

## **How to “Add Documents” in your SlugQuest Profile**

1. Log in to SlugQuest with your Gold Cruz ID and password
2. On main page, select ‘document’ tab
3. At the bottom of the page click the ‘add new’ button
4. Name the document and choose type (Resume, cover letter, transcript, etc.)
5. Select ‘Choose File’
6. Choose appropriate file from your computer and hit submit
7. These files will now be available whenever you apply to on campus interviews and you will not have to upload them each time