



Release Notes

Build: 18.02.02

Colleague Software Ltd

Date Created: 06/03/18

Colleague 7 Release Notes - 18.02.02

1. Introduction

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

2. About This Release

Sprint Goal: Investigate and prototype a mechanism for managing images within all Colleague 7 text editors. Also begin the Backoffice project to allow for the storing of financial data as well as other minor bugs based on client feedback.

3. New Features

3.1 Colleague 7 - Back Office Project – Candidate Payment Details

State: Done

Type: Enhancement

User Notes:

You can now store 'Payment Details' for Candidates as part of the first phase of implementing our BackOffice solution in Colleague7.

There is a new User Group Permission in Colleague7 called "Candidate - Payment Details".

When this is set to "No Access", then users will not be able to view/edit Payment Details on a Candidate.

When set to "Full Access", then the Payment Details can be accessed on a Candidate record via the "View More" drop down menu.

Clicking on "Payment Details" will then reveal the Payment Details section.

Payment Details

Ltd Company

Colleague Software Limited

Q X

Company Registration No.

1234567

Vat No.

VAT-123

Sage Account Ref No.

SAGE-123456

Tax Code

20

Payment Address

3D, Vinnetrow Business Park, Vinnetrow Road, Chichester, V

Payment Contact

David Payne

Q X

Payment Method

BACS

Payment Frequency

Monthly

3.2 Update Selection Screens So Entity Fields Are Freetext

State: Done

Type: Enhancement

User Notes:

On the following selection screens, users are now able to type free text into the Candidate, Company and Contact fields (where available):

- Requirement
- Interview
- Offer
- Placement

For example:

Requirement Selection

Quick search...

Search Create New Hide Criteria Options

Company Coll
Contact Dav

Address
Status Live
Type - View All -
Picked Up By - View All -
Picked Up Date Range Date from... Date to...
Worked By David Payne
Requirement Id
Reference

Show 10 entries

Requirement Id	Company Name	Contact Name	Job Title
854	Colleague Software Limited	David Payne	Account Manager
742	Colleague Software Limited	David Payne	Project Manager
741	Colleague Software Limited	David Payne	Project Manager

Showing 1 to 3 of 3 entries

3.3 User Permission To Delete Another Users Search Results

State: Done

Type: Enhancement

User Notes:

A new user group permission has been created to allow or deny the ability to delete saved searches which were created by other users.
The new permission is called 'Delete Searches Created By Another User' and can be accessed in the User Group Permissions maintenance screen.

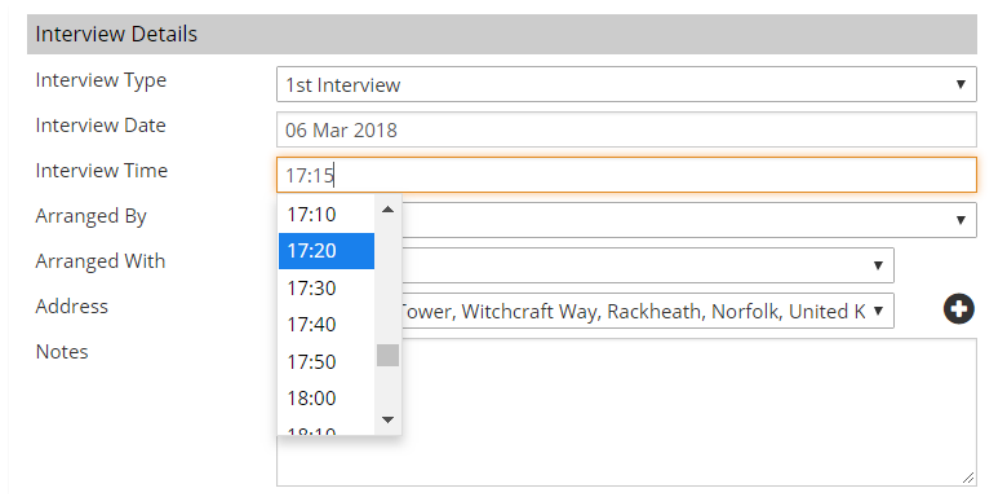
3.4 Make Interview Time Editable for Interview Creation Partial View

State: Done

Type: Enhancement

User Notes:

The Interview time when creating an Interview from Requirement Candidates is now editable. If an invalid time is entered, then a warning displays and you will not be able to create the Interview.



The screenshot shows the 'Interview Details' form. The 'Interview Time' field is highlighted with an orange border, and a dropdown menu is open, showing a list of times: 17:10, 17:20 (selected), 17:30, 17:40, 17:50, 18:00, and 18:10. Other fields include 'Interview Type' (1st Interview), 'Interview Date' (06 Mar 2018), 'Arranged By', 'Arranged With', 'Address' (Tower, Witchcraft Way, Rackheath, Norfolk, United K), and 'Notes'.

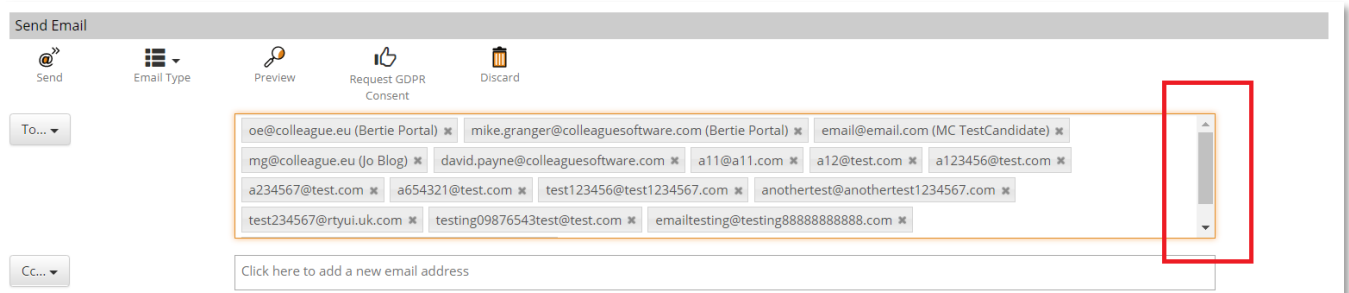
3.5 When Bulk Mailing, Reduce The Size Of The To Field To Four Rows & Then Use Scroll Bar

State: Done

Type: Enhancement

User Notes:

When composing an email, the 'To' and 'Cc' fields have had their height set to show a maximum of 4 lines worth of recipients. Additional recipients can be accessed by using a scrollbar.



The screenshot shows the 'Send Email' form. The 'To' field is highlighted with an orange border and contains a list of email addresses. A scrollbar is visible on the right side of the field, indicating that the list can be scrolled. The 'Cc' field is also visible below the 'To' field.

4. Bug Fixes

4.1 Placement Fee Fields Not Populated When Using The Margin Calculator When Creating An Offer

State: Done

Type: Bug

User Notes: A bug has been fixed within the offer creation process from a requirement record, related to the rate calculator for permanent placements.

4.2 Interview and Placement Templates appear as 'Unknown'

State: Done

Type: Bug

User Notes: All letter templates now show an appropriate description within the letter template maintenance screen

4.3 Ensure The Default Interview Type Is As Per the Default Setting in Admin > Lookups

State: Done

Type: Bug

User Notes: An issue has been resolved when arranging a new interview within the requirement candidates page, so that the 'Interview Type' field is now set to its default value against the 'Interview Type' lookup.

4.4 Bugs on Interview Diary Creation - End Time Fixed Based On Default Duration and Diary Entry Displays End Time

State: Done

Type: Bug

User Notes:

The end time on interview diary creation is now independent of the start time.

The diary and offer panels on interview/offer creation are no longer automatically shown on the second click to create an interview/offer within requirement candidates.

Revision History

Version	Date	Summary of Changes	Author
1.0	06/03/18	Initial Draft	David Payne