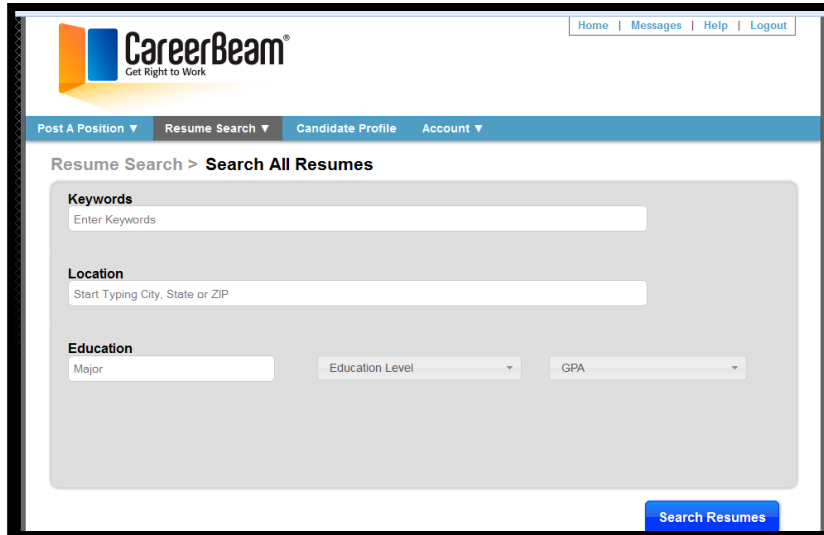


FRANKLIN UNIVERSITY

Searching Candidate Resumes

In addition to creating job postings, you also have the ability to search through candidate resumes within Franklin University's CareerBeam system to look for matches for your positions.

From the Employer dashboard **click on 'Search Candidates'** and input your search criteria.



The screenshot shows the CareerBeam web interface for searching resumes. At the top left is the CareerBeam logo with the tagline "Get Right to Work". To the right are links for "Home", "Messages", "Help", and "Logout". Below the logo is a navigation bar with "Post A Position", "Resume Search", "Candidate Profile", and "Account". The main content area is titled "Resume Search > Search All Resumes". It contains three search sections: "Keywords" with a text input field labeled "Enter Keywords"; "Location" with a text input field labeled "Start Typing City, State or ZIP"; and "Education" with three input fields: "Major", "Education Level" (a dropdown menu), and "GPA" (a dropdown menu). A blue "Search Resumes" button is located at the bottom right of the search area.