Release notes

Release date: 03.04.25

Version: 23.16.0

Enhancements

Direct “Card view renamed for consistency

- Following customer feedback, we’ve renamed the "Card" view in the Directory module to "Tile" for consistency with the Employee and Candidate modules.

- The Directory module now offers three display options: Table, Tile, and Disabled, while the display options for the Employee and Candidate modules remain unchanged.

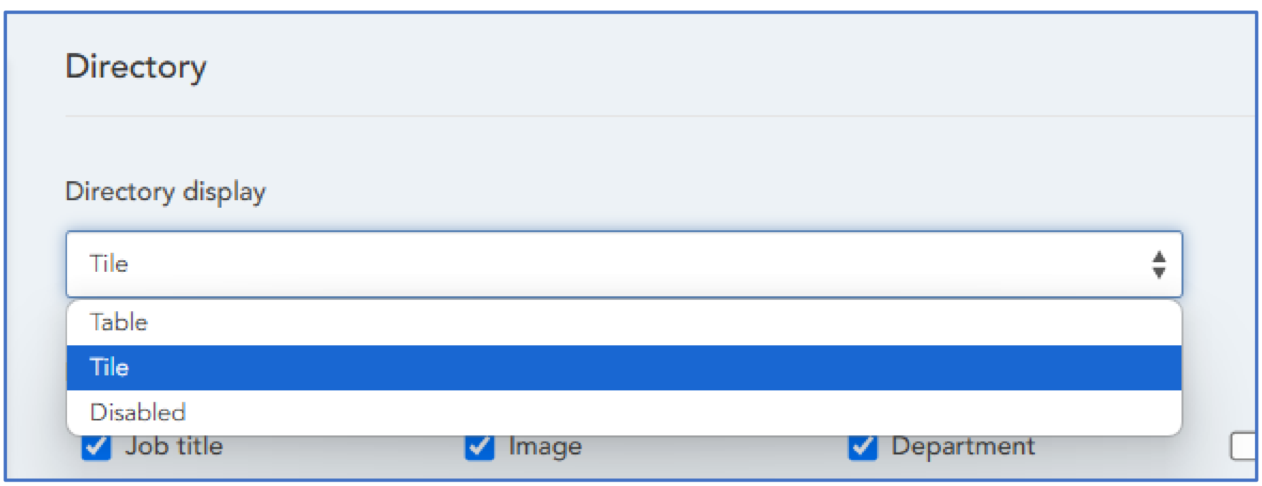
- In Company Settings, the “Card” option is now labelled as “Tile.” Users can choose between Table, Tile, or Disabled, and the selection is saved and retained after the page reload.

    - When Table is selected, the menu links to /hr/employee-directory.

    - When Tile is selected, it links to /hr/directory.

    - When Disabled, the menu item is hidden.

- In terms of user impact, Users will now see “Tile” instead of “Card” in Directory settings. This change only updates the label, with no impact on functionality.



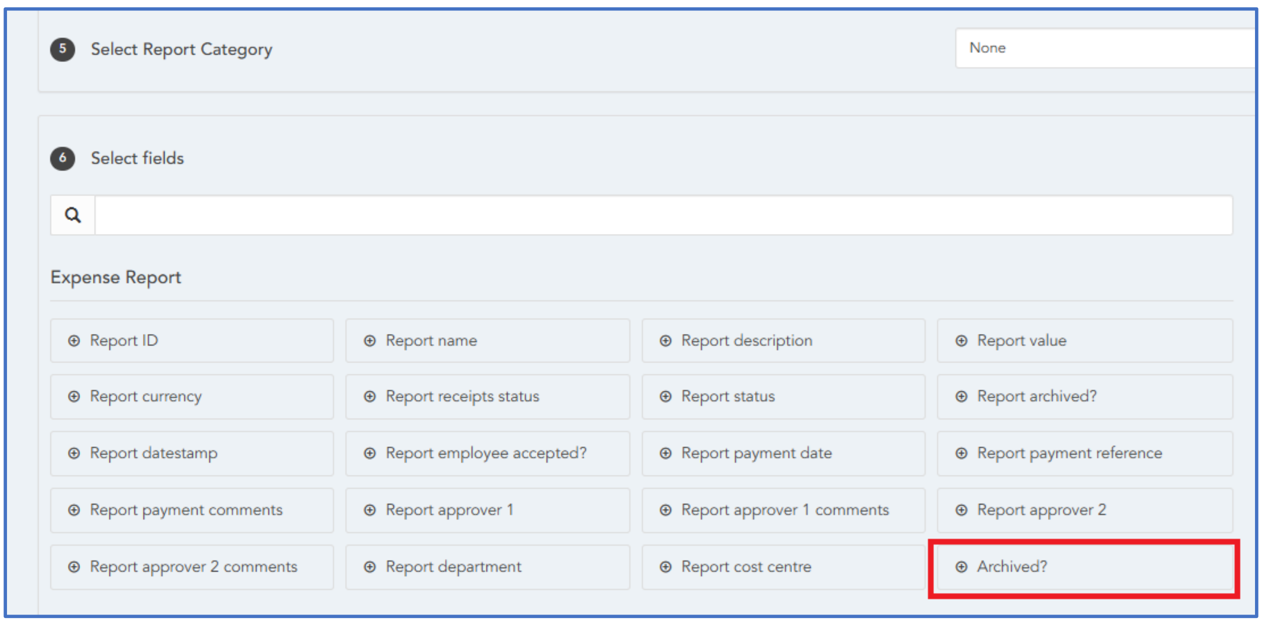
Screenshot: Showing “Card” is renamed as “Tile”

Report Builder: Addition of “Archived” field in Expenses datasets

- Following customer feedback, we’ve added an "Archived" field in Report Builder for Expenses and Expense Items datasets, enabling users to filter reports by archived status and ensuring alignment with the Expenses module.

- A new “Archived?” field is now available in the Report Builder under the "Expense Report" section.

- The field can be used across Groups, Aggregates, Ordering, and Filters. Users can filter by “Yes” or “No” to refine results. This also works for “Expense Lines” datasets, enabling filtering and grouping in both Expenses and Expense Lines datasets.



Screenshot: Showing “Archived?” under Expense Report

Fixes

Time Off : Employees cannot edit future carryover bookings.

Issue resolved where employees were unable to edit booked carryover via self service, despite having the setting enabled to edit future time off bookings. Employees can now modify their carryover bookings as expected.

Time Off : Employees are able to submit open ended Time Off.

Issue resolved where Employees were able to edit and resubmit time off requests without an end date. The system now enforces the requirement for an end date when booking time off for allowance-based leave types.

Time Off : Days/Hours field changes to blank when clicking elsewhere on the page.

Issue resolved where the Days/Hours field in the Time Off modal would clear when clicking elsewhere on the screen. Additionally, fixed a validation error where the system would not remove the overbooking error message even after adjusting the duration to be within the employee's allowance. The system now correctly retains entered values and dynamically updates validation messages.

Performance : Long Competencies descriptions do not display within the Tool Tip.

Issue resolved where long Job Role Competency descriptions were not displaying correctly within the tooltip/pop-up. A scrollbar has been added to ensure all content remains visible, preventing text from being cut off.

Time Off : Unable to edit Time off fields when using Job Grades for salary only.

Issue resolved where assigning a Job Grade to set employee salary prevented users from editing the time off section of the Benefits page. The time off section now remains editable when job grades are set to affect salary only.

Reporting : Data tables error when user tries to view reports with custom fields.

Issue resolved where a report containing custom employee fields is shared with a user group that lacks the necessary permissions. Instead of displaying a Data Tables error, affected users will now see a user-friendly error message or be redirected back to the report page, with the issue logged for review.

Workflow : Escalated Yes/No workflow step does not trigger the workflow.

Issue resolved where an escalated Yes/No workflow step failed to trigger the subsequent workflow when "No" was selected. The following workflow will now correctly trigger regardless of escalation.

Workflow : Workflow step type 'trigger new workflow' does not work when workflow has escalated.

Issue resolved where workflows using the 'Trigger New Workflow' step type would fail to trigger if the workflow had escalated. All workflow steps will now execute as expected, even after escalation.

Workflow : Workflow email sending before pending change has gone though.

Issue resolved where job change workflow emails were generated before pending changes were processed when submitted between :00 and :10 past the hour. Emails will now correctly reflect updated information by ensuring pending changes are applied before email generation.

Administration : Bulk Upload History Records upload does not show errors for Approver Name, Head of Department Name and Super Approver Name.

Issue resolved where the History Bulk Uploader did not display detailed error messages when Approver Name, Head of Department Name, or Super Approver Name fields contained invalid data. The system now validates these fields correctly and provides clear error messages to assist users in resolving issues.

Calendar : Carryover only displays on the homepage calendar if "Select All" is enabled in the Filters.

Issue resolved where Carryover time off bookings were only visible when the "Select All" filter was enabled in the Homepage Calendar. A dedicated "Carryover" filter option has been added under "Time Off Types," allowing users to view Carryover bookings separately.

Links : Links with sub department restriction do not show for employee in the department.

Issue resolved where links restricted to sub departments were not appearing in the side menu unless the parent department was also included. The system now correctly recognizes sub-department restrictions, ensuring employees assigned only to a sub-department can view the appropriate links.

Triggers : Emails for Bradford factor triggers are not sending to Managers.

Issue resolved where Managers were not receiving email notifications when Employees met Bradford Factor trigger criteria. Now, Managers will receive timely email alerts alongside the notification on the Employee card, ensuring they are informed and can take appropriate action.

Calendars : Calendar Keys are not applying user Site/Company restrictions for HR users.

Issue resolved where HR users restricted by site, company, or job level could view Time Off bookings for Employees outside their assigned restrictions when sharing a Calendar key in Outlook. Now, HR users can only see Time-Off bookings for Employees they have permission to access

Time Off : Unable to book remaining Time Off when accrual rule is applied.

Issue resolved where Employees with accrued Allowances were incorrectly receiving a "You do not have sufficient allowance" error when booking time off via self-service. Employees can now successfully request Time Off if their accrued balance covers the requested duration.

Time Off : Time Off events which have been approved are showing as Pending in their Azure-synced Outlook calendar.

Issue resolved where approved Time Off events were incorrectly displayed as "Pending" in Azure-synced Outlook calendars. The system now ensures that once a Time Off request is approved, its status is correctly updated in the Outlook calendar