

# Envoi d'un lien sécurisé vers un document d'un dossier

## Exemple : envoi du Package d'un Candidat vers le futur district hôte

Le CRJ vous a indiqué l'adresse à laquelle il faut envoyer le « Package » de votre candidat.

Dans l'onglet « Document », sélectionnez la ligne du « OB Application Package » le plus récent.

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Dans les options, en haut à gauche, Sélectionnez « Send Secure Link by Email »

Insérez l'adresse du destinataire, ajoutez <u>éventuellement</u> un petit mot.

**ATTENTION !** Ne cherchez pas à passer à la ligne dans le texte : l'appui sur la touche « Entrée » valide la saisie et fait partir le message !

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