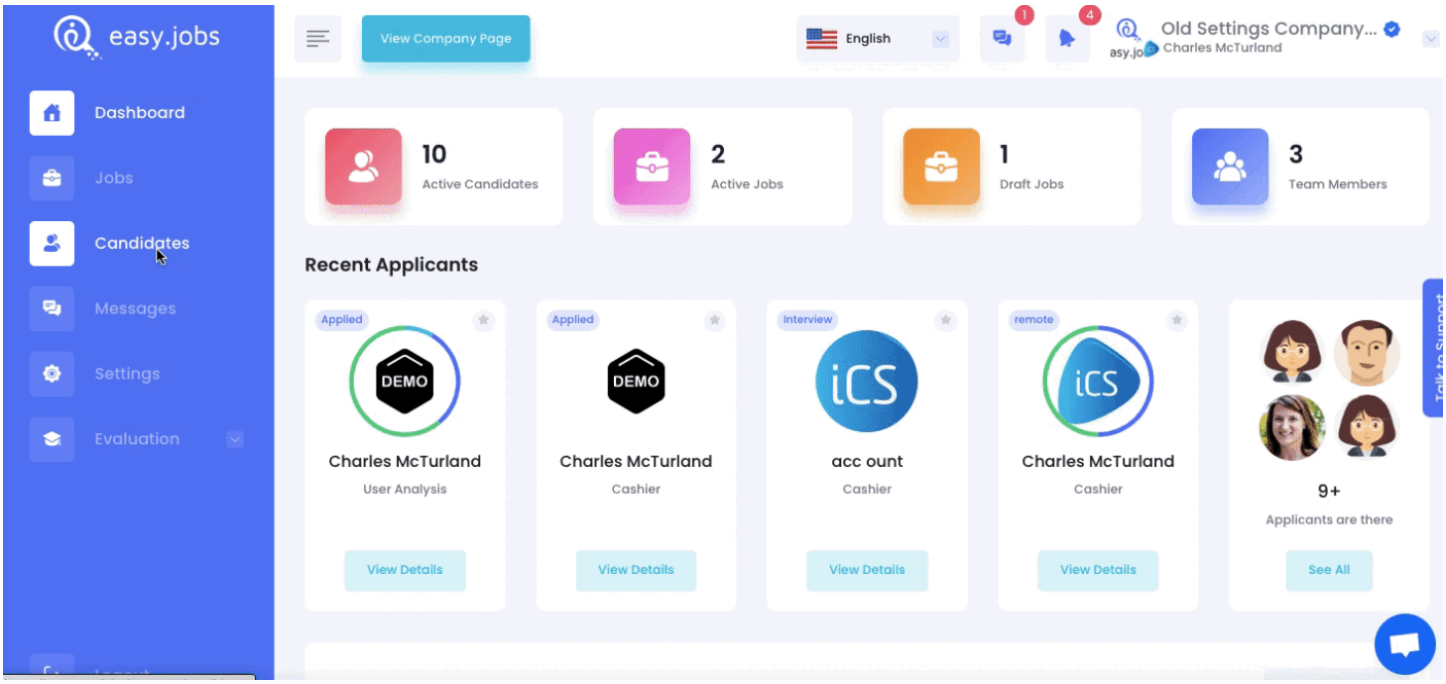
# How To Communicate With Your Candidates From easy.jobs Dashboard?

Configurations · https://easy.jobs/docs/how-to-communicate-with-your-candidates-from-easy-jobs-dashboard/

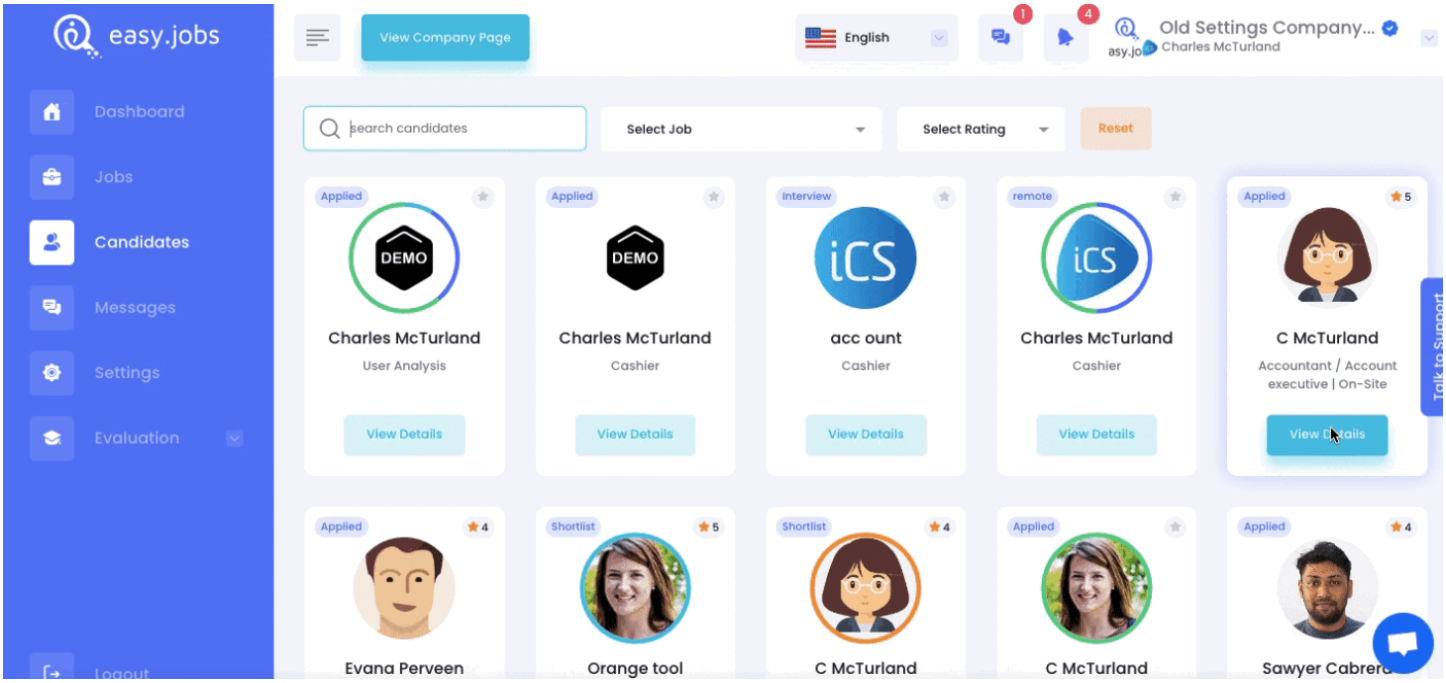
Check out this guideline below to learn how to communicate with Candidates in **easy.jobs**:

Embedded media: https://www.youtube.com/embed/n0UQhKoXyWU?feature=oembed

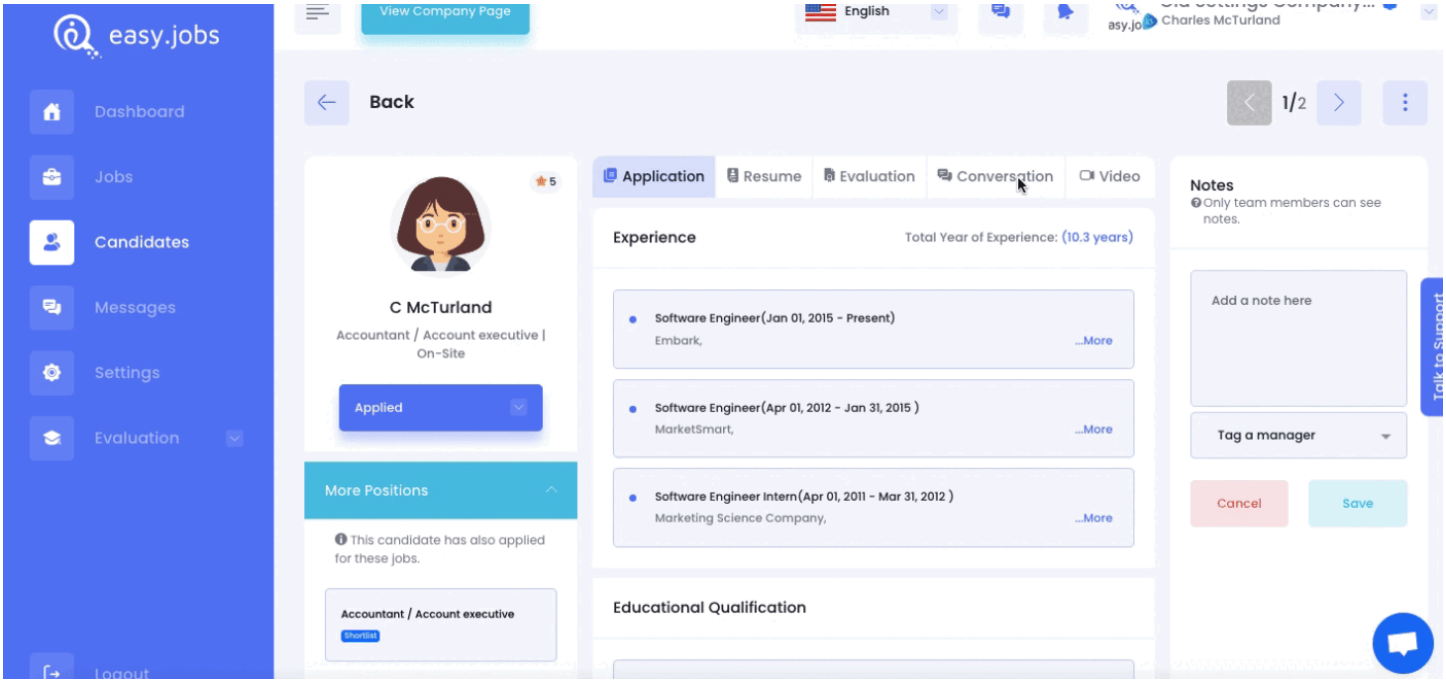
**Step 1:** First, click on the **Candidates** from your easy.jobs dashboard. From here, you will be able to view all the people who have applied to your job postings.




**Step 2:** Now, click on the '**View Details'** button with whom you want to communicate.




**Step 3:** Click on the conversation tab to communicate with your candidates. Type your message and hit the '**Send'** button.




This is how you can send messages to candidates and communicate on your way of hiring people. If you need any help, feel free to **contact us** or join our **Facebook community** to get connected with other company owners like yourself.