USA Staffing Upgrade

Production Release Notes
June 6, 2015

SYSTEM

- All tasks in the Dashboard are now context-sensitive and take users to the specific system area where the task can be completed.
https://help.usastaffing.gov/USAS/index.php?title=Opening_a_task

- Tabs now minimize to icon size when the number of open tabs exceeds display space. Minimized tabs show tab name when users hover over them.   https://help.usastaffing.gov/USAS/index.php?title=Opening_a_tab
Users remain on their current page within a tab after the page is refreshed.

- The Cancel button no longer shows in Advanced Search.
https://help.usastaffing.gov/USAS/index.php?title=Performing_an_advanced_search

- When searching for a request in Advanced Search, Hiring Managers no longer show as a value option when the field is Approver Name.

ANNOUNCEMENT

- The USAJOBS code no longer shows in the "Appointment Type" announcement data insert.
https://help.usastaffing.gov/USAS/index.php?title=Adding_available_data_insert(s)_to_an_announcement_template

ASSESSMENT

- HR Users may create a new competency in the library as part of a Competency Network. These competencies are available for use in Assessment Packages and Assessment Package Templates.
https://help.usastaffing.gov/USAS/index.php?title=Creating_a_competency_network

- HR Users have a convenient "Test" button to take them directly from Rating Criteria to the Checklist or Test Plan pages, depending on the status of the assessment.
https://help.usastaffing.gov/USAS/index.php?title=Rating_Criteria

- HR Users now have the ability to select multiple questionnaire items and use the "Apply to All" feature to massassign competencies or response option scales.
https://help.usastaffing.gov/USAS/index.php?title=Assessment_Questionnaire

REVIEW

- ☐ Reviews initiated from a specific certificate now pre-populate with the Certificate Number included.
  https://help.usastaffing.gov/USAS/index.php?title=Creating_a_review_from_a_certificate

APPLICANT

- Applicant Lists now include an "Any" filter for Eligibilities. This filter enables users to include all applicants on the list regardless of their eligibility selection. https://help.usastaffing.gov/USAS/index.php?title=Create_List

- Applicants' Certification History is available on Applicant Lists.
  https://help.usastaffing.gov/USAS/index.php?title=Applicant_-History

- Applicants can now view their status and submitted documents for a vacancy from the Application Status page (accessed through the "More Information" link in USAJOBS).
  https://help.usastaffing.gov/Apply/index.php?title=Application_Status

NEW HIRE

- The filter and search criteria an HR user used on the New Hire tab of the Dashboard is now retained between visits to the New Hire tab within a single session. This allows HR Users to see the same filtered list of New Hires they saw before opening an individual New Hire record or any other page in the system.

- HR Users can set the Due Date for multiple tasks related to a New Hire record in a single action from the Manage Tasks sub-page of the Assignments tab.
  https://help.usastaffing.gov/USAS/index.php?title=Assigning_a_due_date_to_multiple_new_hire_tasks

- The system automatically calculates and sets a Due Date for the 4 post-selection tasks assigned to a New Hire record. These are: Send Tentative Offer, Initiate Background Investigation/Security Clearance, Send Official Offer, and Confirm Entry on Duty.   https://help.usastaffing.gov/USAS/index.php?title=Manage_Tasks

- The status of a questionnaire completed by the New Hire is updated to "Complete" when all displayed questions requiring a response are answered. This does not force the New Hire to answer required questions before saving and continuing to the next page.

- The status of a questionnaire completed by the HR User is updated to "Complete" when all displayed questions requiring a response are answered. This does not force the New Hire to answer required questions before saving and continuing to the next page.

- The status of a New Hire's onboarding process is updated to "Complete" when all of the tasks assigned to the New Hire record are complete. The status is set back to "Active" when HR assigns additional tasks.
  https://help.usastaffing.gov/USAS/index.php?title=Manage_Tasks

- The status of a New Hire's onboarding process is "Cancelled" when the certificate audit of the related application is changed from an Audit Code of "Selected" to a non-selected value. This also breaks the linkage between the New Hire and the associated Request Number.
  https://help.usastaffing.gov/USAS/index.php?title=New_Hires

REPORTS

- Added Announcement Data Self Service (DSS) report in Cognos to allow users to extract announcement data for analysis and reporting outside of Cognos and USA Staffing.

- Added Request Data Self Service (DSS) report in Cognos to allow users to extract request data for analysis and reporting outside of Cognos and USA Staffing.

- Added Application Data Self Service (DSS) report in Cognos to allow users to extract application data for analysis and reporting outside of Cognos and USA Staffing.

- Added Vacancy Data Self Service (DSS) report in Cognos to allow users to extract vacancy data for analysis and reporting outside of Cognos and USA Staffing.

ADMINISTRATION

- Updated "Users and Permissions" permissions.
  https://help.usastaffing.gov/USAS/index.php?title=Manage_Permission_Profiles

- Established and enforced basic permissions for editing a task's Status and Owner.
  https://help.usastaffing.gov/USAS/index.php?title=Manage_Permission_Profiles

- Updated Assessment Package and Assessment Package Template permissions.
  https://help.usastaffing.gov/USAS/index.php?title=Manage_Permission_Profiles

- Moved the ability to delete Task Templates from the Task Templates sub-page to the details of the Task Template in Admin.
  https://help.usastaffing.gov/USAS/index.php?title=Deleting_a_task_template