



## USA Staffing Upgrade

# Production Release Notes

## July 11, 2015

### SYSTEM

- When HR users click on one of the following tasks, they are taken to the appropriate vacancy: ○ Issue Certificates ○ Audit Certificates
  - Return Review
- <https://help.usastaffing.gov/USAS/index.php?title=Tasks>
- Users remain on a page after that page is refreshed.

### DASHBOARD

- Hide the Task Overview popup from Hiring Manager users.

### REQUEST

- HR users can create additional vacancies from approved 'New Vacancy' requests.  
[https://help.usastaffing.gov/USAS/index.php?title=Staffing\\_Approach](https://help.usastaffing.gov/USAS/index.php?title=Staffing_Approach)
- Flag requests as 'Interdisciplinary.' This is the first step towards filling interdisciplinary vacancies.  
[https://help.usastaffing.gov/USAS/index.php?title=Request\\_Information](https://help.usastaffing.gov/USAS/index.php?title=Request_Information)

### ANNOUNCEMENT

- Update the errors displayed when requirements to release to USAJOBS are unmet.  
<https://help.usastaffing.gov/USAS/index.php?title=Announcement>

### ASSESSMENT

- Allow HR users to apply a response option rating scale to multiple items at once.  
[https://help.usastaffing.gov/USAS/index.php?title=Applying\\_response\\_options\\_to\\_multiple\\_assessment\\_questionnaire\\_items](https://help.usastaffing.gov/USAS/index.php?title=Applying_response_options_to_multiple_assessment_questionnaire_items)
- Allow HR users to link a competency to multiple items at once.  
[https://help.usastaffing.gov/USAS/index.php?title=Linking\\_multiple\\_assessment\\_questionnaire\\_items\\_to\\_a\\_competency](https://help.usastaffing.gov/USAS/index.php?title=Linking_multiple_assessment_questionnaire_items_to_a_competency)



- Implement a variety of usability improvements to screen-outs, including the ability to designate questionnaire items as screen-outs to limit the items available when creating screen-outs; displaying full ineligible code text, and adding visual indicators for qualifying/disqualifying responses.

## REVIEW

- When a review is initiated from the certificate page, that certificate is automatically populated in the new review.  
[https://help.usastaffing.gov/USAS/index.php?title=Creating\\_a\\_review\\_from\\_a\\_certificate](https://help.usastaffing.gov/USAS/index.php?title=Creating_a_review_from_a_certificate)

## APPLICANT

- HR users can invite qualifying applicants to apply after an announcement has closed. They select the reason for the late application (delayed, regular, reopen) and the window of time in which the applicant may apply (72 hour default). Applicants receive an email notification when they have been granted access, and HR users receive an internal alert when the application is submitted.  
[https://help.usastaffing.gov/USAS/index.php?title=Inviting\\_an\\_applicant\\_to\\_apply\\_to\\_a\\_closed\\_vacancy](https://help.usastaffing.gov/USAS/index.php?title=Inviting_an_applicant_to_apply_to_a_closed_vacancy)

## APPLICANT INTERFACE

- Use letters (A, B, C, etc.) to distinguish between questionnaire response options.

## APPLICANT LIST/CERTIFICATE

- Allow HR users to filter applicant lists by 'Any' eligibility.
- [https://help.usastaffing.gov/USAS/index.php?title=Creating\\_a\\_ranking\\_list](https://help.usastaffing.gov/USAS/index.php?title=Creating_a_ranking_list) • HR Users can send applicant notifications from an issued certificate.  
[https://help.usastaffing.gov/USAS/index.php?title=Sending\\_a\\_notification\\_to\\_an\\_applicant](https://help.usastaffing.gov/USAS/index.php?title=Sending_a_notification_to_an_applicant)  
[https://help.usastaffing.gov/USAS/index.php?title=Sending\\_multiple\\_applicants\\_the\\_same\\_notification](https://help.usastaffing.gov/USAS/index.php?title=Sending_multiple_applicants_the_same_notification)
- Hide the 'Amend' option on certificates that have been audited.  
<https://help.usastaffing.gov/USAS/index.php?title=Certificate>

## NEW HIRE

- Prevent new hires from editing responses to questionnaire items after the form has been submitted to HR.

## ONBOARDING

- Prevent HR users from editing questionnaire items after the form has been accepted to HR.
- Present forms to HR users in a single list under the New Hire Assignments > Forms page.  
[https://help.usastaffing.gov/USAS/index.php?title=New\\_Hires\\_Forms](https://help.usastaffing.gov/USAS/index.php?title=New_Hires_Forms)
- Allow HR users to set the owner for each task associated with a new hire record.  
[https://help.usastaffing.gov/USAS/index.php?title=Assigning\\_an\\_owner\\_to\\_a\\_new\\_hire\\_task](https://help.usastaffing.gov/USAS/index.php?title=Assigning_an_owner_to_a_new_hire_task)
- Publish the SF-256 and W-4 forms.

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## ADMINISTRATION

- Display permissions hierarchically within each module, so that “View” is the parent for all actions that can be enabled within a profile. [https://help.usastaffing.gov/USAS/index.php?title=Manage\\_Permission\\_Profiles](https://help.usastaffing.gov/USAS/index.php?title=Manage_Permission_Profiles)
- Flag position descriptions as ‘Interdisciplinary.’ This is one in a series of steps towards allowing HR users to fill interdisciplinary vacancies. [https://help.usastaffing.gov/USAS/index.php?title=Create\\_Position\\_Description](https://help.usastaffing.gov/USAS/index.php?title=Create_Position_Description)
- Automatically generate a competency network from assessment package content when an assessment package or assessment package template is marked complete. The competency network includes identifying information and competency data for each rating combination. If changes are made to the source assessment package, the competency network is updated accordingly.

[https://help.usastaffing.gov/USAS/index.php?title=Manage\\_Competyency\\_Network](https://help.usastaffing.gov/USAS/index.php?title=Manage_Competyency_Network)

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