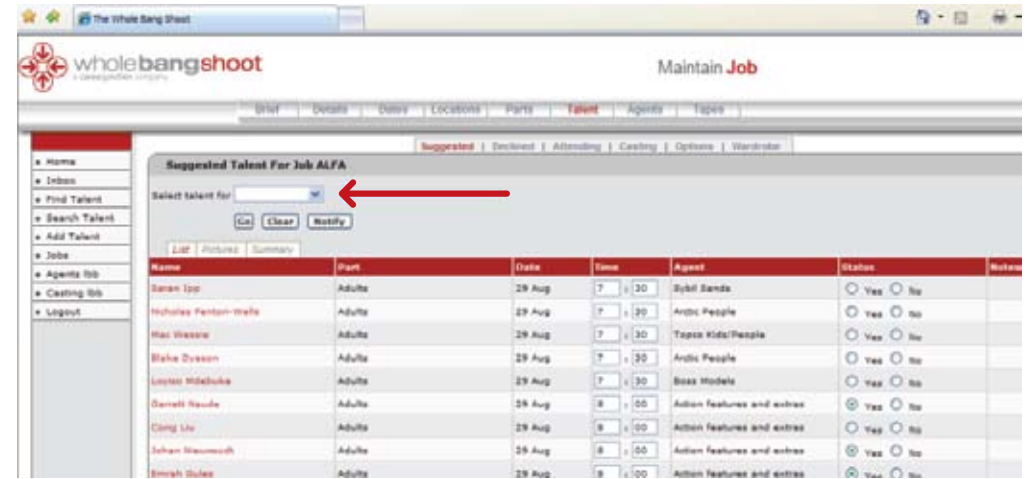


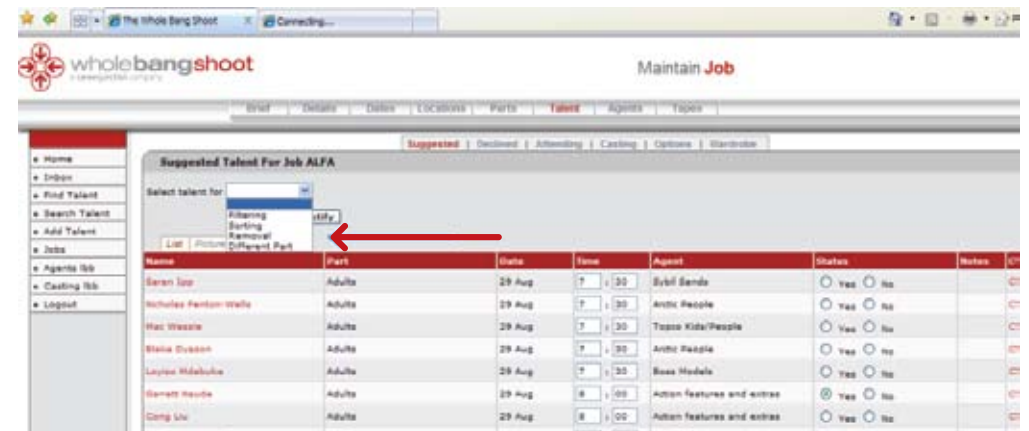


New 'Select talent for' drop down menu

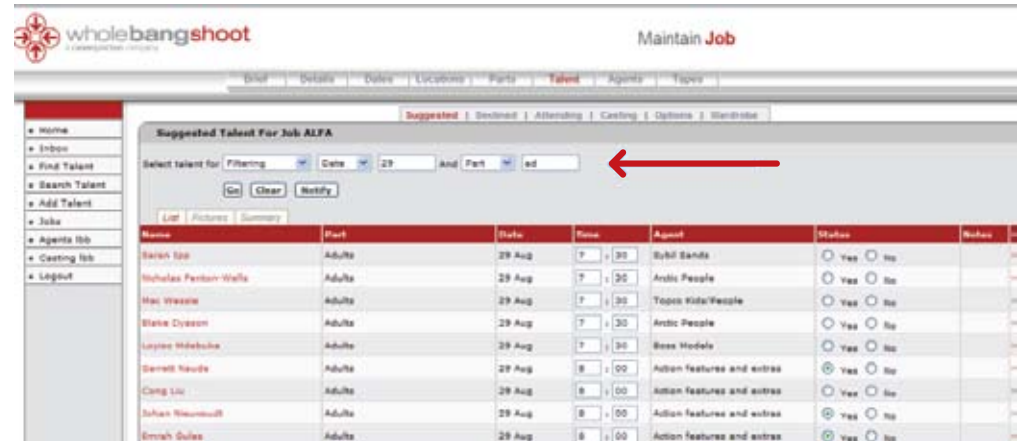
1. To select talent for filtering, sorting, moving or removing, use the new drop down menu on the suggested tab as per below:



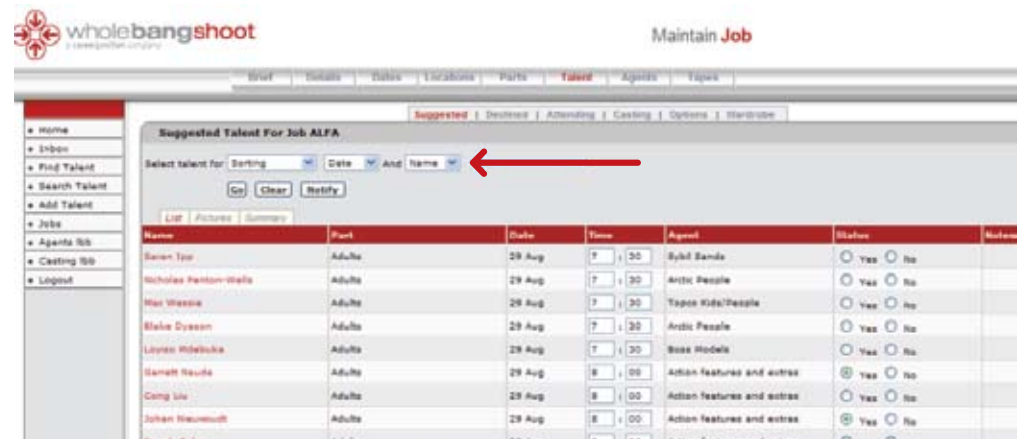
2. You can select to filter talent, sort talent, remove talent and move talent to a different part (or date).



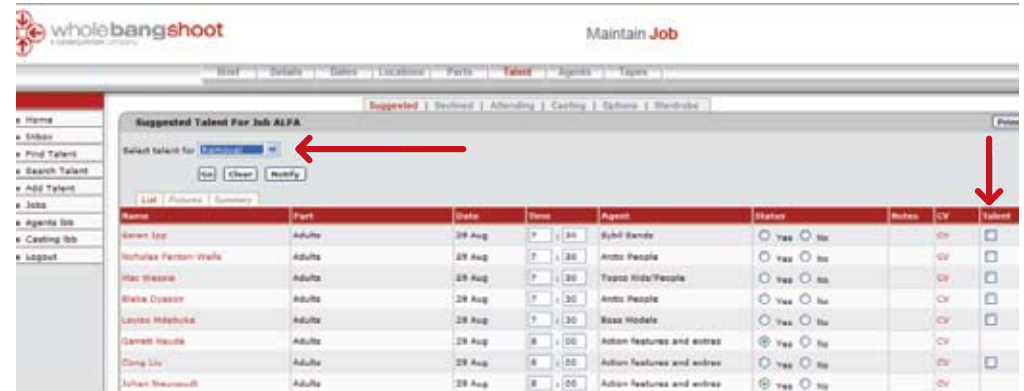
3. If you select Filtering, the filter drop down menu options will appear as before, and you can filter as you did before.



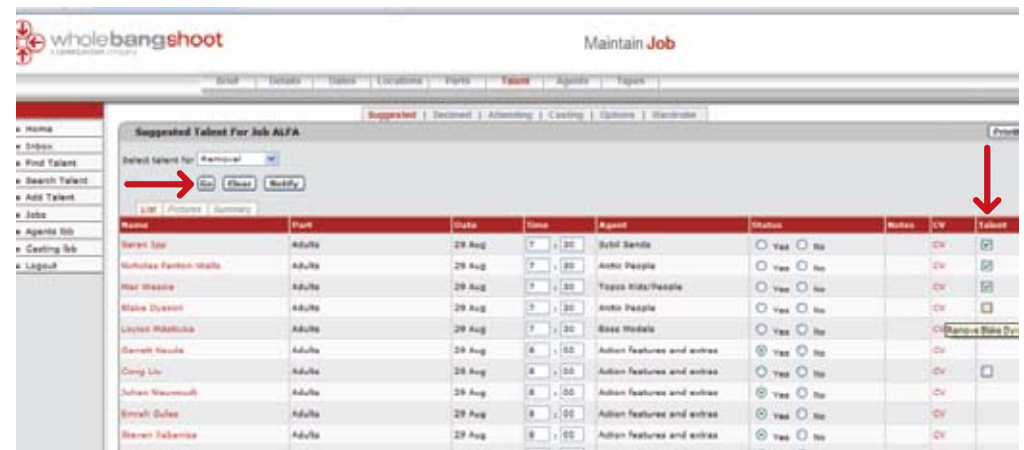
4. If you select Sorting, then the sorting drop down menu options will appear as before, and you can sort as you did before.



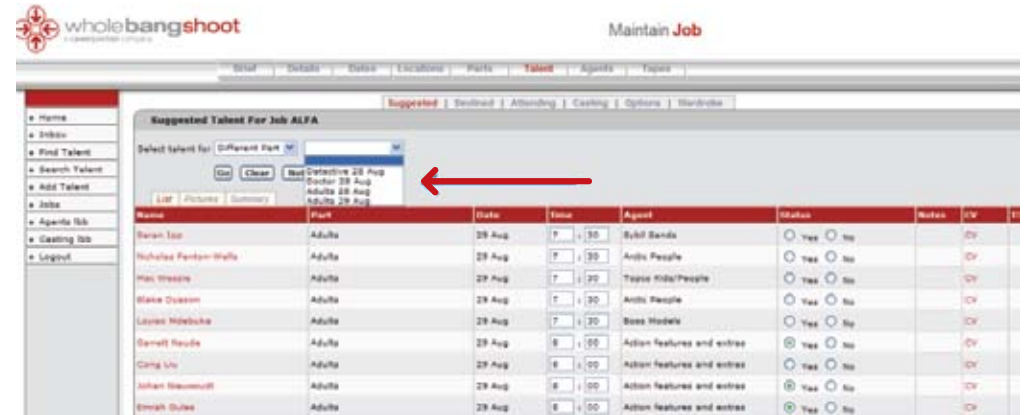
5. If you select talent for Removal, tick boxes will appear next to those talent which are available to be moved i.e. they have not been accepted to a casting yet (if you are the agent) or have not confirmed attendance (if you are the casting director).



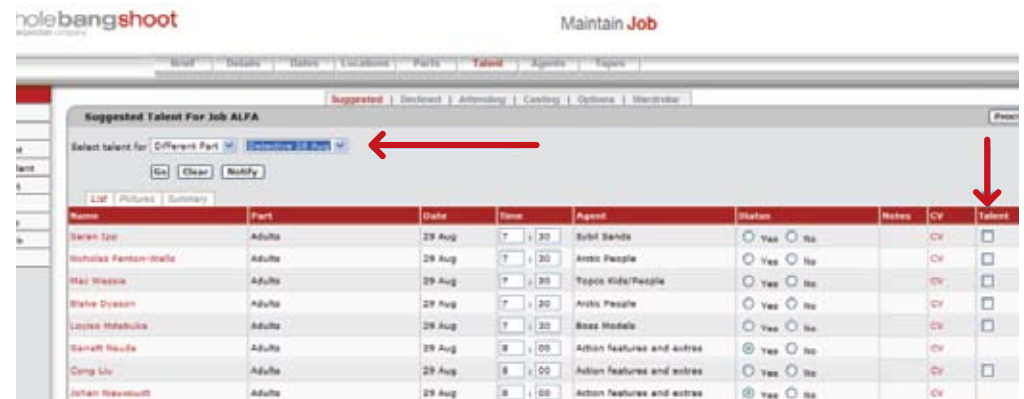
6. Simply tick the talent you would like to remove, and then click on the 'Go' button.



7. To move talent to a different part or date: Select 'Different Part' from the drop down menu. Then select the part you want to move talent to from the parts displayed:



8. Now that you have selected which part you want to move talent to, tick all those talent you want to move:



9. Once you are happy with your selection, click on the 'Go' button.

The talent you have moved will now be reflected in the job under the new talent part or date as per your selection along with the accompanying new rates etc.

