

## EDU Resource: Employer Auto Approval/Tags

### Table of Contents

[How do I set up Employer Auto Approval?](#)

[What is already being done within the employer approval process?](#)

[What do I need to do to get started?](#)

[How are tags added to employers?](#)

[What constitutes a tag?](#)

[What is the difference between employer tags and flags?](#)

### ***How do I set up Employer Auto Approval?***

- Check out this [Handshake help article](#) to learn more

### ***What is already being done within the employer approval process?***

- As part of Handshake's commitment to keeping users safe on the platform, we partner with the following security platforms:
  - [SIFT](#)
  - [Google's webrisk API](#)
  - [Persona](#)
- Learn more about our Trust and Safety team's manual employer validation process in this [Handshake help article](#).

### ***What do I need to do to get started?***

1. To enable Auto Approval, click on your name in the upper-right corner of the screen, then click School Settings, then click Employer Approval Preferences
2. Check the box next to "Auto approve all validated employer requests", then configure the Auto Approval settings:
  - Review and check the box for any employer tags that your institution would like to review prior to approval

**Auto Approval**

Auto approve all validated employer requests

**Except employers tagged for the following reasons**

- Adult entertainment industry
- Alcohol or Tobacco
- Cannabis
- Firearms
- Gambling
- Multi-level marketing
- Employer requires up-front costs
- Employer does not comply with local, state, federal or other legal guidelines
- Third party recruiter or staffing firm
- Ideological / religious objection to industry

Employer validation is backed by an industry leading fraud-prevention platform technology, and helps us maintain a credible network of employers. [Learn More](#)

Tagged employers will be sent into the Pending Employers queue. Employer Tags are crowdsourced. [Learn More](#)

[Save Changes](#)

3. Click the blue Save Changes box to implement the configuration

**Note:** All new or updated settings saved will be applied to all new, incoming employer requests moving forward

- **Refer to the [School Settings: Auto-Approving Employer Requests](#) article to learn more**

### **Revisit default auto approval settings**

- Configuring [default employer approval settings](#) will determine what roles (if any) an employer is automatically given when you approve them to connect with your institution

## Default Roles

Roles for Newly Approved Employers

**Post Events**

**Post Jobs**

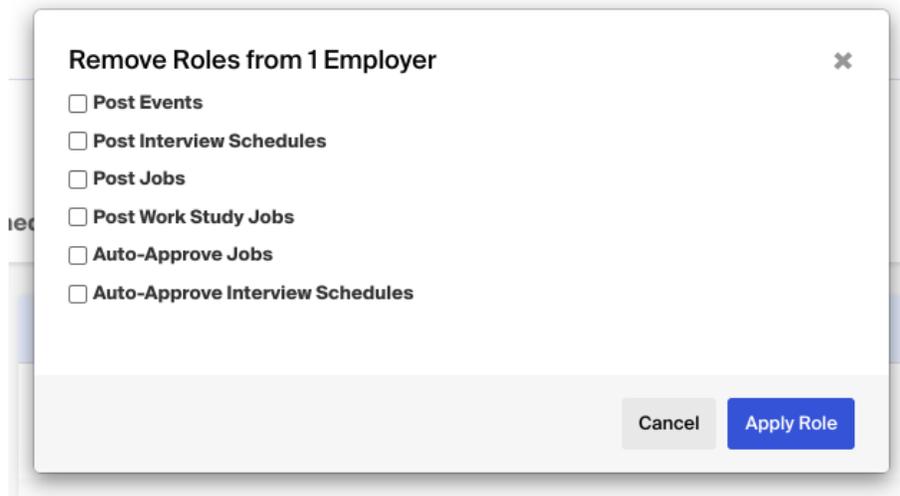
**Auto-Approve Jobs**

**Post Work Study Jobs**

**Post Interview Schedules**

**Auto-Approve Interview Schedules**

- **Note:** *These optional permissions can also be applied on individual employer accounts. On the Employer Approval page, you can review the company permissions set by your institution*



### ***How are tags added to employers?***

- Employer tags are applied by our Trust & Safety team, preemptively, via keywords on company profiles. Tags are also generated through crowdsourcing. When an employer is declined by an institution they select a specific reason which then generates a corresponding tag associated with the employer profile. You can learn more in our [Help Center article on Employer Tags](#).
- A majority of the employer tags are moderated by our Trust & Safety team. When an employer is declined and tagged with a moderated tag they go into a support queue for our Trust & Safety team to review, verify, and validate the tag. Here is a list of moderated tags:
  - Adult entertainment industry
  - Alcohol or Tobacco
  - Cannabis

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- Firearms
- Gambling
- Multi-level marketing
- Third party recruiter or staffing firm
- Employer requires up-front costs
- There are two unmoderated employer tags that are applied automatically when an employer is declined and the reason is selected:
  - Ideological / religious objection to industry
  - Employer does not comply with local, state, federal or other legal guidelines

**Note:** *These tags are unmoderated as they are highly variable between institution/city/state.*

## **What constitutes a tag?**

- Employer tag policies and definitions can be found in this [Handshake Help Article](#).

## **What is the difference between employer tags and flags?**

- The Handshake help article [EDU: Flags vs. Tags](#) helps differentiate between flagging an employer for fraud/abuse and adding an employer tag related to moral, ethical, legal policy.