IBM Kenexa BrassRing on Cloud

IBM Kenexa BrassRing on Cloud Release Notes

October 16, 2017

Note

This edition applies to IBM Kenexa BrassRing on Cloud Release 17.10.16 and to all subsequent releases and modifications until otherwise indicated in new editions.

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Contents

Introduction

This document presents changes, both visible and configurable, included in the October 16 release of IBM Kenexa® BrassRing® on Cloud and IBM Kenexa Lead Manager.

The objectives of this document are to:

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

Visible Changes

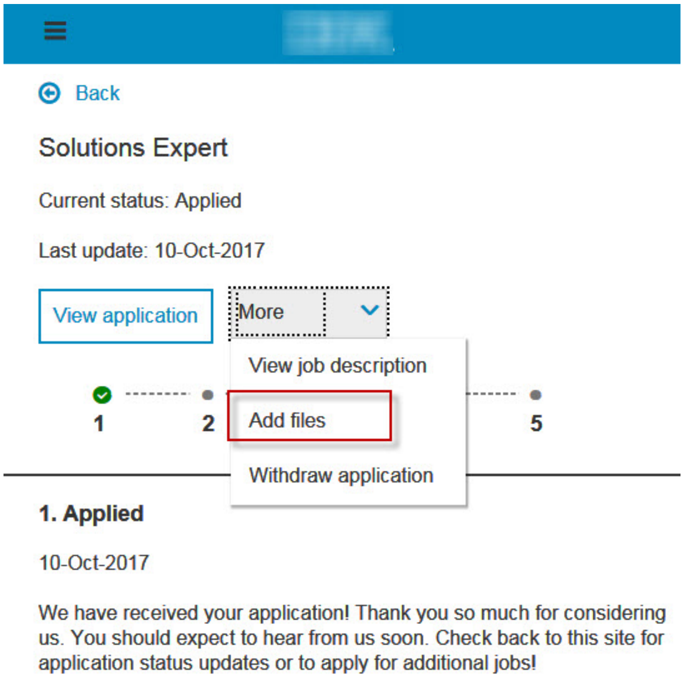
The current release of IBM Kenexa BrassRing on Cloud includes the following visible changes for BrassRing and IBM Kenexa Lead Manager..

Responsive Apply

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

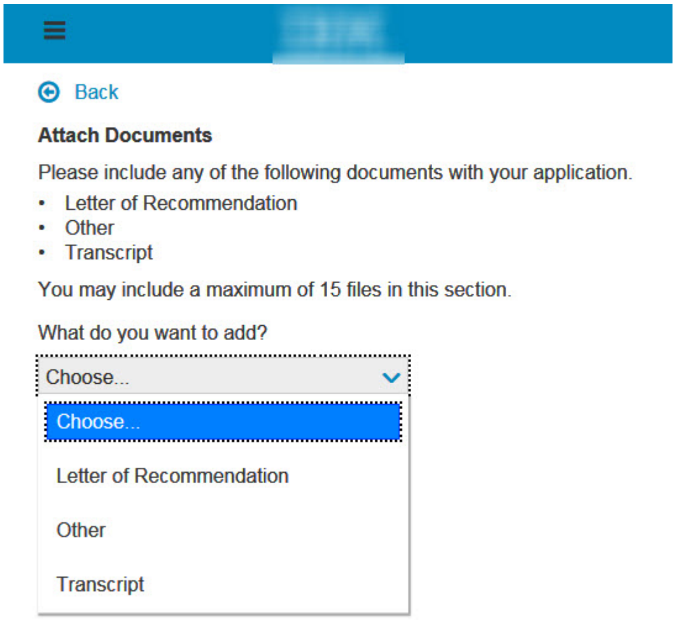
Candidate Zone - Job Specific File Attachments

Based on client requests and feed back, a new feature is provided starting this build where candidates can log into their Responsive Talent Gateway profile to attach files specifically to their job applications. This provides a quick option that will help supplement a client's hiring process when candidates are required to submit various supporting documents to the jobs that they have applied to. Candidates can upload files from either Dropbox, Google Drive or their local computer. The files are thus sent to BrassRing and are made available to recruiter within the candidates' Talent Record. Candidates log in to Candidate Zone and browse to **Dashboard** > **Applications** > **[select a submitted job application]** > **More [displayed depending on screen size]** > **Add files** > **[choose file type]** > **[select file]** > **Submit**

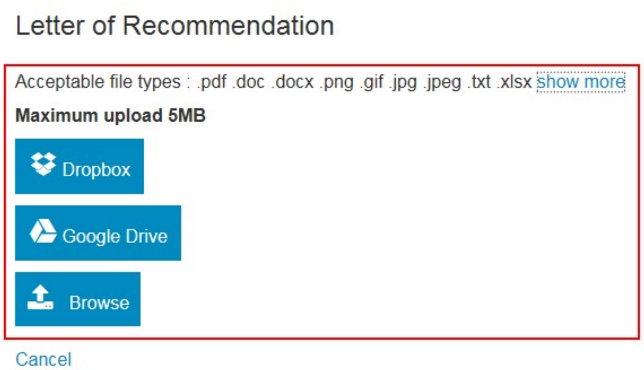


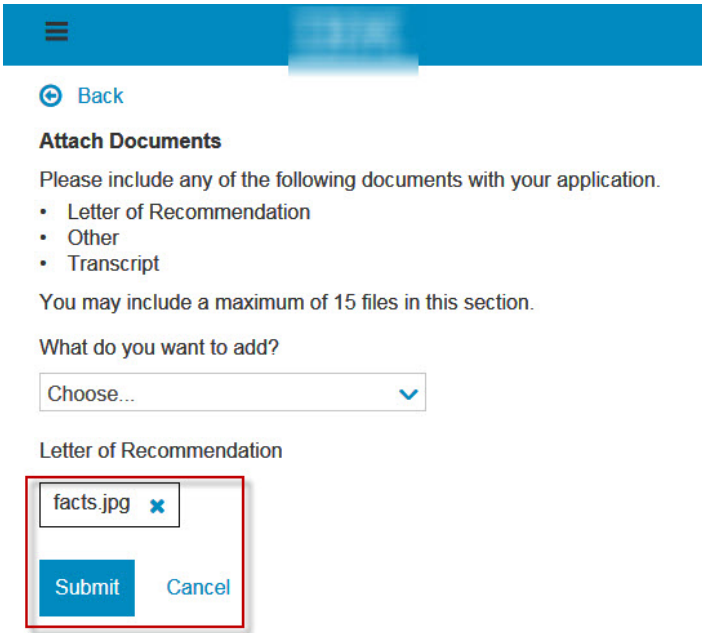
The attachment categories available to the candidate are the ones configured per Talent Gateway, not necessarily the ones available on the Gateway Questionnaire that was used to apply to the requisition. If no attachment categories have been configured for the Talent Gateway, then the Add Files button is not displayed on the application details page.

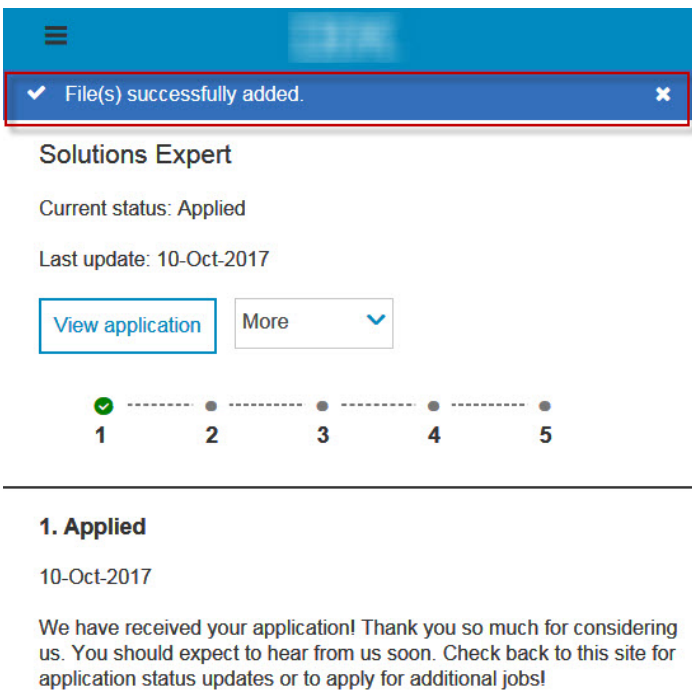
Candidates cannot delete an attachment from the job application page, but can browse back to their Profile > My Files to delete attachments from their Talent Gateway profile if required.When a file is attached and uploaded to the candidate's BrassRing Talent Record, it does not get removed from the Talent Record if a candidate deletes the file from their Talent Gateway profile.



The types of files to and the maximum size permissible for upload displays on the file selection section.







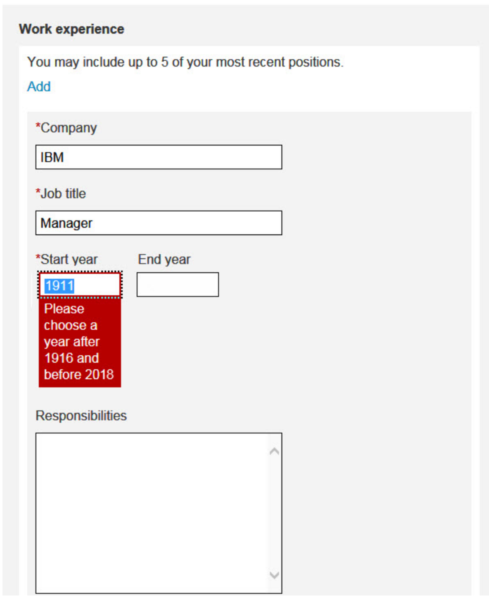
Notes:

- The Talent Gateway setting **Number of Attachments** is not considered. The same restriction is used that has been in place prior to this release; up to 25 attachments.
- The Talent Gateway setting **Associate attachments to job** is not considered. This setting is always treated as YES for Responsive Talent Gateways that have the Candidate Zone and attachments enabled.
- The Talent Gateway setting **Max size per attachment (mb)** is not considered. The same restriction is used that has been in place prior to this release; up to 5MB.

RTC Internal Reference #87610

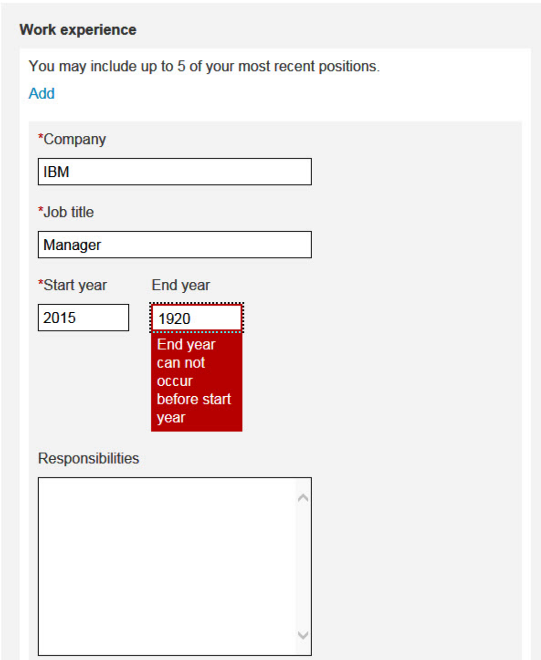
Education and Experience - Year Field Validation

Starting this release, the fields that capture a year value in the Education and Work Experience section of the Responsive Talent Gateways include validation. The validation is performed in such a way that the fields accept year values that are practical. When impractical values like 0000, 9999, or other values that provide impossible scenarios are entered, an appropriate error message displays. For example, a candidate is not allowed to enter a year that is more than a 100 years before the current year as the start year and a year that is more than one year later to the current year as the end year.

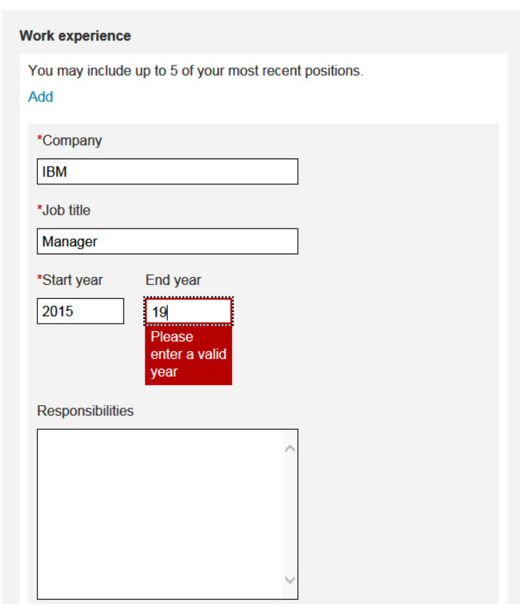


Similarly, a candidate is not allowed to provide an end year that is before the start year in the work experience section.

This validation is applicable to **Start year**, **End Year** fields in the Work Experience Section and



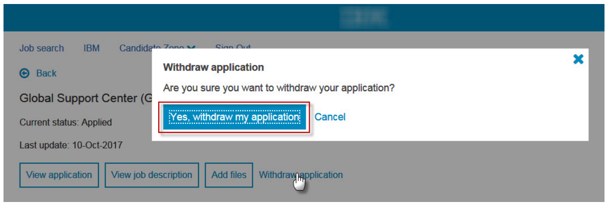
Grad Year in the Education section.



RTC Internal Reference # 51113.

Application Withdrawal - New Button Label

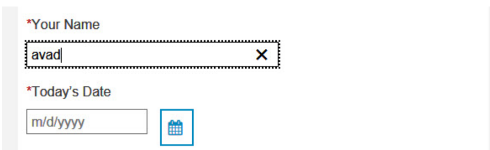
If your organization chose to enable the withdrawal functionality on the Responsive Apply Talent Gateways, and candidates attempt to withdraw their application, an alert message is displayed. The confirmation buttons on this screen were previously **Yes** and **Cancel**. The label Yes is updated to **Yes, withdraw my application**. This makes the action more understandable for the candidate and is overall a better user experience.



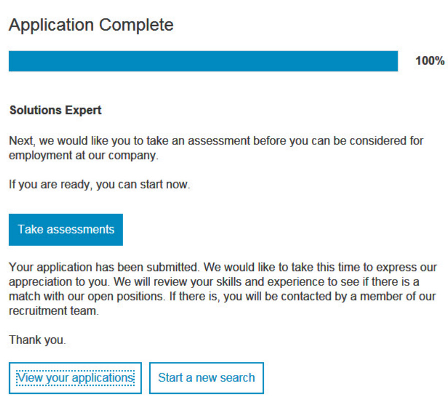
Responsive Talent Gateways - Focus Indicator Border

Starting this release, there is a change in the focus indicator border across the responsive Talent Gateways to ensure accessibility compliance. A new dotted line border that is prominently visible is displayed as a border of the screen element that has the user's keyboard focus starting this release.

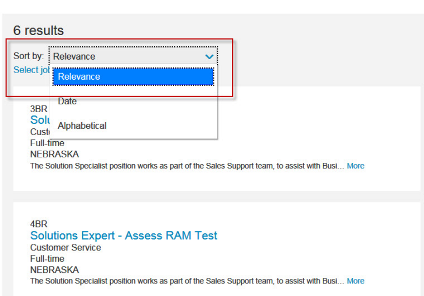
Text box with focus indicator border.



Button with focus indicator border.



Drop down element with focus border indicator.



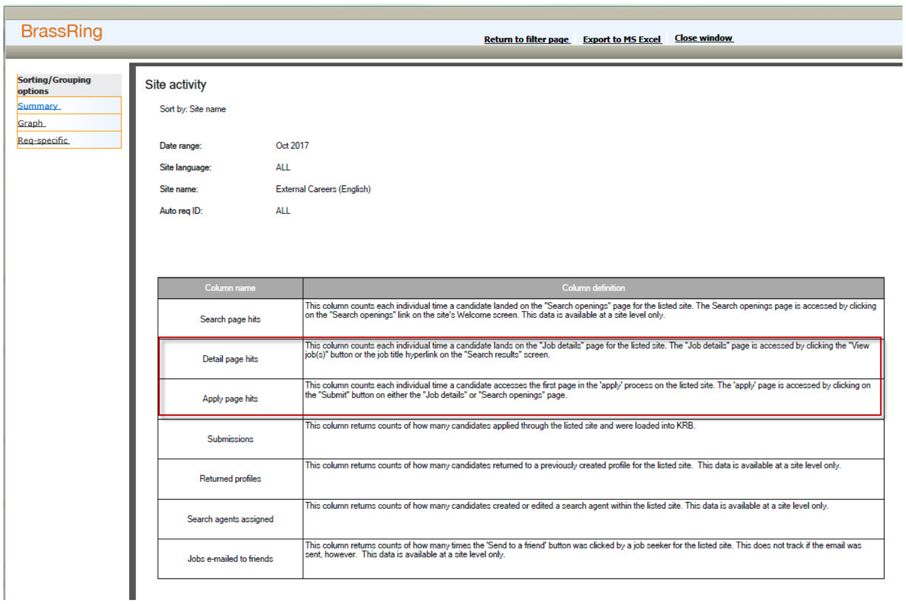
RTC Internal Reference # 83410

User Interface

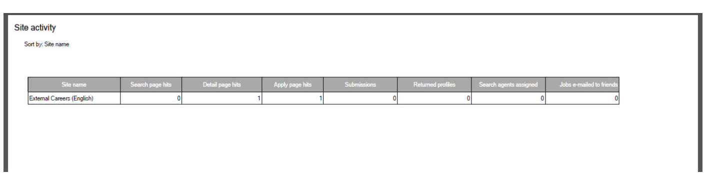
The current release includes the following visible changes for the User Interface. Visible changes alter the appearance or performance of the product without requiring any configuration. The changes are immediately visible or available to users.

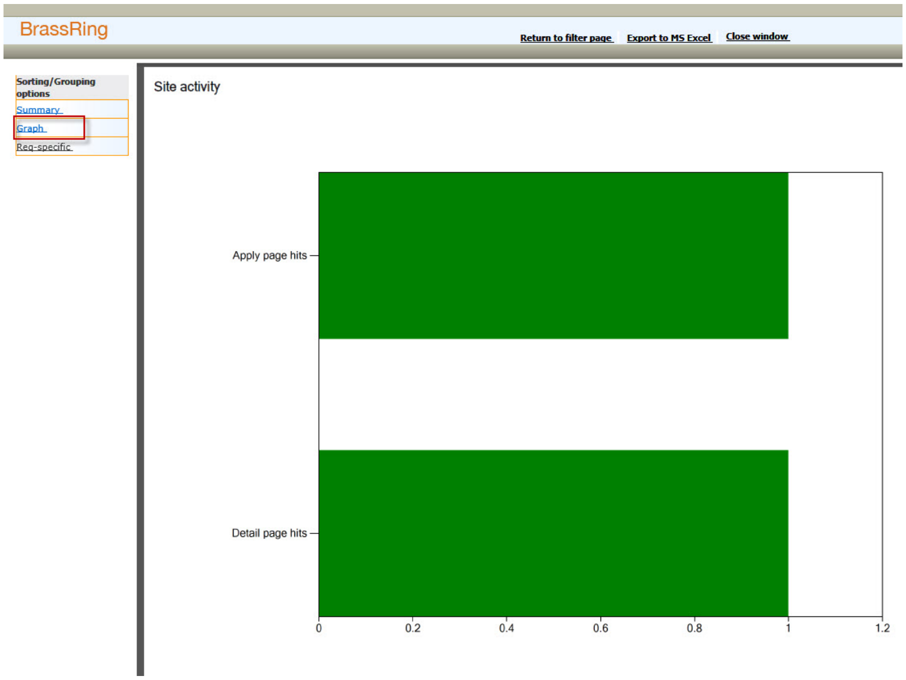
Standard Reports - Site Activity

Starting this release, the Standard Report called Site Activity now logs/tracks the number of clicks/hits for the Job Details and Apply pages.on the Responsive Apply Talent Gateways. Users that have access to Standard Reports can browse to **Hiring** > **Reports** > **Standard Reports** > **Site activity** and run the report to see the results.

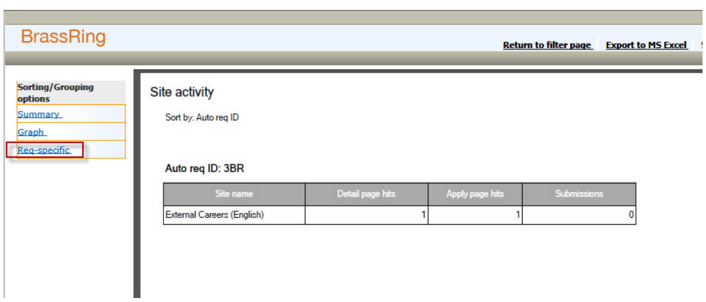


This report provides the number of times a candidates click on a responsive Talent Gateways. The Job Details and Apply page values now include those clicks performed by candidates on the Responsive Talent Gateways.





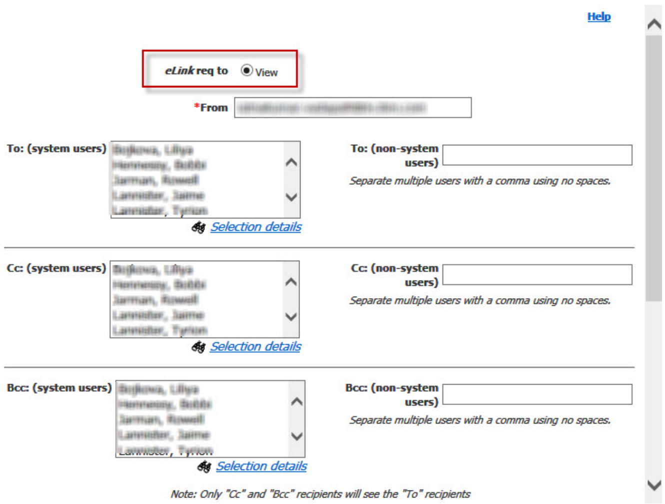
This report provides req specific information as well.



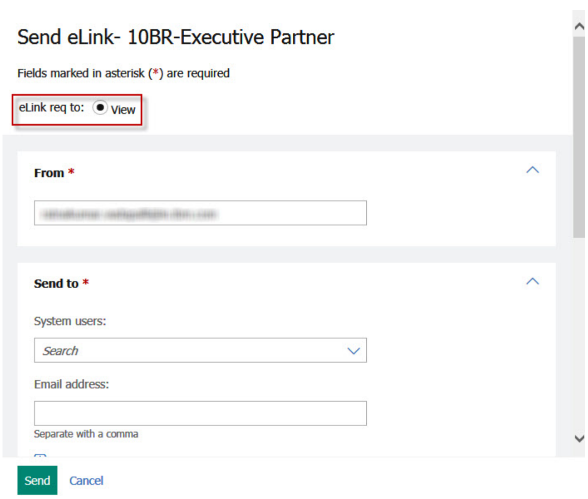
RTC Internal Reference # 42199

eLink - eLinking Req in Edit Mode in the New User Interface

An inconsistency in the send eLink behavior (eLinking a req in edit mode while the req was in pending status) is observed and addressed. A user is unable to send an eLink of a req to edit while the req was in pending status the within classic user interface of BrassRing. The same user was able to send an eLink to edit a req in pending status from the BrassRing new user interface. This inconsistency is adjusted to ensure that the user is unable to send edit req eLink from both classic and new user interfaces. According to the BrassRing design, users must not be able to send a pending requisition's eLink for editing.



New User Interface (After)



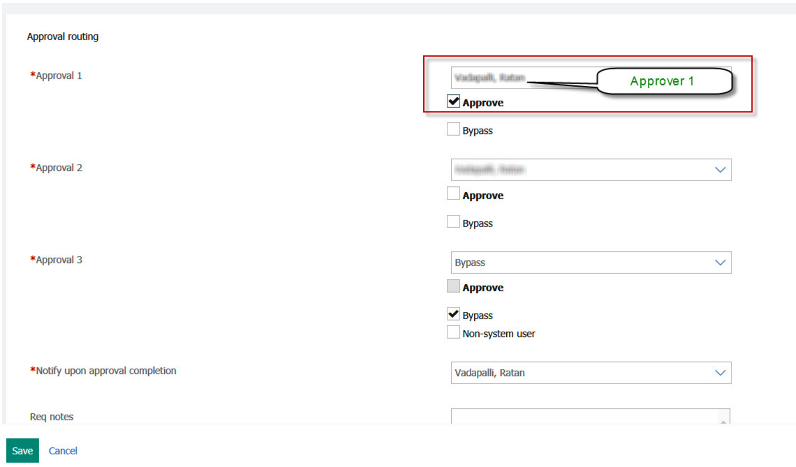
New User Interface (Before)

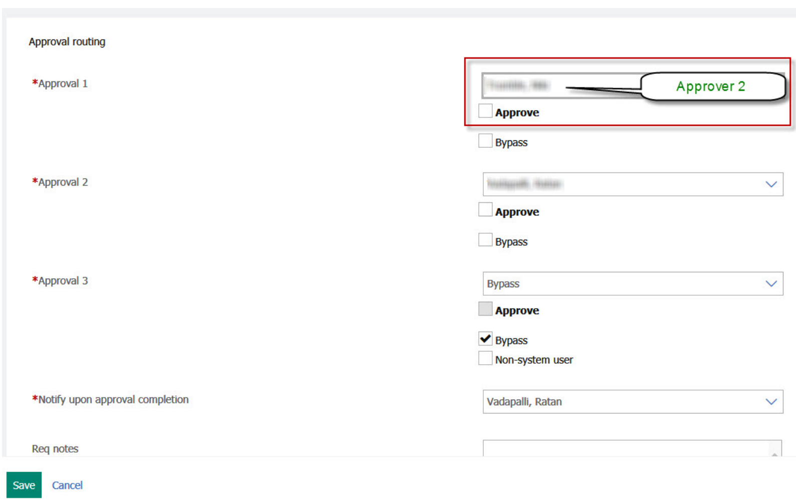
20elink_1;%igswidth;%avlnmeas-x1304;%igsdepth;50p

RTC Internal Reference # 91520

Req - Approval in Edit Mode

When a BrassRing user attempts to approve a requisition in edit mode, it was observed that the user is able to alter the name of the approver in the Approver section and continue to approve. This option creates a possibility of altering the approver records of a requisition. This issue is now addressed. Starting this release, if a user selects a different approver from the drop-down after checking the approve check box in edit mode of a requisition, the check box gets cleared automatically. When the BrassRing user checks the check box while another approver is selected in the drop-down, the name in the drop-down changes automatically to the logged in user's name. This change ensures that no one tampers with the approval record by selecting another approver while approving a requisition in edit mode.





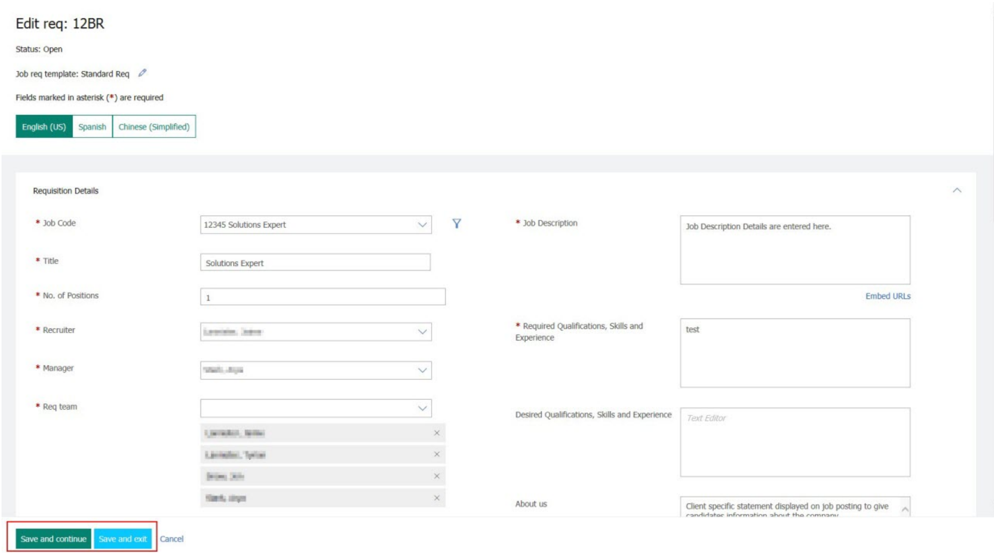
RTC Internal Reference # 91064

Requisitions - Editing Reqs in Multiple Languages

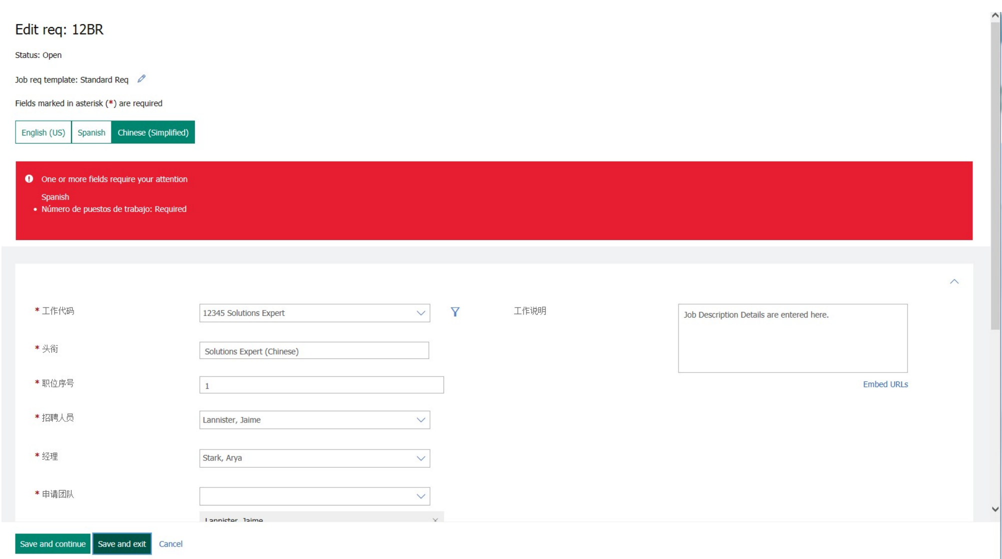
Based on client request the following changes were to the edit req page when editing a req that was created in multiple languages. This reduces the time it takes for a recruiter to edit a req and save through each.

When editing a req that has multiple languages, the Save button has been renamed to Save and Continue. When users select Save and Continue, the next language the req has been saved in is displayed for editing.

A new button called Save and Exit is added. When users select Save and Exit, they save the req in the language they are viewing and then the system attempts to save the req in all other languages it was previously saved in. If there are missing fields in another language, the system will take the user to that language to fill out the missing fields.



When the Save and exit button is selected, if there are any missing required fields on the req in the other languages, a message is displayed for the recruiter to correct before proceeding with the save.



RTC Internal Reference # 86857

Lead Manager

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

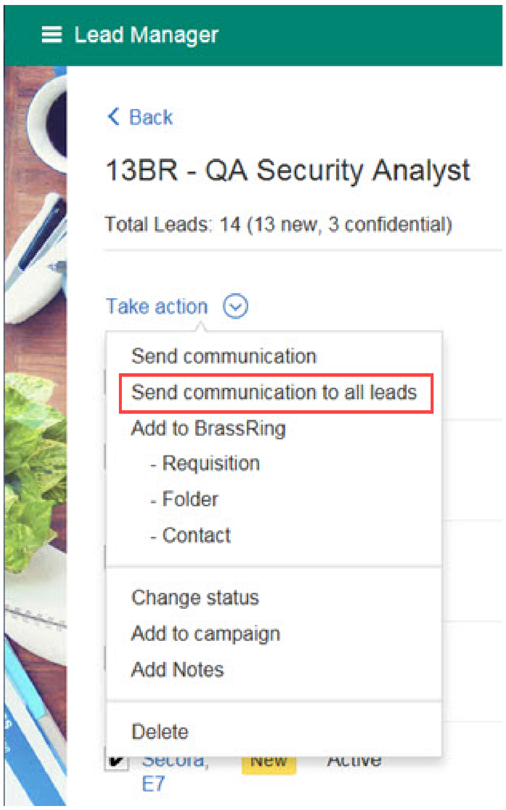
Send Communication to All Leads in Campaigns

Within a campaign grid, Lead Manager users with the **Leads - Send Communication** privilege can now select **Send communications to all leads** to send a single communication to all leads within the campaign. If a Lead Manager users has 10 pages of leads within a campaign, **all** the leads within the campaign receive the communication. Lead Manager users must have the existing privilege **Lead - Send Communications** to see this visible change.

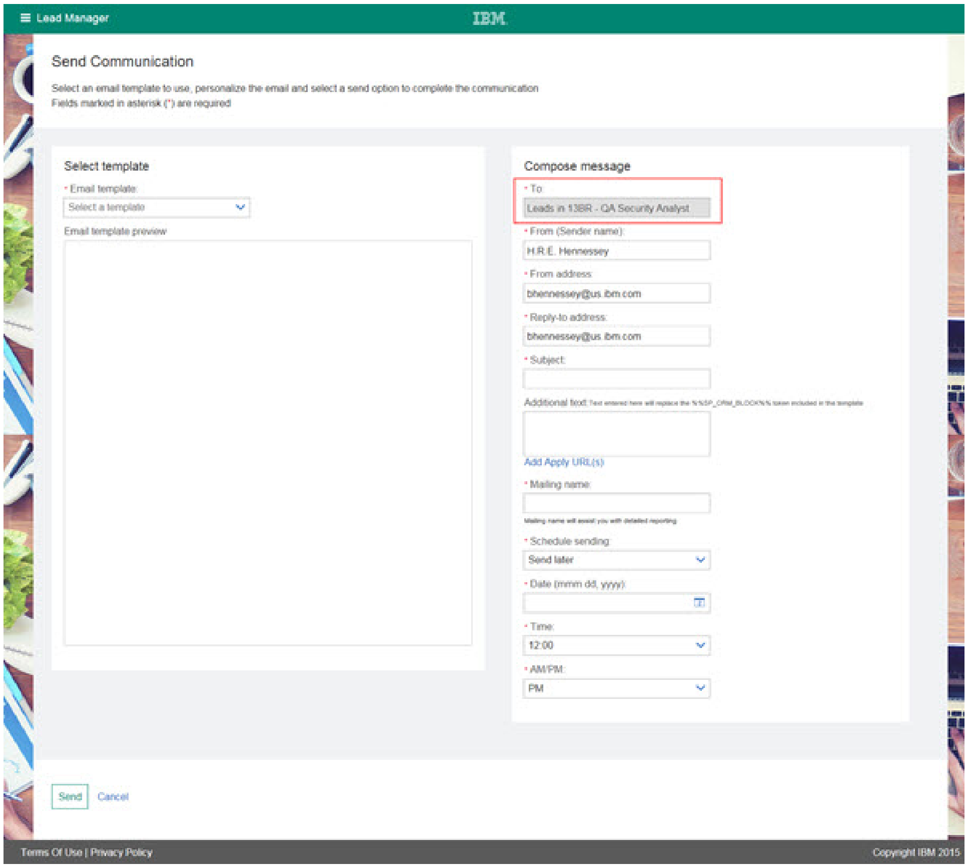
Send Communication to All Leads

Previously when a Lead Manager user would choose to Select All leads in a Campaign, Lead Manager would only select those leads on the current page (max of 100). A new action has been added called Send Communication to all leads. This allows Sourcers to send a communication to all leads in a campaign at one time. Lead Manager user with the **Leads - Send Communication** user type privilege select the new Send Communication to all leads action.

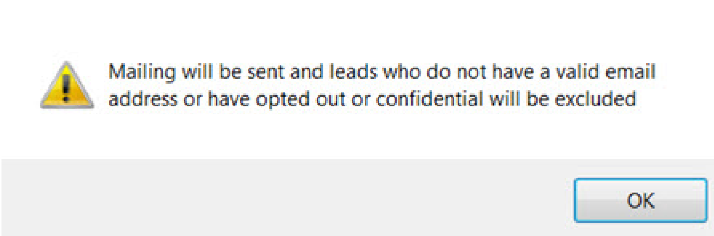
- User selects **Action** > **Send communication to all leads** to send a communication to all the leads within the campaign.



- The Send Communication page opens. The **To** field auto populates with the campaign name, and the **From**, **From address**, and **Reply to** auto populate with the Administrator's name and email addresses.



- Lead Manager user completes all necessary fields on the Send Communication page.
- Selects **Send**. The communication is sent to **all** of the leads within the campaign.
- A modal opens displaying the following message. **Mailing will be sent and leads who do not have a valid email address or have opted out or confidential will be excluded.**



- Selects **OK**.

Note: The **Send Communication to All Leads** is NOT supported for **My Leads**, **All Leads**, or **Unassigned Leads** pages.

RTC Internal Reference #77704

Configurable Changes

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

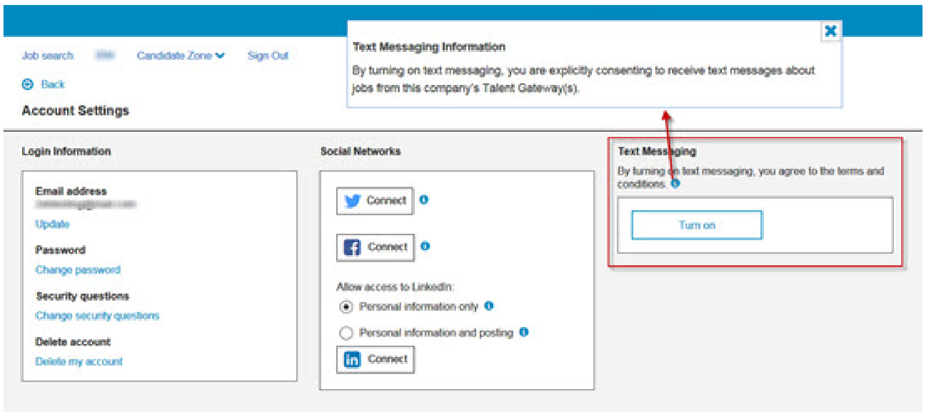
Responsive Apply

The current release does not includes any configurable changes for Responsive Apply. Configurable features must be configured or turned on to be visible and available to users.

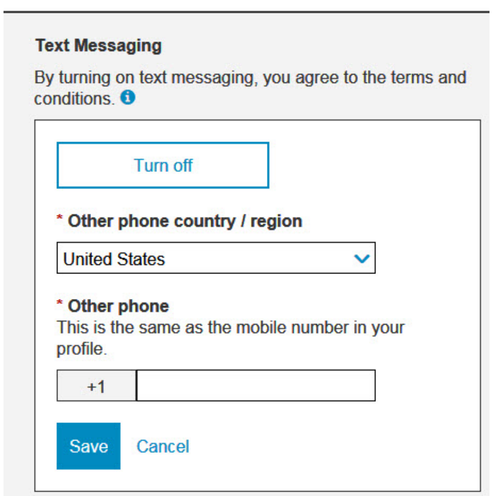
Candidate Zone - SMS Capability

SMS (Short Messaging Service) capability is available in the classic Talent Gateways. Starting this release, the SMS capability is extended to the Responsive Talent Gateways. If SMS is already configured to your organization, candidates can choose to opt in for this service from the Account Settings section of the Candidate Zone or when they apply to a requisition.

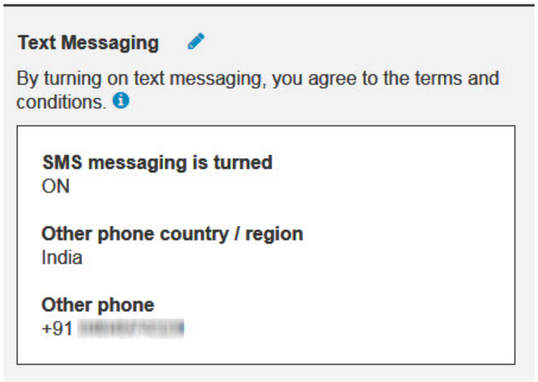
Candidates accessing the Account Settings page see an option to **Turn on**, SMS/Text Messaging



for their profile. After selecting **Turn on**, the Country and Other phone number information from the candidate's profile are populated in the appropriate fields. However, the candidate can update this information and save the settings if necessary. If a new candidate enables this feature, they can directly provide the information in these fields.

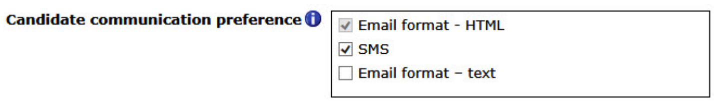


After saving this information, candidates can come back to their Account Settings page at anytime and turn off the SMS option. Text messaging can be turned off by selecting the Edit text messaging icon and then selecting Turn off.



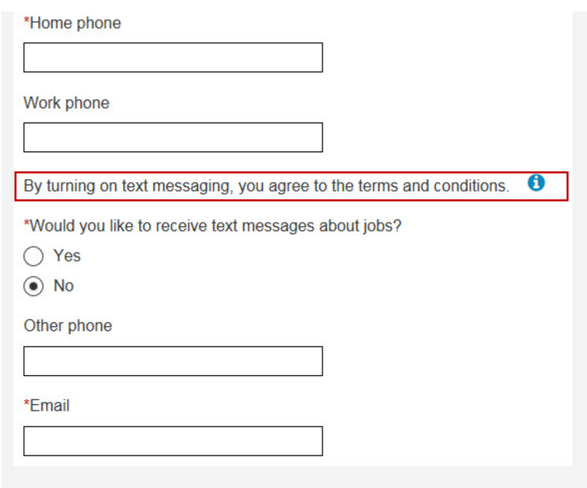
This feature is dependent upon the configuration of the existing client setting **Candidate communication preference**, where the SMS option must be selected. Client Settings are only editable by IBM team members. Please reach out to your IBM Kenexa Executive Partner if you would like to implement the SMS functionality.

The other way candidates can enable Text Messaging for their profile is by applying to a

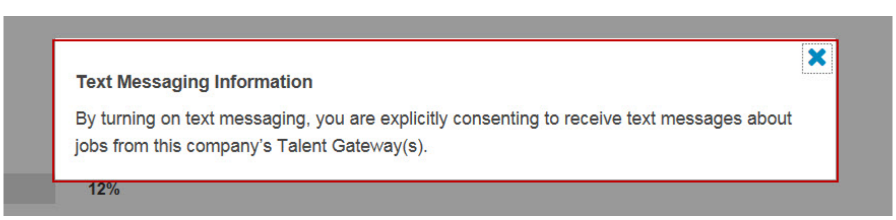


requisition. Should your organization have the Text Messaging enabled, your candidates will now see an additional required field added prior to the **Other phone** field while applying. This field reads, **By turning on text messaging, you agree to the terms and conditions. Would you like to receive text messages about jobs?**

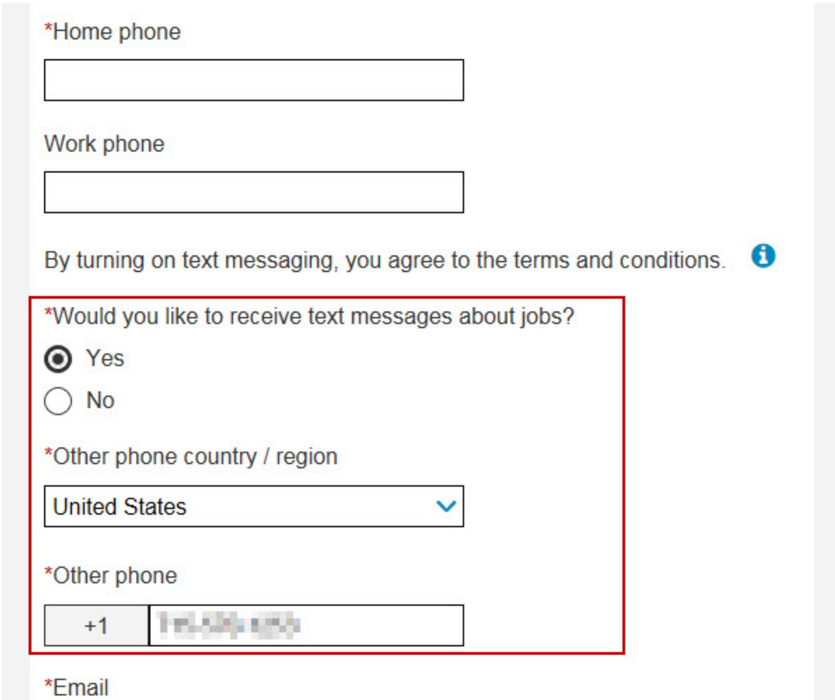
By selecting the information icon, the candidate sees the terms and conditions defined by your



organization.



If the candidate selects **Yes** to the question, a new field displays (Other phone country / region) to be completed and the Other phone field becomes a required field automatically.



RTC Internal Reference # 83629

New User Interface

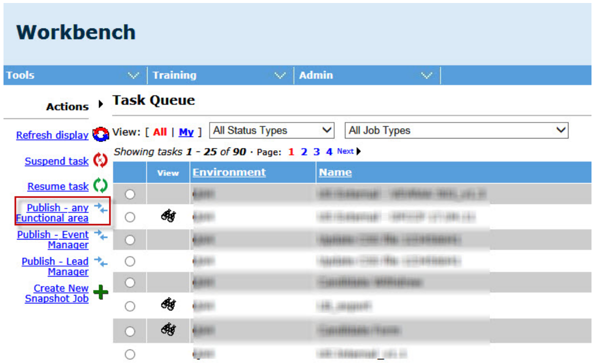
The current release does not includes any configurable changes for New User Interface. Configurable features must be configured or turned on to be visible and available to users

BrassRing Workbench

The current releaseIBM Kenexa BrassRing Workbench includes new features and changes in the BrassRing Workbench module.

Publish - New Additions

Starting this release, an additional functional area is available when using the Publish functionality in BrassRing Workbench. IBM team members with access into Workbench can publish the configuration options of Question Branching for Requisition Form Fields from one environment to another. To access this functionality, the Workbench user must browse to **Tools** > **Task manager**select the action item **Publish - any Functional area** in the Task Manager.



Question Branching - Req Form Fields is available next to the existing option Question branching - Candidate Form Fields. A check box is available to enable the publish option and a list button to select the desired Req form fields that are configured for question branching. In order for the published req form (with Question Branching Req form fields) in the target client to match the source req form, the following items must be published:

1. Req form - Requisition forms (including fields, options, and form layout)
2. Options - Select the req form field Options for the Question Branching Form Fields
3. Question Branching - Req Form Fields

RTC Internal Reference # 91084, 91162

Responsive Apply - SMS Configuration Changes

Following are the changes that are made in the BrassRing Workbench for the new SMS feature in Responsive Talent Gateways.

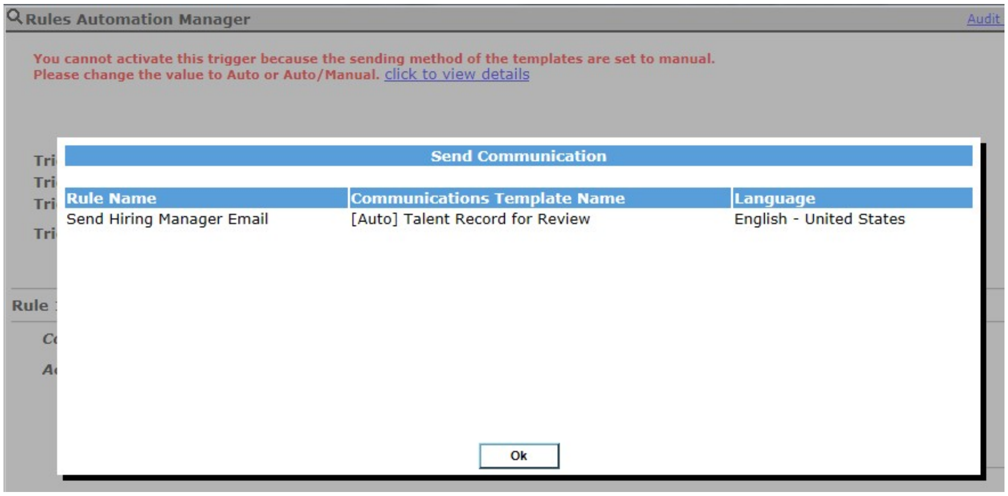
- The setting **SMS messaging - candidate consent pop-up message** is moved to the Responsive Lay out page. Workbench users with the appropriate privileges can browse to **Tools** > **Talent Gateways**select the check mark icon under the Responsive layout column. This field contains the legal/disclaimer text that needs to be displayed to the candidates when the information icon is selected in the Text Messaging section of Account Settings page or while the candidate is applying to a requisition. This setting is disabled if the Candidate communication preference does not include SMS.
- A new setting, **Vendor specific setup instructions** with a text area is now available for the Responsive Layout page. Workbench users with the appropriate privileges can browse to **Tools** > **Talent Gateways**select the check mark icon under the Responsive layout column. This field does not have any default text, but allows for 4,000 characters, and is set to read-only if the Candidate communication preference does not include SMS. The BRUID token is allowed in this text area field, and if used, displays the candidate's BRUID value to the candidate. Clients should also consider adding the their Client ID (unique ID for the BrassRing system) and the Vendor Short Code (provided by the SMS vendor) to this field as the candidate might all three pieces of information to finish the opt-in process.

RTC Internal Reference # 87865

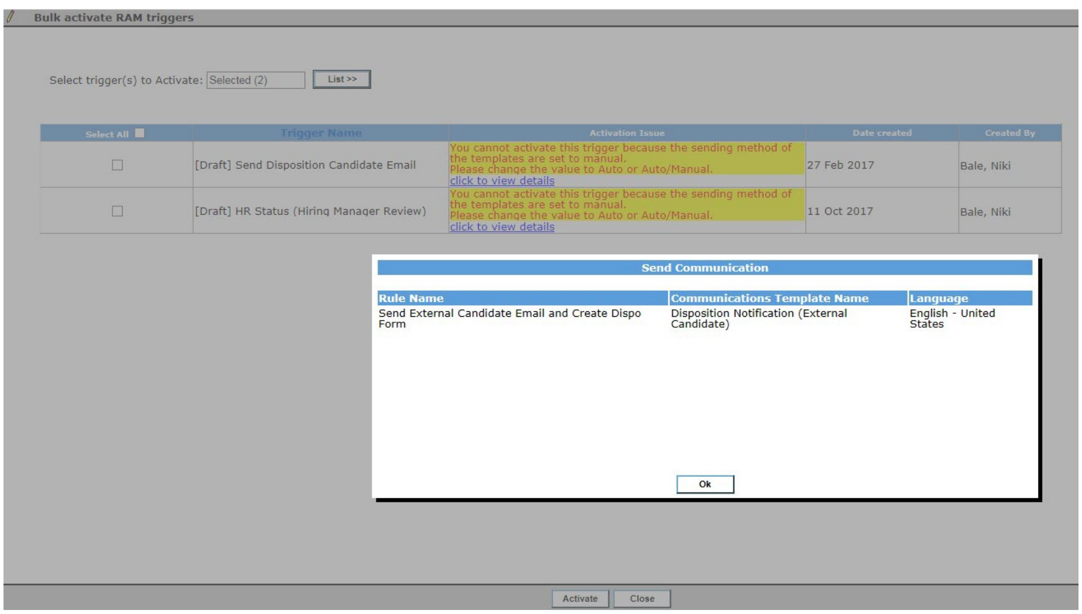
Rules Automation Manager - Message upon Activation when Communication Templates are not set to Manual

When Workbench Administrators choose to activate a RAM trigger with the Send Communication action that is selected within one or more rules, a new alert message displays a warning if that trigger has one or more communication templates has the **Sending method** field marked as **Manual**. This needs to be corrected before the RAM trigger can be activated. To correct this, log in to BrassRing and browse **Hiring** > **Admin** > **Communications** > **Communication Templates** > **[find the template and select to edit]** > **[update the Sending method field to either Auto Send or Auto and Manual Send**

If you are activating a single trigger, this alert displays and states **You cannot activate this trigger because the sending method of the following templates are set to manual. Please change the value to Auto or Auto/Manual.** By selecting the link, you can view the communication templates that are not marked to auto or auto/manual.



If you are attempting to bulk activate RAM triggers and any communication templates are marked to manual, each RAM trigger has a link and selecting that link shows which communication templates must be updated. Once the communication templates are updated, the RAM(s) can be activated.



RTC Internal References #84427

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