BrassRing and Onboard Release Notes, June 2020



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# **BrassRing and Onboard Release Notes, June 2020**

## 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.

Refer to the <u>BrassRing Welcome page</u> on the IBM Knowledge Center for a **Pre-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.

#### End of Support for Classic Talent Gateways

# Everything You Need to Know About Ending Support for Classic Talent Gateways

Note: Classic Talent Gateways (Full and Basic) are going to be retired on 1st June 2020. Clients that still have active classic Talent Gateways are advised to:

- Upgrade classic full Talent Gateways to the feature-rich Responsive Talent Gateways immediately.
- Upgrading Basic Talent Gateways requires creation of appropriate stand-alone Gateway Questionnaires.
- Deactivate any existing classic Talent Gateways that are no longer in use.

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 moved to responsive Talent Gateways are seeing a vast improvement in candidate completion rates.

Upgrading your Classic Full and Global Talent Gateways to the Responsive, mobile-friendly experience is not only beneficial for you, it is **required** as IBM focuses on responsive design and providing a great user experience in all areas of BrassRing feature development.

Support has been discontinued for:

- Classic Full & Global Talent Gateways as of Dec, 2017.
  - Includes: Classic Search and Classic Candidate Zone.
- Classic Job Apply (including classic Non-Gateway Questionnaire and classic Gateway Questionnaire job postings) as of Dec, 2017.
  - Clients can no longer create (or save as new) classic Gateway Questionnaires as of Feb, 2019.
  - Recruiters and Hiring Managers can no longer post jobs without Gateway Questionnaires as of Feb, 2019.
- Classic Candidate Portal as of Dec, 2018.
- Classic Full Talent Gateway Attachments as of Feb, 2019.
- Classic Employee Referral Functionality as of Dec, 2018.
  - Clients must implement the Social Referral functionality to have an employee referral program on their Responsive Talent Gateways.

#### Support continues for (but ends on 1st Jun, 2020):

- Classic Basic Talent Gateways (such as Add candidate or Add contact).
  - However, we do have responsive stand-alone Gateway Questionnaire feature that replacing some simple external Basic Talent Gateways starting the release 19.07.15.

**Note:** Discontinued support means that, for these areas of classic candidate experience, IBM will not accept defects, will not test for nor guarantee accessibility and that no RFEs nor feature development will be considered, even though legacy configurations of these types may still be available for you to use.

#### Caution: Classic Full Talent Gateway features may be shut off at IBM's discretion.

#### **Action May Be Required:**

If you haven't already, we require that you upgrade any Classic Full or Global Talent Gateways to use the responsive candidate experience and that you complete HR Status Category mapping (which is required for candidates to access the Application Details page, including posted Offers, Documents and Forms [i.e., responsive candidate portal).

Want to get started on the IBM Responsive Candidate Experiences but don't know where to start? Watch our <u>Responsive Apply Overview and Configuration Webinars</u> to understand who should be involved, an example project timeline, configuration instructions, and much more! IBM has also hosted multiple sessions on Migrating to the Responsive Talent Gateways. Check out the recordings on our <u>Training and Enablement site</u>. You can also reach out to your IBM Kenexa Representative with any questions or concerns.

#### 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.



- OFCCP Disability Form Update to the BrassRing's Base Library
- Metrics Dashboard Multi-Select Fields
- Req Search Total Active
- Lead Manager Search Screens Consistency

# **Updated OFCCP Disability Form**

The updated Office of Federal Contract Compliance Programs (OFCCP) Disability Form is available for clients to request.

The updated Office of Federal Contract Compliance Programs (OFCCP) Disability Form is available for clients to request. Please refer to the documentation that refers to the updated form and the steps required to be taken by the clients in this Knowledge Center page.

## **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 via the discussion forums for which links are provided in respective feature articles.

# There are no dark launch features during this release.

## **Visible Changes**

The current release of IBM<sup>®</sup> Kenexa<sup>®</sup> BrassRing<sup>®</sup> on Cloud includes the following visible changes for BrassRing and IBM Kenexa Lead Manager.

#### **Metrics Dashboard - Multi-Select Fields**

Starting this release, all types of custom req multi-select fields including check-boxes and multiselect drop-downs are available under the **Requisition Custom category** in the Metrics Dashboard. These fields were searchable, but not output able and therefore were not available in the Metrics Dashboard. Clients can create visualizations based on the data available from these fields.

RTC internal reference # 124026.

# **Req Search - Total Active**

Starting this release, the output field **Total Active** is available in Req output field section under Req Search functionality.

<b>≡</b> Hiring	Edit Columns		×
<b>③</b> Back	Available Columns		Selected Columns
Filters	act	×	Search
Filter name: Not Saved Save Filter   1 Manage Saver Refine Re Search with Req Template	[Panel standard] Total Active [Req fields (custom)] If fixed term, length of con	tract	[Req fields (standard)] Auto req ID [Req fields (standard)] Title [Panel standard] Total [Req fields (standard)] Posting Options
Req Status Date Opened Date Created	Submit Cancel		
Filters: 1 Req Status : /	All stages 🗙		
Showing 35 of Actions ⊙			
Auto req	ID <sup>\$</sup> Title <sup>\$</sup> Tota	h	✓ Posting Options ✓ Total Active ✓ Options ✓

RTC internal reference # 128500.

# Interview Manager - From Email Address on Automated Email

The automated confirmation emails received by Interview manager coordinators have an irrelevant 'From' email address. This is now changed to **From: donotreply@brassring.com <enterprise@trm.brassring.com>** to ensure consistent user experience.

RTC internal reference # 123520.

### **Talent Gateways - Focus Indication for Social Media Buttons**

Previously, the Social media share buttons available on the Talent Gateways did not have any indication when they were in focus. Only **Share** displayed a dotted border indicating that it has focus. Starting this release the other social share buttons like the LinkedIn share also display a dotted line when in focus.

This change is displayed in the following screens of the Talent Gateways:

- Job Description page LinkedIn share button
- Login Widget on the Talent Gateway home page.

Job search Sign In
Back Share
★ BIII Minihos
Job Description
Welling and board of the fifth in the disparation differentiation along the monotonic as the fifth, P
Department
Sample Department 2
Apply         Save         Send to friend         Refer

RTC internal reference # 129120.

# Talent Gateways - Scroll Up Link Display

It was observed that the **Scroll up** link persists after the candidates stop scrolling. When the link persists, it overlays page content making it hard for candidates to read (specially in terms of accessibility). Starting this release, this link fades out after a set period of time. The timer starts when the candidates stop scrolling. Upon elapsing 5 seconds, the link fades away. The link is again displayed when a candidate scrolls in this screen.

RTC internal reference # 40588.

#### Lead Manager - Freeze Grid Controls

Starting this release, the controls around the data grid on the Lead Manager main page do not scroll when the data is scrolled. Lead or Campaign data that is displayed within the grid is scrolled either horizontally or vertically based on user action. All the controls outside of the data grid remain static.

Actions 📀 Add new	$\odot$			Ta	able Display 🕸 Expo	ort to Excel
otal leads: 6 (1 confide	ntial)					
Name 🗘	Email 🗘	Home Number 🗘	City 🗘	State/Region/Province ≎	Education Level	Job Title
(Depa) (Fem						
W/MARINE	milaniaman milana con		Secunderabad			Consultant
iteration, ite			Visakhapatnam		P.G diploma	Project coordinator
		1011100000000	Vizagapatam	Andhra Pradesh	B.TECH	

RTC internal reference # 110752.

#### Lead Manager - Campaign Search Result Navigation

Starting this release, when Lead manager users select a campaign from the search results, they can navigate back and forth among the results. New **Previous Campaign** and **Next Campaign** links are added to the page for easy navigation. Therefore users do not have to go to the search results page each time to open a different campaign.

≡ Lead Manager		
K Back	Nex	t Campaign >
nfo Dev Campaign 📀	🖻 😒 Search Campaign	QO
Active 🧭		
Overview		^
Leads: 0		
Modified On: Jan 07, 2020 by		
Created On: Jan 07, 2020 by		
Campaign ID 3		

RTC internal reference # 129437.

## Lead Manager - Search Screens Consistency

Lead Manager home page, search screens and other grids are inconsistent. The following changes are made to the Search screens in Lead Manager to bring about consistency starting this release.

- Currently there is no way to close Filters. In order to save screen space for search results grid, starting this release, Filters can be opened and closed depending on the users requirement.
- Filters can be saved, edited and managed using a Manage Filters option.
- Advanced Filter option is removed starting this release.
- If there are more than 10 filters that are applied, filters are displayed in sections.

RTC internal reference # 129079.

#### **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.

#### OFCCP Disability 503 Form Update to the BrassRing's Base Library

**Note:** This note is also available in the Configuration section of the BrassRing Knowledge Center in this page.

The updated Office of Federal Contract Compliance Programs (OFCCP) Disability Form is available for clients to request. Per the OFCCP, US government federal contractors and subcontractors have until 04 August 2020 to implement the new form. Clients are advised to discuss these changes with their Legal and Compliance departments to determine the best path forward for their organization.

- 1. With your organization's Legal and Compliance departments, review whether your organization needs to update the existing Disability 503 form.
- 2. Determine whether the updates need to be made with published revisions, or whether a new form needs to be used.
  - **Note**: When edits are made to an existing form in Workbench, those changes are immediately reflected on all instances of that form in BrassRing including forms that are completed and saved on a candidate's talent record.
- 3. Review the areas of impact to determining the best course of action. This is not an all-inclusive list. Each client should review their own system to determine any impacts and usage of the Disability 503 form.

- Gateway Questionnaires
- Candidate form autofills from the existing Disability 503 form
- Communication and Document Templates
- RAM triggers
- Reporting (Metrics Dashboard, and the Data Insight Tool)
- Integrations (candidate exports, form imports, BrassRing to Onboard export)
- Any other manual recruitment tasks that involve this form. (eLinking Blank Form, or manual posting of this form to the Candidate Zone)
- 4. If a new form is needed, clients can request the updated form by entering a support case with the Global Support Center (GSC). The form will be published into the candidate forms list in the staging environment.
- 5. Based on the system impact review, update the affected areas by using Workbench self-service.

#### Text Widgets to display the form text

For clients that use text widgets on the Gateway Questionnaires to display the text of the form rather than pulling from form fields, the text widgets are provided for your convenience. This is a recommended configuration for the Disability 503 page. For more information on creating widgets, see Administer Gateway Questionnaire Widgets.

#### Administer widgets

1	body.yui-skin-sam input, body.yui-skin-sam span
2	Name
3	Date
4	Why are you being asked to complete this form?W
5	Disability
6	PUBLIC BURDEN STATEMENT: According to the Pape

#### Text widget 1

Text widget 1 code contains Question ID (QID) numbers that are specific to each client. For example, the QUI number for a name field might be *126474*.

To find QIDs in Workbench:

- 1. Select Tools > Forms > Candidate Forms.
- 2. Select Database mappings.
- 3. Find and note the **Name Field QID** number, **Date Field QID** number, and the **Employee ID** QID number for the fields that reside on the 503 Disability Form.
- 4. Copy the code into the widget and replace the bold QID number text with your organizations QID number for that field.

```
<style type="text/css">body.yui-skin-sam input, body.yui-skin-sam span, body.yui-skin-
sam li, body.yui-skin-sam b, body.yui-skin-sam td.guardAgainstInvalidMarkup{font-size:
14px !important} body.yui-skin-sam center{font-size: 16px;} .staticTextLiner{width:99%!
important;background-color:white!important;} div.fontStyle_h3{background-color:white!
important; .guardAgainstInvalidMarkup{background-color:white!important;} hr{color:black!
important;} @media screen and (-webkit-min-device-pixel-ratio:0){ .staticTextLiner tr td
{width:5000px!important;} </style><center><bVoluntary Self-Identification of
Disability</b></center><div style="clear: both";>size: 11px; float: left;">Form CC-305<br>Page 1 of 1font-size: 11px; float: right;">OMB Control Number 1250-0005<br>Expires 05/31/2023<//iv>
<style type="text/css">
@media only screen and (min-width: 900px){
.lcol-1{background-color:#fff !important;}
.fieldcontain.question-Name Field QID number-container.custom, .fieldcontain.question-
```

```
Date Field QID number-container.custom {
    width: 50%;
    float: left;
    background-color: inherit;
.fieldcontain.question-Employee ID Field QID number-container.custom
ş
width:50%;
.ui-controlgroup.ui-controlgroup-horizontal.ui-corner-all.ui-mini{line-height:0px;margin-
top:4px !important;}
.applyFlow .ListView ul {
margin-top: 10px !important;
z
.applyFlow .ListView ul li {
    font-size: 14px !important;
padding: 0px !important;}
td:nth-child(2)>ul {
    width: 77% !important;
td:nth-child(3)>ul {
    width: 76% !important;
    margin-right: 10px !important;}
@media only screen and (max-width: 768px){
.applyFlow .ListView ul {
margin-top: 10px !important;
margin-left:13px !important;
.applyFlow .ListView ul li {
font-size: 11px !important;
padding: Opx !important;
td:nth-child(2)>ul
width: 65% !important;
3
 td:nth-child(3)>ul
width: 86% !important;
margin-right: 10px !important;
</style>
```

#### **Text Widget 2**

Added after the Name and Date fields.

```
<div style="border:solid 1px black;padding:1.8px"><div style="border:solid 1px
black;padding:5px"><center><hl><b>Why are you being asked to complete this form?</b></
hl></center></div</div</span style="font-weight:normal;">><br/>browe are a federal
contractor or subcontractor required by law to provide equal employment opportunity to
qualified people with disabilities. We are also required to measure our progress toward
having at least 7% of our workforce be individuals with disabilities. To do this, we
must ask applicants and employees if they have a disability or have ever had a
disability. Because a person may become disabled at any time, we ask all of our
employees to update their information at least every five years.</span><span style="font-
weight:normal"> <br/> <
```

#### **Text Widget 3**

<span style="font-weight:normal;">PUBLIC BURDEN STATEMENT: According to the Paperwork
Reduction Act of 1995 no persons are required to respond to a collection of information
unless such collection displays a valid OMB control number. This survey should take
about 5 minutes to complete./span>

#### 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.

#### **Rules Automation Manager - Interview Manager 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 candidates and interviewers before the scheduled interviews.

The RAM is designed to run for Interviews with a status of "Interview Scheduled" where all the invitees have accepted the invites

The following are the attributes for the new trigger:

- **Trigger Name** (Custom name given by Client): Send reminders to Candidates/Interviewers for Upcoming Interviews.
- Trigger Type RAM Trigger.
- Triggering Mechanism IM: Upcoming Interviews.
- Select Trigger Event [Disabled]
- Timing Mechanism Before Interview Start [only value, which is selected by default].
- Trigger Timing (hrs) 48 hrs [2 days in advance, default value, can be changed].
- "i" information popup Select Timing Mechanism type to configure delay. Delayed Processing, Delayed Triggering, Before Interview Start & Aging allows numeric values to be entered in hours. Delayed Processing (Field Value) allows picking the delay in number of days from a numeric or single-select.
- Select recipients Includes normal recipient options (Example "[Talent Record] email") as well as the new interview options: [Interview Fields] Interviewer, [Interview Fields] Lead Coordinator and [Interview Fields] Coordination Team

rigger Name:	IM Trigger	]
riggering Mechanism:	IM: Upcoming Interviews	~
elect Trigger Event:	Selected (0)	List >>
Timing Mechanism: 🛈	Before Interview Start	~
Trigger Timing (hrs):	48	
igger Context:	NA	~

RAM Add/Edit Rule					
IM: Upcomine Conditions Actions	g Interviews	* Rule Name: as			
Action					
Send Communication					
* Select notification template: Language		Template			
✓ * English - United States	None		a da da da segunda da segunda da segunda da	- 0	×
Dutch - Netherlands	None	Q Search for Recipients			
Dutch - Netherlands (informal)	None		Enter search criteria		
French - Canada	None		○ Starts ● Contains		
Include old and new values for m Note: This only applies to fields i These fields will be inserted at the Select recipients: Selected (0) Save Action Cance Existing Actions	selected under the condition for e bottom of the email templat	Available [Interview Std fields]: Coordination Team [Interview Std fields]: Interviewer [Interview Std fields]: Lead Coordinator	Add Remove		

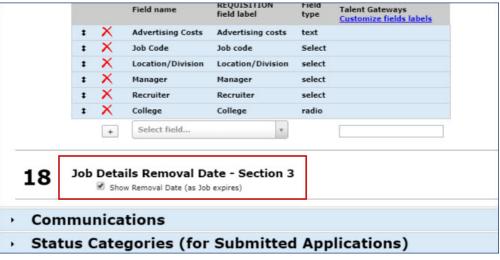
Communication templates having Interview Manager tokens must be filtered out based on Correspondence table Attribute (denoting Interview Manager) for non-Interview Manager RAMs

**Note: Known Limitation** - If this RAM trigger is set to send a reminder for duration longer than that between interview creation date/time and interview completion date/time, then no reminder is sent. For example, a user creates a RAM trigger to send a reminder 336 hrs (2 weeks) to a candidate before the interview; if the coordinator then creates interview in less than two weeks, (5th day from the current day), the candidate does not receive a reminder.

RTC internal reference # 128202.

#### **Talent Gateways - Responsive Layout settings**

The Talent Gateway setting **Display "Removal Date" on job details page** at present is displayed in the Special settings of the Edit Talent Gateway details screen of Workbench. It is moved to the Responsive Layout configuration screen in this release. This setting is placed under the Job Details section.



RTC internal reference # 97262.

# 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 May 2020 release of Onboard:

- US Staging June 11, 2020
- US Production June 20, 2020

### **Troubleshooting the B-O Integration**

A new topic called <u>Troubleshooting the B-O Integration</u> has been added to the Onboard Configuration Guide.

It provides a list of B-O integration candidate export errors and how to troubleshoot them.

#### 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 <u>Downloadable PDF Release Notes</u> 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.

#### **I-9 Section 3: Document Data Populates in PDF**

I-9 Section 3 (Reverification and Rehires) data entered in Onboard is populated in the I-9 PDF.

If I-9 Section 3 document data is entered (for citizenship statuses allowed to be entered), then the **data is populated on the I-9 PDF**, along with the **rehire** date.

#### Manage New Hires: 19 Additional Information Field is Updatable

In **Onboard Manager**, on the **Manage New Hires** page, there is a field named **I9 Additional Information** that is searchable, exportable, and reportable. With the June release, it is also **updatable**.

Users can update additional information for a completed I-9 Section 2.

There is an **Update Additional Information** button that is associated with the following text: On March 19, 2020, due to precautions implemented by employers and employees associated with COVID-19, the Department of Homeland Security (DHS) announced that it would exercise prosecutorial discretion to defer the physical presence requirements associated with the Employment Eligibility Verification (Form I-9) under section 274A of the Immigration and Nationality Act. The original guidance including eligibility requirements can be found here. Once the documents have been physically inspected, selecting the "Update Additional Information" button will add "Documents physically examined" with today's inspection date and your name to the Section 2 additional information field on the Form I-9.

1-9 S	ection 2			
Hire: Owner: Due: Status:	UCCOOMCXX, WYZOSTRSO ③ Business Consultant EastonHringMansger, Will Jun 8, 2020 o completed Jun 9, 2020 6:46 AM		Jun 8, 2020 Completed Jun 9, 2020 6:46 AM te Additional Information th 10, 2020, due to precaution	Documents, projektly assembled all the staded to be additional information field with: X body a respection able and your ranne to the Beckler 2 additional information field. Do you want to proceed?
On Marc would ex Immigrat	ercise prosecutorial discretion to defer the p tion and Nationality Act. The original guidanc	by employers hysical preser e including eli , selecting the	and employees associate ce requirements associate jibility requirements can b "Update Additional Inform	n to the his relation in reasons and investigation account with the Ferning and Ferning and id with COVID-19, the Department of Homeland Security (DHS) announced that it ed with the Employment Eiglability Verification (Form I-9) under section 274A of the

Once the documents are physically inspected, selecting the Update Additional Information button displays the following: *Documents physically examined will be added to the additional information field with today's inspection date and your name to the Section 2 additional information field. Do you want to proceed?* 

• If the user proceeds, the information updates and a new signed PDF is generated that contains the updated additional information.

- This does not overwrite any previous notes.
- The logged-in user eSignature is used to sign the document.
- If the logged-in user eSignature is not available in the system, a message displays, asking the user to update their eSignature in their personal information.
- The update can be made only once. If a user tries to update more than once, an error message displays: *I9 section-2 update is not allowed as it is already updated with the default additional information.*
- If the I-9 is completed with the old form version, the updating of additional information is not possible. An error message will display, asking the user to complete a standalone I-9.
- This action is audited with the audit action I9\_SECTION2\_UPDATE.
- The updated additional information is indexed and is viewable on the Manage New Hires page.

<b>&gt;</b> A	dditiona	l Inform	nation updated successfully.	
	، م	t ¥	2 of 3	— + Automatic Zoom :
			Issuing Authority N/A Document Number N/A Expiration Date (if any) (mm/dd/yyyy) N/A	Additional Information New [06/09/2020 Will EastonHiringManager] Documents physically examined
			Document Title N/A Issuing Authority N/A	

## In Documents, both PDFs display:

Docum	nents					Ade
	e Packet 🕑 dated: Jun 9, 2020)					-
View	System	~	Job Application	Busines	s Consultant	~
	Form / Document Title 🗘	Date 🗘	Completed By 🗘		Related Task 🗘	
	Onboard_19_Signed.pdf 🕥	Jun 9, 2020	EastonHiringManag	ger, Will	I-9 Section 2 EastonHiringMar completed	ager, Will
	Onboard_19_Signed.pdf	Jun 9, 2020	EastonHiringManag	ger, Will	I-9 Section 2 EastonHiringMar Scompleted	ager, Will

# **Configurable Changes**

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

#### Hiring Manager User Type: Activity Restriction for Claim Tasks

For the **Hiring Manager user type**, there is a new capability that allows **activity restriction for claim tasks**.

### USE IN ONBOARD MANAGER

For certain tasks, an onboarding manager can open a menu that has a **Claim Task** option. With this release, the system can be configured so that the menu **does not display**.

#### CONFIGURATION

There is a new capability in the **Manage Users: User Type** screen: **Allow Ability to Claim Tasks**. By default, this capability is only assigned to the Hiring Manager user type. Note: For other user types, it must be manually assigned.

There is a new activity level check box in the **Manage Activity Fields** screen: **Restrict Claim Tasks**. It has a boolean value and is saved to the KT\_ACTIVITY table. By default, this setting is disabled. These tasks cannot be claimed by the responsible user if the setting has been enabled.

- The selection/deselection of the check box quickly changes whether the Claim Task menu option displays in Onboard Manager.
- You do not need to start a new workflow to enable the setting.
- This will take effect even for an existing task.

There is a new capability: CAP\_ALLOW\_CLAIM\_TASKS. On the System Configuration: Manage Display Text screen, the Display Text field contains: Allow Ability to Claim Tasks.

There is a new column in **KR\_ACTIVITY** for **Activity Level Settings**.

- Property name is: restrictClaimTasks.
- Column is: **RESTRICT\_CLAIM\_TASKS**.
- Type is: boolean.

Allow Ability to Claim Tasks check box on the Manage Users: User Types screen:

System Configuration	Users	Job Settings	Utilities	Career Centers	Personal Setting		
0w User Types →							
nuovaertyperoatorano		HM					
AutoUserType171002767							
AutoUserType177071439		This page alk	ows a user to e	edit or add user types			
AutoUserType179525850		New Hire Ma	New Hire Management   Administration   Reports				
AutoUserType192273286							
AutoUserType194916511		<ul> <li>Ability to view/edit/complete tasks owned by the user only</li> </ul>					
AutoUserType195351825			Unrestricter	d ability to view/edit/con	iplete tasks		
AutoUserType357559543							
AutoUserType433735448			low Reopen O	wn Tasks			
AutoUserType456306015		🖸 Al	low Reopen A	ny Task			
AutoUserType703922855		Z Task Reopen - Jonore Prevention					
AutoUserType742040991		2 V	ew encrypted	fields			
AutoUserType782498143			low Ability to I				
COE			OW ADRICY ED I	Liam lasks			
COE_HR_PROCESS							
Deity		Adminis	stration				

Restrict Claims Tasks check box on the Manage Activity Fields screen:

Activity Names and Fields		Activities Onboard New Hire Step					
Onboard New Hire Step(Active)	0	This screen provides a way to manage activity types and its fields					
Start typing field name here	€						
Available Fields		Activity Settings					
		*vame Display Name Template type *TS Template Type *Success Button Label Encryst Uploaded Docume Restrict Claim Tasks Allow Buik Completion	Unboard New Hire Step Onboard New Hire Step NO_TEMPLATE Success	candidate became external     candidate became internal     Declined background check     Declined offer - (none)     Declined offer - benefits	*Job Phase Job Sub Phase Job Sub Pha * Applicant for		

Allow Ability to Claim Tasks display text on the System Configuration: Manage Display Text screen:

← Dashboard ▼ Tasks ▼ System Configurat				Reports 💌	Settings
	Jser		Setting		-
how Display Text	*	of type	All messag	es 🗸	for 2x and scre
Key 🗻			This scree	en provides	a way to manage
claim entity.applicant.W4ClaimExemption entity.stateFormsEntity.CaTotalClain entity.w4.ClaimOthers entity.w4.ClaimTotal entity.w4.ClaimTotal entity.w4.ClaimUnder17 page.label.AllowClaimTasks	nAmo	unt	Displa	ay Text	Settings
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#### *I-9: Auto Populate Start Date in Section 2*

The start date in I-9 Section 2 can be automatically prepopulated from another date field.

#### USE IN ONBOARD

Once this feature is configured, for the I-9 Section 2 activity (or for reopening I-9 Section 2):

- The start date is automatically prepopulated from the selected/configured date field.
- The start date is retained and does not change even if the source value is updated or if configuration changes are made.

#### CONFIGURATION

Admins can configure the ability to allow users to auto-populate a start date from another date field.

In the **Manage Labels and Custom Fields** screen, there is a new **I-9 Section 2 Start Date Driving Field** check box for all **date fields** that allow admin users to configure from which date field the new hire start date should be populated.

Field Class Job Application		o OnboardStartDate	
Field Name	Display Label	This screen provides a way to manage system fields.	
	date	Labels and Custom Fields	
Application Completed Date	Application completed date	Labels and Custom Helds	
Candidate Start Date	Candidate Start Date	Field Name OnboardStartDate	
DATE_APPLIED	Date Applied	Heid Name OnboardstartDate	
ELECTRONIC SIGNATURE DATE	Electronic Signature Date		
HMActionDate	HM Action Date	Enabled 🗹	
19SignatureDate	19 SIGNATURE DATE		
Job Application sentEmailToCan	Sent e-mail to rejected candid	Display Label Onboard Start D	
LastCompletedActivityDate	Last completed activity date		
Offer Accepted Date	Offer Accepted Date	Field Category Requisition	
OnboardStartDate	Onboard Start Date	Encrypted	
RevealDate	Reveal Date.		
Review Date	Review Date	Searchable Field	
Screening Date	Screening Date	I-9 Section 2 Start Date Driving Field	
Verification Date	Verification Date		
applicationRejectedDate	Dispositioned date		
offerContDate	Offer each date		

- Standard Onboard Start field is supported (JobApplication.CandidateStartDate & JobApplication.OnboardStartDate).
- Custom date fields from Applicant entity and standard Job Application entity are supported.
  - Only custom date fields from the Applicant entity are supported.
  - There is no support for any standard date field of the Applicant entity.
  - Only standard date fields from the Job Application entity are supported.
  - There is no support for any custom date field of the Job Application entity.
- User can enable a new I-9 Section 2 Start Date Driving Field check box for only one date field in the system.
- By default, the check box is unchecked. Note: This is the as-is process currently being followed to enter a new hire date by the responsible user for I-9 Section 2.

In the **Manage Activity Fields** screen, there is a new **I-9 Section 2 Start Date Driving Field** setting in the Section 2 activity to show the source field.

The user enables the new setting then:

- The I-9 Section 2 activity will auto-populate the value based on the field selected in editable format.
- Once the activity is saved/completed, this start date is retained and does not change even if the source value is updated or if configuration changes are made. Note: This also happens when reopening I-9 Section 2.

#### **Fixed Defects**

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

**Known Issue in Manage New Hires**: The following fields are getting an S-1-001 error while trying to sort in the Manage New Hires results screen:

- All Custom fields
- I-9 Receipt Name
- Work State
- Disposition Code
- Working Title

This known issue occurred with the recent changes and the fix is planned for a future release.

RTC Jazz Number	Defect Description
231424	TS003143717 - Not seeing Conditions in PHY and RTP workflows.
234949	TS003514190 - Source of re-verification date?
235994	TS003618050 - Need I-9 Section 3 standalone task removed and determine how generated.
236107	TS003632560 - New hire was unable to complete I-9 Section 1.
236227	TS003645823 - Unable to complete I-9 Section 3. When reopening either I-9 Section 1 or I-9 Section 2 activity, if there is an in-progress I-9 Section 3 activity, the I-9 Section 3 activity is skipped.
236401	TS003669622 - Error received when attempting to create draft E-Verify case.

