

WorkforceONE February Release (R73) Highlights

Suite Experience

<u>Enhancements /Resolved Issues</u>	<u>Highlights</u>	<u>Documentation Available</u>
Cost Center Lookup Redesign	<ul style="list-style-type: none"> • Single and multi-select cost center lookups will return a report view with available columns and filtering like the Employee lookups in the view today. A "tree view" will also be available for additional parity with classic. 	Cross Product Release Notes
Reporting - Saved Lists Create/Edit	<ul style="list-style-type: none"> • Saved Lists are now fully functional in the Employee Filter <ul style="list-style-type: none"> ○ Ability to create new lists ○ Directly edit each list's employee sections ○ Ability to delete lists 	Cross Product Release Notes
New/Improved Dashboard Widgets - Documents & My Team	<ul style="list-style-type: none"> • My Team widget/Team Member screen is sticky and status smart <ul style="list-style-type: none"> ○ Each instance of the My Team widget, plus the Team Members page, auto-saves the last changes to filtering and pagination ○ Any employees with a terminated status are automatically filtered out • New Documents widget makes it easy to download company uploaded documents <ul style="list-style-type: none"> ○ Provides the same capabilities found in My Company > Documents <p>*Will be available after release via a steady rollout</p>	Cross Product Release Notes
HTML Editor Improvements	<ul style="list-style-type: none"> • Optimizes add/edit images workflow <ul style="list-style-type: none"> ○ Inline Resizing of Images ○ Responsive Images ○ Image sizing presets 	Cross Product Release Notes

Scheduling Broadcast Communications	<ul style="list-style-type: none"> Enhanced the current capabilities of the Broadcast Communicator to include the option of scheduling the delivery of messages at a future date & time. <ul style="list-style-type: none"> Functions for all current delivery methods 	Cross Product Release Notes
-------------------------------------	---	-----------------------------

People Analytics

<u>Enhancements/Resolved Issues</u>	<u>Highlights</u>	<u>Documentation Available</u>
Continued Support of Data Historicity	<ul style="list-style-type: none"> All analytics reports to support historicity of Employee pay type and Employee skills 	Cross Product Release Notes

Time and Labor

<u>Enhancements/Resolved Issues</u>	<u>Highlights</u>	<u>Documentation Available</u>
InTouch Translations and Restrict Punch Option	<ul style="list-style-type: none"> Added translations to Smartviews for all the supported languages in UKG Ready Restrict Punch option in the attestation workflow will now restrict punches coming from the InTouch Clocks 	TLM Release Notes
FMLA Forms and LOA Updates	<ul style="list-style-type: none"> All 7 of the FMLA forms in UKG Ready have been updated to the most recent versions. A single leave case can now extend to up to 10 years in duration. 	TLM Release Notes
New Timesheet Functionality	<ul style="list-style-type: none"> The order of the columns on the Time Entry tab of the new timesheet can now be customized in the timesheet profile. The order applies to the timesheet both on the desktop and mobile app view. Added 4 configurable Timesheet Metrics on the new timesheet, which when configured can display: <ul style="list-style-type: none"> Time (Raw/Calc + Filter Support) Counter (All Types) Accruals V1/V2 (Balance) 	TLM Release Notes

	<ul style="list-style-type: none"> ○ Exceptions (Count) • Configurable for period • Migration planned 	
Time Off (Request Timeline & Attachments)	<ul style="list-style-type: none"> • Time Off Request Pop up will now show the Timeline information directly in the request window which will demonstrate schedule and time off planning restrictions on days selected. • Time Off Request Documents Accessible through Timesheet and Time Off Reports • Security Settings for CRUD actions • Ability to make a document required • Settings per Time Off 	TLM Release Notes
Attestation Updates	<ul style="list-style-type: none"> • Reinstigate Custom Punch option in Attestation Profile as it was in R69 <ul style="list-style-type: none"> ○ Includes Override option for Punch In/Punch Out • Q/A Report: <ul style="list-style-type: none"> ○ Captures expired status ○ Question & Question Name columns working 	TLM Release Notes
Points & Custom Forms	<ul style="list-style-type: none"> • Added configuration option in the Points Profile to create custom forms based on specific point category balances, and not all • Add the ability to include points details information on custom forms. 	TLM Release Notes
Scheduler		
<u>Enhancements/Resolved Issues</u>	<u>Highlights</u>	<u>Documentation Available</u>
Schedule View Updates	<ul style="list-style-type: none"> • Shift colors will engulf the entire shift box in a Day, Week, and Month View • Added Start Time as a sort option in Week and Month views 	Scheduler Release Notes pg.

	<ul style="list-style-type: none"> • Allow option to display time off name in Weekly Schedule report 	
New Shift Creation Method	<ul style="list-style-type: none"> • Build Work Schedule Profiles to be used in Scheduler to allow managers to define recurring shift patterns up to 1 year in a profile that can be assigned to an employee and have shifts automatically assigned to them during schedule creation. <ul style="list-style-type: none"> ○ Shift will still go through engine for validation checks ○ Shifts can still be used for ESS functions 	Scheduler Release Notes

HR - Core

<u>Enhancements/Resolved Issues</u>	<u>Highlights</u>	<u>Documentation Available</u>
Checklists	<ul style="list-style-type: none"> • New checklist item type called "Content Item" has been added to the list of available checklist items. This checklist item contains the rich text editor that is used in other areas of the system. Content added to this item will display within the checklist. 	HR Release Notes
HR Core	<ul style="list-style-type: none"> • Workers Claims will now allow users the ability to enter the Cost Center where the accident occurred and the reporting will be attributed to that location. 	HR Release Notes
Positions	<ul style="list-style-type: none"> • Added all Position related fields for Primary Assignments • Position Attributes have been added to the Employee Information report and the Pay Statement History report 	HR Release Notes
Account Contacts, Primary Phone, NZ Direct Deposit	<ul style="list-style-type: none"> • Added a new widget to Global Setup where customers can now completely configure account contact fields and/or make certain contact fields required. • Added a new setting "Allow New Typed Entries for Relationship" in Account Contacts which will be enabled by default but customers can disable 	HR Release Notes

	<p>so employee's need to select from a pre-determined list and cannot free type their own.</p> <ul style="list-style-type: none"> • Added a new setting in Company Setup on the Defaults tab for "Primary Phone". Also added option for selecting Primary Phone in employee import template. • Also added Primary Phone to My Information type HR Actions • Account Number for New Zealand will now allow for 15 or 16 digits • Custom Form View Details report - added columns for the last Approver timestamp and employee id. Also added columns for last Rejecter name, timestamp and employee ID. (Employee ID added to MSS only, not ESS) 	
--	---	--

HR - Talent

<u>Enhancements/Resolved Issues</u>	<u>Highlights</u>	<u>Documentation Available</u>
Job Application Summary	<ul style="list-style-type: none"> • Added a Job Application Summary tab 	HR Release Notes
New Security Setting for Hiring Stages	<ul style="list-style-type: none"> • Added a new separate security setting for hiring stages within Job Requisitions that controls the hiring stages widget within the requisition itself. 	HR Release Notes

HR- Performance

<u>Enhancements/Resolved Issues</u>	<u>Highlights</u>	<u>Documentation Available</u>
<p>Peer Feedback Improvements:</p> <ul style="list-style-type: none"> • Anonymity & Visibility • Notes/Documents & Manual Addition/Deletion of providers 	<ul style="list-style-type: none"> • In the new functionality providers and manager can each control anonymity - manager ultimately have the final say. • Sometimes feedback is not appropriate - managers will have the ability to control who can see the feedback - All people (Default), Admin only, or select people with Admins 	HR Release Notes

ACA

<u>Enhancements/Resolved Issues</u>	<u>Highlights</u>	<u>Documentation Available</u>
2020 Filing Updates	<ul style="list-style-type: none">• The TCC Communication test file was updated for 2020 in a hotfix• The AIR XML will be updated to 2020 file specifications• All previous years (2019 tax year and earlier) will also be updated to 2020 file specifications• Software ID already updated in system via a hotfix	Cross Product Release Notes