job boards, use the **Manage eQuest** and **Remove eQuest** buttons to edit or remove it. You can also View or Delete specific board postings.

If the requisition closes or is put on hold, then it will be removed from third party job and sites and will need to be reposted

## DATA ANALYST

- DASHBOARD
- DETAILS**
- CANDIDATES
- PROSPECTS
- INTERVIEWS
- ASSESSMENTS
- CHECKS

### Third-Party Posting Sites

 Push To eQuest  Manage eQuest Posting  Remove eQuest Posting

Job Board	From	To	Posting Status	Active Since (Days)	Action
Blast (AU)			queued Job is getting processed.	0	<a href="#">DELETE</a>
Blast (US)			queued Job is getting processed.	0	<a href="#">DELETE</a>
CareerBuilder			queued Job is getting processed.	0	<a href="#">DELETE</a>
Craigslist			queued Job is getting processed.	0	<a href="#">DELETE</a>
Dice			queued Job is getting processed.	0	<a href="#">DELETE</a>
Monster			queued Job is getting processed.	0	<a href="#">DELETE</a>