



## Release Notes

Build: 18.01.02

Colleague Software Ltd

Date Created: 06/02/18

## Colleague 7 Release Notes - 18.01.02

### 1. Introduction

This document communicates the new features and changes in this release of Colleague 7.

### 2. About This Release

Sprint Goal: Continue to enhance and refine the Search based on client feedback as well as working on workflow issues relating to the Requirement Candidate process.

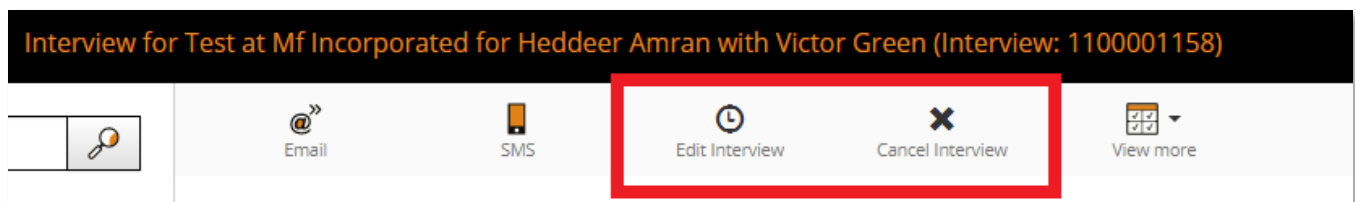
### 3. New Features

#### 3.1 Need Option To Rearrange An Interview (Updating the Existing Interview)

State: Done

Type: Enhancement

User Notes: It is now possible for a user to edit and cancel interviews



On the interview record, you will find two new fields: Interview Type and Interview Status.

On creating a new Interview, the Interview Status defaults to "Active".

Clicking on the "Cancel Interview" button, will set the Interview Status to "Cancelled".

Before clicking on "Edit Interview", all fields on the Interview record are read only.

Clicking on "Edit Interview" will make all of the fields editable (excluding Interview Status). However, any changes made to these fields are NOT automatically saved like with the rest of Colleague7.

To save changes made, the user must click on the "Save" button. Changes can be cancelled by clicking on the "Cancel" button.

The screenshot shows the interview record form. At the top left, there are two buttons: "Save" (with a checkmark icon) and "Cancel" (with an 'X' icon). These buttons are highlighted with a red rectangular box. Below the buttons, the form contains several fields: "Interview Type" (dropdown menu showing "1st Interview"), "Interview Status" (dropdown menu showing "Active"), "Arranged By" (dropdown menu showing "Simon Batty"), "Interview Date" (text field showing "10 Jan 2018"), and "Interview Time" (text field showing "06:20").

## 3.2 PBI 15237 - Requirement Candidates History Summary - Notes Text Unreadable

State: Done

Type: Enhancement

User Notes: When viewing requirement candidate history, there is now a popup box which appears to show the full history text if you hover over the history text column.

Show  entries

Type	Date	Text	User
Placement Unauthorisation (Level 1)	06 Nov 2017 09:00	Placement Unauthorised (Level 1) at Colleague ...	David Payne
Placement Unauthorisation (Level 2)	03 Nov 2017 13:29	Placement Unauthorised (Level 2) at Colleague ...	David Payne
Placement Authorisation (Level 2)	03 Nov 2017 13:29	Placement Authorised (Level 2) at Colleague Sof...	David Payne
Placement Authorisation (Level 1)	03 Nov 2017 13:27	Placement Authorised (Level 1) at Colleague Sof...	David Payne
Placement Unauthorisation (Level 1)	03 Nov 2017 13:27	Placement Unauthorised (Level 1) at Colleague ...	David Payne
Placement Authorisation (Level 1)	03 Nov 2017 13:25	Placement Authorised (Level 1) at Colleague Sof...	David Payne
Offer Accepted	03 Nov 2017 13:06	Offer accepted for Account Manager at Colleag...	David Payne
New Offer	02 Nov 2017 16:00	Peter Smith offered, Start Date : 9 Nov 2017	David Payne
Interview	26 Oct 2017 15:00	Interview with Peter Smith with Mike Granger. I...	David Payne
Candidate stage updated	26 Oct 2017 14:55	Peter Smith stage updated to Sent	David Payne

Showing 1 to 10 of 12 entries

Previous  2 Next

## 3.3 PBI 32744 - Help with Clicking Back To Search From Candidate

State: Done

Type: Enhancement

User Notes: When opening a single result from a search, there is now an option to go back to the search from the record which was opened. This is in place for Candidate, Company, Contact and Requirement searches.

[Summary >](#) | 
 [Personal v](#) | 
 [History >](#) | 
 [Documents >](#) | 
 [Notes >](#) | 
 [Skills >](#) | 
 [Cust](#)

Go Back To Search

Email

SMS

Create History

Create Document

Submit

Known As

This feature will not work in this way if you have enabled the 'Open in New Tab' setting when clicking on Search Results.

## 4. Bug Fixes

### 4.1 Working For Us Splash Screen Presented For Candidates Whose Placement Has Finished

State: Done

Type: Bug

User Notes: The 'Working for Us' alert, which appears when entering a candidate record which is in a placement, would on occasion appear when it was not supposed to.

We have modified this alert so that it will now take into account a permanent placement end date, also it will take into account whether the candidate record has been archived.

The full logic behind the splash alert is as follows:

- Does the candidate have an offer?
- Is the candidate in a contract role, where the start date is before today and the end date is after today?
- Is the candidate in a rolling contract, where the start date is before today and the end date is after today?
- Is the candidate in a rolling contract, where the start date is before today and there is no end date?
- Is the candidate in a perm placement where the start date is before today and there is no end date?
- If any of these conditions are true, then the Working for Us splash alert will show.

In addition to these modifications, a new global setting has been added to allow the exclusion of old permanent placements from the candidate 'Working for Us' checks.

Candidate	The maximum age of permanent placements (in years) included in the 'Working for Us' check	2
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This means that any permanent placements that started over the specified number of years will not be included when checking if a candidate is 'working for us'.

### 4.2 Lookup Values Not Appearing Correctly In Search / Search Results

State: Done

Type: Bug

User Notes: Lookups and Users now appear correctly in data tables throughout Colleague 7. Also, some fields have been changed so that they appear correctly in Search, for example, Mailshot Status.

### 4.3 PBI 36227 - Interview Search Issues Raised by MG

State: Done

Type: Bug

User Notes: Fixed bug on the Requirement and Interview Selection screens where searching using date ranges did not work

## 4.4 PBI 36367 - Issue Viewing Documents In Document Preview

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State: Done

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Type: Bug

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User Notes: Bug fix so that selected documents should be able to preview in the Documents tab

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## Revision History

Version	Date	Summary of Changes	Author
1.0	06/02/18	Initial Draft	David Payne