RESOURCE GUIDE

Outreach page

OVERVIEW

The Outreach page helps you present an opportunity to candidates and review their interest.

Messages generated in Candidate Workspace include a personal link to a candidate-facing page. It outlines the role, location, salary and brief, giving the recipient enough context to decide whether they want a conversation.

Candidates can respond with **Yes**, **Tell me more** or **Not for me**, without submitting a CV or creating an account. Interested candidates can leave an email address so you can follow up. Responses appear in the Outreach page and against the relevant candidate in Candidate Workspace.

The recruiter view brings together link activity and responses, helping you identify who needs attention. You can also preview the candidate page and use the anonymous option when the employer's identity needs to remain confidential.

Preview the page before sending your messages, then review responses and continue your follow-up from Candidate Workspace.

GOOD TO KNOW

- ◇ You copy and send the outreach message yourself; Scout does not send it on your behalf.
- ◇ Previewing the page does not contact a candidate.
- ◇ The anonymous option hides the employer's name from the message and candidate-facing page.
- ◇ Candidates can change their response; you see their latest answer.