Onboarding - Creating Registration Links

Last Modified on 11/05/2026 2:30 pm CST

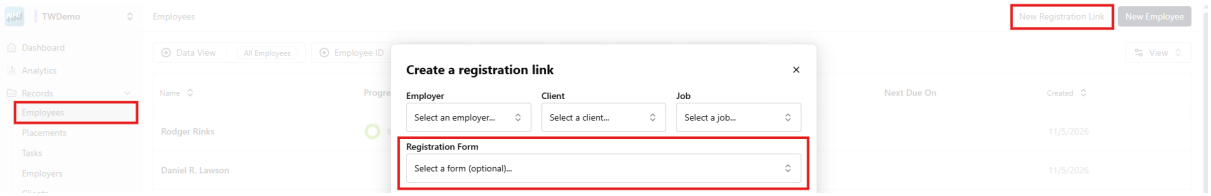
When an applicant opens a registration link, the first thing they see is a registration form. Submitting the registration form does two things:

- An employee record is created from their submitted answers.
- A placement (or placements) is then created based on how the registration link was configured.

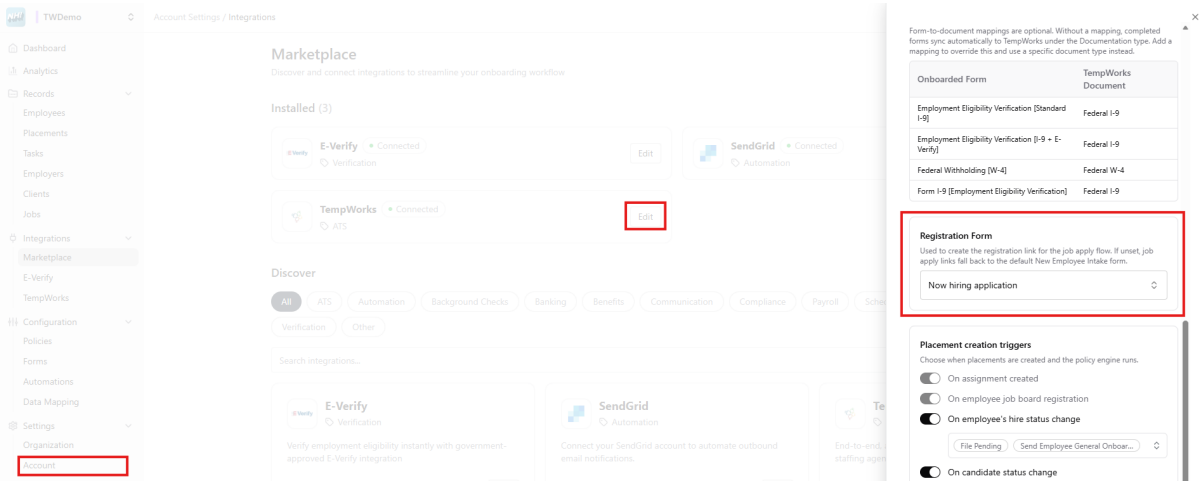
Selecting a Registration Form

If a specific registration form is not selected, the default "New Employee Intake" form will be utilized, which asks for first name, last name, address, and email. Registration forms can be configured within the following locations:

- Dashboard Registration Links: Employees > New Registration Link > Registration Form



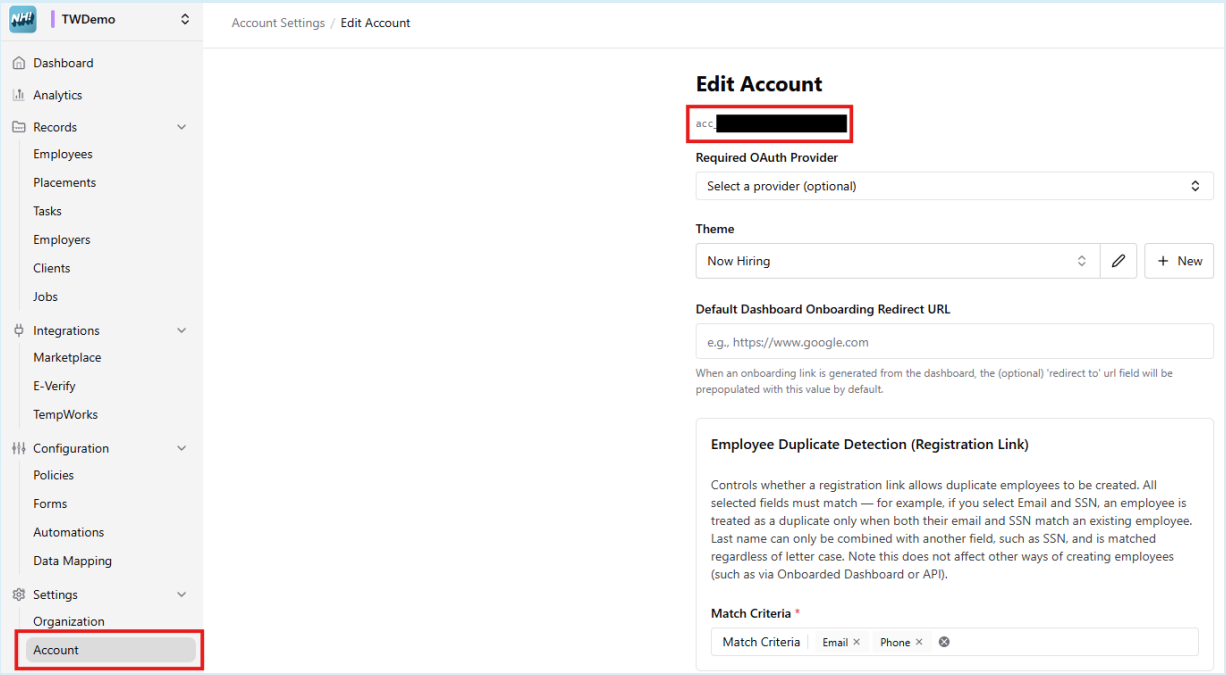
- TempWorks Job Apply Links: Settings > Account > Integrations > TempWorks (Edit) > select the "Configuration" step > Registration Form



With the Registration form configured, you can create custom registration links based on the branch of the employee, the job order that is being applied to, etc.

Understanding Registration Links

Note Before being able to create registration links, you will need to obtain your Account ID via Settings > Account > Edit Account > Copying the Account ID at the top of the page:



This Account ID is used in all registration links that are tied to your account.

Every registration link has the same default format:

`https://app.onboarded.com/api/integrations/tempworks/actions/accounts/{account-id}/job_apply`

The link itself never expires, and you can post it anywhere including the TempWorks Job Board, your website, an email, or a QR code. Each click creates a new registration link that's valid for 30 days.

Registration links can be directed by two optional URL parameters:

Parameter	What it does	Example
Orders	One or more Job Order IDs, separated by commas. The candidate gets a Candidacy placement for each job.	orders=12345 or orders=12345,12346
Branch	The Branch ID to register the candidate under. Skips the branch picker.	branch=10

Creating Registration Links

1. Determine the type of registration link you want to create:
    - **Job-Specific**: Add orders with the Job Order IDs.
    - **General Application**: The candidate gets a "General Application" placement that is not linked to a Job Order.
2. Determine how the branch is set:
    - If you add branch, the candidate goes straight to the registration form.
    - If you leave out the branch and the link has exactly one job order, that job order's branch will be automatically utilized.
        - Otherwise, the candidate first sees a "Start Your Application" page. They can enter a Zip Code to find nearby branches, pick one, and select "Continue".
3. Build the URL. Add your parameters after a ?, separated by &. For example:
    - https://app.onboarded.com/api/integrations/tempworks/actions/accounts/acc_123/job_apply?orders=12345&branch=10
4. Test the link in a private browser window before you share it. Confirm you see the right registration form and, if you left out the branch, the branch picker.
5. Share the link with candidates or post it to the intended location.

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