

Polyguard

Polyguard PreScreen: Workable Setup

This guide walks a Workable administrator through everything needed to protect your job applications with a **Polyguard Trust Check**. Work top to bottom. Each section produces one value that you paste into the Polyguard admin console (`/admin`) as you go. The whole setup takes about 10 minutes.

Workable's setup is short: your postings and application forms come straight from Workable's public SmartApply API (no API key to create), so there is no web hook, pipeline stage, or custom API credential to configure. Everything runs through the **Form Button Flow**: the hosted careers site renders your live roles and gates every application on a Trust Check before it reaches Workable.

Scope

This flow covers applications submitted **through** the Polyguard careers site (hosted at `https://<your-polyguard-domain>` or embedded on your own careers page). Applications that land **directly** in Workable from other sources are not gated: Workable's direct-apply gating needs its partner (SPI) API, which this integration does not use yet.

Before you start

You need your **Workable account subdomain**, the `{account}` in `https://apply.workable.com/{account}`. You do not need a Workable API key or administrator API access.

Keep the Polyguard admin console (`https://<your-polyguard-domain>/admin`) open in a second tab. Sign in with the magic link sent to your approved admin email.

Step 1: Point the careers site at your Workable account

1. In `/admin`, open the ATS configuration.
2. In **Workable account**, enter your account subdomain (`<your-workable-account>`). This is the same value as in your hosted apply URL, `https://apply.workable.com/<your-workable-account>`.
3. Click **Save changes**.

Your Polyguard careers home page now lists your live Workable roles, and each role's page renders the native Workable application form.

Step 2: Choose demo or live submission

Workable's own apply endpoint is public and gated only by a Cloudflare bot check, the weak gate a Polyguard Trust Check supersedes. Two modes control what happens when a verified candidate submits:

- **Demo mode (default).** The success screen shows the exact application that *would* be sent to Workable, without posting anything. The Trust Check is still real. Use this to confirm the end-to-end flow before going live.
- **Live mode.** The verified application is posted into Workable.

Set the mode in `/admin` :

- Leave **Live submit** blank (or `0`) for demo mode.
- Set **Live submit** to `1` to post applications for real.

Warning

Confirm the flow in demo mode first, and coordinate with Polyguard before turning on live submit for the first time.

Step 3 (optional): Surface the verification token to recruiters

When a candidate passes a Trust Check, Polyguard always attaches the verified identity to the application. If you also want the signed verification token to appear **inline** on the candidate in Workable, add a screening question to hold it:

1. In Workable, open the job (or your recruiting settings) and add a custom **screening question**, a short free-text question such as "Polyguard verification token". Workable assigns it an id of the form `QA_...`.
2. Find that question's `QA_` id (visible in the application form's field data; your Polyguard contact can help read it off the form endpoint).
3. Paste the `QA_...` id into the **Polyguard question key** field in `/admin` and click **Save changes**.

Leave **Polyguard question key** blank to skip this; the verified claims are still attached to every application either way.

Step 4: Save everything in `/admin`

Do a final pass to confirm nothing is missing, then click **Save changes**.

/admin field	Set in	Notes
Workable account	1	Your account subdomain (<code>apply.workable.com/{account}</code>).
Live submit	2	<code>1</code> posts applications to Workable; blank or <code>0</code> is demo (preview only).
Polyguard question key	3	Optional <code>QA_...</code> screening-question id that carries the token inline for recruiters.

Step 5: Verify it works

- **Listings:** your Polyguard careers home page shows your live Workable roles. This confirms your account is connected.
- **Application form:** open a role; the native Workable application form renders, including any screening questions.
- **Verified submission:** submit a test application through the careers site and complete the Trust Check on your phone.
 - In **demo mode**, the success screen shows the exact payload that would be sent to Workable.
 - In **live mode**, confirm the candidate appears in Workable with the verification attached (and, if configured in Step 3, the token visible on the screening question).

Reference

- Workable SmartApply hosted pages: `https://apply.workable.com/<your-workable-account>`
- Sending Trust Check emails from your own domain: [Sending From Your Domain](#)