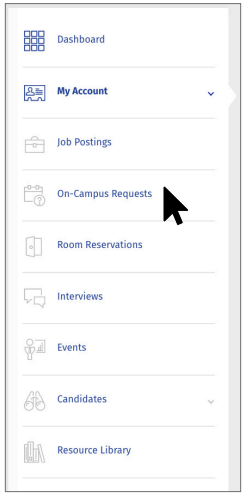
GRADLEADERS Recruiting

QuickStart Guide for Employers

OCR Requests

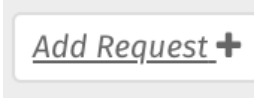
1

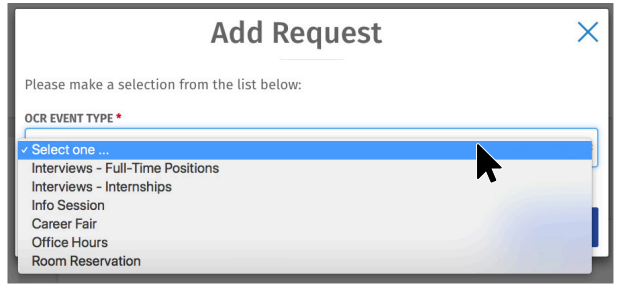
From your Dashboard, select **On-Campus Requests**



2

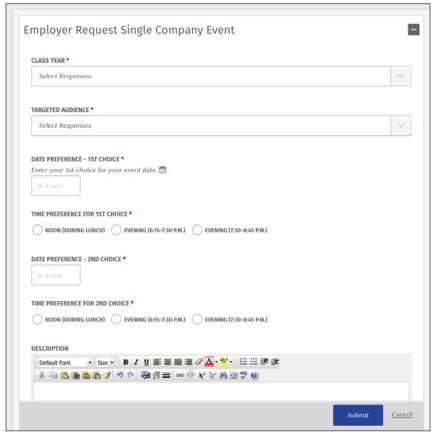
Select **Add Request** and choose your **Event Type**





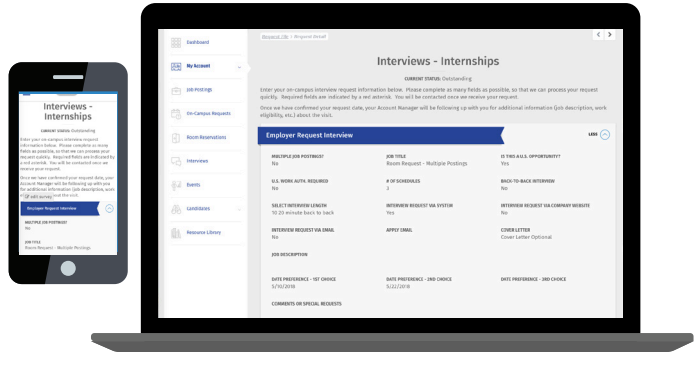
3

Enter the **Details** of your request



4

Submit to save and manage requests



It's that easy!