BrassRing, Lead Manager and Onboard Release Notes - April 2022

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BrassRing April'22 Release

BrassRing new features for release 22.04.12 are listed here.

BrassRing 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.

Ideas - You Asked We Listened

We are proud to inform you that this build introduces features that were developed in response to clients' Ideas (previously known as Requests for Enhancement (RFEs)). Infinite is pleased to deliver these features in response to your responses and comments.

Ideas

The following features were delivered in response to the Ideas posted on Aha!

• Req Approval Rerouting - New Setting

BrassRing Dark Launch Features

Dark Launch features are those features that are released to the Staging environment only and are NOT released to the Production environment for a considerable amount of time.

This process gives an opportunity and enough time to test these features thoroughly before they are available in the production environment. Clients are requested to configure and test these features and provide their feedback and inputs to your respective Infinite representatives.

There are no dark launch features in the current release.

BrassRing Visible Changes

BrassRing visible changes for the current release are listed here.

Talent Gateways - Two Factor Authentication - Google Authenticator

Starting this release, as a part of the two-factor authentication enhancements, candidates can enable an additional layer of security for their Talent Gateway profile login. Candidates have the option to enable Google Authenticator. When a candidate enables this option, each time they log in using the correct Talent Gateway credentials, they have to provide the code generated in the Google Authenticator app on their mobile phone.

The Talent Gateways integrate with Google Authenticator and generate a code when a candidate tries to log in. The code must be provided in addition to the candidate's user ID/email address and password for safe and successful login.

To implement this new feature, the account settings page of the candidate zone is updated. The Account Settings section now displays the **2-Factor Authentication for Sign In** setting with the following three options:

• Off
• Email
• Google Authenticator
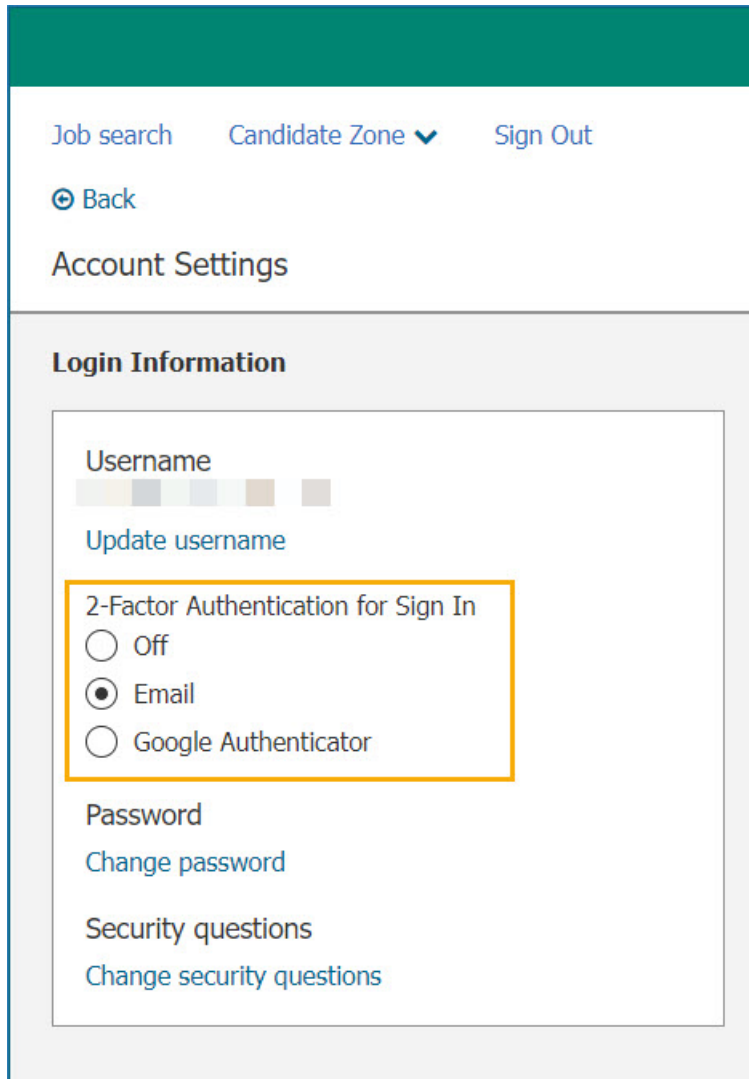
Before candidates can select the Google Authenticator option, the prerequisite is that they must have a mobile phone with an Android or iOS operating system where they can install the Google Authenticator mobile app.

The Talent Gateway must have regular sign-in enabled. When candidates select Google Authenticator for this setting for the first time, a new modal is displayed with instructions on how to add the Google Authenticator and how to register the new account on the app. The instructions page includes links to Android and iOS versions of the app, as well as two different verification methods:

• The QR Code link/section provides details and QR code images that can be scanned by the app.
• The secret Key link/section provides details and Account Name and Secret Key-value which can be manually entered into the app.

> **NOTE**
> Either QR Code or Secret Key must be used to connect the app to this TG user; if this is skipped, the user can not complete the next steps (as all the passcodes would be invalid).

From the instructions page, after completing app configuration, the candidates select **Continue** and the modal is updated to display Verify Passcode screen. The Verify Passcode modal shows brief instruction text. Candidates must access the app for a six digit code, followed by the **Enter your passcode** text box and **Verify Passcode**, with validation. When candidates enter a valid Google Authenticator passcode, the modal is closed and the "Google Authenticator" is enabled.

After this feature is enabled from Account Settings, the candidate will be prompted to provide a passcode on every future sign-in attempt. On such a sign-in attempt, if a wrong passcode is entered by a candidate, a message is displayed stating: *The passcode you entered is invalid or expired. Check that you entered the correct passcode.*

Successive attempts with invalid passcode result in the display of a message stating: *This is wrong attempt #* which provides the candidate with the number of times incorrect passcode is provided. This is displayed from attempt number two to attempt number five. After five attempts with incorrect passcode, the account is temporarily locked. A message is displayed stating: *You have entered an invalid or expired passcode too many times and can no longer use a passcode to log in. Try again later.* The lockout period depends on the existing Client setting: **Lockout Period Gateway**.

When this feature is released, a corresponding notification is displayed under the bell icon notification section of the Talent Gateway for all signed-in candidates (regular sign-in only). There is no change to SSO Talent Gateways, Talent Gateways without sign-in, and no change for Social Media users (e.g., the user who signs in using a Facebook account).

RTC Internal reference #304886.

BrassRing Configurable Changes

The BrassRing configurable changes for the current release are listed here.

Candidate Search - Résumé/CV Panel

Starting this release, BrassRing users can search and add a new panel called **Résumé/CV** to the candidate search grid. This panel displays a PDF icon in each row of the candidate search results. Selecting this icon opens a new module that shows the latest CV of the candidate. If the candidate's latest CV is not already available in PDF format, a PDF is generated when this icon is selected.

RTC internal reference # 305676.

Req Approval Rerouting - New Settings

When the Workbench setting **Enforce approval reroute on req edits** is set to No, if edits are made to a req in BrassRing by the user, the approval rerouting is not enforced. Therefore, the approver can directly approve the changes. However, if the edits are made via an eLink, the req is rerouted in spite of being configured No.

In order to improve user experience, the above workbench setting is updated and a new setting is added.

The existing setting "Enforce approval reroute on req edits" is updated to **Enforce approval reroute on req edits made directly BrassRing**. An additional setting **Enforce approval reroute on req edits made when accessing req via eLink** is added with Yes and No as options. The default value for this setting is Yes.

This setting enforces the reroute if set to YES, if the req is in a "Pending" status, and if the user edits the req after accessing it via an eLink. This setting DOES NOT enforce the reroute if set to NO, if the req is in a "Pending" status, and if the user edits the req after accessing it via an eLink.

RTC internal reference # 306598.

BrassRing Workbench Changes

The Workbench changes for the current release are listed here.

Rules Automation Manager (RAM) - Automation Manager Trigger Migration

> **NOTE**
> This feature was deployed to the Staging environment - Only during the previous release. This is now deployed to production.

As a part of the product enhancements, the existing Automation Manager (AM) triggers are converted to RAM triggers. In the current release, the AM Trigger Candidate HR Status - Send Talent Record is converted to a RAM trigger. A corresponding "draft" RAM trigger is created for all the clients that use this AM trigger. Clients can test this RAM trigger before they activate it.

RTC internal reference # 296258.

Talent Gateway Setting - Updated Label

A Talent Gateway setting *Disable smart sign in from landing page; always bring candidates to Dashboard > Jobs on sign in* contains a ">" (greater than) symbol. For a better user experience and accessibility and screen reader compliance, this setting text is updated to the following:

Disable smart sign in from landing page; always bring candidates to Jobs tab of Dashboard on sign in.

RTC internal reference # 306764.

Lead Manager April'22 Release

There are no new features released during this release for Lead Manager.

Lead Manager April'22 Release

Onboard April'22 Release

Onboard new features for the April release are listed here.

Onboard Visible Changes

Onboard new features for the current release are listed here.

State Forms - Updates

The following state forms have been updated.

• Arkansas AR4ECSP
• California DE 4
• Colorado DR-0004
• Hawaii HW-6
• Hawaii HW-4
• Idaho ID W-4
• Maine W-4ME
• Maine WHEX
• Mississippi 89-350
• Missouri MO W-4
• Nebraska W-4N
• North Carolina NC-4
• North Carolina NC-4EZ
• Oregon OR W-4
• Rhode Island RI W-4
• West Virginia WV/IT-104NR
• Wisconsin W-220
• Federal (SPANISH) W-4 (SP)

RTC internal reference #306629.

Identity Documents - List of Accepted Documents

DHS ends the COVID-19 Temporary Policy for List B Identity Documents. Beginning May 1, employers will no longer be able to accept expired List B documents.

Therefore, starting 1st May 2022, Onboard accepts only the unexpired documents listed below:

• Driver's license issued by state/territory
• ID Card issued by state/territory

RTC internal reference # 307101.

I9 Documentation - DHS Document Verification Types

Starting 01 November 2022, in the DHS document verification types, the Virtual verification option is going to be unavailable. To conform to these changes, the Virtual verification type option on the Verification type drop-down is removed after 31 October 2022.

The help text that is displayed when users select the help icon is updated to the following: **Select value from drop-down based on how the documents were verified. The ability to Virtually Verify I-9 Section 2 documents is expiring on October 31th, 2022.**

Figure 1. Before 01 November 2022

Up to October 31st, 2022, two options are displayed.

Figure 2. After 01 November 2022

Starting 01 November, 2022, only Physically Verified option is displayed.

For more information, refer the relevant section in the section

RTC internal reference # 307021.

Onboard Configuration Changes

There are no Onboard configurable features for the current release.

Onboard Fixed Defects

The following defects are fixed during the current release.

Table 1. Onboard Fixed Defects

RTC Defect Number	Defect Description
306408	SSN sometimes not encrypted on MNH Page - inconsistency in behavior
306410	Receiving "S-1-001-7VC6ST1M8I: A system error has occurred" when trying to Onboard End
306522	Hires Everify task still in progress
306862	I-9 Section 2 List C I-94 Number Format