

LOXO TRAINING VIDEOS

RECRUITERS
MASTERMIND

- GETTING THE LOXO CHROME EXTENSION
- FOR A NEW ACCOUNT - SYNCING YOUR EMAILS AND CALENDAR - ONCE THE MAIN ADMIN HAS SET THIS UP EVERYONE ELSE WILL RECEIVE AN EMAIL
- SETTING UP YOUR EMAIL SIGNATURE
- HOW TO CREATE EMAIL TEMPLATES
- HOW TO SET UP VOIP PHONE IN LOXO AND YOUR VOICEMAIL
- SETTING UP EMAIL READ RECEIPTS
- SETTING UP SMS TEMPLATES
- SENDING AN SMS ON THE SYSTEM
- ADDING YOUR PROFILE PICTURE
- ADDING CONTACTS AND CANDIDATES
- EDITING AND REVIEWING CONTACT AND CANDIDATE RECORDS IN LOXO

