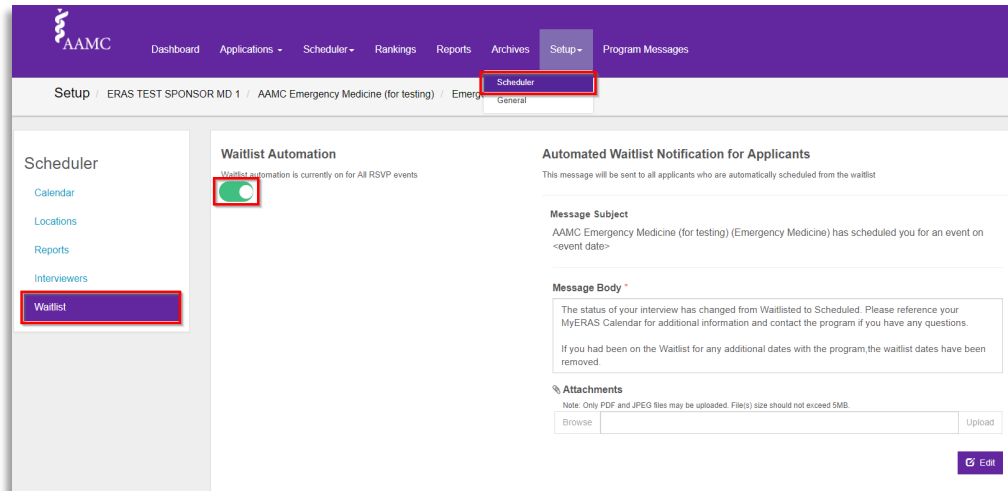
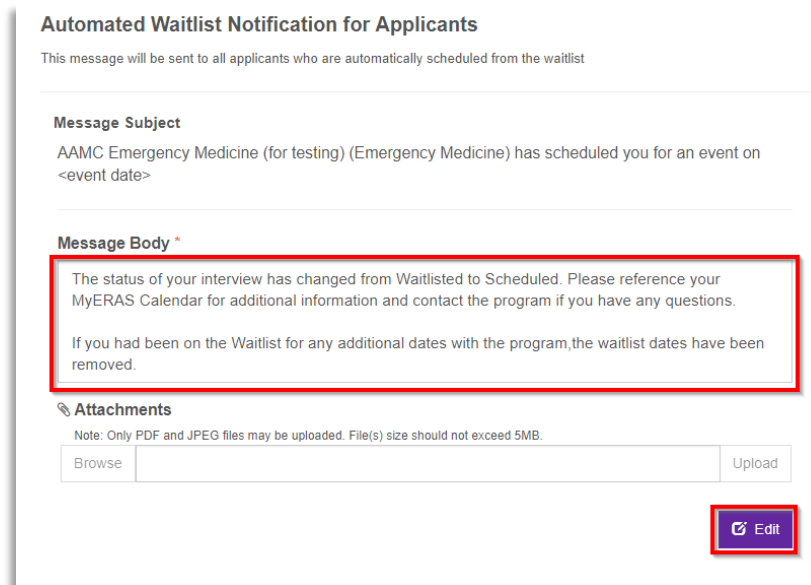


The waitlist automation feature will allow users to opt-in to having applicants automatically pushed from the top of the waitlist into an open scheduled slot, provided that the event's freeze date has not passed.

1. To toggle on the waitlist automation feature, click on the waitlist automation toggle in the Scheduler Setup.

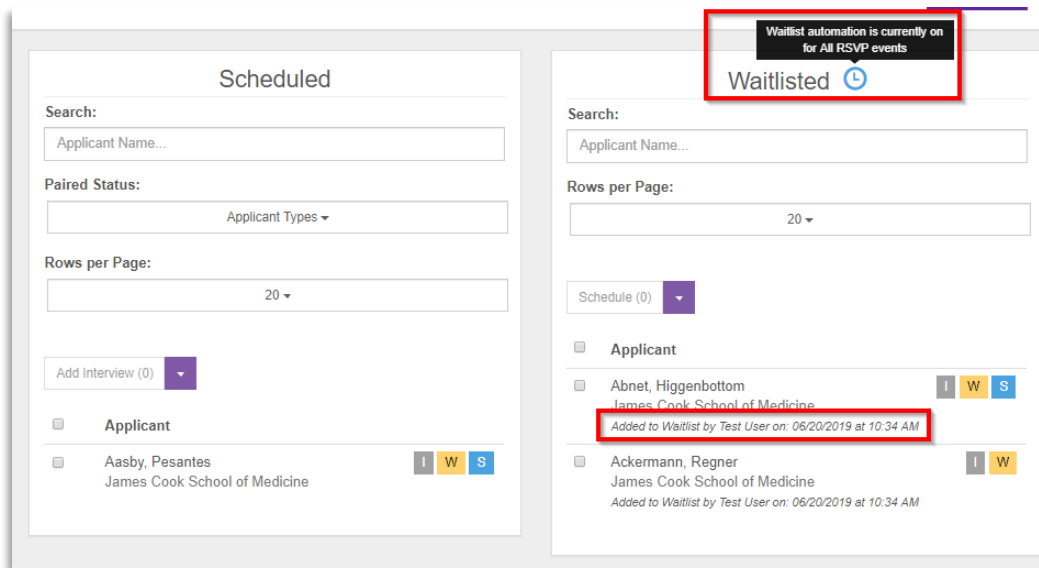


2. Customize the outgoing message to applicants when they are automatically pushed from waitlisted into scheduled.

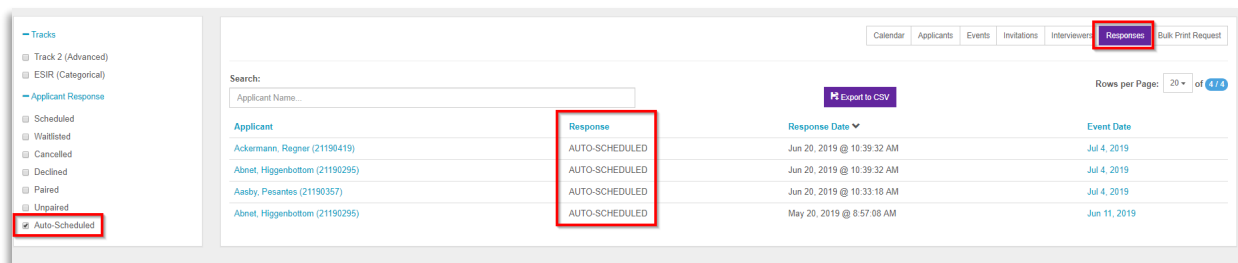


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- After inviting applicants to self-schedule (refer to RSVP job aids), applicants will be pushed into open scheduled slots automatically. Details for changes are located under each applicant, and a clock icon denotes that the Waitlist Automation feature is toggled on. Applicants can be re-ordered by drag and drop feature.



- Keep track of applicants that have been automatically scheduled via the Responses view. Users can filter for “Auto-scheduled” applicants and order the changes by the most recent response.



****Applicants will not be pushed into a scheduled slot by Waitlist Automation once the freeze date for an RSVP event has passed.****

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