IBM: BrassRing and Onboard

BrassRing and Onboard Release Notes January 2021

IBM

Note

Before using this information and the product it supports, read the information in "Notices" on page 27.

This edition applies to the current release, and to all subsequent releases and modifications until otherwise indicated in new editions.

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Contents

Chapter 1. BrassRing and Onboard Release Notes, January 2021

This is a common Release Notes document for BrassRing and Onboard. .

Training and Enablement Sessions:

To access training and enablement sessions for IBM Talent Management Solutions and Watson Talent products (which includes BrassRing and Onboard), refer to Training and Enablement Sessions.

eLearning and User Documentation:

To access eLearning and user documentation for IBM Talent Management Solutions (which includes BrassRing and Onboard), refer to the IBM Knowledge Center.

Browser and Language Support:

- BrassRing and Lead Manager Supported Browsers and Languages.
- Onboard Supported Browsers and Languages.

Badge and Training Courses:

- BrassRing and Workbench Badge Courses.
- BrassRing Addon Training Courses.
- Onboard Training and Badges.
- Lead Manager Training and Badges.

Downloadable Release Notes:

- BrassRing and Lead Manager Downloadable PDF Release Notes.
- Onboard browser Downloadable PDF Release Notes.

BrassRing

BrassRing release features are added to this document at **US Production**. Note: For November, there is no BrassRing release.

Refer to the BrassRing Welcome page on the IBM Knowledge Center for a **Release** version of the BrassRing Release Notes.

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.

Client Training and Enablement Sessions

Please join the IBM Talent Management Solutions Training team for the regularly scheduled Training and Enablement sessions. These sessions might include release information, product demonstrations, implementation processes, and so much more!

See the site often for the most up-to-date schedule and agenda topics!

Enhancements - You Asked We Listened

We are proud to inform that this build introduces a number of features that were developed in response to clients' **Request for Enhancement (RFEs)**. IBM Kenexa is pleased to deliver these features in response to your responses and comments.

Requests For Enhancement (RFEs)

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

- Candidates - Document Source Req Information of Copied Candidates.

RFE Migration to Aha!

This is an IBM-wide project to migrate all RFEs to the roadmap system called Aha!. To ensure the best data will be migrated we were asked to review all RFEs.

IBM is undertaking a company-wide project around the RFE process. We are excited to share this with you and we are confident this will provide more transparency around the RFE process and provide consistency in our responses. A new tool, called ***Aha!*** *is going to be introduced during RFE training sessions. What is even better – your RFEs from the current system will be migrated, so all of the ideas, votes, comments will be available. Look for registration for our RFE sessions on the Knowledge Center soon.*

Can I still enter RFEs?

- Absolutely! RFEs can still be entered into the old system (developerWorks). These will be reviewed and updated, and then migrated over to the new RFE system if required.

Why was my RFE declined?

- Unfortunately we are not able to provide reasons for every RFE rejection. There were thousands of difficult decisions to be made and we wanted to be very clear with what is and is not on the roadmap. Clients are welcome to open new ideas/RFEs or re-submit ideas into Aha! when that system becomes available next year.

Dark Launch Features

Dark Launch features are those features that are released to Staging environment - Only and are NOT released to 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 by using the discussion forums for which links are provided in respective feature articles.

Data Insight Tool - Scheduling and Communication Enhancements

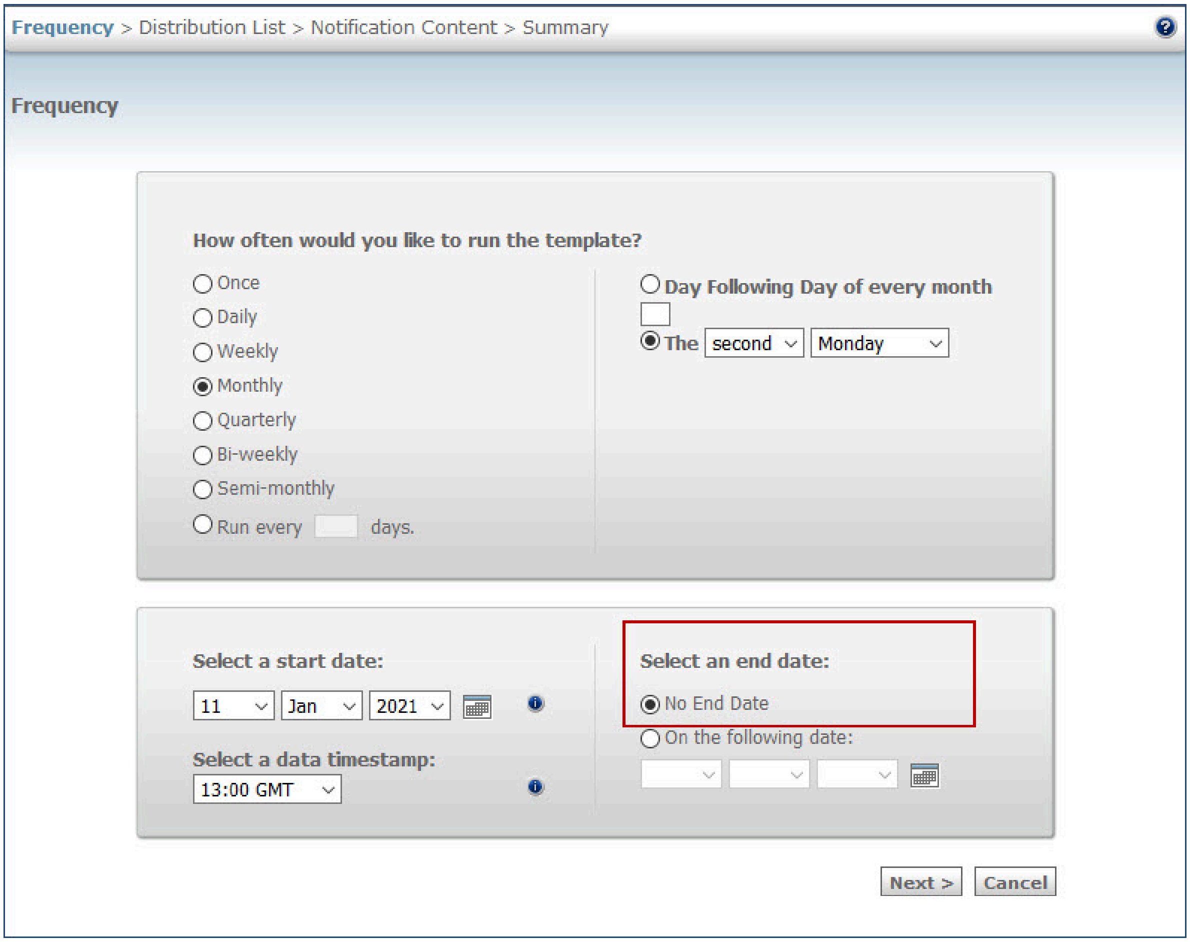
Note: This feature is deployed to the Staging environment - Only with the current release. This feature will NOT be released to Production on 20 January 2021. A Production date is yet to be determined. See the upcoming release notes for status updates on this feature.

The Data Insight Tool runs a huge number of templates every day to provide clients with the reporting data that they need. For the optimal usage of resources and smooth delivery of reports, the Data Insight template scheduling and communication is enhanced. To ensure a periodic review of the templates and scheduling of the templates, a new default expiration frequency is introduced in Data Insight template scheduling.

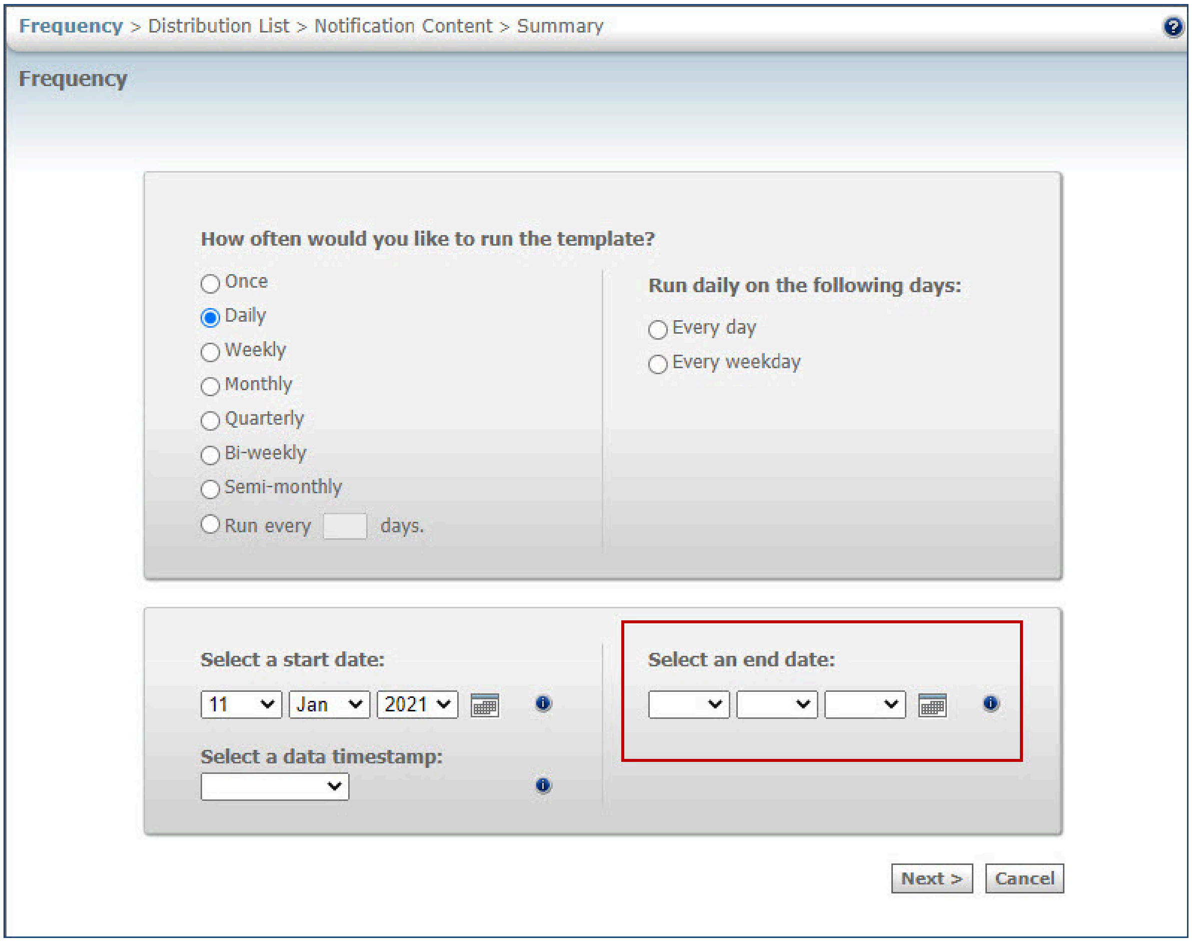
End date selection.

All templates that are scheduled with a frequency of report delivery must now have an expiration date. A user cannot schedule a report without selecting an end date.

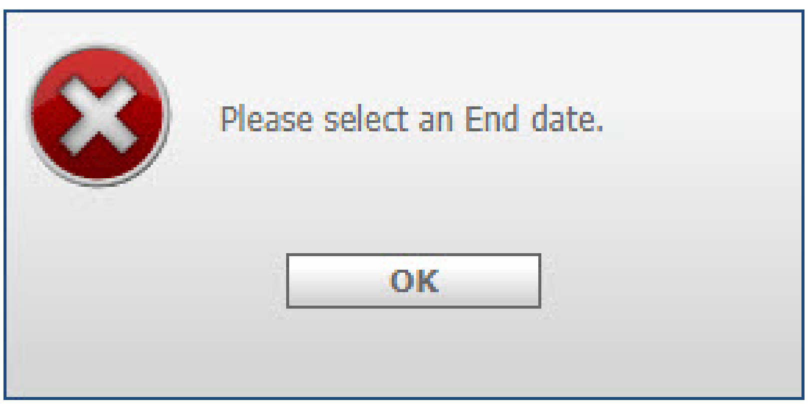
Before this release:



After this release:



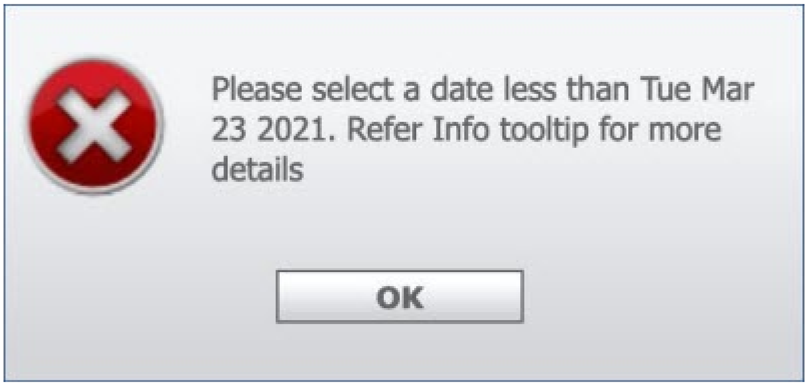
If a user tries to select **Next** without selecting an end date, an alert message is displayed stating that an end date needs to be selected.



The end date cannot exceed a timeframe that is determined based on the schedule frequency. End date selection can be done based on the following criteria:

- Templates that are scheduled with a frequency of daily, weekly, bi-weekly, or semi-monthly must have an end date less than six months from the start date or the current system date.
- Templates that are scheduled with a frequency of monthly, and quarterly must have an end date less than 12 months from the start date or the current system date.
- Templates that are scheduled with the frequency of run every 'X' days must have an end date less than 6 months + 2X days selected from the start date or the current system date.

If a user sets an end date that exceeds the timeframe set for the respective schedule, an alert message is displayed. The alert message displays the farthest date and users can refer to the tooltip message that provides the criteria.



The selected end date is displayed in the **Schedule summary**.

Note: Examples for calculating the expiry date when users schedule new jobs.

1. A user schedules a daily job that starts on 15 January 2021. Based on the timeframe criteria provided, the user must select an end date no later than six months from the start date. Therefore, the user can select any date before the 15 July 2021. If an end date later than 14 July 2021 is selected, an alert message is displayed stating **Please select a date less than Thu Jul 15 2021. Refer Info tooltip for more details.**.
2. A user schedules a monthly job that starts on 15 January 2021. Based on the timeframe criteria provided, the user must select an end date no later than 12 months from the start date. Therefore, the user can select any date the 15 January 2022. If an end date later than 14 January 2022 is selected, an alert message is displayed stating **Please select a date less than Sat Jan 15 2021. Refer Info tooltip for more details.**.
3. A user schedules a job that starts on 1 February 2021 and runs every 5 days. Based on the timeframe criteria provided, the user must select an end date no later than 6 months and 10 days from the start date. Therefore, the user can select any date that falls before the 11 August 2021. If an end date later than 10 August 2021 is selected, an alert message is displayed stating **Please select a date less than Wed August 11 2021. Refer Info tooltip for more details.**

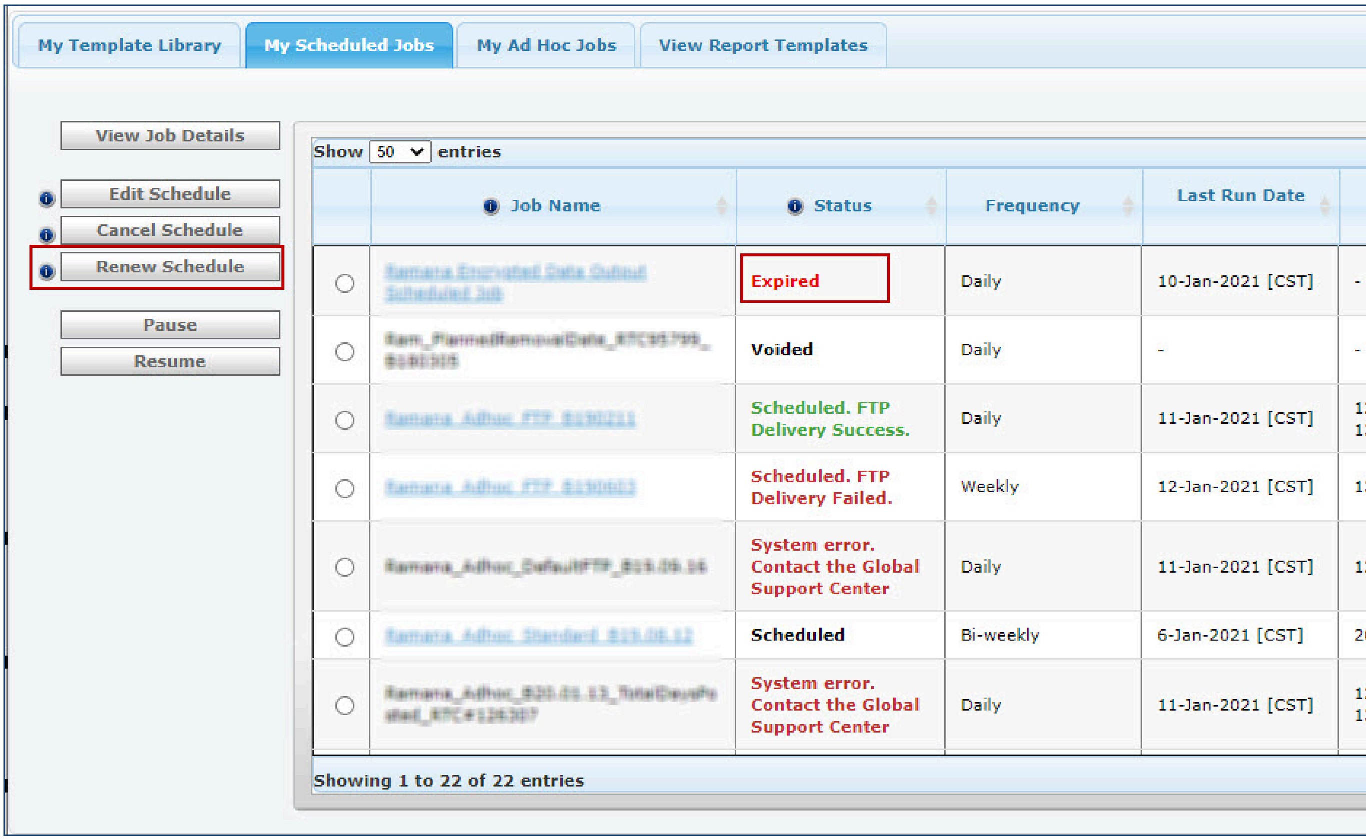
The new feature applies to schedules that are newly created and any schedules that are edited after the release of this feature. A migration activity is planned to set an end date for the existing schedules that do not have a user-defined end date. Templates that were previously scheduled without an expiration date are going to be set up with an expiration date based on the following calculation:

1. Find the scheduled job's start date or last edited date (whichever is latest).
2. Add six months recursively to this date. Add until it gets to a future date that is at least greater than 30 days from Day 'X' but does not exceed N days from Day 'X'.
3. Here, Day 'X' refers to the date when the migration is scheduled to be run. This migration activity is planned to be scheduled after the feature release.
4. The value N is determined based on frequency of the previously scheduled job:
   - For the jobs that were scheduled to run daily, weekly, bi-weekly, or semi-monthly: N = 180 days (6 months)
   - For the jobs that were scheduled to run monthly or quarterly: N = 365 Days (12 months)
   - For the jobs that were scheduled to run every X days: N = 6 months + 2X
5. Based on this calculation, an end date is determined and assigned to all the previously scheduled jobs that did not have an end date.

Note: Examples for calculating the expiry date when the jobs without user-defined expiry date are migrated.

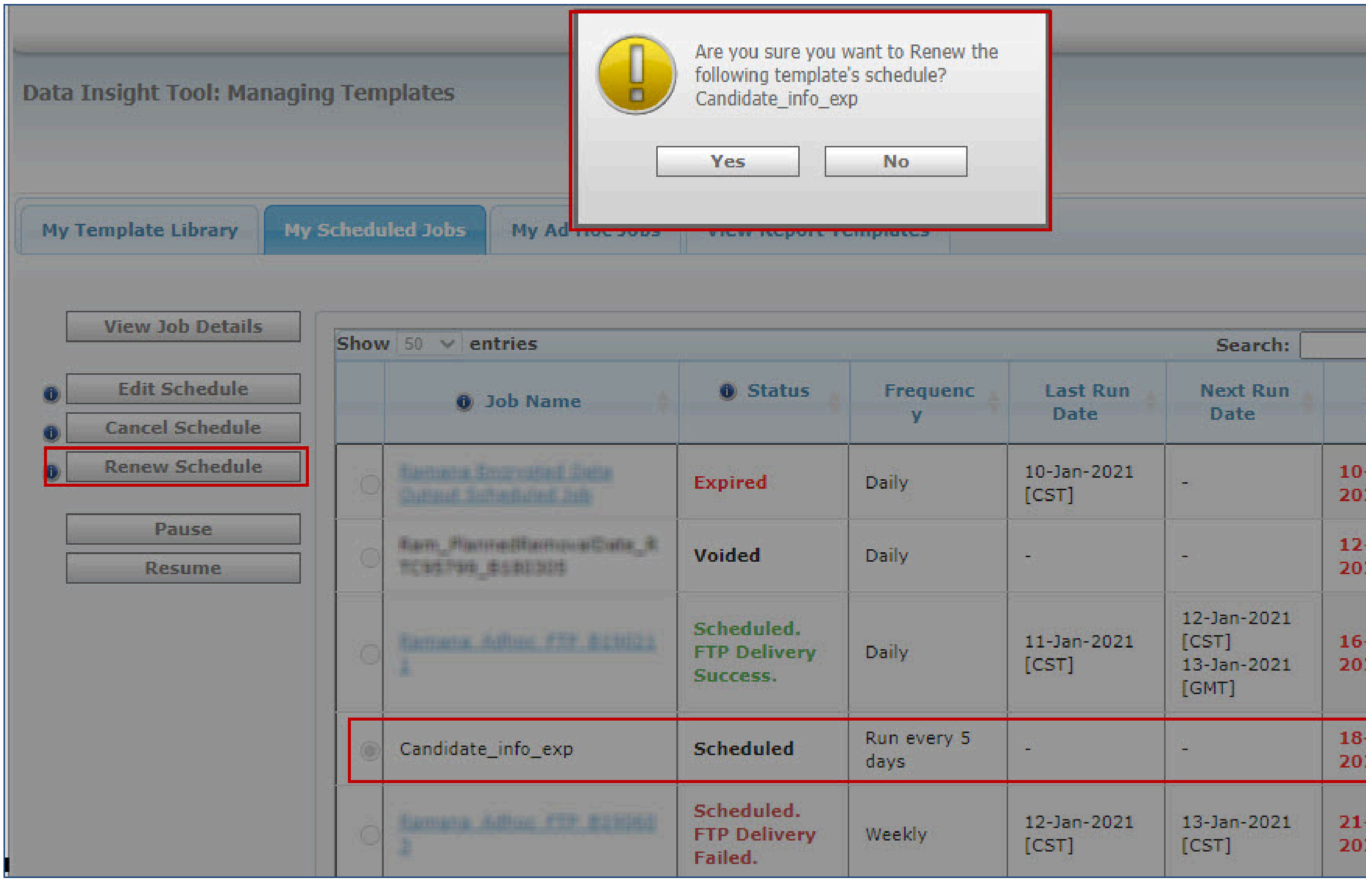
1. A job was scheduled to run weekly starting on 7 September 2020. It was last edited date on 1 October 2020. If the migration is done on 1 February 2021, based on the calculation steps, six months are added to the 1 October 2020, 1 April 2021 is assigned as the end date for that scheduled job. 1 April 2021 is greater than 30 days from 1 February 2021, and does not exceed six months from 1 February 2021.
2. A job was scheduled to run monthly starting on 15 August 2020. It was never edited after that. If the migration is done on 1 February 2021, based on the calculation steps, six months are added twice to 15 August 2020. Twice because, when the first six months are added, the date arrived is 15 February 2021, which is less than 30 days from 1 February 2021. 15 August 2021 is assigned as the end date for that scheduled job. 15 August 2021 is greater than 30 days from 1 February 2021, and does not exceed 12 months from 1 February 2021.

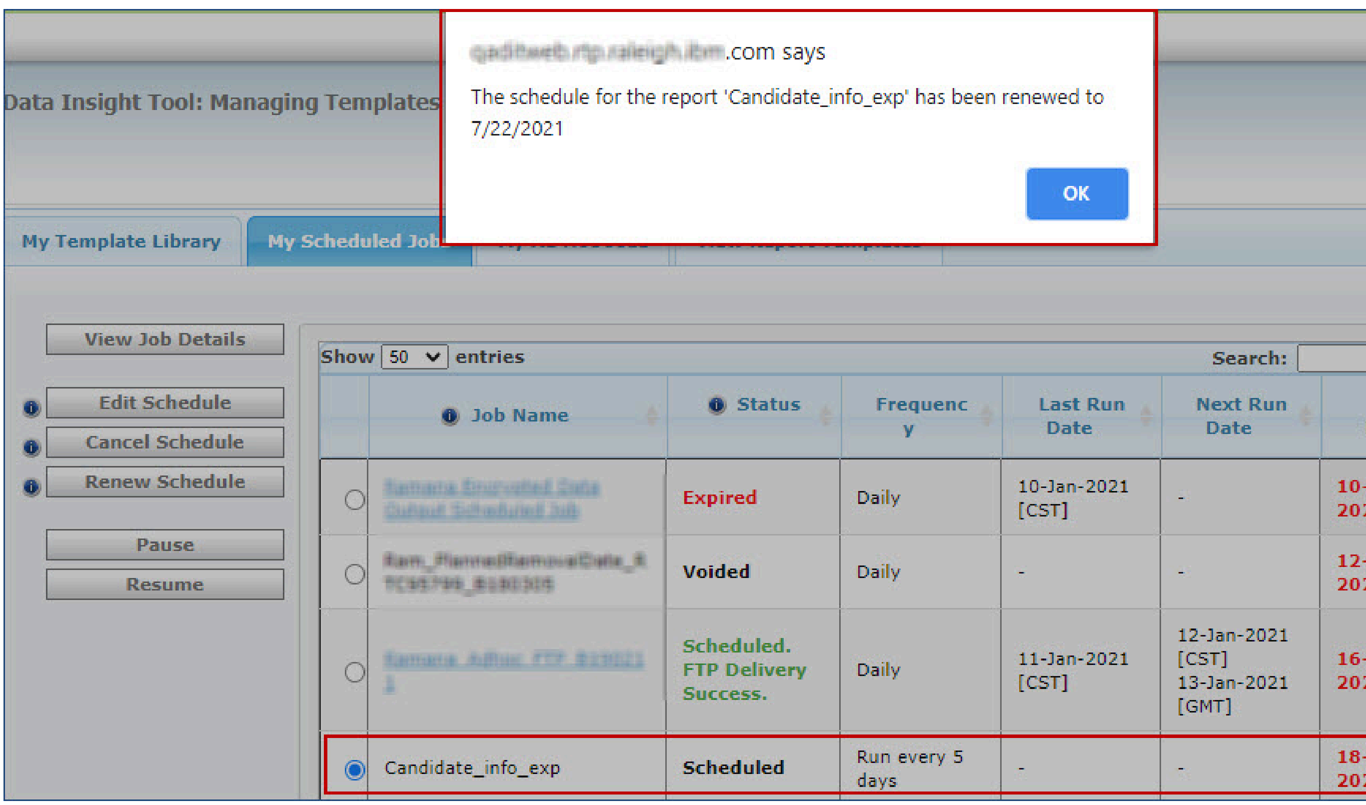
A new column **Expiry Date** is added to the My Scheduled Jobs table. This column displays the expiry date of the user's job that is approaching expiry. The table can be sorted by the expiry date. Starting this release, the **Status** column displays the status of expired jobs as **Expired** in red. This status is displayed for 14 days from the date of expiry. Renewal window for a scheduled job is opened 14 days before the date of expiry and is open up to 14 days after the expiry. Users can renew the schedule of the job during this renewal window using the new button **Renew Schedule** added next to **Cancel Schedule**.



This button is enabled for a scheduled job only during the 28 days of the renewal window and is disabled during all other time. When users select **Renew Schedule**, an alert message is displayed requesting confirmation. If the user confirms by selecting Yes, the schedule is renewed based on the following criteria and the next expiry date is displayed:

- Jobs that are scheduled with a frequency of daily, weekly, bi-weekly, or semi-monthly are renewed for six months from the current system date.
- Jobs that are scheduled with a frequency of monthly, and quarterly are renewed for 12 months from the current system date.
- Jobs that are scheduled to run with the frequency of every X days are renewed for 6 months + 2X days that are selected from the current system date.





Schedule expiry communication

The owners of the respective templates receive notification emails based on the configuration that is available in the Workbench client settings. Clients can configure the frequency at which they might receive the schedule expiry notifications. The client-setting **DIT schedule expiration notification frequency** is available with the following frequencies of notification:

- 14 days and one day (default)
- Seven days and one day
- One day
- No notification

When users receive a notification, they can verify and decide to let the scheduled job expire or validate and renew. A user that has multiple scheduled jobs that expire on the same day receives a single email with information about all the jobs.

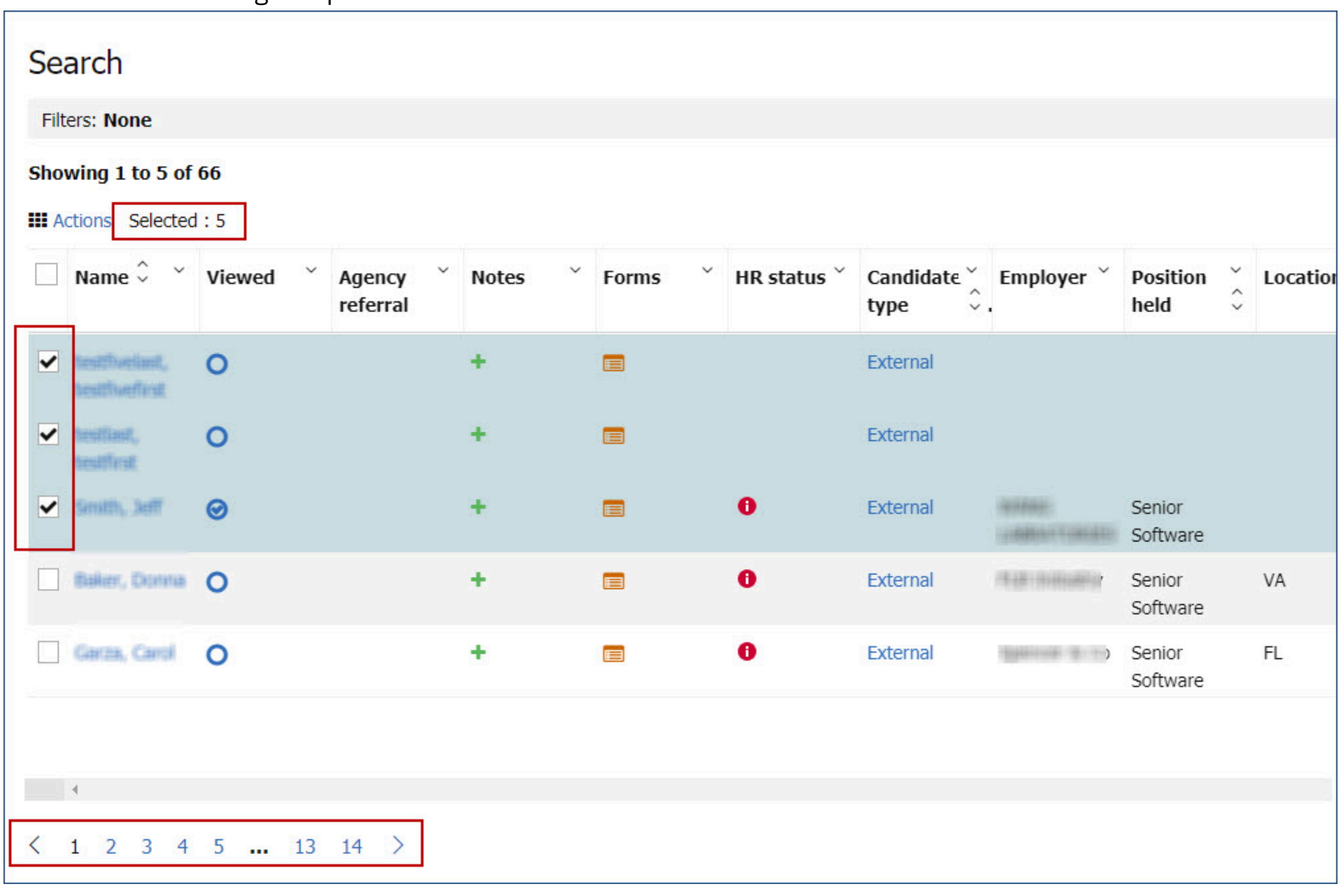
RTC internal reference # 58959.

Visible Changes

The current release of IBM Kenexa® BrassRing® on Cloud includes the following visible changes for BrassRing and IBM Kenexa Lead Manager

Candidate Search Results - Number of Selected Candidates

Starting this release, the candidate search results page displays the number of candidates that are selected by a user across the search results. When users select candidates in first page and move over to the next pages, users might have a confusion. The confusion might be about the number of candidates that were selected across the results if too many candidates or pages are available. To provide better user experience, the number of selected candidates is displayed on the search results screen. This number gets updated as the users select candidates.



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RTC internal reference # 132048.

eLinks - Communications Templates for eLinks

This feature was deployed to the Staging environment - Only with release 20.10.12. This feature is released to Production during the current release.

Previously when a BrassRing user sent an eLink from the **Actions** menu, the **Send eLink** screen provided a text box to add a message.

Starting this release, the **Send eLink** screen provides an option to select a communication template from a drop-down menu. The eLink message text box is now replaced with CK editor. The selected communication template can be edited and previewed by the user before they send it out. If the client chooses not to select a communication template, they can add merge tokens and message by using the CK editor that is now available in the screen. In addition, users can add attachments from the local device or the candidate's Talent Record.

The eLink blank form screen now features the option of selecting a communication template.

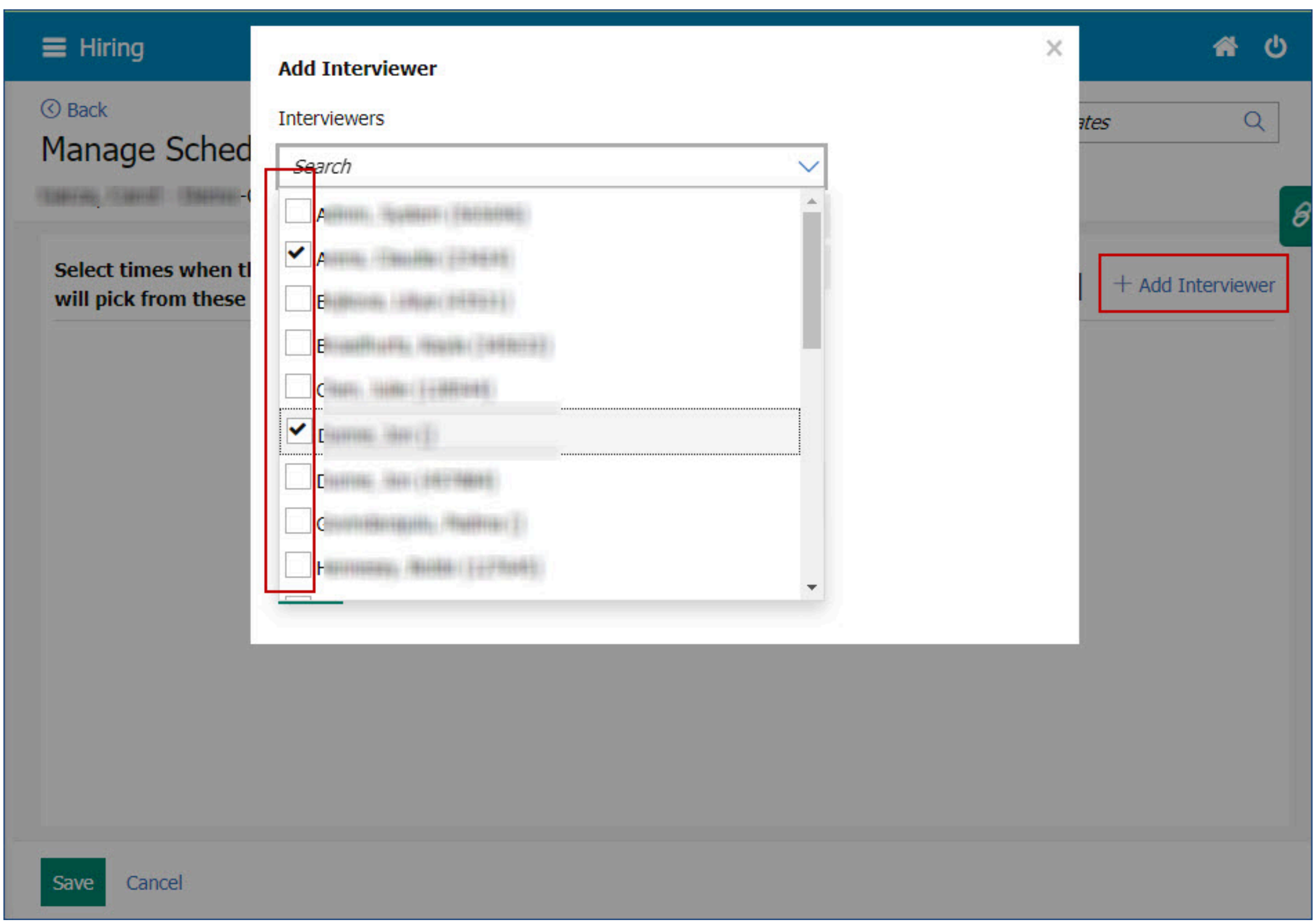
Communication templates that contain candidate merge tokens are not presented for selection in the drop-down menu.

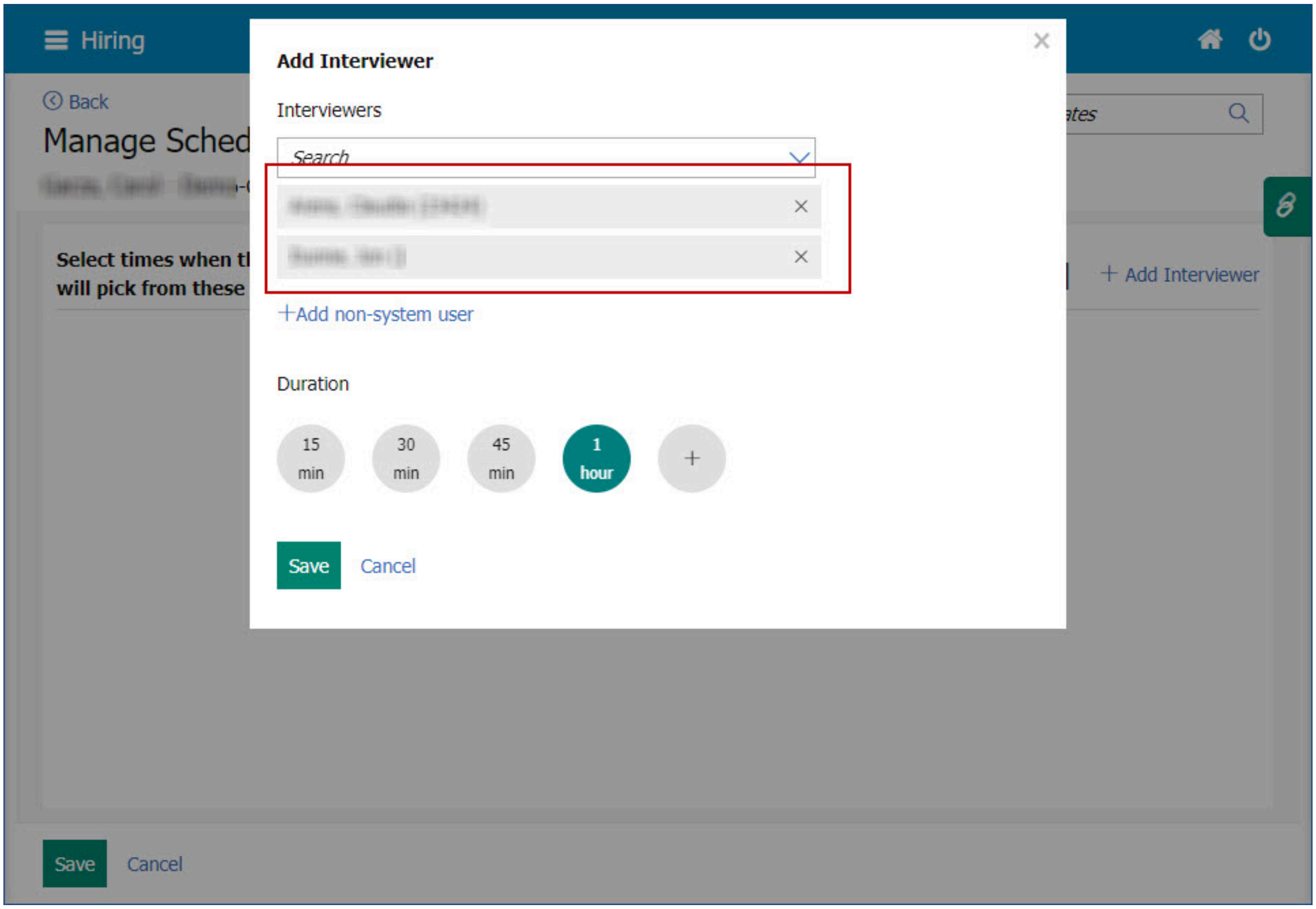
RTC internal reference # 126313.

Interview Manager - Add Interviewers - Multi-Select

Starting this release, interviews of the style Panel provide the capability of selecting multiple interviewers from system users list in one step, when users schedule or edit an interview. Previously, interview coordinators were required to add each interviewer individually even when it was a panel style interview. This change is available in the following scenarios:

- Create Interview (where the interview style is Panel)
- Edit Interview (Manage Schedules page) (where the interview style is Panel)





No change to the non-system user functions.

RTC internal reference # 126626.

Talent Gateways - Additional Source Code Passing

It was observed that a candidate's Talent Record is being updated with extra and unexpected URL codes. These codes are being added to the Talent Record along with the codes of the jobs to which the candidate applied. When candidates open and view multiple jobs on a Talent Gateway, if they apply for only one of the viewed jobs, the source codes of the viewed jobs are also being appended to the Talent Record along with the source code of the applied job. This anomaly is being addressed starting this release. Only codes of the jobs to which the candidates applied are added to the candidates Talent Record.

RTC internal reference # 133154.

Talent Gateways - Offer Letter Retrieval for SSO Talent Gateways

For BrassRing clients that have single sign-on (SSO) implementation, and deep links that are enabled, retrieving offer letter from an internal Talent Gateway needs many mouse clicks or similar user interactions. The candidate portal token or link in the candidate communication opens the generic Candidate Zone (Dashboard) page when candidates sign in. Candidates must further browse to open the doc sub forms or the posted offer letter.

To improve candidate experience, starting this release, the candidate portal token link in the candidate communication opens Application Details page for the specific job. When the candidate authenticates to the SSO Talent Gateway, they directly see the **Application details** page where the offer letter notification is displayed.

RTC internal reference # 132549.

Reqs - Status Change Notification email Address Update

Starting this release, when a client user receives a req status change notification email, the From email address is updated. The From email address previously was presented in the email in the format: **displaynameemailaddress@domainname.com**. Based on client request, the From email is now updated to the format **"displayname" <emailaddress@domainname.com>**.

Therefore, for example, previously the From email that was displayed as **BrassRingReqStatusChangetesting@trm.brassring.com** is displayed as **"BrassRingReqStatusChange" <testing@trm.brassring.com>** starting this release.

RTC internal reference # 133723.

Configurable Changes

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

Candidates - eSignature

This feature was deployed to the Staging environment - Only during release 20.12.01. This feature is released to Production with the current release.

A brand new feature of eSignature is now added to BrassRing. Based on configuration, candidates can now add, edit, and view an eSignature on candidate forms and document subsidiary forms. Based on client configuration, candidate can add or edit the eSignature from the following options:

- Gateway Questionnaire Apply
- Posted documents (document subsidiary forms) and forms in Candidate Zone and from a candidate form eLink.

Recruiters, hiring managers or administrators cannot add or edit this field. They never see the **Create Signature** nor **Replace Signature** link for a candidate signature field.

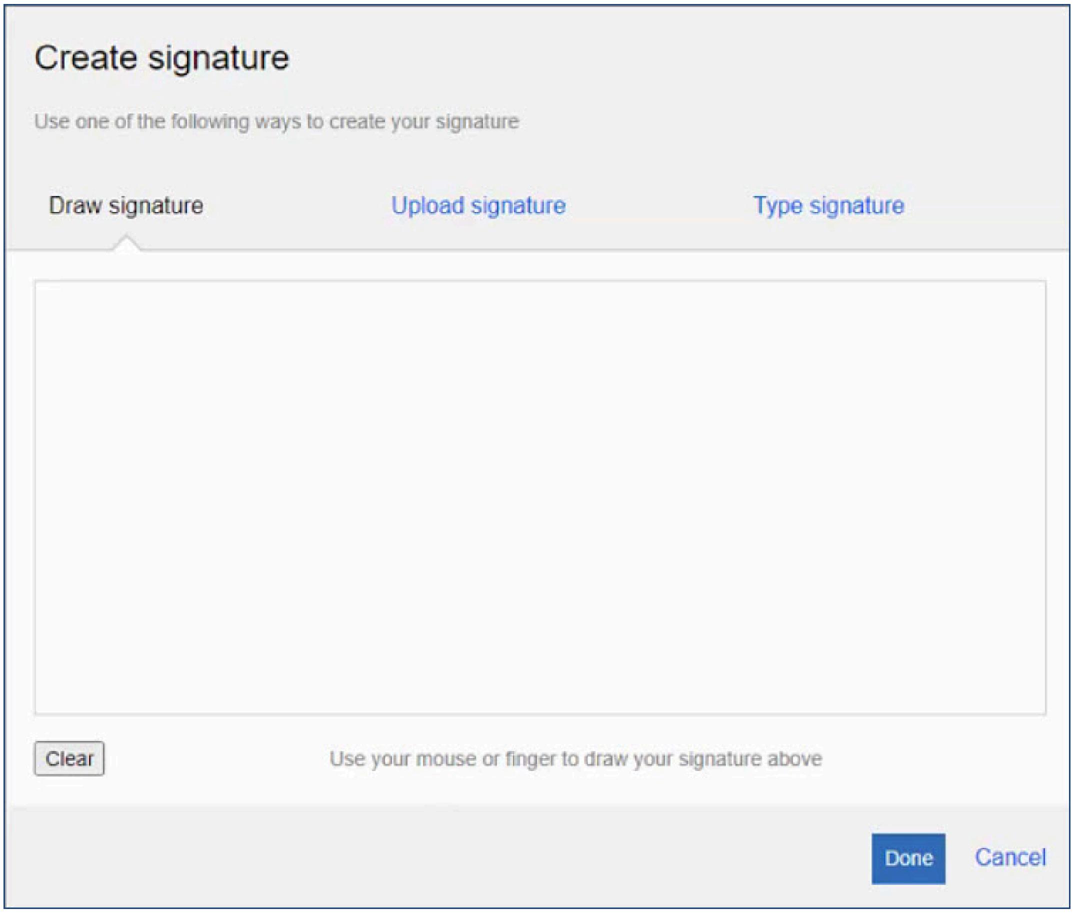
When a candidate form or a document subsidiary form is configured with a signature field, a new **Signature** field with the link **Create signature** is added to a candidate form.

A recruiter can eLink blank form with eSignature to candidate and candidate can create or replace signature on candidate form eLink.

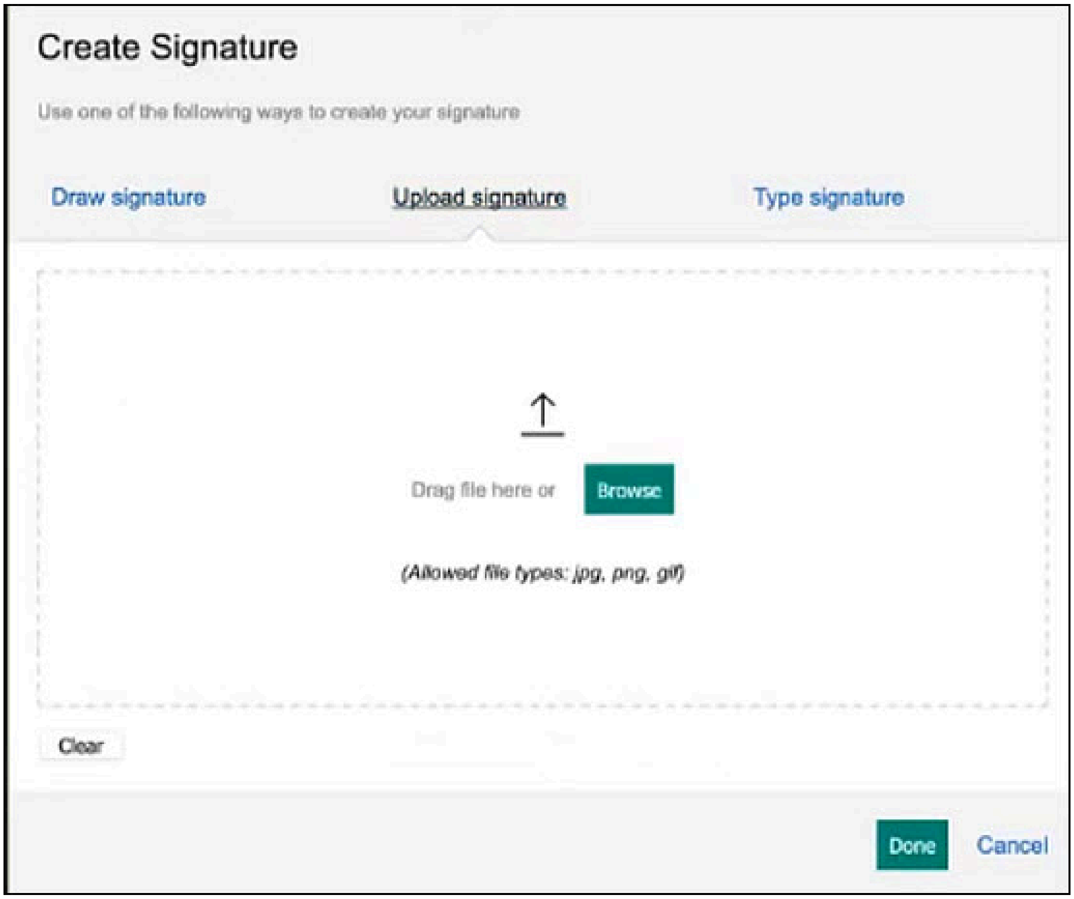
eSignature widget can be added to a Gateway Questionnaire and thus candidates can create/replace signature on application (job apply or general apply). Only one such field can be added to a form.

When a candidate selects this link the **Create Signature** modal is displayed. Candidates can add their signatures by using one of the three following methods:

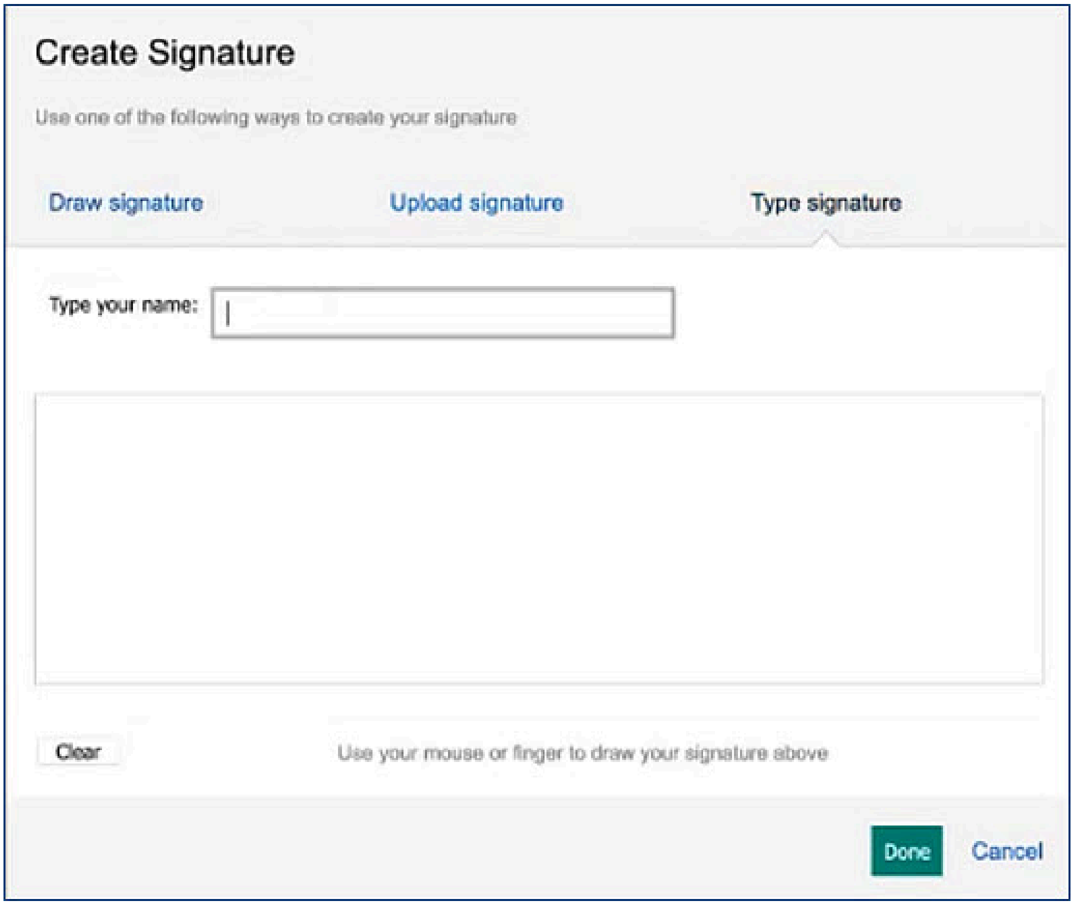
- **Draw Signature**: Depending on the device the candidates use, they can draw a signature in the field either by using a mouse or similar input device. Similarly, if it is a touch enabled device, candidates can draw a signature by using their finger. The drawn signature is stored in the system as a **.png** format file.



- **Upload signature**: Candidates can upload an existing signature that is available in one of the acceptable formats. The Upload signature modal displays the list of accepted formats. The uploaded file is saved in the same format in the system. If candidates attempt to upload a file of a type that is not accepted, an error message is displayed.



- **Type signature**: Candidates that cannot draw a signature (due to visual or mobility challenge) or candidates that do not have an appropriate input device, can type in their signature. Such signature is again stored in **.png** format in the system.



BrassRing users with appropriate privileges see the field based on the field configuration. However, the field is available for editing only for candidates. When the form is in view-only mode and eSignature has a saved value, the form displays the corresponding image if the user has appropriate user type privileges.

The existing Workbench settings are updated to configure the signature fields in the candidate forms and document subsidiary forms. Review the Workbench section of this release notes for further information.

RTC internal reference # 131192, 131415.

Reqs - Prevent Closing if None Hired

A client requested to prevent BrassRing users from closing a req if no candidates are hired in the req. A new client setting is added to Workbench. Using this setting, clients can choose to allow or prevent their users from closing a req before no hiring is done in that req.

If clients opt to prevent their users from closing a req, a validation message is displayed when they attempt to close a req before a candidate is hired. A message that states: **You cannot close this Req because no positions have been filled for this Req. Use Cancel action instead.** Based on the user type privileges, the user is redirected to req cancellation page.

RTC internal reference # 132347, 132913.

Talent Gateway - Footer Enhancements

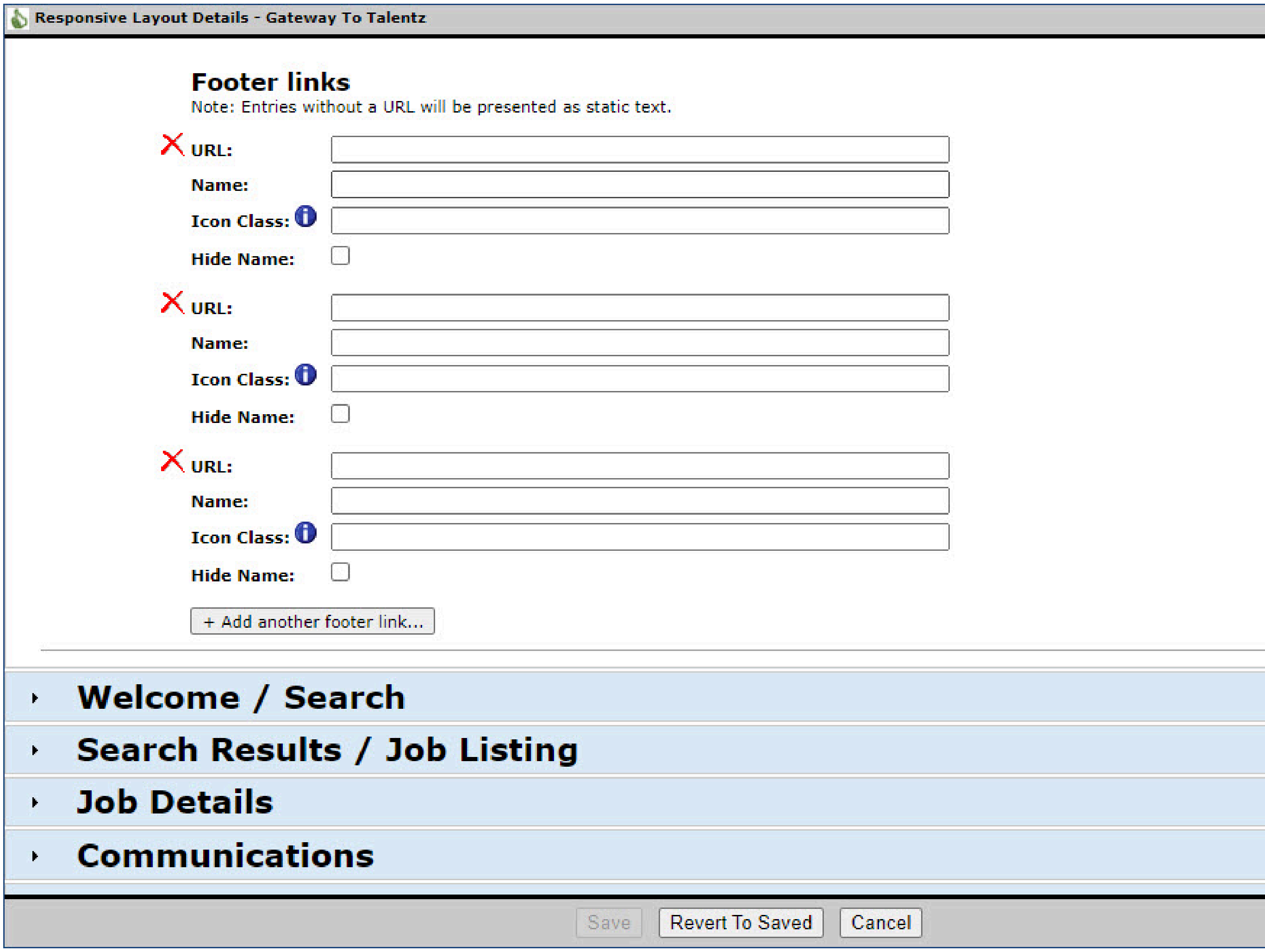
During the previous release (R20.12.01), the Talent Gateway footer is enhanced to accommodate more number of links that might either be text or icon. Before this release, the footer allowed a maximum of four custom links with text and no icons in addition to the IBM standard links in a single row.

The footer can now be configured to accommodate up to 10 links in up to three rows. In order to enable this configuration, the Responsive layout configuration section is also updated in the Workbench.

The additional footers that are added during this release are displayed differently based on the device the candidates use.

- On desktops, multiple links are allowed per row (depending on the text and the number of links in a row), with up to three rows. Scrolling is provided according to the requirement.
- On tablets, multiple links allowed per row (depending on the text and number of links in a row), with up to three rows. Scrolling is provided according to the requirement.
- Phone, one to two links allowed per row, with vertical stacking of up to three rows total. Scrolling is provided according to the requirement.

Responsive layout configuration section is updated:



RTC internal reference# 127166, 127452, 131718.

BrassRing Workbench

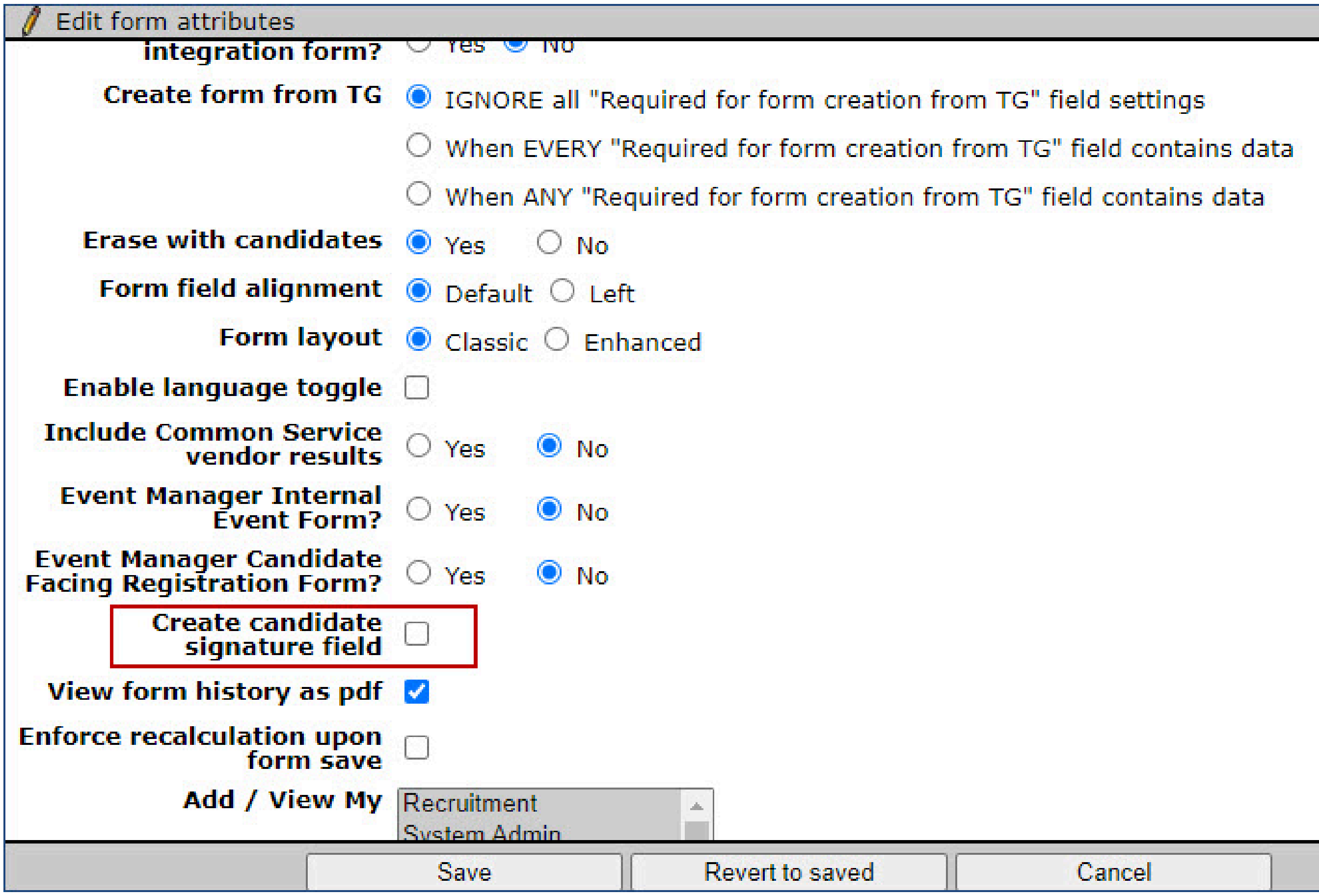
The current release of IBM Kenexa BrassRing on Cloud has the following new features for IBM Kenexa BrassRing Workbench. Configurable features must be configured or turned on to be visible and available to users.

Candidates - eSignature - Workbench Changes

A brand new feature of eSignature is now added to BrassRing. Based on configuration, candidates can now add, edit, and view an eSignature on candidate forms and document subsidiary forms.

The following are the changes that are made in the BrassRing Workbench to configure the candidate field for eSignature:

- Only candidate forms and document subsidiary forms are supported for this feature.
- The form level attribute **Create Candidate Signature Field (for use in Gateway Questionnaires only)** is renamed to **Create Candidate Signature Field**. Turning on this attribute automatically creates an eSignature field on the form.



- The following are the restrictions that are imposed on the field:
  - A field cannot be made outputable or mapped to Solr for indexing.
  - A field cannot be made encrypted.
  - A field cannot be deactivated or deleted.
  - A field's dbfieldname cannot be changed.
- Only one field can be added per form. If a field is already present, the same field is updated to support the new feature. Duplicate fields are not created.
- When a form is saved with theSW eSignature attribute enabled, the system checks for a signature field. If an existing field is not present, a new field is created.

Gateway Questionnaire changes:

- The eSignature field is implemented in Gateway Questionnaires in the form of a complex widget.
- A new complex widget that is named eSignature is available in Gateway Questionnaires.
- When the eSignature complex widget is enabled and rendered on Gateway Questionnaire, the response is captured into all the eSignature fields that are associated to the forms on the Gateway Questionnaire.
- Only one signature can be added per Gateway Questionnaire.

- During the rendering or activation of the widgets, the following validations take place:
  - If more than one widget is added, the following error message is displayed for every instance an extra widget is added. *There can be no more than one instance of each of the following types of widgets: Attachments, Resume upload, Cover letter upload, Education builder, Experience builder, Codes, Job-specific questions, eSignature, Work Opportunity Tax Credit.*.
  - If no eSignature fields are available on at least one form that is associated with the Gateway Questionnaire, the following rendering error is displayed: *There are no signature fields set up for the forms associated to this GQ. Please enable the eSignature field on at least one of the associated candidate forms and try activating the GQ.*

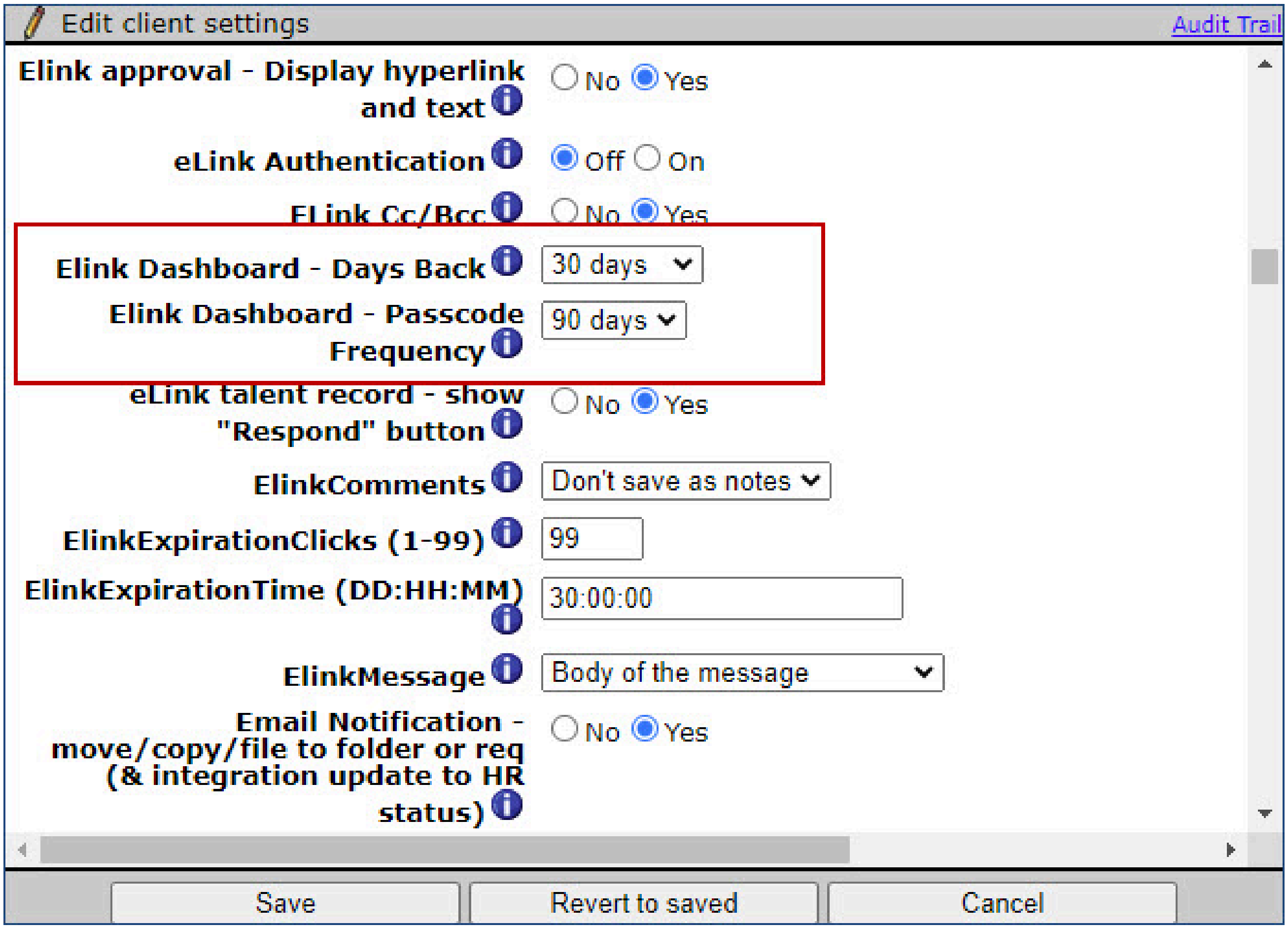
Conversions for the standard form field (STD_CAND_SIGNATURE) in Workbench are available, but only upon enabling the feature or automatic creation of the standard field.

RTC internal reference # 131654.

Client Settings - eLink Dashboard Configuration

Based on client feedback and request, two eLink dashboard configuration client settings are now available to Workbench users. These settings were previously hidden in Workbench.

- **eLink Dashboard - Days Back** is the setting that allows clients to configure the number of retrospective days for which the users' data is retained. The available options that are presented in the drop-down control are as follows:
  - 10
  - 20
  - 30
  - 60
  - 90
  - 120
  - 180
- **eLink Dashboard - Passcode Frequency** allows to configure the frequency at which the user is prompted to enter a passcode to authenticate a device for eLink Dashboard. The options available for selection in the drop-down control are as follows:
  - 30
  - 60
  - 90



RTC internal reference # 131873.

Client Setting - Disable After Configuration

During the previous release (R 20.12.01), a new hidden client setting **Allow icon configuration on Talent Gateway footer links** is added to the Workbench with Yes and No options. The setting is added with No as a default option for all clients. The new fields "Icon Class" and "Hide Name" are copied to new Talent Gateways when they are created by using "Save as New".

The hidden client setting **Allow icon configuration on Talent Gateway footer links** that was added in the previous release is now displayed in the client settings page. This setting has Yes and No as options with No selected by default. Based on the new business rule, if a workbench user selects Yes, and saves the setting, the configuration is disabled so that the configuration cannot be changed further.

RTC internal reference # 131730, 132987.

Panel Configuration Deletion - Invalid User type Data

When a Workbench user attempts to delete a panel configuration, a validation message is displayed if any user types that are associated with the panel configuration are present.

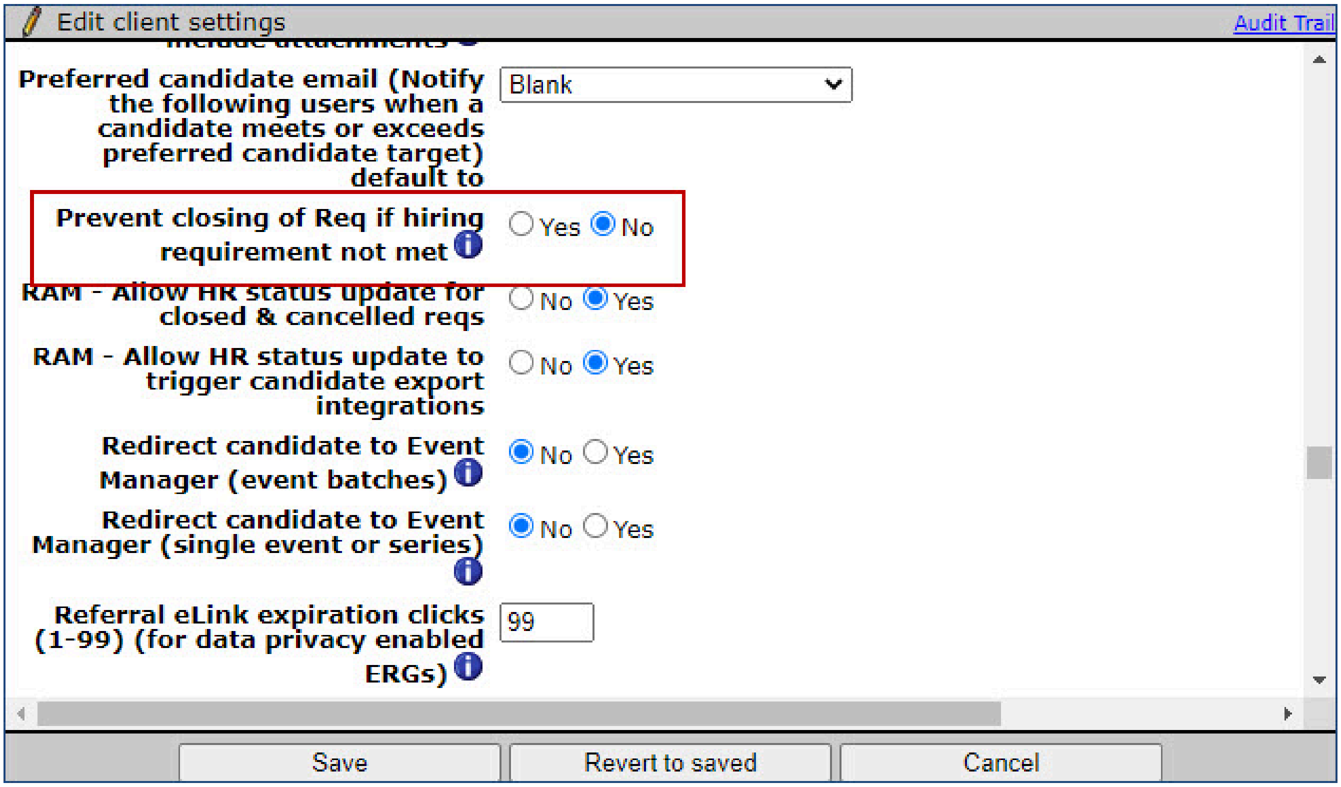
If there are no user types that are associated with the panel configuration, then the delete action is permitted even if the configuration exists for some users. Starting this release, a new warning message is displayed when the panel configuration is deleted if no user types are associated, but there are users with the panel configuration. The validation message asks if the user is okay to proceed with the deleting the panel configuration by deleting all the user level configurations.

The new warning message is **There are user persisted customized mapping associated with this panel configuration. Deleting this configuration will remove the user persisted mapping and revert them to the default panel configuration mapped to their user type. Do you want to proceed with this delete action?**. OK and Cancel are the options with this message. If the user chooses OK, the panel configuration is deleted along with the user persisted data from PanelUserType table and all other associated tables. If the user chooses Cancel, the message is closed.

RTC internal reference # 131552.

Client Setting - Prevent Closing if None Hired

A new client setting **Prevent closing of Req if hiring requirement not met** is added in the Workbench. This setting allows clients to choose between closing a req or canceling a req when no candidate is hired with the req.



RTC internal reference # 132347, 132913.

Rules Automation Manager (RAM) - Interview Manager - Interview Expiry Reminder

Starting this release, a new Rules Automation Manager trigger is available to be used with Interview Manager. This trigger can be used to send reminders to interview coordinators about the interviews that are about to expire. This trigger helps the interview coordinator to intervene and ensure that the interview is completed without getting expired.

The following are the attributes for the new trigger:

- **Trigger Name** - Send reminders to Coordinators for Expiring Interviews.
- **Trigger Type** - RAM Trigger.
- **Triggering Mechanism** - Interview Manager: Expiring Interviews.
- **Select Trigger Event** - three options, as following; Single-select
  - Invitations Sent (but not all recipients accepted)
  - Availability Requested (but not scheduled)
  - Scheduled but no communication sent.
- **Timing Mechanism** - Before Expiry (only option, default selection).
- **Trigger Timing (hrs)** - 48 hrs [two days in advance, default value can be changed].
- **Triggering Context**: NA [only value, selected by default].

- Add / Edit Rule:
  - **Conditions** tab is not changed; this is not required, but user can select/use the normal RAM conditions.
  - **Actions** tab has the normal options with two modifications if Action = "Send Communication"
    - **Select notification template** allows for normal communication templates as well as Interview Manager templates (which have one or more interview tokens).
    - **Select recipients** includes normal recipient options (such as candidate: "[Talent Record] email") as well as three new interview options: **[Interview Fields] Interviewer**, **[Interview Fields] Lead Coordinator and [Interview Fields] Coordination Team**

Communication templates that have Interview Manager tokens must be filtered out based on Correspondence table Attribute (denoting Interview Manager) for non-Interview Manager RAMs.

RTC internal reference # 128225.

Proximity Information - City Name Update Reversal

The names of a group of cities were updated previously. However, some clients found this change to be conflicting with their existing information. Therefore, the updated names are being reverted to the original spellings.

PREVIOUSLY UPDATED NAME	REVERTING TO ORIGINAL NAME
St. Augustine	Saint Augustine
St. Charles	Saint Charles
St. Louis	Saint Louis
St. Peters	Saint Peters
Lake St. Louis	Lake Saint Louis

RTC internal reference # 133323.

Onboard

Client Reminders

Client reminders remind clients of recently distributed important notices and links to comprehensive documentation and training for the special features recently introduced.

This document presents changes for the **January 2021 release of Onboard**:

- US Staging - January 14, 2021
- US Production - January 23, 2021

Searchable PDF Release Notes

In addition to the existing link in the Onboard Downloadable PDF Release Notes topic to a PDF version of the release notes, the major enhancements were added to the topic, making them searchable.

Access the Downloadable PDF Release Notes topic to view (for each release) a summary of the major enhancements, and also access a PDF version of the release notes.

Visible Changes

Visible changes alter the appearance or performance of the product without requiring any configuration. The changes are immediately visible or available to users.

WOTC: Handling of Two Error Codes Has Changed

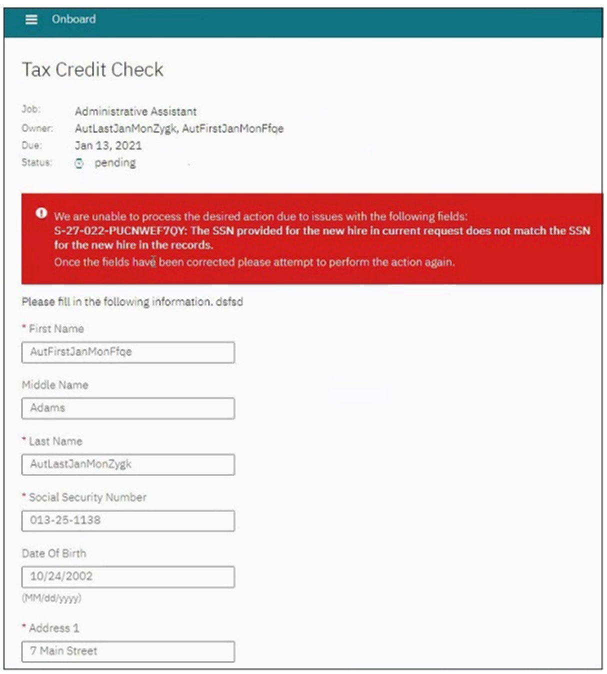
The handling of two WOTC (Work Opportunity Tax Credit) error codes has changed.

InvalidVendorRefID error message. This is returned from Ernst & Young whenever a SSN mismatch occurs. Note: When this error displays, it indicates the same Vendor Reference ID (VRID) has been submitted for different SSNs.

- Previously, there was a generic error message: *S-27-000: A system error has occurred. For assistance, please contact your system administrator* along with a mention of the error code in the interface.
- Now, there is a meaningful error message related to a SSN mismatch.

InvalidApplicantData error message. This is returned when the respective VRID record is not found in Ernst & Young.

- As per Ernst & Young, it is returned from AURT, AORT and ASRT (new hire update and request).
- Under very specific conditions, the AORT can return this error, but it's very rare and has many conditions.
- As per Ernst & Young suggestion, one more condition was added, where if this error code is returned, a new AORT is sent.
- Important: The data value causing the error must first be corrected. Otherwise, the same error message would be returned a second time.



Updates to State and Federal Forms

Updates to maintained forms. Forms shown in **bold** are available for the January release.

US Forms

2021 Federal W-4 (new)

2021 Federal W-4 SP (Spanish) (new)

Alabama A-4

Arizona A-4

Arizona A-4V

Arizona WEC

Arizona A-4C

Arkansas AR4EC

Arkansas AR4ECSP

California DE 4

Connecticut CT-W4

Connecticut CT-W4NA

Delaware W-4NR

District of Columbia D-4A

District of Columbia D-4

Georgia G-4

Hawaii HW-2

Hawaii HW-6

Hawaii HW-4

Idaho ID-W-4

Illinois IL-W-4

Illinois IL-W-5-NR

Illinois IL-W-5

Indiana WH-4

Indiana WH-47

Iowa 44-016

Iowa IA W-4

Kansas K-4C

Kansas K-4

Kentucky K-4 (42A804)

Kentucky K-4E (42A804-E)

Kentucky 42A809

Louisiana L-4

Louisiana L-4E

Maine W-4ME

Maine WHEX

Maryland MW507

Massachusetts M-4

Michigan MI-W4

Minnesota MWR

Minnesota W-4MN

Mississippi 89-350

Missouri MO W-4

Missouri MO W-4A

Missouri MO W-4C

Montana MW-4

Nebraska 9N

Nebraska W-4N

New Jersey NJ-165

New Jersey NJ-W4

New York IT-2104

New York IT-2104-E

New York IT-2104.1

Ohio IT 4

Ohio IT 4NR

Oklahoma OK W-4

Oregon OR W-4

Pennsylvania CLGS-32-6

Pennsylvania REV-419

Puerto Rico 499 R-4.1

Puerto Rico 499 R-4

North Carolina NC-4

North Carolina NC-4EZ

Rhode Island RI W-4

South Carolina SCW4

Vermont W-4VT

Virginia VA-4

Virginia VA-4B

West Virginia WV/IT-104

West Virginia WV/IT-104R

West Virginia WV/IT-104.1

Wisconsin WT-4A

Wisconsin WT-4

Wisconsin W-220

Canada Forms

CANADA-FEDERAL (en) TD1

CANADA-FEDERAL (fr) TD1

CANADA -ALBERTA (en) TD1AB

CANADA -ALBERTA (fr) TD1AB

CANADA- BRITISH COLUMBIA (en) TD1BC

CANADA- BRITISH COLUMBIA (fr) TD1BC

CANADA-MANITOBA (en) TD1MB

CANADA-MANITOBA (fr) TD1MB

CANADA-NEW BRUNSWICK (en) TD1NB

CANADA-NEW BRUNSWICK (fr) TD1NB

CANADA-NEWFOUNDLAND AND LABRADOR (en) TD1NL

CANADA-NEWFOUNDLAND AND LABRADOR (fr) TD1NL

CANADA-NORTHWEST TERRITORIES (en) TD1NT

CANADA-NORTHWEST TERRITORIES (fr) TD1NT

CANADA-NOVA SCOTIA (en) TD1NS

CANADA-NOVA SCOTIA (fr) TD1NS

CANADA-NUNAVUT (en) TD1NU

CANADA-NUNAVUT (fr) TD1NU

CANADA-ONTARIO (en) TD1ON

CANADA-ONTARIO (fr) TD1ON

CANADA-PRINCE EDWARD ISLAND (en) TD1PE

CANADA-PRINCE EDWARD ISLAND (fr) TD1PE

CANADA-QUEBEC (en) TD1Xe

CANADA-QUEBEC (fr) TD1Xf

CANADA-QUEBEC (en) TP10153-V

CANADA-QUEBEC (fr) TP10153-V

CANADA-SASKATCHEWAN (en) TD1SK

CANADA-SASKATCHEWAN (fr) TD1SK

CANADA-YUKON (en) TD1YT

CANADA-YUKON (fr) TD1YT

Configurable Changes

Configurable features must be configured or enabled to be visible and available to users.

View-Only Task Implementation for Activities
There is view-only task implementation for GENERIC_FORM_ACTIVITY, NO_TEMPLATE, ONBOARD_START, ONBOARD_END, and STATE_FORM_ACTIVITY.

System administrators can prevent user types from completing tasks they can see but are not responsible for to ensure compliance and mitigate confusion.

On the **Manage Job Workflow** screen, in the configuration pop-up, there is a **Prevent User Type(s) from View/Edit/Completion of this Task** check box. This can be configured per task, per workflow.

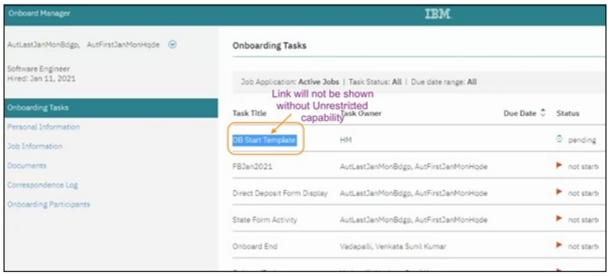
If the user type is configured for this check box, the view within the interface for the user type is still hyperlinked, but they cannot complete the task. It's like a view mode of the uncompleted task.

User types must select the task to view it AFTER it’s completed, but still respect the inability to edit/complete.

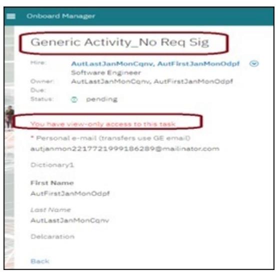
For multi-step tasks, users who are **view-only** can only view the steps that are **completed**. There is a **Back** button on those tasks, which allows users to move to the previous screen for easy navigation. Note: The Back button only displays in a view-only task for single-step tasks. Fields display in read-only.

For prevented user types, the user's task link displays. The task opens in the view-only mode. For view-only tasks, the following message *You have view-only access to this task* displays in the task. Prevented users also can open completed tasks. There is no functional change for completed tasks.

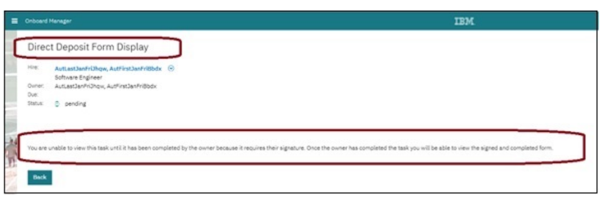
This is for both prevented and unprevented users without the unrestricted tasks view capability. The link is not shown without the unrestricted capability:



Activities with No Template, Onboard Start, Generic Form, and Onboard End are shown as follows for a prevented user (who has no signature):



Generic Form - A task with eSignature required is shown as follows for all users apart from the responsible user:



Fixed Defects

In the current IBM Kenexa Onboard release, the following defects were addressed.

RTC Jazz Number	Defect Description
236780	ESCALATED - TS003325301 - New hire's data not updated Oracle to Onboard / No termination data present in Onboard when termed in Oracle - check integration.
238984	TS004027809 - Correspondence conditions missing.
239703	TS004112860 - I-9 Section 3 - Required Asterisks for expiration date when shouldn't be there (repeat ticket).

RTC Jazz Number	Defect Description
240816	ESCALATED - TS004287348 - Field Branching Issues - Statement of Motor Vehicle error: We are unable to process the desired action due to issues with the following fields.
241937	ESCALATED - TS004444200 - The system failed to process Scheduled Report.
242082	TS004465700 - Onboard Report error when downloading.
242922	TS004627155 - Cannot reopen I-9 Section 2.
243419	PRIORITY - TS004756982 - Unable to save changes to Personal Information for new hire.

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