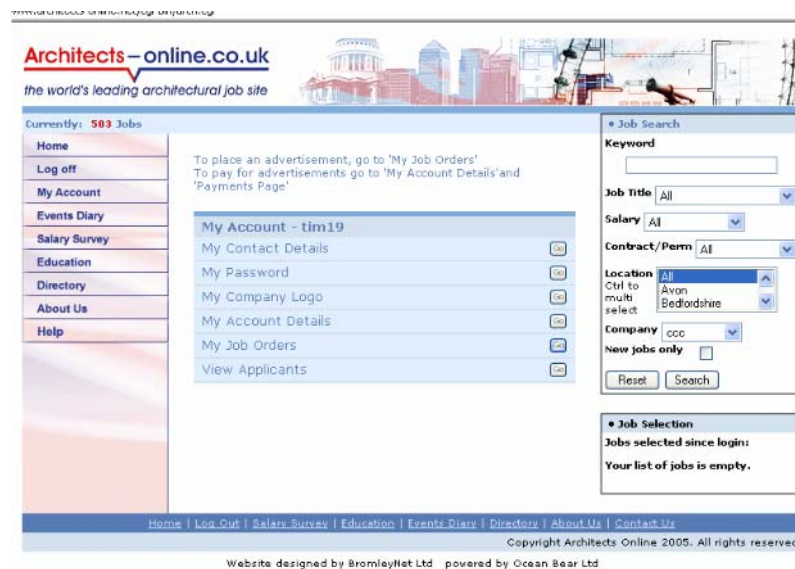




ARCHITECTS ONLINE – COMPANY FEATURES

Company Advertisers now have the option to manage their account online, adding and deleting jobs as necessary, 24 hours a day 7 days a week. Additionally they can now take advantage of the many new features available on the site.



Companies should register as a company (see registration and log on help). Having successfully logged on.

At the main company account screen companies will have five choices:-

My contact details – allows you to edit your company's details.

My Password – allows you to change your password.

My Company Logo – This will only be visible if you have opted for an ad package where this is an option.

My Account details – allows you to view payments you have made (only relevant to certain advertisement packages).

My Job Orders – This screen allows companies to add and delete jobs.

View Applications – This is a permanent record of all the candidates that have applied to your company and a record of the jobs they applied to. This area also contains a link through to the candidates CV.