



Iron gForce

Greenhouse/Wordpress Plugin

Impact

Quick Start Guide

Version 1.0.10
August 2021



Creative marketing. Innovative development. **Positive IMPACTS.**

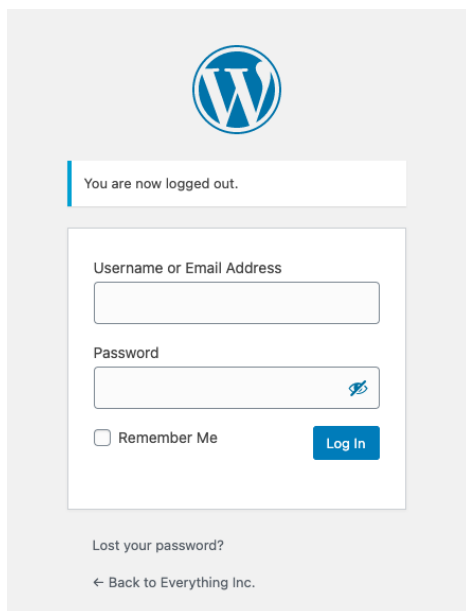
Before you start, you'll need...

Thank you for downloading our Iron gForce plugin! You are on your way towards hosting your Greenhouse job board content directly on your site and your brand benefitting from some sweet increased SEO value! Before you get started, there are some prerequisites to using Iron gForce:

1. **Active Greenhouse account.** If you found our plugin, chances are it's because you were looking for a solution to your Greenhouse.io integration issues. Regardless, your first step is to have an active Greenhouse.io account with a job board created.
2. **A site built in Wordpress.** Iron gForce is specifically built for Wordpress, so please confirm your site is or will be built on Wordpress website infrastructure.
3. **Active jobs in your Greenhouse board.** To test how jobs will pass through and look on your site, Ironistic suggests having at least 3 test jobs already active on your Greenhouse job board.
4. **The Plugin Zip file.** After you've purchased Iron gForce, you can either download your plugin via the confirmation email or via accessing your Account at IronPlugins.com. DO NOT unzip the file, as Wordpress installs plugins in Zip form.
5. **Your registration key.** You can access the registration key for your plugin purchase anytime via your Account at IronPlugins.com.

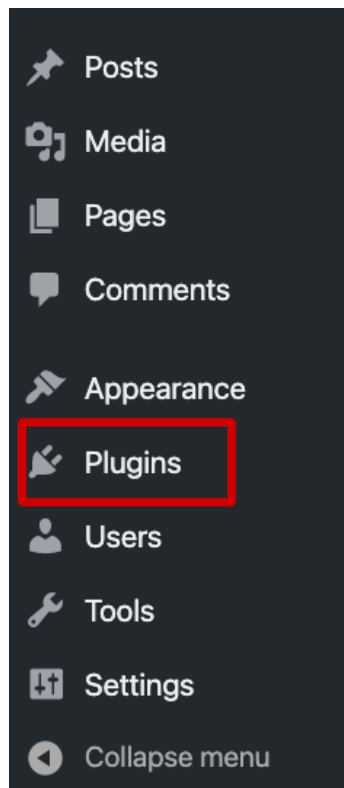
Once these prerequisites are met, your site is ready to integrate the Iron gForce plugin!

Installing Iron gForce



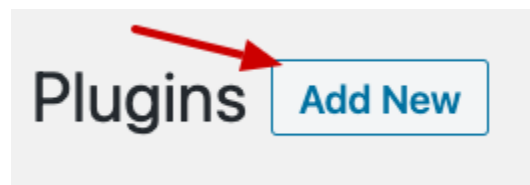
Log in to your Wordpress website backend

This is the first step to installing Iron gForce.

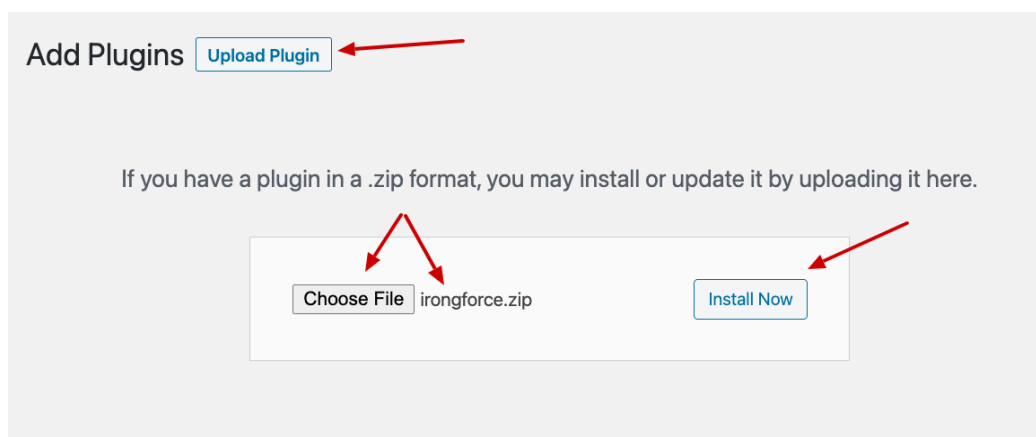


Navigate to the “Plugins” tab and Add New

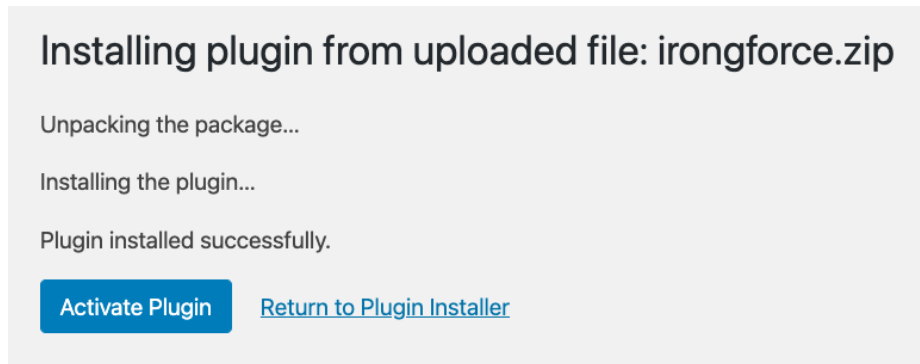
After logging in, doing this will bring you to the “Add Plugin” page.



On the next “Add Plugin” page, click the **Upload Plugin** button. A new option will open, giving you the option to **Choose File**. Press this button, navigate to the folder on your computer that has the Iron gForce plugin zip file, select it and press “Open”. With the plugin zip file chosen, hit **Install Now**.



After initiating the installation of Iron gForce, WordPress will take you to a new page that shows installation progress, as followed:

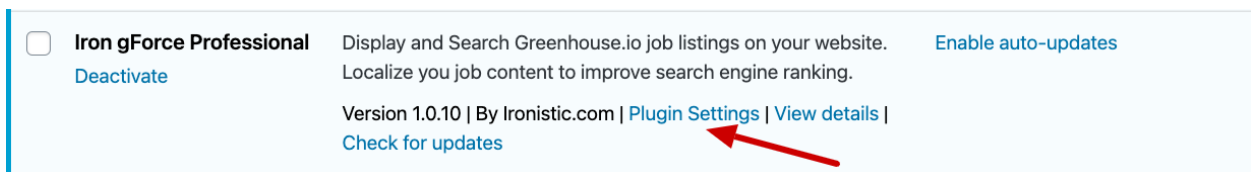


Once your plugin installs successfully, click Activate Plugin to be taken to your Plugin page. This action will confirm that Iron gForce is live on your site and is ready to be customized!

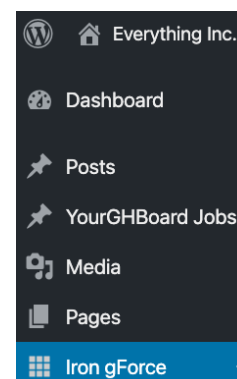
[PLEASE NOTE: If your plugin fails to install, please contact IQ@Ironistic.com for troubleshooting.]

Linking your Job Board(s)

Now that you have installed the Iron gForce plugin, there are a few additional steps you will need to take to get things up and running. First, navigate to your “Plugins” WordPress backend tab and click **Plugin Settings** to be taken to the Iron gForce tab.

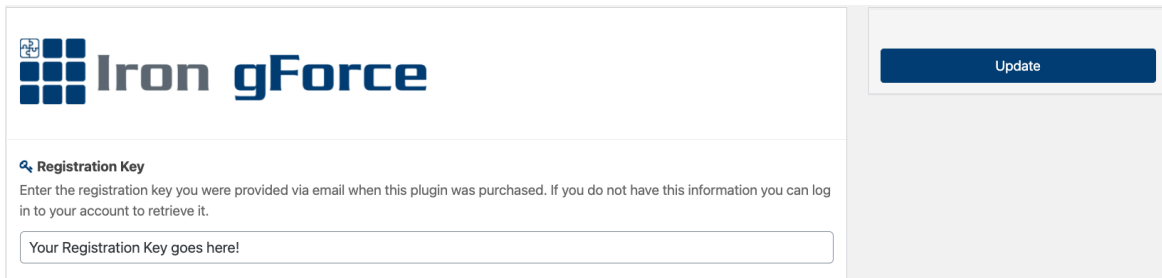


Alternatively, you can navigate to the new “Iron gForce” tab that is now active on your WordPress site.



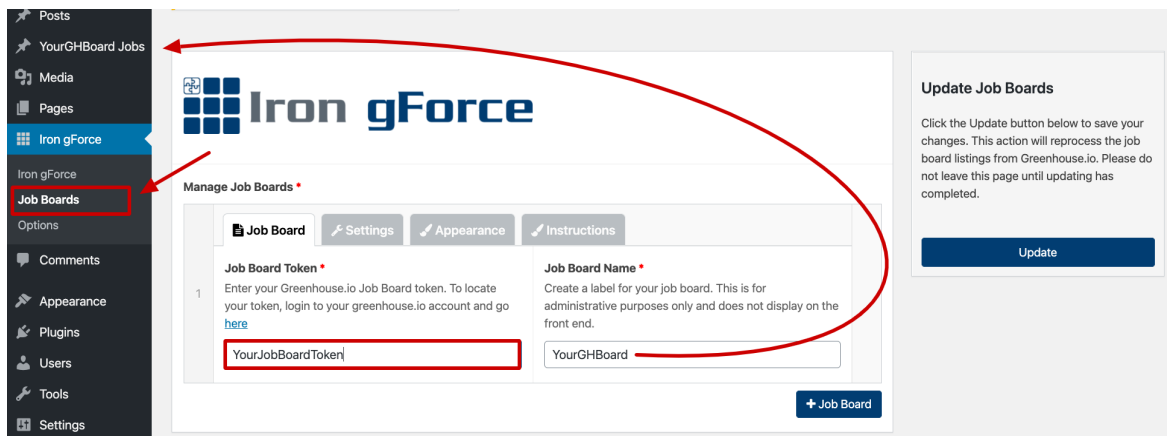
Job Board

Next, enter your **registration key** in the text box shown and then hit update on the right of your screen to confirm plugin registration.



The screenshot shows the 'Registration Key' section of the Iron gForce plugin interface. It features the Iron gForce logo at the top left. Below the logo, there is a heading 'Registration Key' followed by a paragraph: 'Enter the registration key you were provided via email when this plugin was purchased. If you do not have this information you can log in to your account to retrieve it.' Below this text is a text input field with the placeholder 'Your Registration Key goes here!'. To the right of the input field is a blue 'Update' button.

You'll then need to go to the Job Boards page under the Iron gForce menu on the left. In the first tab (Job Board), add the **Greenhouse.io job board token** and **your desired job board name** (which controls the name of the job boards on your WordPress backend) and click update on the right. ***[PLEASE NOTE: This will immediately import any active jobs on the board you've linked. You cannot leave this page until the update process is complete.]]***



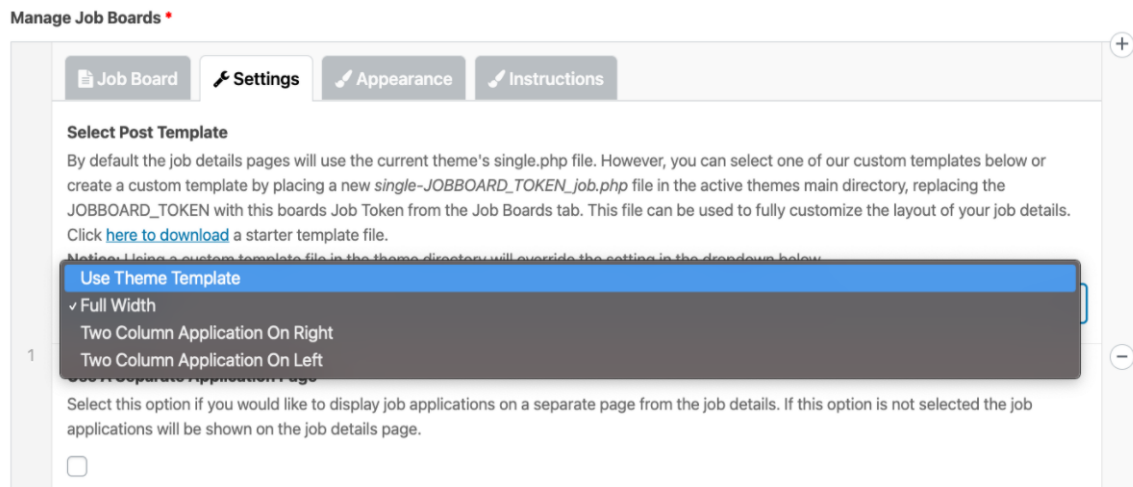
The screenshot shows the 'Manage Job Boards' page in the Iron gForce plugin. On the left is a sidebar menu with 'Job Boards' highlighted. The main content area has tabs for 'Job Board', 'Settings', 'Appearance', and 'Instructions'. The 'Job Board' tab is active, showing two input fields: 'Job Board Token' and 'Job Board Name'. The 'Job Board Token' field contains the placeholder 'YourJobBoardToken' and has a red box around it. The 'Job Board Name' field contains the placeholder 'YourGHBoard' and has a red box around it. A red arrow points from the 'Job Boards' menu item to the 'Job Board' tab. Another red arrow points from the 'Job Board Name' field to the 'Update' button on the right. The 'Update' button is located in a box titled 'Update Job Boards' which also contains instructions: 'Click the Update button below to save your changes. This action will reprocess the job board listings from Greenhouse.io. Please do not leave this page until updating has completed.'

Settings

By default, your job details pages will use your current site theme's *single.php* file. However, you can select one of our custom templates via the dropdown. You have four options built in; Use your **Theme Template**, **Full Width**, **Two Column with Application on the right**, or **Two Column with Application on the left**. Experiment with different settings!

Our plugin allows advanced users to create a custom template by placing a new single-JOBBOARD_TOKEN_job.php file in the active themes main directory, replacing the JOBBOARD_TOKEN with this board's Job Token from the Job Boards tab. You can use this file to customize the layout of your job details. Click [here to download](#) a starter template file.

[PLEASE NOTE: Using a custom template file in the theme directory will override the setting in the dropdown below.]



By default, our plugin displays job applications within the job details page. If you'd like the application to display on a separate page instead of within the job details, check the **"Use A Separate Application Page"** box.

Use A Separate Application Page

Select this option if you would like to display job applications on a separate page from the job details. If this option is not selected the job applications will be shown on the job details page.

☐

You can overwrite the default job details page urls by entering a custom value in the “**Custom URL Slug**” field.


Custom URL Slug

By default when viewing job details pages the url will be structured like `https://example.com/jobs/jobboard_token/jobtitle`, you can override this by entering a custom value in the field. Example: `/careers`

Lastly, if you have multiple Job Boards *that you need Iron gForce to pull data from*, you can add additional boards by pressing the “**+ Job Board**” button at the bottom right.

. Slug

When viewing job details pages the url will be structured like `https://example.com/jobs/jobboard_token/jobtitle`, you can override this by entering a custom value in the field. Example: `/careers`



Appearance



This tab allows for some basic styling of your job titles, job summary text and details link within your Iron gForce integration.

For more robust customizing, please see the section titled **Options and CSS Styling** below

Manage Job Boards *

Job Board

Settings

Appearance

Instructions

Job Board Appearance

Adjust the appearance of the job listings display.

Title

Color	Font Size	Padding								
<div>Select Color</div>	<div>22</div> <div>px</div>	<table> <tr> <th>Top</th> <th>Bottom</th> <th>Left</th> <th>Right</th> </tr> <tr> <td> <div></div> <div>px</div> </td> <td> <div></div> <div>px</div> </td> <td> <div></div> <div>px</div> </td> <td> <div></div> <div>px</div> </td> </tr> </table>	Top	Bottom	Left	Right	<div></div> <div>px</div>	<div></div> <div>px</div>	<div></div> <div>px</div>	<div></div> <div>px</div>
Top	Bottom	Left	Right							
<div></div> <div>px</div>	<div></div> <div>px</div>	<div></div> <div>px</div>	<div></div> <div>px</div>							

Instructions

After you've finished applying your Greenhouse.io token, confirmed all settings, and edited the basic appearance of your plugin, click over to the "Instructions" tab, where a WordPress Shortcode will be generated. Copy and paste this Iron gForce shortcode to whatever page you want to display job listings on your site.



Manage Job Boards *

Job Board

Settings

Appearance

Instructions

How to setup the job listings page and search form.

1. Copy the shortcode below and replace JOB_BOARD_TOKEN with the value supplied in the first form field under the Job Board tab.
2. Place the shortcode on any page or post where you want the job listings to appear.
3. Optionally, you may also change the value of the limit parameter to control the amount of jobs shown on each page.
Paging links will be automatically generated if there are more jobs that the value of limit parameter.

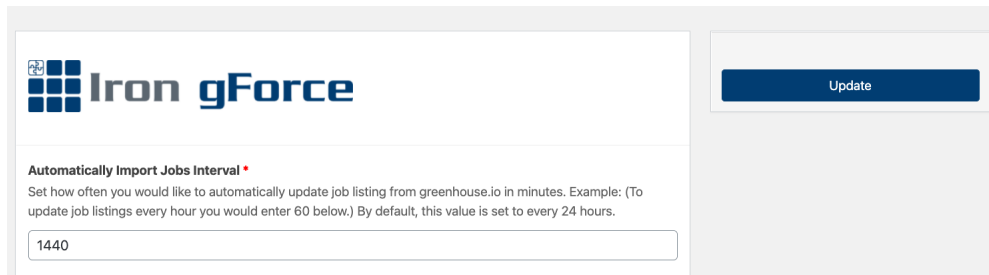
Shortcode: `[irongforce job_board="JOB_BOARD_TOKEN" limit="8"]`

Enter this shortcode (making sure to replace "JOB BOARD" in the shortcode with the job board name you previously entered in the Job Boards tab) in a new page's content area and publish the page. This will add a paginated and searchable listing of the jobs imported for the Job Board listed in the job_board parameter of the shortcode.

Options and CSS Styling

Setting an automatically Import Jobs Interval

By default, Iron gForce is set to import new jobs every 24 hours (or every 1440 minutes). If you'd like jobs to be imported in a shorter interval, you can change that via the "Automatically Import Jobs Interval" section in Options. It can be set to as low as 1 minute, but **we HIGHLY suggest not going lower than every 15 minutes, as setting this lower can cause excess resource staring on your site.** If you need all jobs pulled over immediately, you can always press the "Update" button at the top right, which will **force a manual import.**

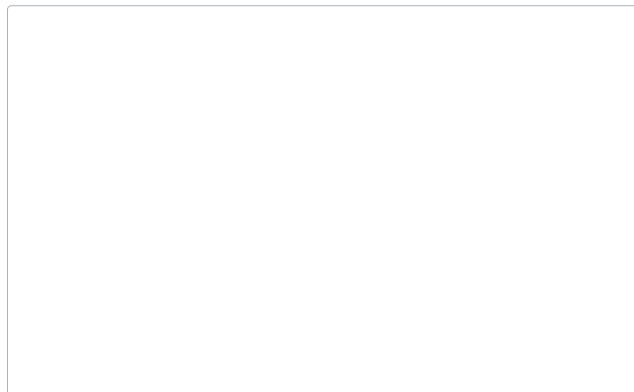


The screenshot shows the Iron gForce Options page. On the left, there's a section titled "Automatically Import Jobs Interval" with a red asterisk. Below the title, it says: "Set how often you would like to automatically update job listing from greenhouse.io in minutes. Example: (To update job listings every hour you would enter 60 below.) By default, this value is set to every 24 hours." Below this text is a text input field containing the number "1440". On the right side of the page, there is a blue button labeled "Update".

Custom CSS (Optional)

Iron gForce comes with its own Custom CSS field for advanced users and styling if you'd like to go beyond the standard Appearance options. We'd love to see what you come up with!

Custom CSS
Customize the job listing CSS styles below.

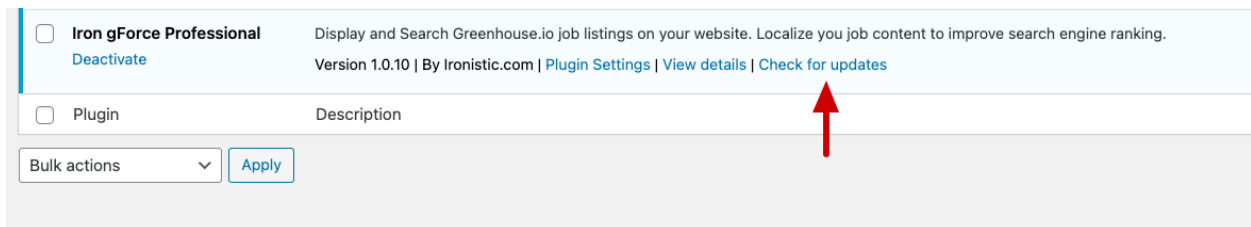


A large, empty rectangular text area for entering custom CSS styles.



Updating the Iron gForce Plugin

If an update to Iron gForce is available, you can update your plugin by navigating to the Plugins tab in the backend of your site and clicking **“Update now”** under your Iron gForce Professional installation. You can also manually check for updates by clicking **“Check for updates.”**



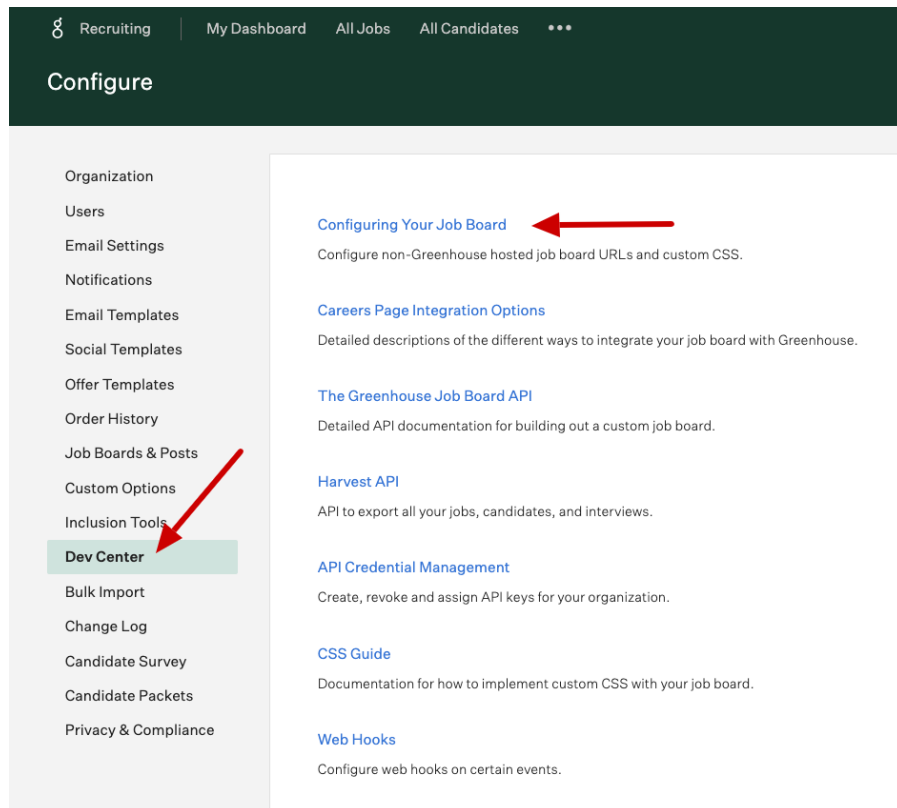
PLEASE READ: Greenhouse Dependencies

Due to the nature of Greenhouse’s infrastructure and API, there are some areas of your integration that are solely dependent on the information entered or options enabled within your Greenhouse.io account.

One specific area you can and will need to address in your Greenhouse.io account is how your job pages display job summary information. During your initial plugin setup, you may notice some duplication of job description text on the left and right of your job page (if you selected a left or right justified job Post Template style). To turn this off, log in to your Greenhouse.io account and select the gear icon on the top right to access your account settings.



Next, scroll down and navigate **Dev Center**. Within this page, select **Configure Your Job Board**.



Finally, confirm the job board you'd like to edit is noted in the dropdown next to **Configure another job board** and then uncheck the box that says **Hide description/title on job application (only display form)**.

Configure **Sandbox [Consultant] Sandbox Job Board** Configure another job board: **Your Job Board Name** ▼

Job Board URL ⓘ e.g. <http://www.yoursite.com/jobs> ✎

Job Posts URL ⓘ (optional) e.g. <http://www.yoursite.com/jobs/:id> ✎

☒ Enable auto-load ⓘ

☒ Hide description/title on job application (only display form)

☐ Hide "View All Jobs" link

☒ Make responsive ⓘ

☐ Don't scroll to top of page on page load ⓘ

This will leave only one description visible for all jobs on this board.

Need your plugin installation customized?

Having a hard time getting your plugin to look exactly how you want it to? Feel free to reach out to us any time at IQ@Ironistic.com and we can put together a quote for you and your team to help you customize your Iron gForce integration exactly how you want it to work on your site!

About Ironistic

Ironistic (<http://www.ironistic.com>) is a full-service, online development and strategy firm. Founded in 2012, but with industry experience going back to 1996, Ironistic.com delivers full service website development and online strategies to companies of all sizes and across all industries. From small brochure websites to custom portals, Ironistic.com services include strategy and consulting, website/app design and development, online marketing and search engine optimization, and web hosting and maintenance.

Started by internet professionals with more than 25 combined years of website experience, our staff experience includes experts that have worked on projects such as WhiteHouse.gov, Toyota Financial Services, Republic Airlines, Washington Football Team, DCS Corp, Buchanan Edwards, OAAA, Washington Auto Show, and hundreds of small and medium sized companies, associations, and non-profits.

