

IBM: BrassRing and Onboard

*BrassRing and Onboard Release Notes  
March 2021*



**Note**

Before you use this information and the product it supports, read the information in "Safety and environmental notices" on page x and "Notices" on page x.

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

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# Chapter 1. BrassRing and Onboard Release Notes, March 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](#).

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## BrassRing

BrassRing release features are added to this document at **US Production**.

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**.



- Social Referral - Resend Referral
- Lead Manager - Stack Duplicates
- Lead Manager - User Permission Update
- Doc Subsidiary Form - Restrict Repost

## **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 to your respective IBM representatives.

### **Data Insight Tool - Scheduling and Communication Enhancements**

**Note:** This feature is deployed to the **Staging environment - Only** release. This feature will NOT be released to Production on 23 March 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:

Frequency > Distribution List > Notification Content > Summary

### Frequency

How often would you like to run the template?

Once

Daily

Weekly

Monthly

Quarterly

Bi-weekly

Semi-monthly

Run every  days.

Day Following Day of every month

The

Select a start date:

Select a data timestamp:

Select an end date:

No End Date

On the following date:

Next > Cancel

After this release:

Frequency > Distribution List > Notification Content > Summary

Frequency

How often would you like to run the template?

Once

Daily

Weekly

Monthly

Quarterly

Bi-weekly

Semi-monthly

Run every [ ] days.

Run daily on the following days:

Every day

Every weekday

Select a start date:

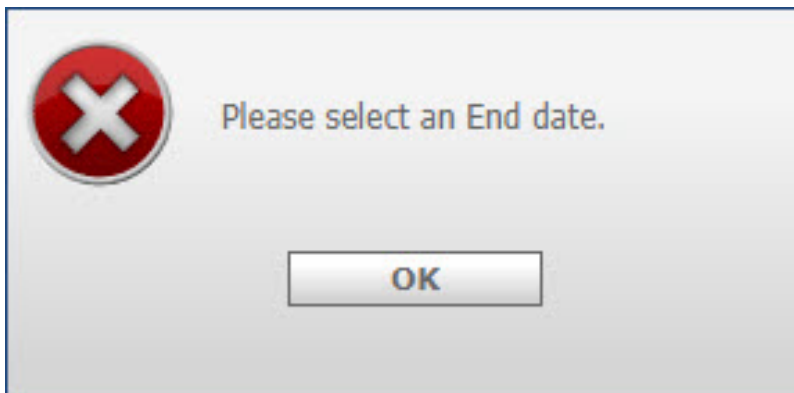
11 Jan 2021

Select an end date:

Select a data timestamp:

Next > Cancel

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.

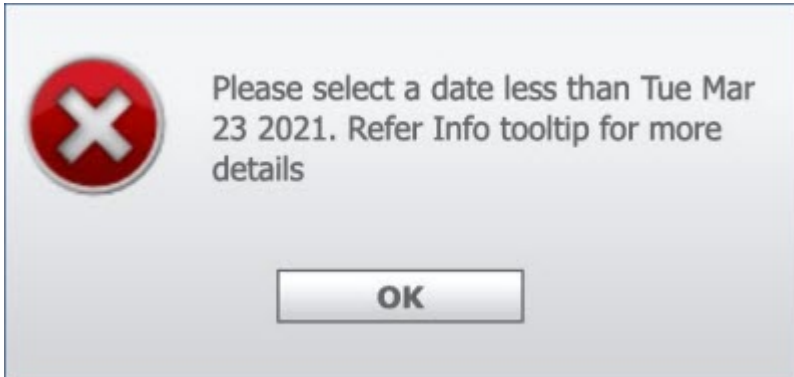


The end date cannot exceed a timeframe that is determined based on the schedule frequency. End date selection can be done based on the following criteria:

- Templates that are scheduled with a frequency of daily, weekly, bi-weekly, or semi-monthly must have an end date less than 12 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 24 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.

**Note:** The end date criteria is expanded from six months to 12 months and 12 months to 24 months based on the feedback from the clients.

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 12 months from the start date. Therefore, the user can select any date before 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 2022. 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 24 months from the start date. Therefore, the user can select any date the 15 January 2023. If an end date later than 14 January 2023 is selected, an alert message is displayed stating **Please select a date less than Sun Jan 15 2023. 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.**

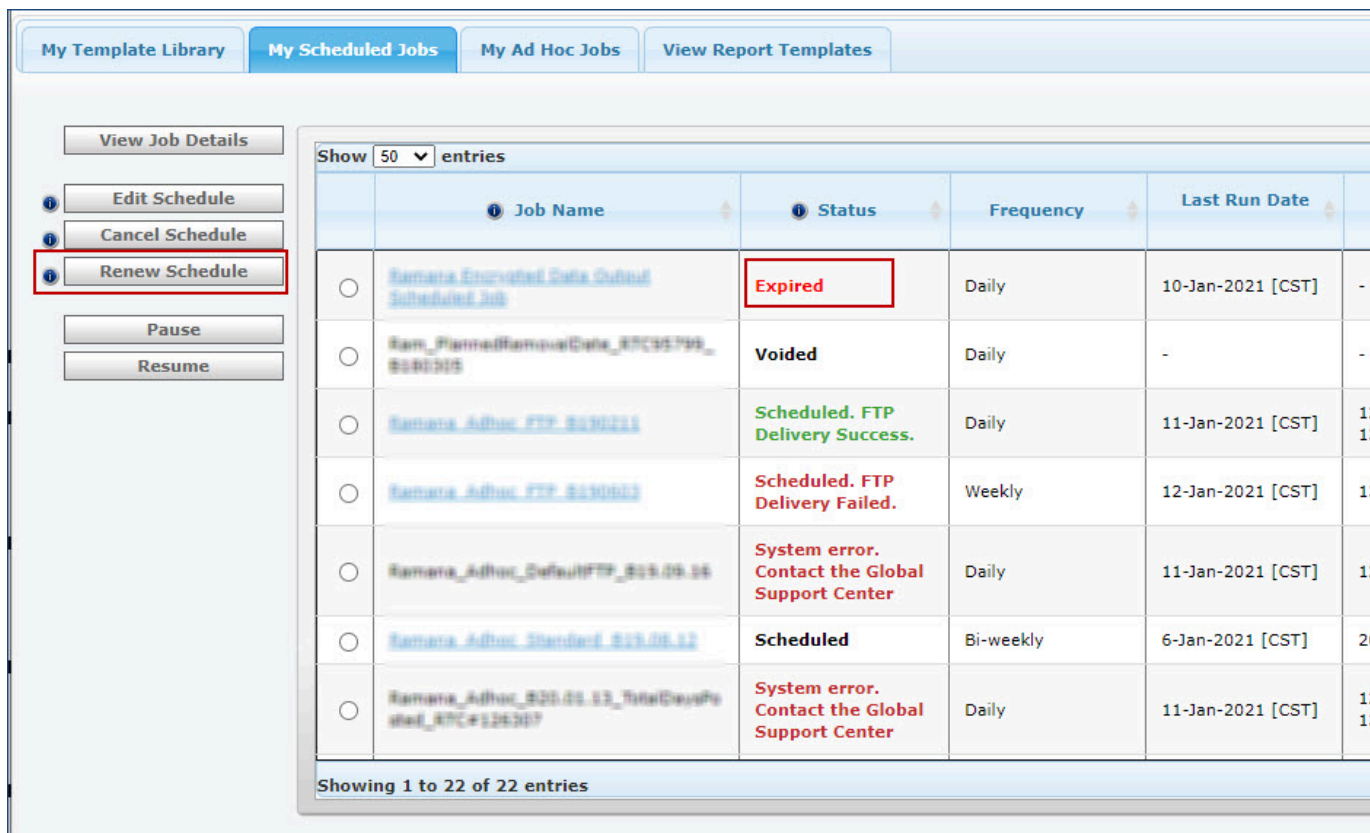
The new feature applies to schedules that are newly created and any schedules that are edited after the release of this feature. A migration activity is planned to set an end date for the existing schedules that do not have a user-defined end date. Templates that were previously scheduled without an 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 = 365 days (12 months)
  - For the jobs that were scheduled to run monthly or quarterly: N = 730 Days (24 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, 12 months are added to the 1 October 2020, 1 October 2021 is assigned as the end date for that scheduled job. 1 October 2021 is greater than 30 days from 1 February 2021, and does not exceed 12 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, 12 months are added twice to 15 August 2020. Twice because, when the first 12 months are added, the date arrived is 15 August 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 24 months from 1 February 2022.

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 for 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 12 months from the current system date.
- Jobs that are scheduled with a frequency of monthly, and quarterly are renewed for 24 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.

**Data Insight Tool: Managing Templates**

My Template Library | My Scheduled Jobs | My Ad Hoc Jobs | View Report Templates

View Job Details

Edit Schedule  
Cancel Schedule  
**Renew Schedule**  
Pause  
Resume

Show 50 entries

Job Name	Status	Frequency	Last Run Date	Next Run Date	
Report: Encrypted Data Output Scheduled Job	Expired	Daily	10-Jan-2021 [CST]	-	10-2021
Report: PlannedRemoveData_8 TCAS796_8180305	Voided	Daily	-	-	12-2021
Report: Adhoc FTP_8180311_1	Scheduled. FTP Delivery Success.	Daily	11-Jan-2021 [CST]	12-Jan-2021 [CST] 13-Jan-2021 [GMT]	16-2021
<b>Candidate_info_exp</b>	<b>Scheduled</b>	Run every 5 days	-	-	18-2021
Report: Adhoc FTP_8180300_1	Scheduled. FTP Delivery Failed.	Weekly	12-Jan-2021 [CST]	13-Jan-2021 [CST]	21-2021

**Data Insight Tool: Managing Templates**

My Template Library | My Scheduled Jobs | My Ad Hoc Jobs | View Report Templates

View Job Details

Edit Schedule  
Cancel Schedule  
Renew Schedule  
Pause  
Resume

gqdtweb.rtp.raleigh.ibm.com says

The schedule for the report 'Candidate\_info\_exp' has been renewed to 7/22/2021

OK

Show 50 entries

Job Name	Status	Frequency	Last Run Date	Next Run Date	
Report: Encrypted Data Output Scheduled Job	Expired	Daily	10-Jan-2021 [CST]	-	10-2021
Report: PlannedRemoveData_8 TCAS796_8180305	Voided	Daily	-	-	12-2021
Report: Adhoc FTP_8180311_1	Scheduled. FTP Delivery Success.	Daily	11-Jan-2021 [CST]	12-Jan-2021 [CST] 13-Jan-2021 [GMT]	16-2021
<b>Candidate_info_exp</b>	<b>Scheduled</b>	Run every 5 days	-	-	18-2021
Report: Adhoc FTP_8180300_1	Scheduled. FTP Delivery Failed.	Weekly	12-Jan-2021 [CST]	13-Jan-2021 [CST]	21-2021

**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.

### **Renew Multiple Scheduled Jobs**

Starting this release, users can select multiple scheduled jobs at the same time and renew them in a single action. Previously, the **My Scheduled Jobs** featured radio buttons for the list of scheduled jobs. Users were required to select each job to renew. The radio buttons are replaced by check boxes during this release. Users can select multiple schedule jobs that are near expiration and renew them all in a single action.

However, for the current release, the only action available upon selecting multiple scheduled jobs is **Renew**. The other actions on the tab, View Job Details, Edit Schedule, Cancel Schedule, Pause, and Resume are unavailable if a user selects more than one schedule.

RTC internal reference # 133997.

### **Reqs - New Skills Fields**

Starting this release, two new custom req fields are added in the custom req fields screen. **Required Skills** and **Recommended Skills** are the new fields.

#### **Tools > Forms > Reqs > Req Forms > Define custom req fields**

These fields can be added to req templates by clients. They are like any other standard req fields except that their database field names and field types cannot be altered. The data in these fields is received from the Skills table and the skills data cannot be updated or altered. The fields are configurable based on a new Workbench client setting.

More information about Req Field Association is available on this [page](#) of the IBM Knowledge Center.

RTC internal reference # 132346.

### **Rules Automation Manager - Automation Manager Trigger Migration**

**Note:** This feature is deployed to the **Staging environment - Only** release. This feature will NOT be released to Production on 23 March 2021. A Production date is yet to be determined. See the upcoming release notes for status updates on this feature.

As a part of the product enhancements, the existing Automation Manager (AM) triggers are converted to Rules Automation Manager (RAM) triggers starting this release. The AM Trigger **HR Status update - notify candidate** is converted to a Rules Automation Manager (RAM) trigger during the current release for staging environment only. Clients can test and verify the RAM trigger functions after the staging release.

RTC internal reference # 127222.

## Visible Changes

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

### Social Referral - Resend Referral

Starting this release, internal candidates can resend the job referral email as a reminder to candidates. Previously, resending an email was available only through Rules Automation Manager triggers. Whether the referral was made by uploading the referred candidate CV or by sending a referral email, the resend option allows the referrer to resend an email.

Referred candidate information is available in the **Referrals** section of the Candidate Zone menu. The referral card now displays a resend option if the referred candidate did not already apply for the job. When the referrer selects **Resend**, a **Send via email** modal is displayed with the email address of the referred candidate. The email cannot be edited.

Job search   Candidate Zone ▼   Sign Out

⊕ Back

Referrals

Active Referrals (0) ▼

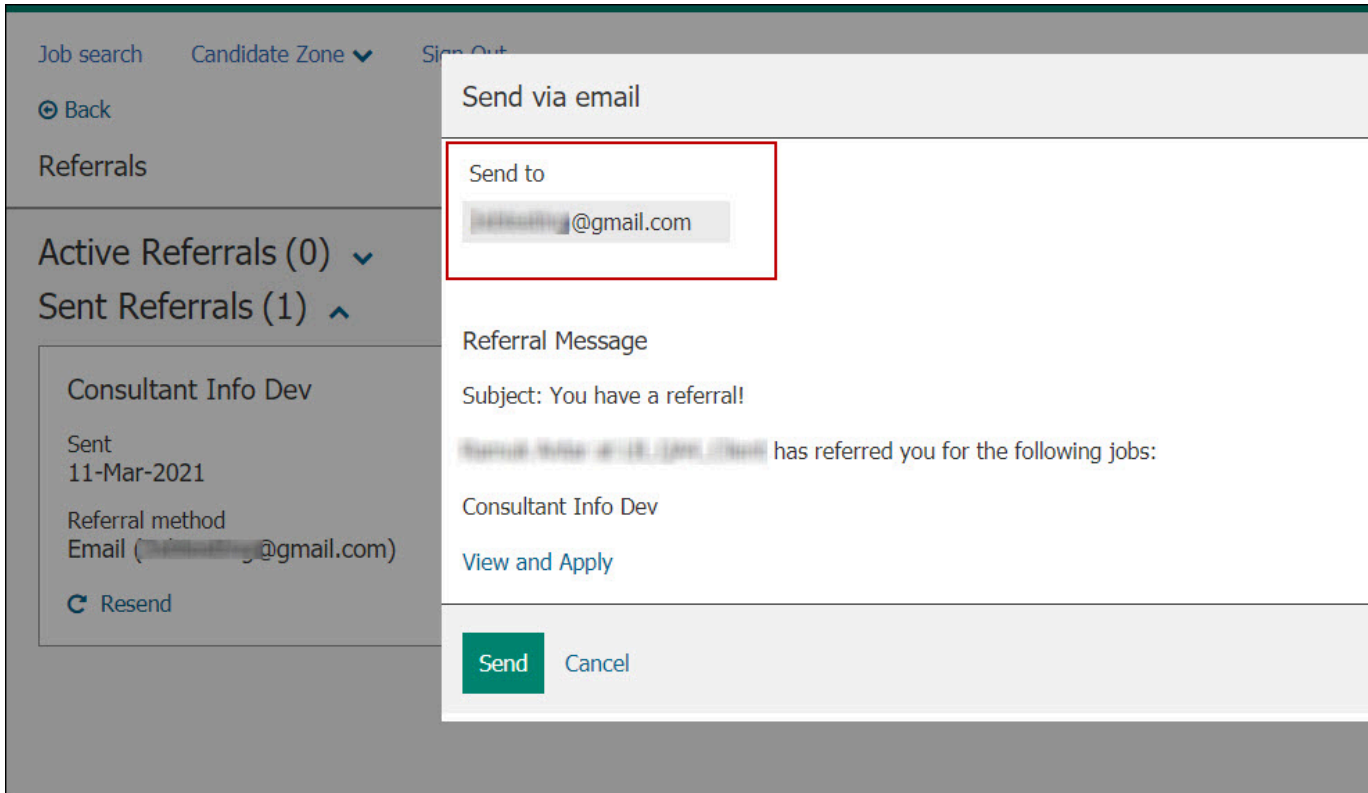
**Sent Referrals (1)** ▲

Consultant Info Dev

Sent  
11-Mar-2021

Referral method  
Email ( : ██████████@gmail.com)

🔄 Resend



**Note:** Referral methods other than "Send via email" and "Upload resume(&Send email)" are out of scope for this feature. This feature is available for Job referrals as well as general referrals (referrals without a specific job).

RTC internal reference # 133095.

### **Interview Manager Actions - Candidate Talent Record Action Log**

Starting this release, when users or candidates take interview-related actions, a log entry is added to the **Action log** of the candidate's **Talent Record**. This log entry provides information about the interview action with the following details:

- **Action:** Displays a status-based action from the following list of actions:
  - Interview - Created
  - Candidate Interview Invite - Sent
  - Candidate Interview Invite - Resent
  - Candidate Interview Invite - Declined
  - Candidate Interview Invite - Accepted
  - Interviewer Interview Invite - Sent
  - Interviewer Interview Invite - Resent
  - Interviewer Interview Invite - Declined
  - Interviewer Interview Invite - Accepted
  - Candidate Availability Request - Sent
  - Candidate Availability Request - Resent
  - Candidate Availability Request - Declined
  - Candidate Availability Request - Responded
  - Interview - Scheduled
  - Interview - Reschedule Initiated
  - Interview - Canceled



- **Date:** Date on which the action was taken.
- **Action By:** Name of the user that ran the action (one among Coordinator, Candidate, or the Interviewer).
- **Details:** Details of the interview, including interview style, format, interview date, and time, comments, status. All of these details are displayed only if the details pertain to the current action log item.
- **Name and Type:** Displays the **Interview Description** of the interview. The description is hyper linked if the user's user type has the appropriate privileges.
- **From :** name and email of the user that sent the communication if applicable.
- **To:** name and email of the recipient of the communication if applicable.
- **Folder:** The job title (Auto req ID or Optional Req ID): Depending on the BrassRing user's user type privileges, this information is displayed with a hyperlink to the req.

Action	Date	Action By	Details	Name/Type	From
Candidate Availability Request - Declined	24-Feb-2021 11:53:49	[REDACTED]	1 on 1 Phone Interview	<a href="#">Interview for Posting Partner (June 30, 2011) (2722BR)</a>	[REDACTED]
Candidate Availability Request - Declined	24-Feb-2021 11:51:58	[REDACTED]	1 on 1 Phone Interview	<a href="#">Interview for Posting Partner (June 30, 2011) (2722BR)</a>	[REDACTED]
Communication - Email	24-Feb-2021 11:50:41	[REDACTED]		<a href="#">Intervite - Candidate</a>	[REDACTED]
Candidate Availability Request - Sent	24-Feb-2021 11:50:41	[REDACTED]	1 on 1 Phone Interview	<a href="#">Interview for Posting Partner (June 30, 2011) (2722BR)</a>	[REDACTED]
Interview - Created	22-Feb-2021 13:49:17	[REDACTED]	1 on 1 Phone Interview	<a href="#">Interview for Posting Partner (June 30, 2011) (2722BR)</a>	[REDACTED]
Interview - Scheduled	18-Feb-2021 17:07:03		1 on 1 In Person Interview Friday, March 12th 2021, 12:00 pm-12:30 pm EDT Status: Completed	<a href="#">Test for From values - Interview invitee responses - Feb 18</a>	

RTC internal reference # 132855.

**Candidate Form Approval - First Approver Comments**

It was previously observed that when candidate form is sent for approval to the second approver, the first approvers comments are missing. This behavior is adjusted in the current release. The first approver comments are now displayed to the second approver.

RTC internal reference # 132624.

**Candidate Import - Update Deleted Candidate**

It was observed that when a Candidate import is carried out, candidate records that are previously deleted were also getting updated. This behavior is addressed in the current release. If related to a candidate with a deleted resume key is presented in a candidate import, such record and information are rejected by the system.

RTC internal reference # 133755.

**Lead Manager - Stack Duplicates**

Starting this release, Lead Manager users can select and stack duplicate leads manually. A new menu action **Stack Duplicates** is now available in Lead Manager in the following menus:

- **My Leads** in the **Lead Manager** home page.
- **Unassigned Leads** in the **Lead Manager** home page.
- Campaign Lead listings (Standard and Advanced views).
- Lead Search results.

The users must select exactly two leads before they select the Stack duplicates action. If there are more than two or less than two leads selected, an alert message is displayed stating **Must select exactly two leads**.

When two leads are selected for stacking, a new modal is displayed with the summaries of the selected leads. Two floating buttons are displayed at the start of each lead with labels **Keep this lead** and **Cancel**. When users select **Keep this lead**, a warning modal is displayed with the message **Please note that by clicking 'OK', the system will keep the overview information for this record. The overview of the previous record will be deleted, and all other data will be merged into this record.**

When users select OK, the following rules are applicable regarding the two leads:

- The primary overview information from the lead that is selected is retained in full.
- All the Talent Record associations with the lead that is retained are retained in full.
- Any responses to any questions associated with the lead that is retained are retained in full.
- Responses for the lead that is stacked are removed.
- If a Talent Record association is present with the lead that is stacked (not being retained), this association is removed (deleted).
- Any campaigns associated with the lead that is stacked are updated to reflect the lead that is retained.
- For any campaigns that the two leads share, the lead that is stacked is deleted from the campaign and the status of the lead that is retained prevails.
- Any notes that are associated with the stacked lead are retained.
- Any attachments (including resumes) associated with the stacked lead are retained.
- If either of the leads is tagged as confidential, that attribute is carried over regardless of which lead is stacked.
- Any teams configured to access the confidential leads can access the stacked lead.

**Note:** If the lead did not provide consent for GDPR, the following warning modal is displayed - **You cannot select a lead to keep if the lead has not consented.** Select OK to close the modal and take no further action. If the user selects **Cancel**, the grid in which they selected the leads for stacking is displayed.

RTC internal reference # 124966.

### **Lead Manager - User Permission Update**

Based on configuration, if users have access to view all the campaigns, they see all the campaigns. However, if the users do not have access to view all campaigns, they should be able to access only the campaigns with which they have My Campaign relationship. However, it was found that the users are able to view campaigns with which they do not have the My campaign relation. When Lead Manager users search for campaigns, they are able to access other campaigns even when they do not have the View all access. This is addressed in the current release. Starting this release, users that have the appropriate permissions can view a campaign.

RTC internal reference # 132941.

## **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.

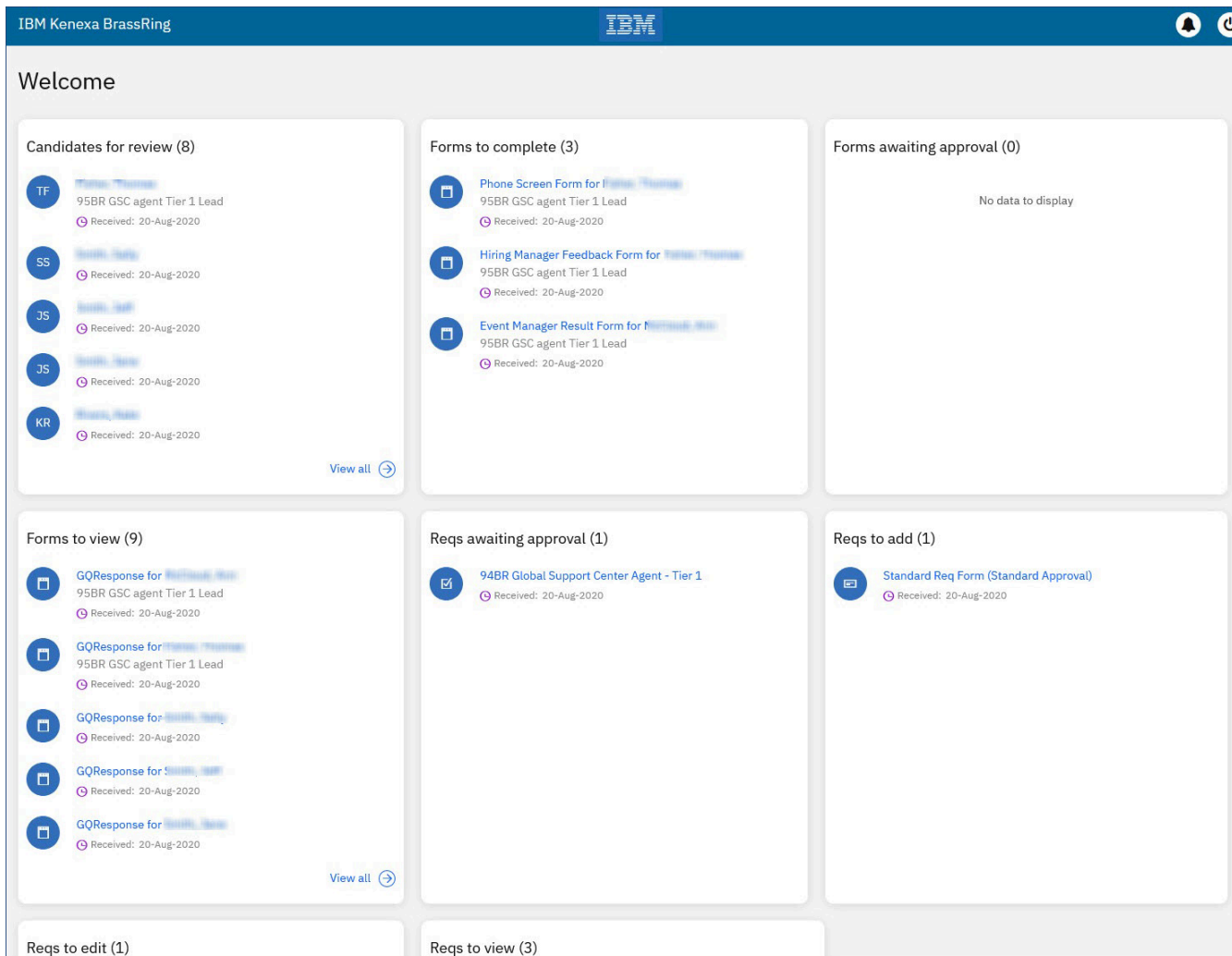
### **eLinks - eLink Dashboard**

The eLink dashboard contains any candidate, req, and form information sent to a BrassRing user by using eLinks. After the eLink dashboard is configured, the first time a user is sent an eLink, the dashboard is created. The dashboard is unique to the recipient of the eLink and linked to their email address. Users have only one eLink dashboard, which updates with the additional details as more candidates, reqs, or forms are sent. eLink dashboard shows eLinks sent to the user in the last 30 days by default. Clients can configure the number of days from between 10 to 180 days.

**Note:** The eLink Dashboard is available to BrassRing users based on client configuration. Multiple client settings are added to the **Client Settings** page for configuring various aspects of the eLink Dashboard.

Users' access to the eLink Dashboard can be provided or revoked by BrassRing administrators from the **Manage eLink Access page**. This page can be accessed from the **Admin +** menu.

- The eLink dashboard includes:
  - Candidates for review.
  - Forms to complete, approve, or view.
  - Reqs to approve, add, edit, or view.
- The eLink dashboard is not applicable to candidate communications or eLinks. Candidates do not see any change in how they access their eLinks.
- The cards on the eLink dashboard can be reordered by dragging to arrange as needed.

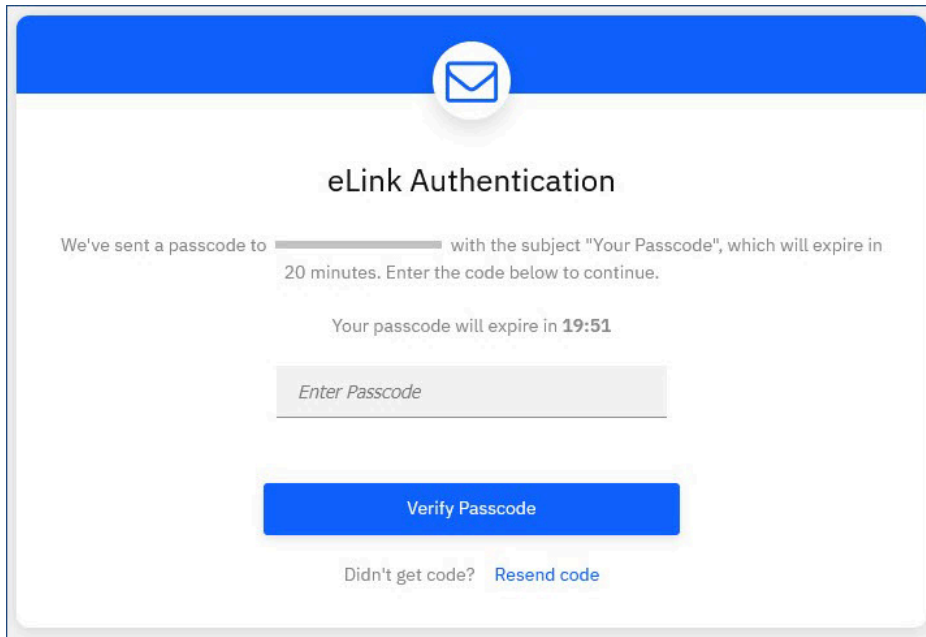


- eLinked items the date that the item was received and viewed.

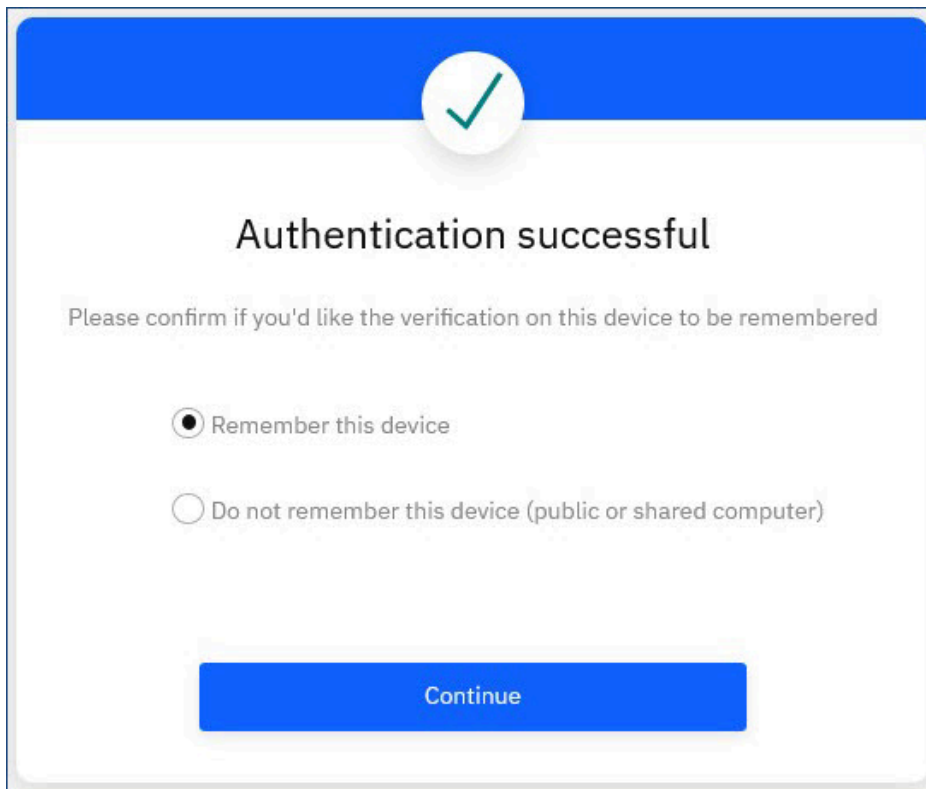


- The eLink dashboard displays data only for:
  - Active reqs, or reqs that are Pending, Approved, or Open.
  - Active candidates, or candidates that are not in a Disposition status.
- The eLink dashboard is deactivated if the user is removed from the system.

- The eLink Dashboard includes authentication.
  - Pass code-based authentication is enabled based on client setting configuration. Each eLink recipient must enter an authentication code that is sent to their email address.



- If your organization uses existing eLink authentication, by using a password or Single Sign On (SSO), users can continue to use this authentication mechanism instead of pass code authentication.
- After authenticating, the user can select Remember this device for trusted computers, or Do not remember this device if shared or public computers.



**Note:** The eLink Dashboard process documentation is available on this [IBM Knowledge Center page](#).

RTC internal reference # 129145, 129148.

### Document Subsidiary Forms - Restrict Repost

When BrassRing users send an offer form to a candidate, it is possible that the candidate declines the offer. Declining an offer is still a response to the offer form. Based on negotiations, a new offer is sent to the candidate. However, when the same form is updated with new information and reposted, clients cannot track the number of times a form (an offer) was declined or responded to. Tracking and analyzing this data is important. Therefore, starting this release, a new setting is added in the Workbench for clients to restrict users from reposting the same form if a response is received from the candidate.

Refer to the Workbench section of this release notes to find the configuration options for this change. If this configuration is set, users must create a new version of the form to post to the candidates if the candidate already responded.

If a candidate already responded to the form, and if the BrassRing user tries to re the form, an error message is displayed. Error message: **You cannot repost this attachment as the form has already been completed.**

RTC internal reference # 133817.

## 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.

### Document Subsidiary Forms - New Form Attribute

A new attribute is added to the document subsidiary forms during this release. The new attribute **Restrict reposting of same version of the document if candidate has already completed the form** is added in the **Edit form attributes** screen.

Previously, users were able to post the same version of a document subsidiary form, even after the candidate submitted a response. Starting this release, clients can disallow users from posting the same version of the form if it already has a response from the candidate. Users can post a new version of the same form even if this setting is checked.

The screenshot shows the 'Edit form attributes' interface. At the top, there is a title bar with 'Edit form attributes' and an 'Audit Trail' link. The main content area contains several sections:

- Form field alignment:** Radio buttons for 'Default' (selected) and 'Left'.
- Form layout:** Radio buttons for 'Classic' and 'Enhanced' (selected).
- Create candidate signature field:** An unchecked checkbox.
- Restrict reposting of same version of the document if candidate has already completed the form:** A checkbox that is currently unchecked and is highlighted with a red rectangular box.
- View all:** A dropdown menu showing 'Recruitment', 'System Admin', 'HR User', 'Hiring Manager', and 'QuickStart User'.
- Modify all:** A dropdown menu showing 'Recruitment', 'System Admin', 'HR User', 'Hiring Manager', and 'QuickStart User'.
- Delete - my reqs:** A dropdown menu showing 'Recruitment'.

At the bottom of the window, there are three buttons: 'Save', 'Revert to saved', and 'Cancel'.

RTC internal reference # 133839.

### Configure or Edit Privilege for Code Access Groups - Workbench Self-Service Tier 5

Starting this release, the Workbench Self-Service Tier 5 users can access, configure, and edit the Code Access Groups in Workbench. Users can go to **Tools > Users > Code access groups**.

RTC internal reference # 28332.

### Workbench - Integration Log Search Updates

Workbench Admins are able to search integration logs from within Workbench. This function allows admins to troubleshoot issues that may arise when sending data to and from BrassRing. To improve these search capabilities we are moving the search to our SOLR search engine and adding search options on the screen to narrow down the search.

The SOLR search engine enables faster search across the integration logs. To support this search, and provide better user experience, three radio buttons are added next to the field **containing text** in the **Retrieve client posts** screen. **Tools > Integrations > Retrieve client posts**

- **Exact match** - Looks for text blobs that contain ALL the words that are entered in the search text in the same sequence.
- **Match all words** - Looks for text blobs that contain ALL the words that are entered in the search text, not necessarily in the same sequence.
- **Match any word** - Looks for text blobs that contain at least ONE of the words that are entered in the search text.

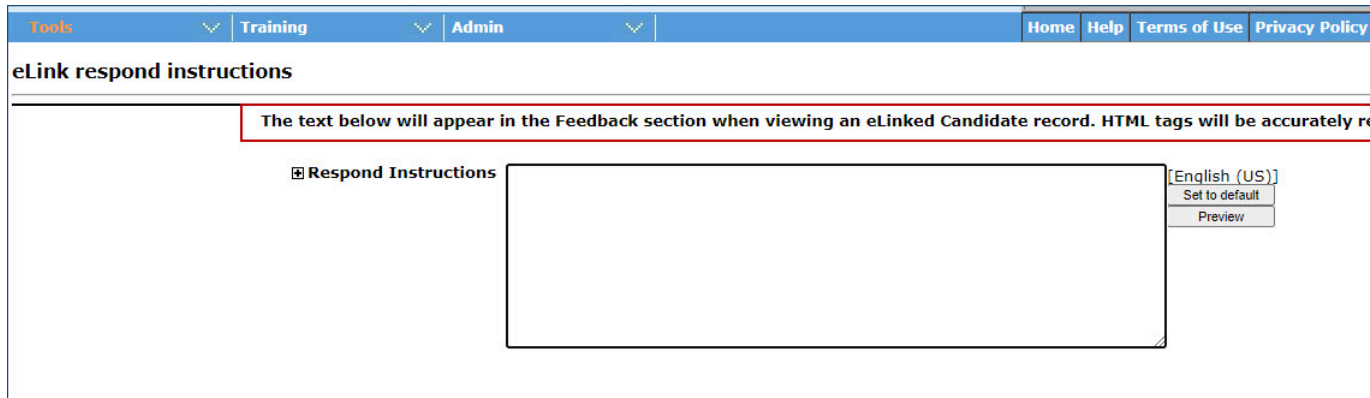
By default, Exact match is selected. This new feature is available only when the client setting to use SOLR-based search is enabled.

When this build is released, clients are able to search back to the date of February 21st, 2021. Meaning, for example, when the build is released into Staging on March 16th you are be able to search integration logs going back to February 21st. Then, starting April 4th you have a rolling 6-weeks of data to search. For example, if you search the integration logs on April 30th, your search results will go back 6 weeks to March 19th. (The 6-week rolling data search log functions the same way the database search did prior to this release.) If your need is to look back beyond the 6-weeks, submit a maintenance case with the Global Support Center.

RTC internal reference # 129936.

### eLink Dashboard - eLink Respond Instructions

The text on the **eLink respond instructions** page is updated. Previously the text used to read: "The text below will appear to the left of the Respond button when viewing an eLinked Candidate record. HTML tags will be accurately reflected." This text is now updated to **The text below will appear in the Feedback section when viewing an eLinked Candidate record. HTML tags will be accurately reflected.**



RTC internal reference # 134073.

## Onboard

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### 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 **March 2021 release of Onboard**:

- US Staging - March 11, 2021
- US Production - March 20, 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.

#### Manage New Hires Page - Disable Sorting

The sorting option is disabled for unsupported columns present in the Manage New Hires page. Users are currently facing issues while trying to sort the custom fields. Starting this release, the custom fields can not be sorted.

The sort icon is removed from the following fields:

- All custom fields
- I9.I9AdditionalInformation
- I9.documentsPhysicallyExamined
- I9.I9ApproverPhone
- I9.I9ReceiptSectionName
- I9.I9ReceiptName
- I9.I9ReceiptExpiryDate
- JobApplication.Dispositionedby
- JobApplication.Dispositioncode

RTC internal reference # 242749.

#### State Form Tasks - Hiring Manager Access

Previously, Prevented users with unrestricted capability were able to view the tasks in the State forms. The Prevented users do not have access to the tasks for any other forms. They see a message that they are not authorize to view the tasks when they try to access the tasks. To ensure consistency, the access to the State form tasks is removed for Prevented users with unrestricted capability starting this release. Other users with unrestricted capability can view the fields of the form when they access the tasks.

For the Prevented User Type the following message is displayed :**You are unable to view this task until it has been completed by the owner because it requires their signature. Once the owner has completed the task you will be able to view the signed and completed form.**

RTC internal reference # 243688.

#### Bulk Action Callout - Stop Display of Records

While performing bulk actions, previously, list of all records is displayed in the callout. However, while displaying the list of records, bulk action could be performed upon a maximum of 200 records. To



improve the number of records and reduce the utilization of transaction resources, the display of records in callout is stopped. Starting this release, with this change, bulk action can be performed on up to 1000 records.

RTC internal reference # 243818.

**Task Errors - Form Missing**

Previously, when users accessed a task, if a locale specific form is missing, an appropriate page was not displayed and the page refreshed. However, the users did not get any guidance and this impacted user experience. Starting this release an appropriate error message is displayed, so that users and candidates have guidance on the form that needs to be added. Error message - **Sorry but it looks like this form does not exist for your chosen locale. Please contact your system administrator to have them resolve this for you.**

RTC internal reference # 244277.

**Configurable Changes**

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

There are no configurable changes in this release

**Fixed Defects**

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

<b>RTC Jazz Number</b>	<b>Defect Description</b>
229617	TS002708899 - Candidate export from B to O is failing due to an error - General Transport Error - Thread Aborted Error (Targeting March)
237816	TS003846438 - Input Fields Missing on Activity - Field Permissions Related (Targeting March Release)
238984	TS004027809 - Correspondence conditions missing - MUST GO March
243159	TS004093909 - B to O - Missing HCM_Job Code
243741	TS004855577 - Due date selection disappear on the workflow (Targeting March Release)
243743	TS004854071 - Section 3 overdue task for discontinued new hire (Linked with Elastic Search User story - Planned for March Release)
243818	TS004881802 - When trying to Bulk Discontinue (Targeting March Release)
243928	TS004900336 - Error in MNH when using the sorting feature (targeting for March Release)
244010	TS004931353 - Start date not updating in Manage New Hires (Targeting for March Release)
244277	TS005021895 - Error upon opening task



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