



## USA Staffing Upgrade

# Production Release 6.7

April 23, 2016

**Completed Release Plan Items** are designated with a green check and the month they were projected (i.e.  April)

### ANNOUNCEMENT

- Added a 'Competencies' data insert to display the assessment's competencies in either bulleted or list format.  
[https://help.usastaffing.gov/USAS/index.php?title=Announcement\\_Text](https://help.usastaffing.gov/USAS/index.php?title=Announcement_Text)
- Added an 'Eligibilities' data insert to display the vacancy's eligibilities in either bulleted or list format.  
[https://help.usastaffing.gov/USAS/index.php?title=Announcement\\_Text](https://help.usastaffing.gov/USAS/index.php?title=Announcement_Text)

### REVIEWS

- Prevent users from deleting assessments that are included in sent reviews.
- Hiring Managers with a system-level permission profile can now batch print applicant documents.  
[https://help.usastaffing.gov/USAS/index.php?title=Printing\\_multiple\\_applicant\\_documents\\_in\\_a\\_single\\_PDF\\_from\\_a\\_certificate](https://help.usastaffing.gov/USAS/index.php?title=Printing_multiple_applicant_documents_in_a_single_PDF_from_a_certificate)

### TASK/WORKFLOW

- The 'Issue Certificates' task will close when a certificate is included in a sent review associated with the request. If multiple requests are included in a certificate review, then all 'Issue Certificates' tasks for those requests will be marked complete.  
[https://help.usastaffing.gov/USAS/index.php?title=Tasks\\_Overview](https://help.usastaffing.gov/USAS/index.php?title=Tasks_Overview)
- All active 'Notify Applicants of Referral' tasks will close when the first notice of referral (or notice of referral AND notice of results) notification is sent to any applicant in the vacancy.  
[https://help.usastaffing.gov/USAS/index.php?title=Tasks\\_Overview](https://help.usastaffing.gov/USAS/index.php?title=Tasks_Overview)
- All active 'Notify Applicants of Referral Disposition' tasks will close when the first disposition notification is sent to any applicant in that vacancy.  
[https://help.usastaffing.gov/USAS/index.php?title=Tasks\\_Overview](https://help.usastaffing.gov/USAS/index.php?title=Tasks_Overview)
- The 'Return Review' task that is automatically created and activated when a review is sent will update to a 'Pending' status when the review is recalled.  
[https://help.usastaffing.gov/USAS/index.php?title=Tasks\\_Overview](https://help.usastaffing.gov/USAS/index.php?title=Tasks_Overview)




## APPLICANT

- Added numbers to announcement questionnaire items (e.g., biographic info, preferences, eligibilities, etc.) to make key entering easier.

## ONBOARDING/NEW HIRE

- HR Users can batch print multiple forms associated with a single new hire record.  
[https://help.usastaffing.gov/USAS/index.php?title=Batch\\_printing\\_multiple\\_forms\\_for\\_a\\_new\\_hire\\_record](https://help.usastaffing.gov/USAS/index.php?title=Batch_printing_multiple_forms_for_a_new_hire_record)
- Removed questions listed in the 'Return for Correction' popup that are not actually displayed to the new hire because their display conditions are not satisfied.
- Published agency specific forms: DD 1617, DD1618, DD 2365, DD 2760, DD 2807-1, DD 2888, DD 2889, HHS 476, USAS USS-1, AFRC IMT 121, CES 1, CES 2, CES 3, CES 4, CES 5, CES 6, CES 7, CES 8, CES 9, CES 10, OS 7, SOU 4, SOU 6, SOU 10, DLA 1712, DLA 1892, DLA CEW-1, DLA FFRA, DLA NoFear-1, DLA PaCE COE w MOB, DLA PaCE COE wo MOB, DLA SMS 1, DSS 239, DSS 278

## ADMINISTRATION

-  April – Office Administrators can define default categories by office in Administration > Default Settings. These categories will default in vacancies or templates created in the corresponding office.  
[https://help.usastaffing.gov/USAS/index.php?title=Manage\\_Assessment\\_Default\\_Settings](https://help.usastaffing.gov/USAS/index.php?title=Manage_Assessment_Default_Settings)
- Office Administrators can set the default 'External Contact' by office in Administration > Announcement Settings. This HR, Hiring Manager or General Contact user will default as the contact for 'Questions about this Job' in the USAJOBS announcement.  
[https://help.usastaffing.gov/USAS/index.php?title=Manage\\_Announcement\\_Default\\_Settings](https://help.usastaffing.gov/USAS/index.php?title=Manage_Announcement_Default_Settings)
- HR users can create a new workflow by copying an existing workflow.  
[https://help.usastaffing.gov/USAS/index.php?title=Copying\\_a\\_workflow](https://help.usastaffing.gov/USAS/index.php?title=Copying_a_workflow)
- HR Users assigned the system-level 'View Only' profiles are now able to edit their own user information (Name, Address, Position Information, etc.), but not their permission profiles.  
[https://help.usastaffing.gov/USAS/index.php?title=Manage\\_Permission\\_Profiles](https://help.usastaffing.gov/USAS/index.php?title=Manage_Permission_Profiles)
- Updated the layout of the Notification Template page so that the vertical space is better utilized, the Body field is larger, and the data inserts will float up and down as the page scrolls.  
[https://help.usastaffing.gov/USAS/index.php?title=Create\\_a\\_Notification\\_Template](https://help.usastaffing.gov/USAS/index.php?title=Create_a_Notification_Template)

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