



BrassRing Release Document

July 2018

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Introduction

The objectives of this document are to:

- ✓ Present feature enhancements and usability and performance improvements that are introduced in this release.
- ✓ Document changes in system requirements, if applicable.

Client Reminders

The **Client Reminders** section reminds clients of recently distributed important notices and links to comprehensive documentation and training for the special features recently introduced.

Enhancements - You Asked We Listened

This build introduces a number of features that were developed in response to clients **Request for Enhancement (RFEs)**.

RFEs The following features were delivered in response to **RFEs**.



- ✓ New UI - **BrassRing ATS Main menu > Reqs > Add My Req** now can be hidden based on client configuration. A new client setting is added for configuration.
- ✓ New UI - **Candidate Talent Record - Edit/Delete Public Notes** - Users with appropriate privileges can edit or delete public notes available in Talent Records. New user type privileges added for configuration.

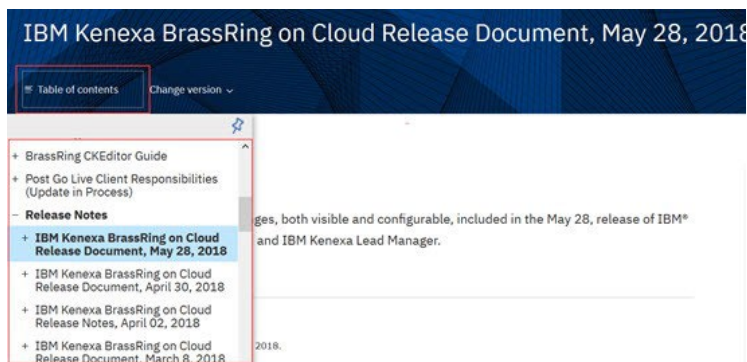
BrassRing ATS Release Notes on the Knowledge Center

Clients can find current, past, and historical BrassRing ATS and BrassRing Lead Manager release notes on the Knowledge Center.

Knowledge Center

Clients can find the following Release Notes documentation on the Knowledge Center:

- ✓ Select the following link and then select **BrassRing ATS Welcome Page > Table of Contents > Plus sign (+) for Release Notes > Release Notes Version** you would like to view.



Download Release Notes PDFs

PDF versions of the BrassRing ATS Release notes are now available for download on the Knowledge Center.

Based on client request, the current and old versions of BrassRing ATS Release notes documents are now available in PDF format that can be downloaded. The link to this page is available in the Introduction section of this document.

End of Support for Classic Talent Gateway

As notified to all BrassRing ATS clients in October 2017, support has been discontinued for **BrassRing ATS Classic Talent Gateways and classic apply process on December 31st, 2017.**

With the completion of the Candidate Zone through 2017, it is time to ensure your candidates are getting the latest and greatest of BrassRing ATS's job apply functionality. This can be achieved by moving all of our clients to the Responsive Talent Gateways.

Competition for top candidates is fierce and **research has shown that employees designated as high-potentials are especially attracted to searching and applying for jobs using mobile devices.** Our customers who have moved to responsive Talent Gateways are seeing a vast improvement in candidate completion rates. Withdrawing the Classic Talent Gateways will also provide efficiencies and allows to focus on other areas of BrassRing ATS that will benefit the entire BrassRing ATS community.

Action May Be Required: If you haven't already, we advise transitioning off Classic Talent Gateways and the classic apply process no later than **December 31st, 2017.** Should you want to stay on classic, these talent gateways and classic apply processes will no longer be supported. No support means that, although it will not be shutting Classic Talent Gateways off, it will no longer work on bug fixes specific to Classic Talent Gateways. We will not ensure accessibility standards on anything other than the responsive Talent Gateways and Responsive Apply process. All new functionality will only be available in the responsive experience.

Want to get started on the Responsive Apply Talent Gateways but don't know where to start? Watch our Responsive Apply Overview and Configuration Webinars to understand who should be involved, an example project timeline, configuration instructions, and much more! You can also reach out to your Kenexa Representative with any questions or concerns.

Visible Changes

The current release of BrassRing ATS includes the following visible changes for BrassRing ATS and BrassRing Lead Manager.

Responsive Apply

The current release includes the following visible changes for Responsive Apply. Visible changes alter the appearance or performance of the product without requiring any configuration. The changes are immediately visible or available to users.

Responsive Candidate Portal - Redirect Old URLs

This change is in preparation of the release of the responsive Candidate Portal. Candidates might still have old Candidate portal URLs from either emails or URLs that they might have bookmarked. Starting this release, when candidates access old candidate portal URLs, they are redirected depending on the URL and the Talent Gateway in the following ways:

- ✓ If the URL is of a classic Talent Gateway, then no redirection.
- ✓ If the URL is of a responsive Talent Gateway, then redirect the candidate to the Talent Gateway's sign-in page. This change gives the candidate the experience of reaching the new Candidate Portal.
 - If the URL is of a responsive Talent Gateway that is still using the classic Candidate portal, then after login, the candidate sees the classic Candidate Portal page.
 - If the URL is of a responsive Talent Gateway that is using the responsive Candidate portal, then after login, the candidate sees the dashboard. The candidate reaches the **Applications** tab with **Submitted Applications** subsection expanded to show the available job cards. (The Responsive Candidate Portal is currently the default option for all clients in the Staging environment.)

RTC internal reference # 106990.

Responsive Talent Gateways - Skills Data

Note: This feature is available **Only in the Staging Environment** starting Release 18.07.23. The date of release to production environment is to be determined.

A new mandatory field **Skills** is added to the profile section of Responsive Talent Gateway. This field captures general skills of the candidates. Skills is a text input field with auto-complete suggestions. The suggestions are loaded from the Talent Frameworks Skills master-list. Candidates can insert the first few letters of their skill for the field to auto populate suggestions. Candidates can select and add up to 50 skills in one submission. If the skill is not suggested by the system, candidates can also insert a skill manually. The skill that is entered manually has a character limit of 50 characters.

Note: Prior to this release, clients collected skills from a candidate via open text area fields within the Experience widget on the Talent Gateway. The new skills field replaces those free-form text fields and enhances both the Candidate and the Recruiter experience.

The skills values thus collected are added to the submitted resume available in the Talent Record. This data is then used to provide information to accurately rate candidates for clients utilizing Watson Recruiter.

Hello, **Ratan Vardegaill!**

[Profile](#) [My Files](#)

[Import Profile](#)

Contact Information

Ratan Kumar Vardegaill
18-2116
11/20/2019 Andhra Pradesh 520002
India

Home phone
08811286555

Other phone
9886071925

Email
rvardegaill@gmail.com

Education History

You may include up to 3 of the most relevant schools or programs you have attended.

[Add education](#)

Fields marked with an asterisk (*) are required.

*School name
Andhra University

Graduation year

Work Experience

You may include up to 5 of your most recent positions.

[Add experience](#)

Skills

50 skills maximum.

[Add Skills](#)

If candidates upload their CV as a file from the local drive or a cloud-based drive, the system parses the skills mentioned in the CV automatically into the skills field. If no skills are found in the CV, or parsed by the system, then the field remains blank. The candidate is then required to fill the field to complete the profile.

Work Experience

You may include up to 5 of your most recent positions.

[Add experience](#)

Skills

50 skills maximum.

* Add Skills

[Add](#)

[Done](#)

Note:

- ✓ The auto-complete Skills field is only available on the US English and UK English locale TGs.
- ✓ Skills are not reportable in the DIT at this time.

The Skills information can be found in the Resume section of the candidate's talent record.

[illegible]

Skills that are submitted by a candidate can be searched in BrassRing ATS via the Advanced Search or the Quick Search “in Resume” option.

Hiring

Back

Filter Results

Search name:
Not Saved

Save Search | Load Filters

Manage Saved Filters

Refine Results

Clear

Language

Candidate type

Last name

City

Zip/postal code

Skills/keyword 1

Microsoft

Apply

Employer

Position held

Degree

Edit Filters

Search

Filters: 1

Showing 1 to 1 of 1

Actions

☐

Name

☐

Viewed

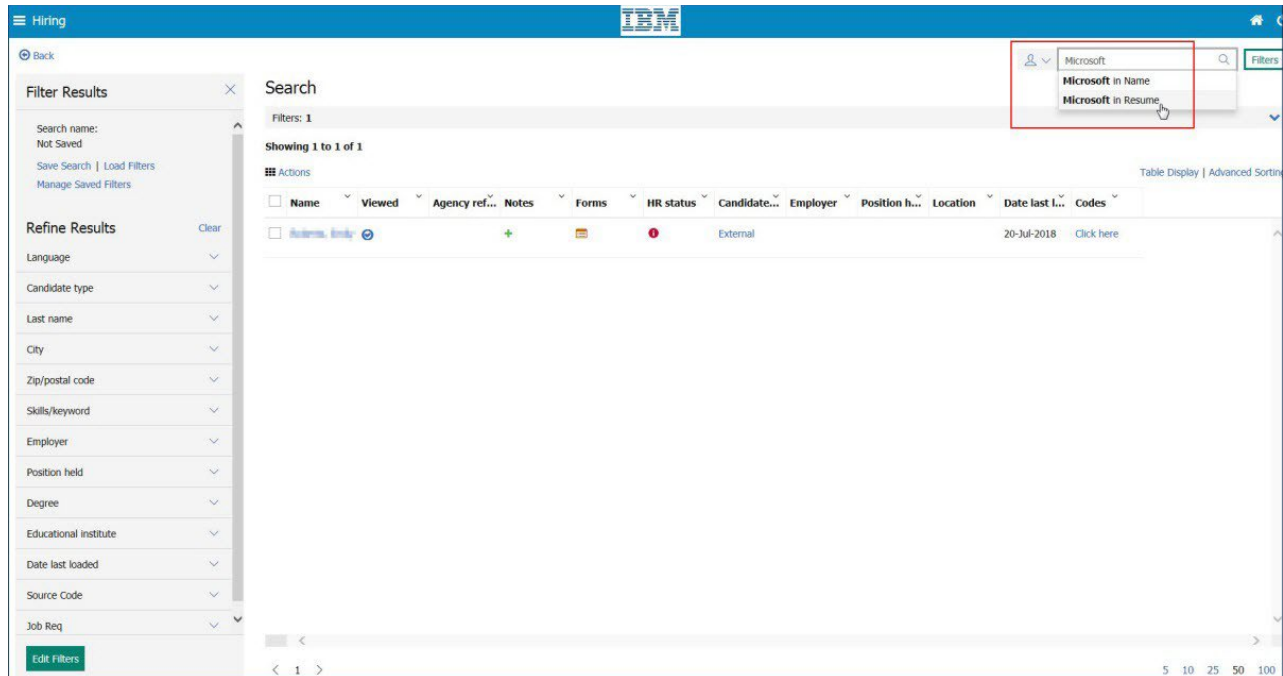
☐

Agency ref...

☐

Microsoft, 100%

< 1 >



RTC internal reference # 99129, 99130.

New User Interface

The current release includes the following visible changes for the User Interface. Visible changes alter the appearance or performance of the product without requiring any configuration. The changes are immediately visible or available to users.

Bulk Print - Performance Improvement

When BrassRing ATS users use Bulk print, it was observed by clients that, for some candidates, many forms that are created as PDF are actually duplicate forms. Therefore, to optimize system performance, when there are two or more forms with identical responses (that is Talent Gateway and Gateway Questionnaire forms), only one form for all such forms is created as a PDF document. Users can then make copies of the forms based on need.

RTC Internal reference # 107521.

Candidate Grid - Sort

In the BrassRing ATS New UI, users can sort every column of the candidate search results grid. However, the sort functionality is useful only in some of the columns and not all of them. In columns like Candidate tier, Employee referral, if users try to sort, an error message is displayed and the processing spinner displays indefinitely. The sort functionality is removed from columns where sortable values are not displayed. The functionality is removed to avoid this inconvenience, and to optimize the system resources,

RTC Internal reference # 107697.

Reqs - Messages

When BrassRing ATS users save a requisition after editing, a message is displayed. This message was found to have grammatical inaccuracy. The message is adjusted to be grammatically accurate during this build.

Before this release: Message read: **Changes to req 18BR has been successfully saved.**

Edit req: 18BR

Status: Open

Job req template: Technical 

Fields marked in asterisk (*) are required

✓ Changes to Req 18BR has been successfully saved.

* Job Code TechSupport Technical Support 

* Title Consultant Info Dev

After this release: Message read: **Changes to req 18BR have been successfully saved.**

Edit req: 11BR

Status: Open

Job req template: Standard Req 

Fields marked in asterisk (*) are required

English (US)

✓ Changes to Req 11BR have been successfully saved.

Requisition Details

* Job Code 0003 Consultant  

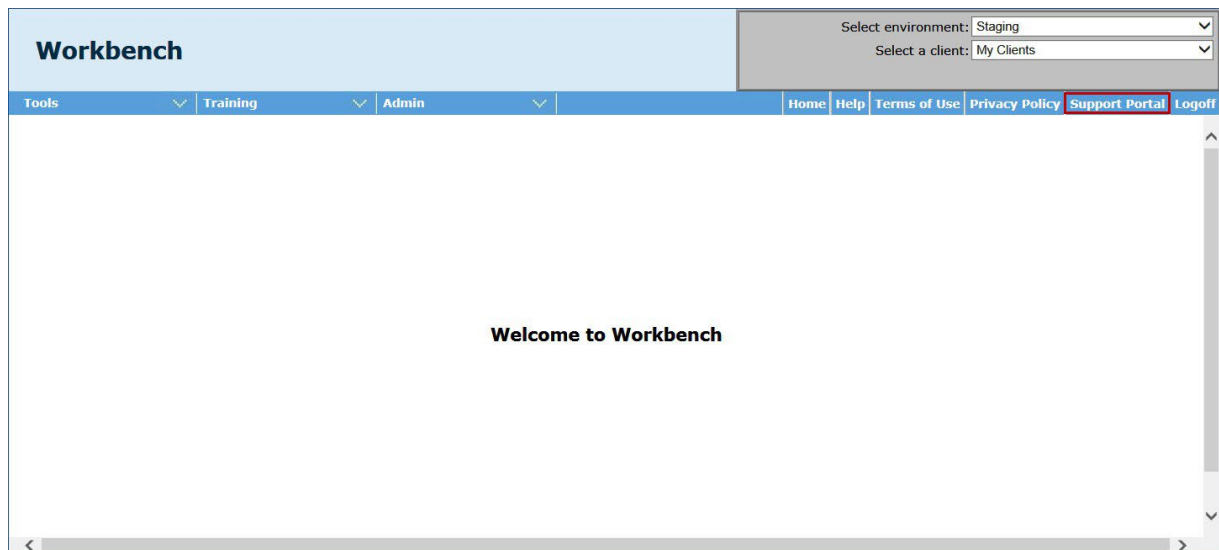
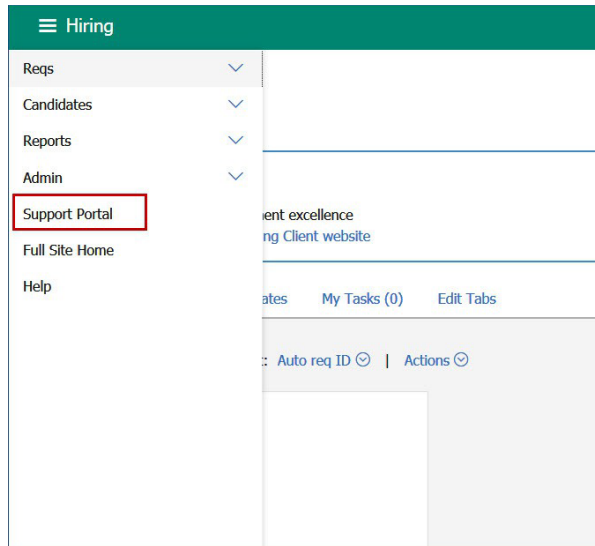
* Title Consultant Info Dev

RTC Internal reference # 108506.

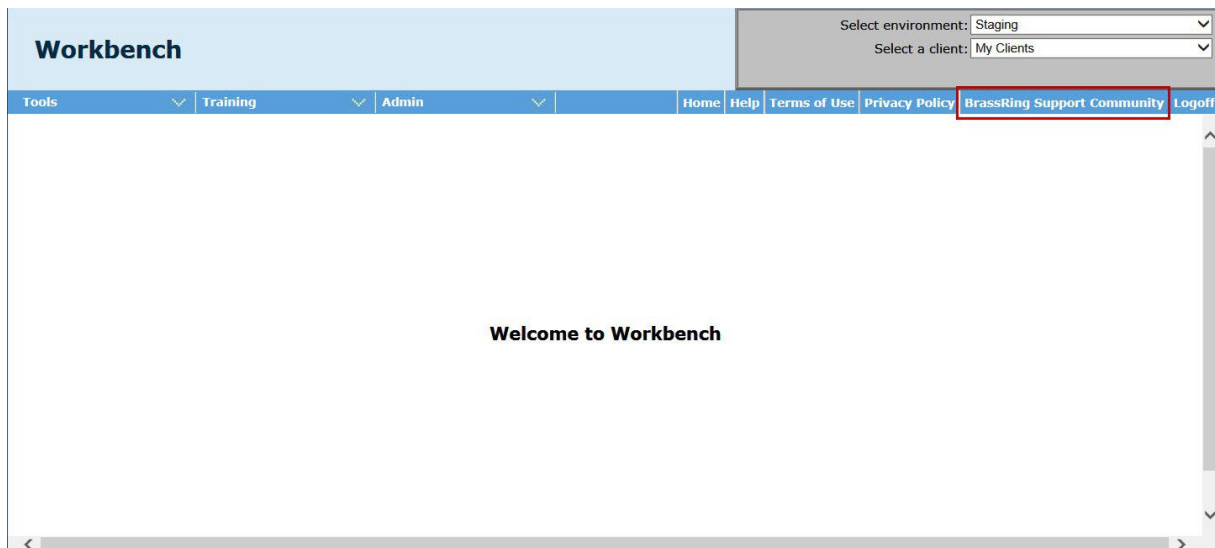
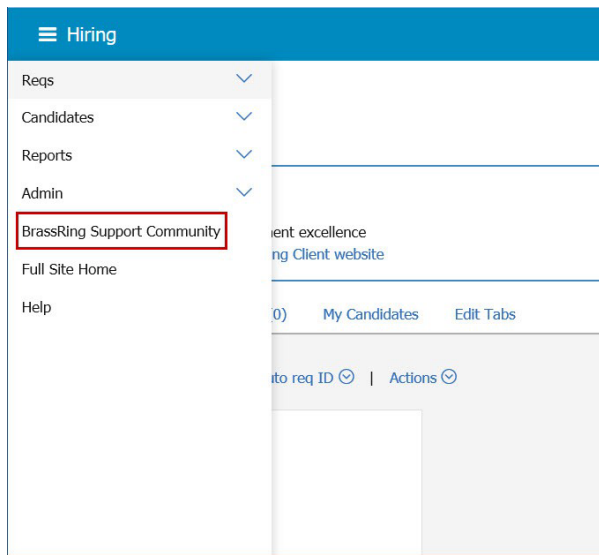
BrassRing ATS and Workbench - New Support Community Links

As we move BrassRing ATS's support to the New BrassRing ATS Support Community, the links in BrassRing ATS hamburger menu and Workbench are updated from Support portal. They now direct the users to the home page of the New BrassRing ATS Support Community.

Before this release:



After this release:

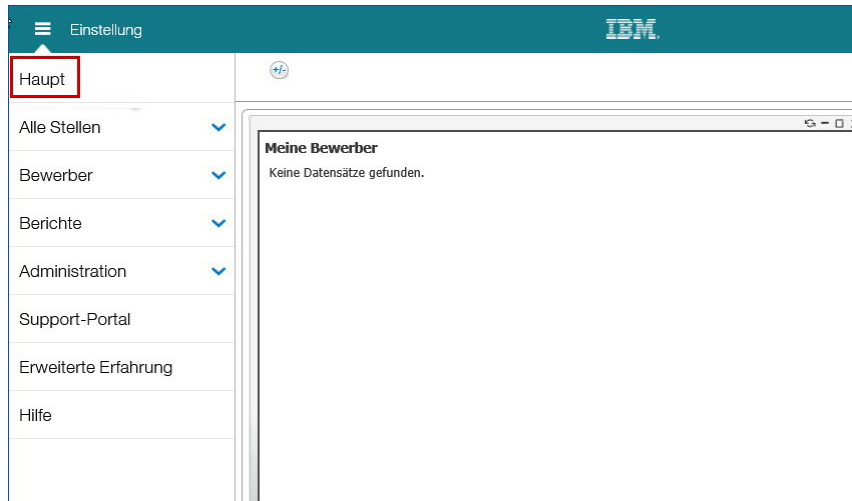


RTC Internal reference # 107065, 107066.

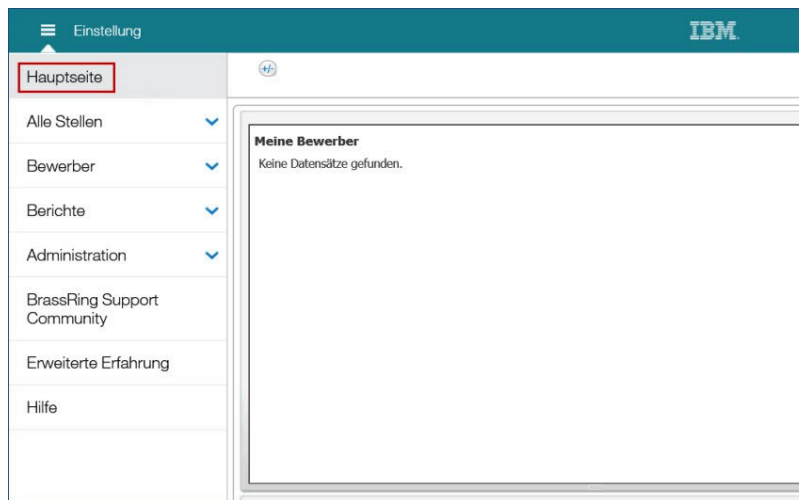
Talent Suite BrassRing ATS - German String

When German users access BrassRing ATS via Talent Suite, the string **Main page** displayed on the hamburger menu is found to be incorrectly translated. This string is now translated to display accurately.

Before this change:



After this release:



RTC Internal reference # 40488.

BrassRing Lead Manager

The current release of BrassRing Lead Manager does not include any visible changes for BrassRing Lead Manager. Visible changes alter the appearance or performance of the product without requiring any configuration. The changes are immediately visible or available to users.

Configurable Changes

The current release of BrassRing ATS includes the following configurable features for BrassRing ATS and BrassRing Lead Manager. Configurable features must be configured or turned on to be visible and available to users.

Responsive Apply

The current release includes the following configurable changes for Responsive Apply. Configurable features must be configured or turned on to be visible and available to users.

Responsive Talent Gateways - Skip Sign-in

Note: This feature is available **Only in Staging Environment** starting this release. The date of release to production environment is going to be notified to clients.

With this feature, based on configuration, candidates can choose to skip the process of account creation on the Responsive Talent Gateways and can directly apply to jobs. They can choose to create an account after they submit the job application. The following are the changes that candidates see when this feature is enabled for a Responsive Talent Gateway:

- ✓ When candidates select Apply, they see a **Skip Sign-in** link on the login page along with the login fields.
- ✓ If a candidate chooses to skip sign-in, the candidate does not see the regular responsive Talent gateway options link sign-in, sign-out, Candidate zone, and so on.
- ✓ While applying, candidates do not see options to save the application as draft or save the job to apply later.
- ✓ The Inactivity timeout setting should be configured to a short duration (example, 60 or 90 seconds) to ensure data security and privacy of the candidates.
- ✓ Messages upon session timeout due to inactivity are displayed accordingly.
- ✓ If configured, a privacy policy message is displayed to the candidates before they are allowed to apply. This message is not repeated to the candidates if they choose to create account after submitting job application, since they would have already agreed to the privacy policy.
- ✓ Upon completion of job application, an email is sent to candidates with a message, **If you would like to track the status of your application(s), then please create an account.** Within this message, **create an account** is a hyperlink and candidate goes to the account creation page by selecting this link.
- ✓ The above changes also occur when the candidate applies for multiple jobs while skipping sign-in.
- ✓ **Assessments:** If the applied job has an assessment, candidates must complete the assessment before closing the browser or the session is timed-out. If the candidates choose to create an account after submitting application, they can complete the assessment at a later time by signing into their account and going to **Candidate Zone > Pending Assessments**.

Job search

⬅ Back

Sign In

Skip sign in

_____ Or _____



_____ Or _____

Fields marked with an asterisk (*) are required.

*Email address

*Password

Forgot Username or Password?

Sign in

Don't have an account yet?

How do clients get this feature?

An additional option **Allow to skip sign in** (still allows sign in/ create account & sign in **related features**) is added to the Responsive Layout setting **Sign in availability for candidates**.
Workbench path: **Tools > Talent Gateways > [select Responsive Layout check mark of Talent Gateway] > General Tab > User sign in and session Handling**

General

User sign in and session handling

Sign in availability for candidates:

Require sign in (*recommended for best candidate experience*)

Allow to skip sign in (still allows sign in / create account & sign in related features)

Disable sign in (disables all sign in related features on this TG)

User inactivity time-out period (in seconds):

Standalone Apply

Use as standalone Gateway Questionnaire:

No (this TG retains search functionality)

Posted Documents & Forms per Application (i.e., "responsive candidate portal")

Notification text - You have received a document with subsidiary form (e.g., offer) for this job

Reset to default

Link text - Review document with subsidiary form (e.g., offer)

Reset to default

Branding: Fonts/Colors/Images

The Visual Branding Tool will allow interactive changes of font attributes, colors to various elements and the selection of images to the 'True Preview Talent Gateway' or Talent Gateway in 'configuration mode'.

Save

Revert To Saved

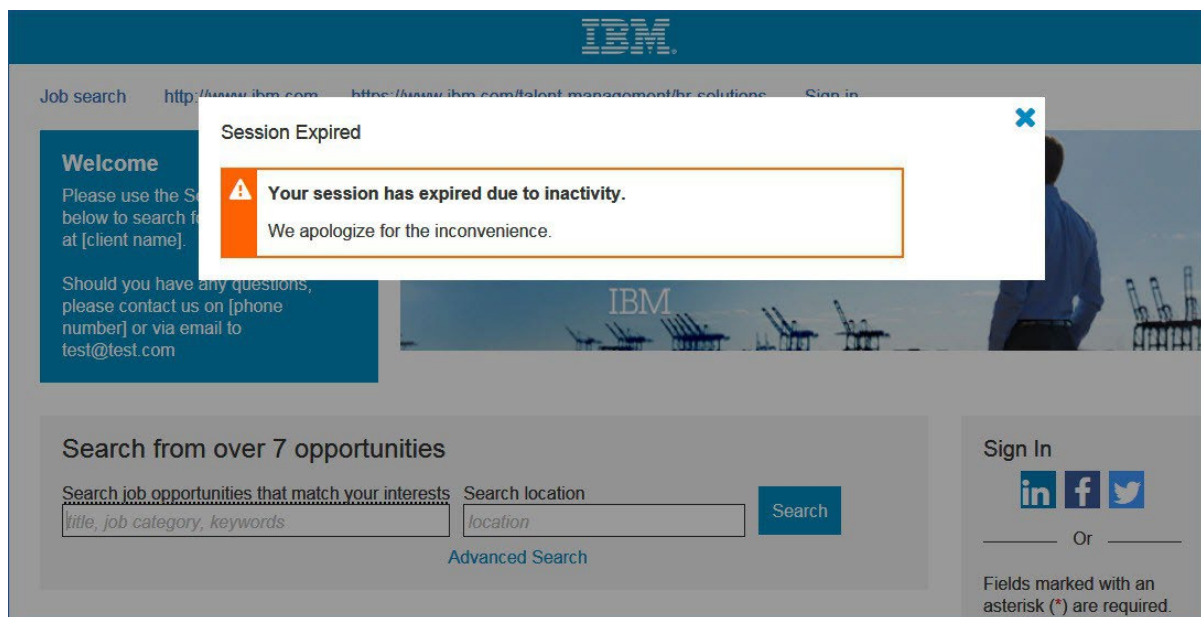
Cancel

While configuring this option, Workbench administrators should also configure the setting **User inactivity time-out period (in seconds)**. This setting cannot be left blank.
 RTC internal reference # 96839, 96840

Responsive Talent Gateways - Inactivity Time-out

Previously, Inactivity timeout configuration for Talent Gateways was optional. The configuration is available in Talent Gateway Text customization's Inactivity timeout section. Previously the minimum and maximum time before a candidate's session timeout that can be configured was 60 - 86400 seconds (1 minute to 24 hours). Starting this release, to improve candidate data security and privacy, there are multiple changes to this feature and its configuration.

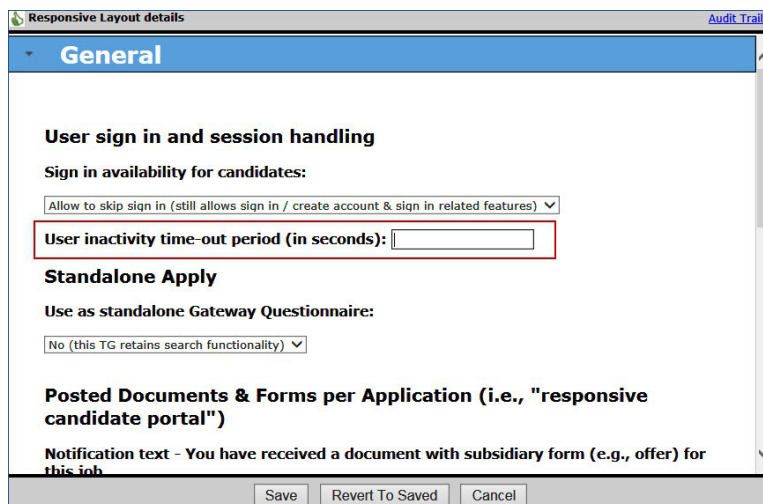
When this setting is configured for a Talent Gateway, a candidate's session times-out after the configured time elapses. Candidates see a message that the session has expired.



How do clients get this feature?

- ✓ The setting is copied into the Responsive Layout details window with updated label **User inactivity time-out period (in seconds)**
- ✓ The minimum and maximum timeout option is now changed to 60 to 1800 seconds (1 minute to 30 minutes).

Workbench path: **Tools > Talent Gateways > [select the check mark in Responsive Layout column] > General > User sign in and session handling.**



- ✓ For existing Talent Gateways, that do not have this setting configured to a specific time, the timeout is automatically updated to 600 seconds (10 minutes).
- ✓ For existing Talent Gateways, that have been configured to a timeout of more than 30 minutes, the configuration is updated to 1800 seconds (30 minutes).
- ✓ For new Full Talent Gateways and Global Talent Gateways, the default timeout value is 300 seconds (five minutes).
- ✓ When this setting is updated for a Global Talent Gateway, all the member Gateways are updated.

- ✓ While updating this setting, if the value entered is not meeting the minimum and maximum time criteria, the error message **User inactivity time-out period (in seconds) must be an integer 60 - 1800; this is required for data privacy & security.** is displayed. This field cannot be left blank starting this release.

Note: The setting **Time-out period in seconds** continues to be available in the Talent Gateway Text customization. This setting is not removed in support of the classic Talent Gateways that use this feature. However, the timeout minimum and maximum criteria and all other changes of the new setting apply to this setting.

RTC Internal Reference # 97160.

Responsive Talent Gateways - Terminology customization

Note: This feature is available **Only in Staging Environment** starting this release. The date of release to production environment is going to be notified to clients.

During previous release, the offer document related terminology on Responsive Talent Gateways (Staging Only) was updated to accommodate global acceptance. In a step to improve candidate experience, and ensure usage of accurate terminology, two new settings are added during this release. These settings can be used by clients to insert the terminology they would like to use in the following areas of the Responsive Talent Gateways:

- ✓ Alert messages on Application details page. **You have received an offer for this job** is the default value.
- ✓ Action message on Application details page. **Review Offer** is the default value.
- ✓ Job cards. **Review Offer** is the default value.

How do clients get this feature?

Two settings **Notification text - You have received a document with subsidiary form (e.g. offer) for this job** and **Link text - Review document with subsidiary form (e.g., offer)** are added in the Responsive Layout settings General Tab.

Workbench Path: **Tools > Talent Gateways > [select Responsive Layout check mark of Talent Gateway] > General Tab > Posted Documents & Forms per Application.**

Responsive Layout details Audit Trail

General

User sign in and session handling

Sign in availability for candidates:

User inactivity time-out period (in seconds):

Standalone Apply

Use as standalone Gateway Questionnaire:

Posted Documents & Forms per Application (i.e., "responsive candidate portal")

Notification text - You have received a document with subsidiary form (e.g., offer) for this job

Link text - Review document with subsidiary form (e.g., offer)

RTC Internal Reference # 108370, 108372

New User Interface

The current release doesn't include any configurable changes for New User Interface. Configurable features must be configured or turned on to be visible and available to users.

Reqs - Post to Google Automatically

Starting this release, clients can configure BrassRing ATS and Talent Gateways to post their open and posted jobs to Google. This feature enhances the possibility of finding jobs posted to Talent Gateways in Google Search, resulting in increased number of job applications per job.

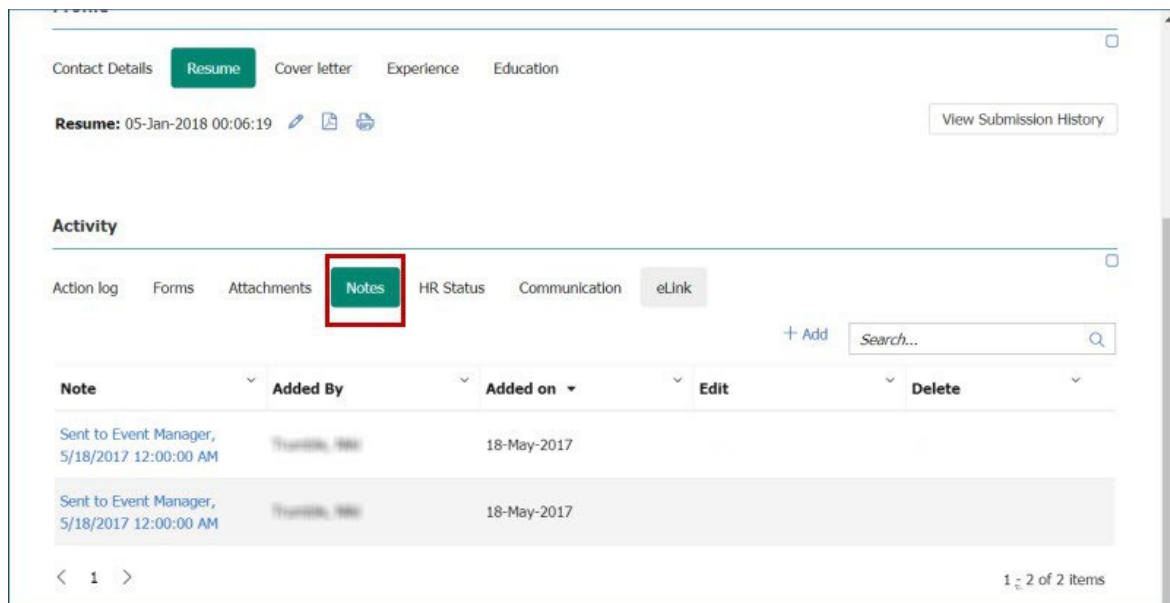
How do clients get this feature?

New Talent Gateway settings are added to the Talent Gateways configuration page. Refer to the Workbench Configuration section for detailed information on configuration.

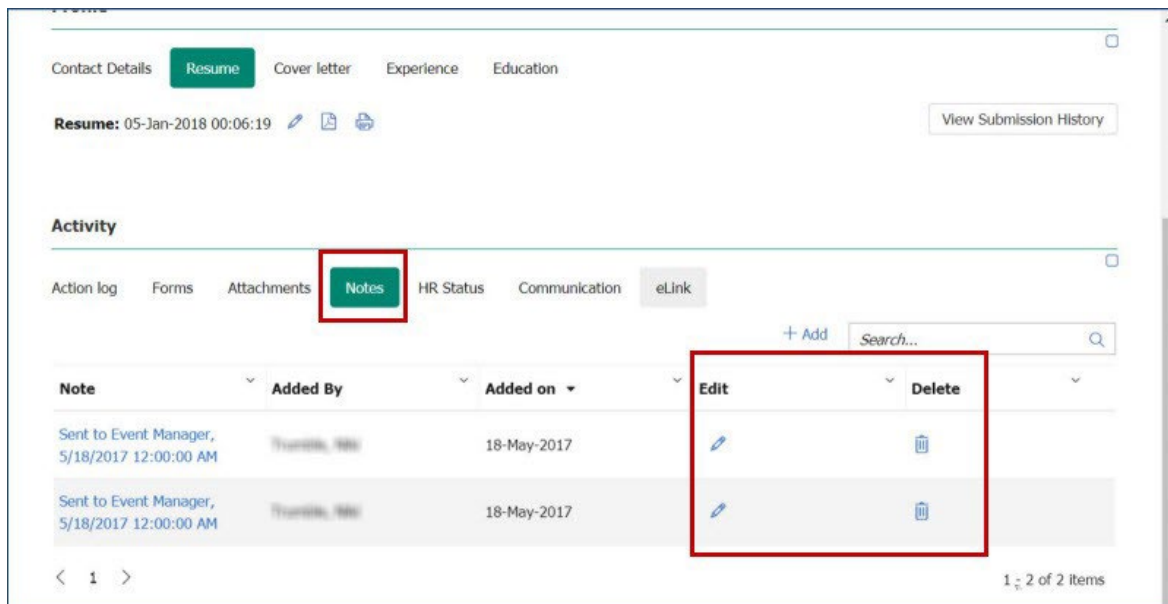
Candidate Talent Record - Edit/Delete Public Notes

Starting this release, based on Workbench configuration, BrassRing ATS users with appropriate user type privileges can edit or delete Public notes from a candidate's Talent Record.

Before this release:



After this release:

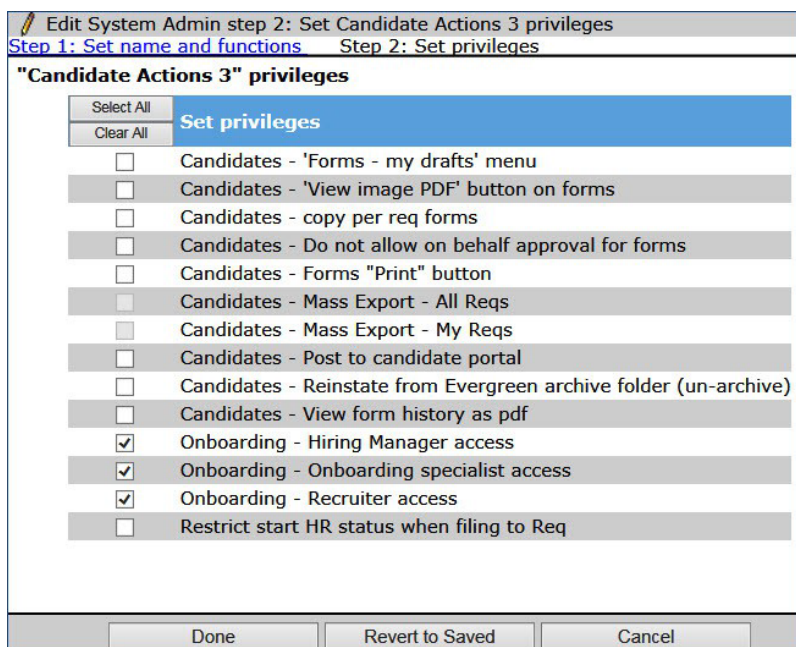


How do clients get this feature?

Two new user type privileges are added in the Workbench. **Notes - delete all public notes** and **Notes - edit all public notes** are added in the **Candidate Actions 3** function of User type settings section. These settings are turned off by default.

Before this release:

After this release:



Edit System Admin step 2: Set Candidate Actions 3 privileges

Step 1: Set name and functions Step 2: Set privileges

"Candidate Actions 3" privileges

Select All	Set privileges
☒	Candidates - 'Forms - my drafts' menu
☒	Candidates - 'View image PDF' button on forms
☒	Candidates - copy per req forms
☒	Candidates - Do not allow on behalf approval for forms
☒	Candidates - Forms "Print" button
☐	Candidates - Mass Export - All Reqs
☐	Candidates - Mass Export - My Reqs
☒	Candidates - Post to candidate portal
☒	Candidates - Reinstate from Evergreen archive folder (un-archive)
☒	Candidates - View form history as pdf
☐	Notes - delete all public notes
☐	Notes - edit all public notes
☐	Onboarding - Hiring Manager access
☐	Onboarding - Onboarding specialist access
☐	Onboarding - Recruiter access
☒	Restrict start HR status when filing to Req

Done Revert to Saved Cancel

When these new settings are configured for a user type, users with that user type see edit and delete icons against any public notes available in the Talent Record of a candidate.
RTC internal reference # 103513.

Reqs - Add My Req

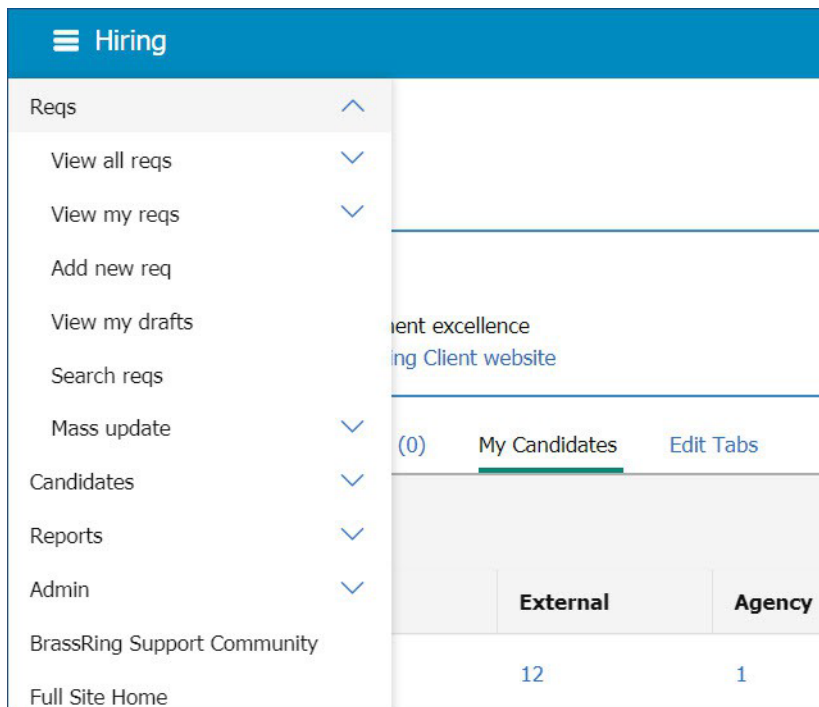
Starting this release, clients can configure the availability of **Add my req** and its submenu **Set my req defaults** under Reqs menu.

Before this release:

Hiring

Reqs	^	
View all reqs	v	
View my reqs	v	
Add new req		
View my drafts		ent excellence ing Client website
Add my req	^	
Set my req defaults		
Search reqs		(0) My Candidates Edit Tabs
Mass update	v	
Candidates	v	
Reports	v	
		External Agency
		12 1

After this release: Based on client configuration, this menu option can be removed from the Reqs menu.



How do clients get this feature?

A new client setting **Hide "Add my req" menu** is added in Workbench with Yes and No as

options.

By default, this setting is configured to **No** and Add my req is available. When clients configure

Edit client settings

GQ - Number of rows for 'Experience' widget merge fields on document template/blurbs 10

GTG default language of job posting ☒ GTG selected locale ☐ All

Hide "Add my req" menu ☒ No ☐ Yes

Hide "Notify users" checkbox for HR Status update ☐ No ☒ Yes

HR Status blocked period (1-10 Days) 7

HR Status display existing Optional popup form ☒ Yes ☐ No

HR Status limited to req folder in elinks ☒ Yes ☐ No

HR Status restrictions ☐ No ☒ Yes

IBM email address to receive RAM alerts OPTOUT

Save Revert to saved Cancel

this setting to Yes, the menu option is removed from the Reqs menu.
RTC internal reference # 103514.

BrassRing Lead Manager

The current release of BrassRing Lead Manager does not include configurable changes for BrassRing Lead Manager. Configurable features must be configured or turned on to be visible and available to users.

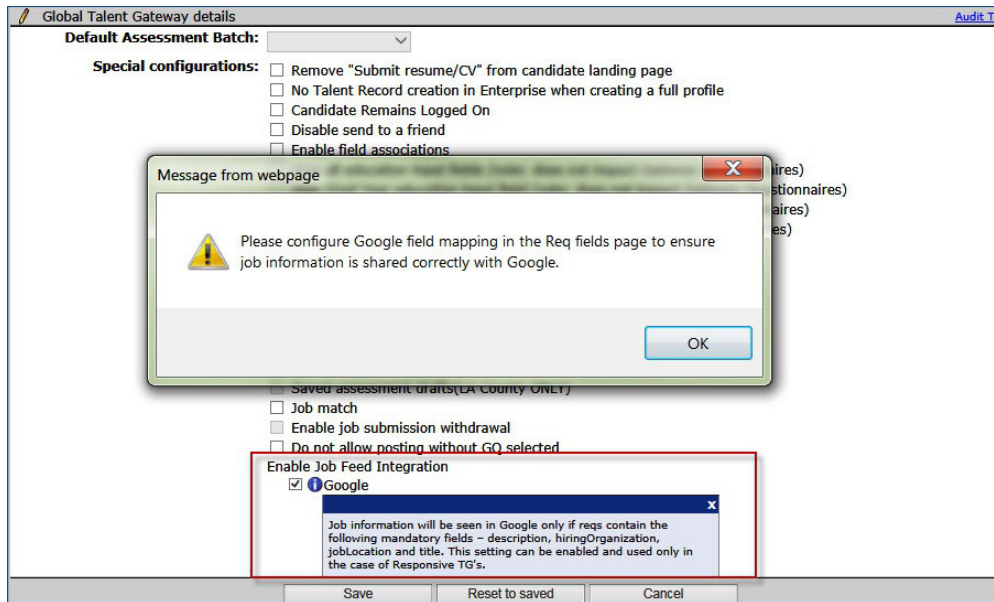
BrassRing ATS Workbench

The current release of BrassRing ATS includes the following configurable feature for BrassRing ATS Workbench. Configurable features must be configured or turned on to be visible and available to users.

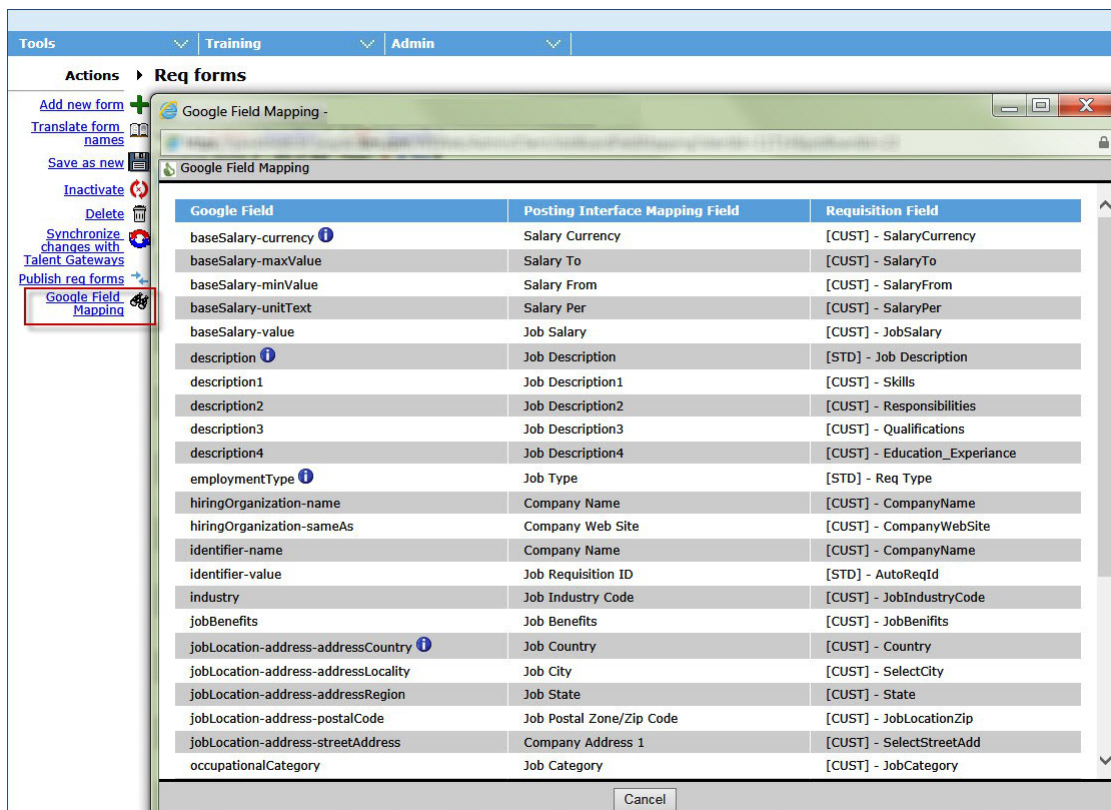
BrassRing ATS Workbench Changes

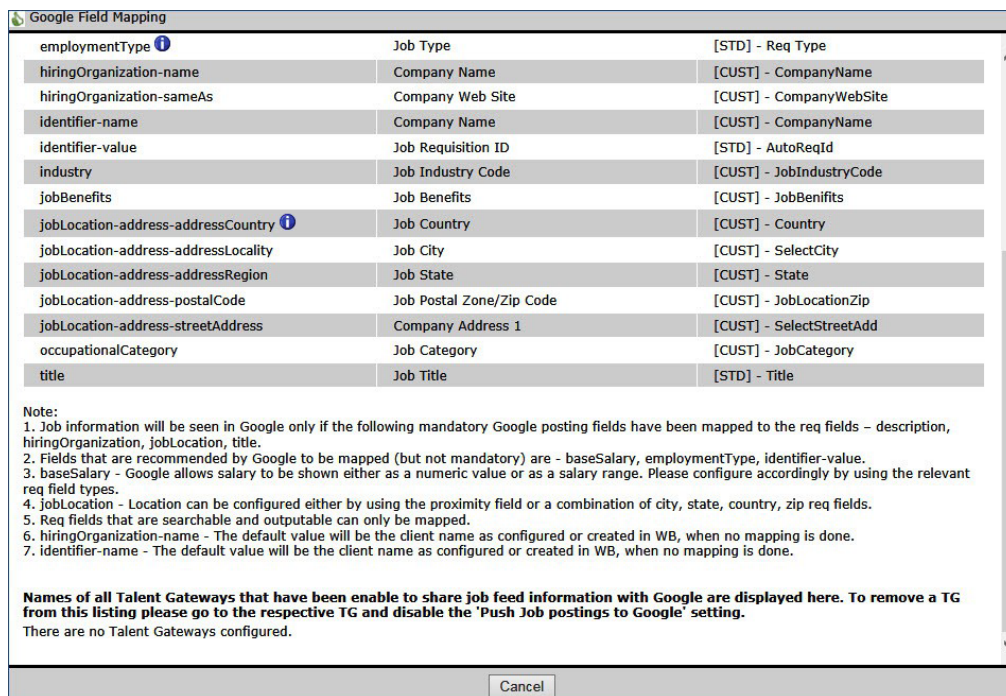
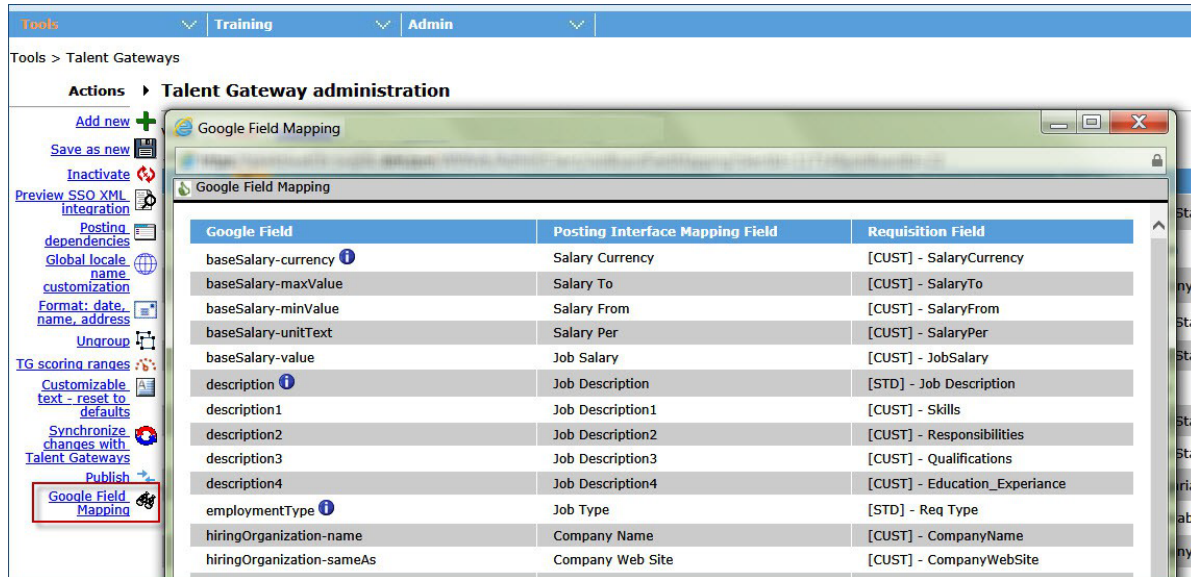
Integrations - Post Jobs to Google

Starting this release, a new Talent Gateway setting is added to Workbench under the special configurations section. Workbench path: **Tools > Talent Gateways > Edit**. Workbench administrators can configure this setting and enable clients to push the jobs posted on their responsive Talent Gateways to Google. The new setting **Enable Job Feed Integration** is available with a single check box **Google**. When this check box is selected, an alert message is displayed stating **Please configure Google field mapping in the Req fields page to ensure job information is shared correctly with Google.** Workbench administrators are required to map the BrassRing ATS fields with their corresponding fields at Google so that the data from the requisition is sent to the appropriate fields at Google.



Workbench administrators can map the fields at **Tools > Forms > Reqs > Req Forms**. A new option in the left side pane of the req forms screen called **Google Field Mapping**. Selecting this link opens a new window Google Feed Mapping. Administrators can map a req field by selecting **Edit** or **create new req field** option and assigning a Google posting field post-id option.





RTC internal reference # 92934.

Rules Automation Manager - Rule Numbers

The Edit Trigger page in Rules Automation admin now displays rule numbers. This is to improve usability and avoid confusion.

Workbench Path: **Tools > Automation Manager > Admin > [select a trigger] > Edit Trigger**

Rules Automation Manager

Audit Trail

* Trigger Name:

* Triggering Mechanism:

HR Status

* Select Trigger Event:

Selected (1)

List >>

* Delay Mechanism: ⓘ

Delayed Processing

* Trigger Delay (hrs):

Trigger Context:

NA

HR Status: Assessment

Add Rule

Copy Rule

Defined Rules (in sequence)

▼	Rule 1: WBA Not Eligible	Edit	Delete
▲	Rule 2: Candidate Add	Edit	Delete

Save

Close

HR Status: Assessment

Defined Rules (in sequence)

Save