

Beyond University: Order & Assignment Searching

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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: Order & Assignment Searching

Advanced searching in Beyond can save you time and help you find the specific results you're looking for. Although, it can be confusing trying to determine if you should search by orders or assignments. This video clearly outlines the differences between the two and when to search for orders versus when to search for assignments.

Watch the short video before taking the quiz below

Pop Quiz

Test Your Knowledge with the following quick quiz

Loading [Beyond University - Order & Assignment Searching](#)

Congrats! You've finished this course!

Next Up

Next Course: [Beyond University: How to Track Candidates](#)

Description: The Candidates tab is an all-in-one resource to manage candidates. This video will take a look at how to make employees candidates, how to change their statuses and then assigning them to a job order.

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