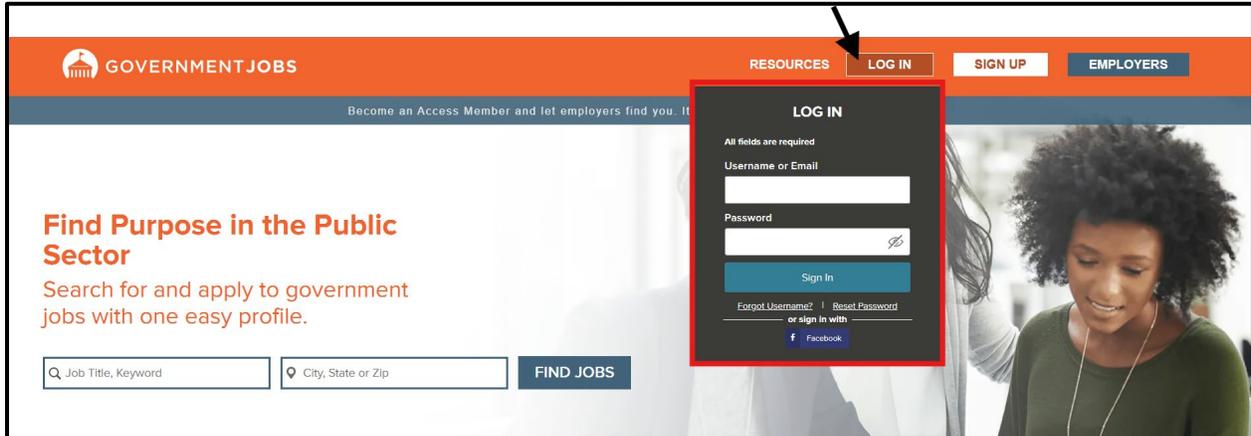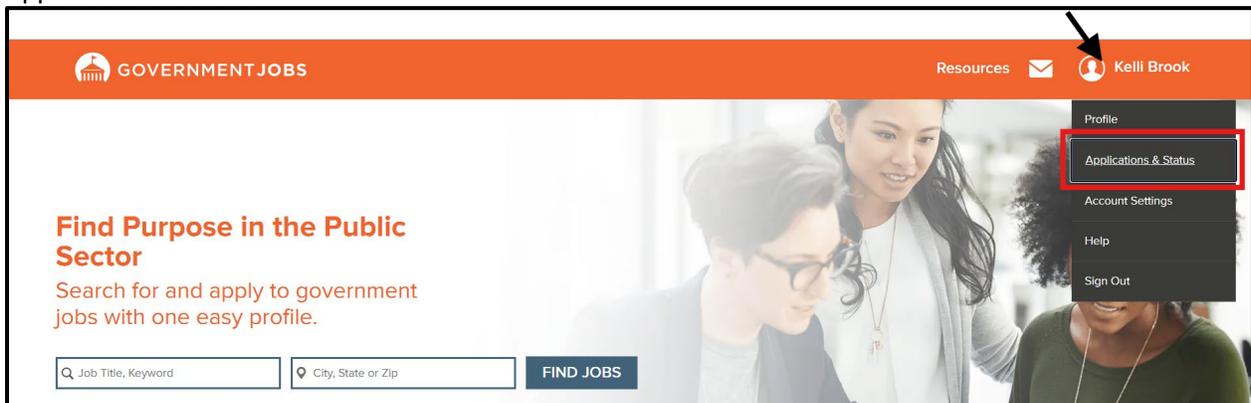# How Candidates Can View Submitted and Incomplete Applications
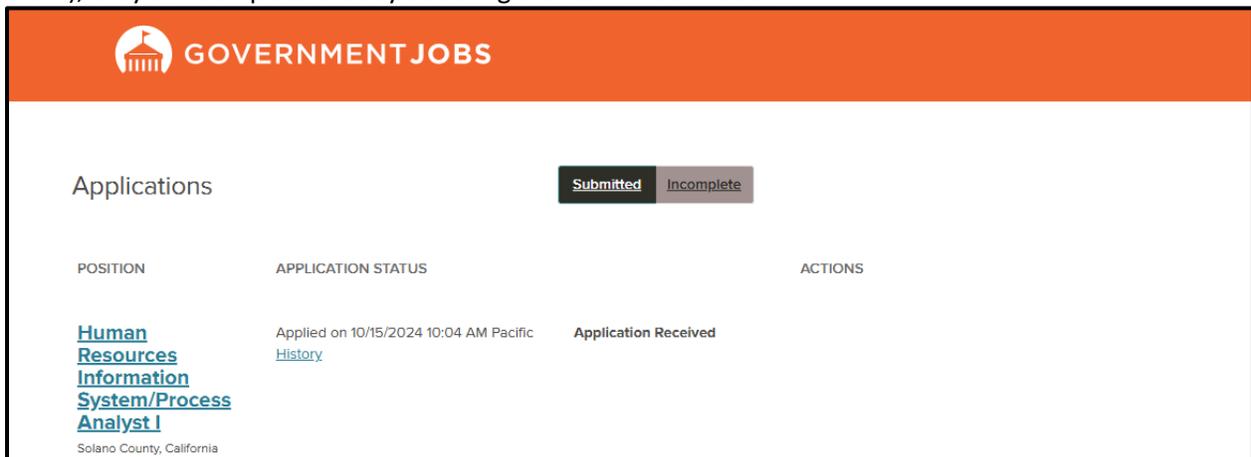
First, they will need to sign into their GovernmentJobs account. They can do so by going to governmentjobs.com, selecting Log In, and inputting their account information.

Once signed in to their account, they can view their applications by selecting their name and Applications & Status.

The candidate will be taken to the applications screen and should be viewing their submitted applications first. If there are any action items that need to be completed (i.e.: self-scheduling for an exam), they can complete that by selecting the item under Actions.

To view the application, the candidate selects the position they applied for, and their application will appear, as well as the option to view the Job Details (job posting). There is also the option for them to print their application.

To view incomplete applications, the candidate can select Incomplete at the top and be taken to the incomplete applications screen.