Beyond University: Employee Statuses

Welcome to Beyond University!

New to Beyond University? Start Here: Basics: How to Log In & Navigate in Beyond

The Beyond University Orientation Series is meant for all Beyond users to get started in our system. In these lessons, you will learn how to log in and navigate as well as other important basic functionality that all users can benefit from.

Beyond University: Employee Statuses

Employee records have multiple statuses to help you track hiring eligibility, onboarding, and more. In this video, you'll learn about different statuses and how to change them including how to deactivate and reactivate records.

Watch the short video before taking the quiz below

Questions to Consider

Before you move on, review the following process questions with your team:

1. What needs to be completed before a washed status can be changed to familiar?

2. What message action code should you use to deactivate a record?

3. When should you change a hire status?

Pop Quiz

Test Your Knowledge with the following quick quiz

Loading Beyond Orientation - Employee Statuses

Congrats! You've finished this course!

Next Up

Extra Credit (optional): Beyond: HRCenter Minor

Description: Looking to learn more about HRCenter? Check out this full course on HRCenter and the TempWorks Job Board aimed towards recruiters utilizing Beyond.

Next Course: Beyond University: Creating Customer Records

Description: Customer records in Beyond can help your team stay organized by keeping track of sales information, statuses, and documents. In this video, we will take a look at how to create a customer record and review a few key features of the record.

Related Articles