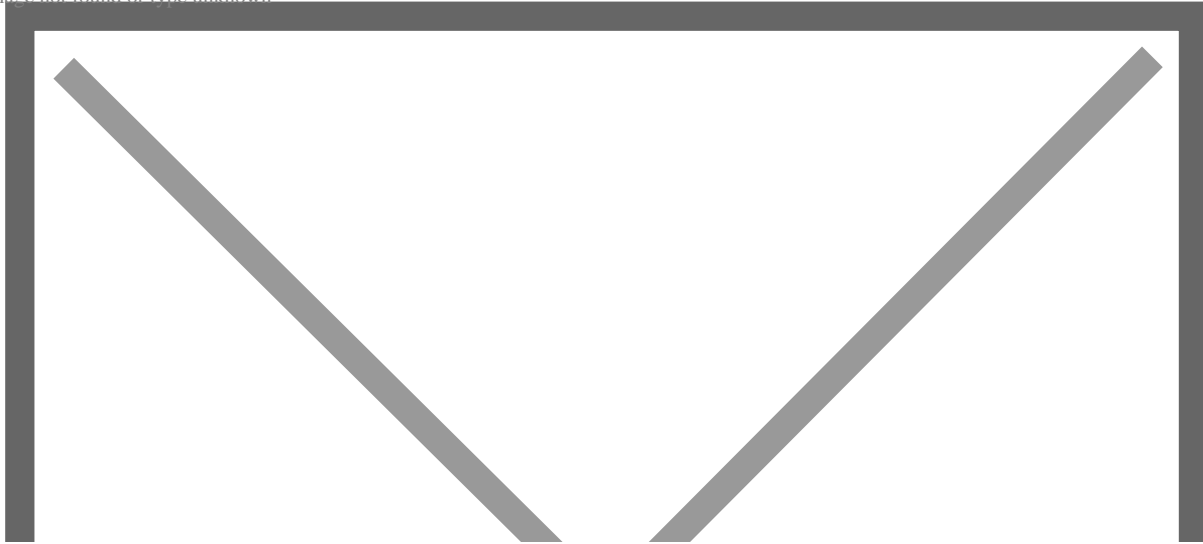


Where to access Projects?

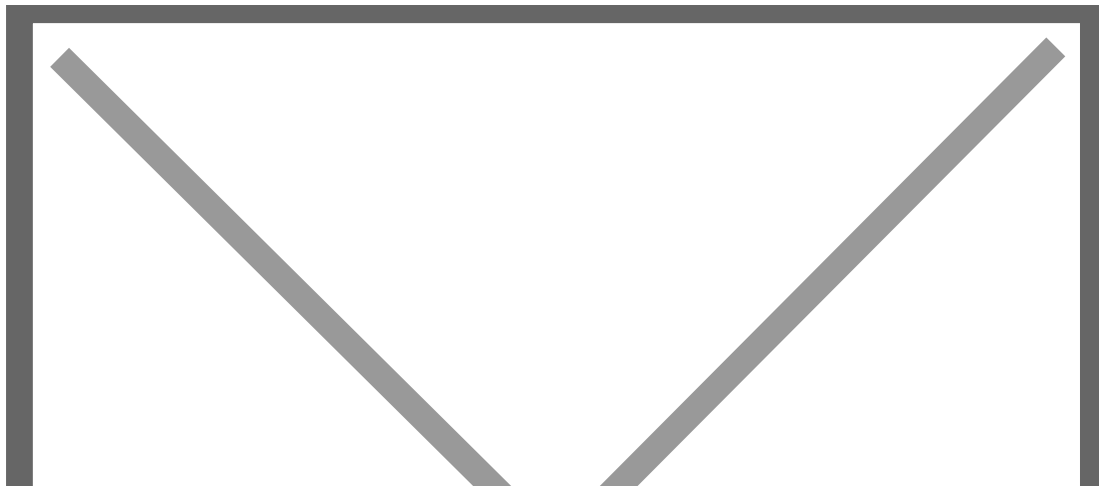
Log in to [Jopwell.com](https://jopwell.com) and click **Projects** in the top navigation bar.

image not found or type unknown



Once you have clicked into the Projects section, you should see a list of your folders. From this screen, you can:

1. Create a new Project Folder
2. Export Candidates from Jopwell into Greenhouse or Lever
3. Message Candidates in Bulk
4. Delete folders or individual Candidates from a folder
5. Select an entire folder to message/export
6. Select an individual Candidate, or multiple individuals, from a folder to message/export



Revision #4

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