

Recruit Studio

How to install Recruit Studio add-ins

Some Recruit Studio functions are enabled by installing add-ins. These include:

- Availability reporting for candidates
- Script-based candidate entry add-in for creating candidates
- Control Forms for placing temps and producing time sheets
- Key Performance Indicators
- Management Reports

To install:

1. Visit www.recruitstudio.co.uk and go to the Download menu, choose 'Add-ins' from the menu.
2. Click the step 1 of the download and choose 'Run' when prompted.
3. Click Run when prompted and run through the installation wizard – you don't need to change any settings.
4. When installed, open Recruit Studio and log in.
5. From the Tools menu, choose 'Configure'.
6. On the Configure window, go to the Add-ins section and tick the Add-ins you want to activate.
7. Click 'Ok'. Recruit Studio will close and you can then re-open it. When you have re-opened it, the add-in(s) you selected will be available.
8. You need to do this on each PC that requires the Add-in(s).