

Product Release Notes for Rosterfy 2.0 – 4th May 2021

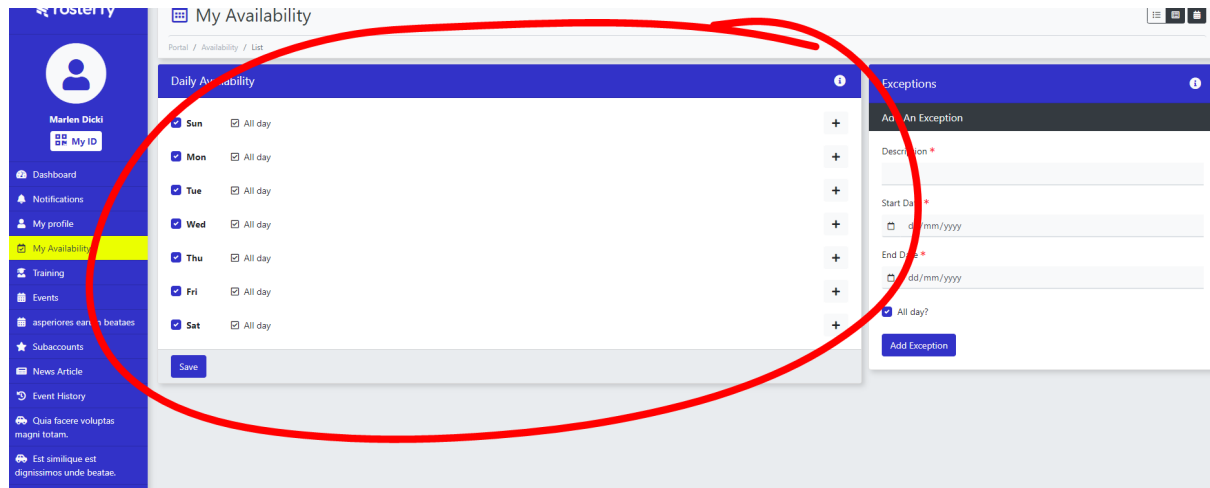
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General

Please note - all employee data you may see is dummy data and not sensitive

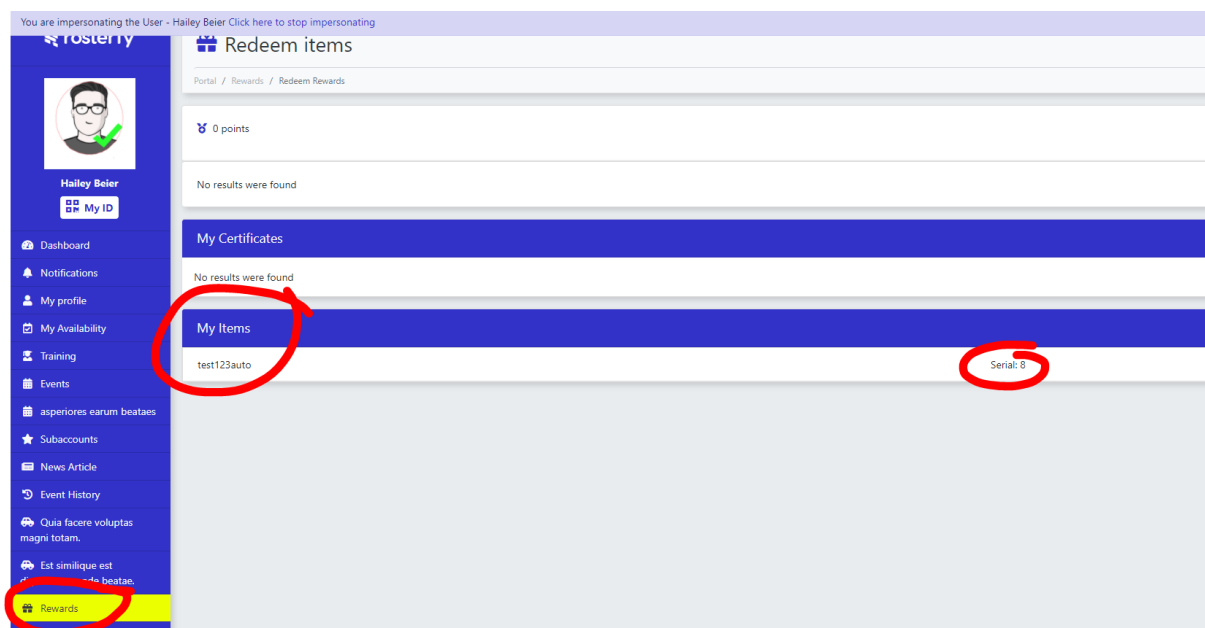
Availability Update

Candidates now have a more streamlined option for updating their availability. The visuals have been simplified.



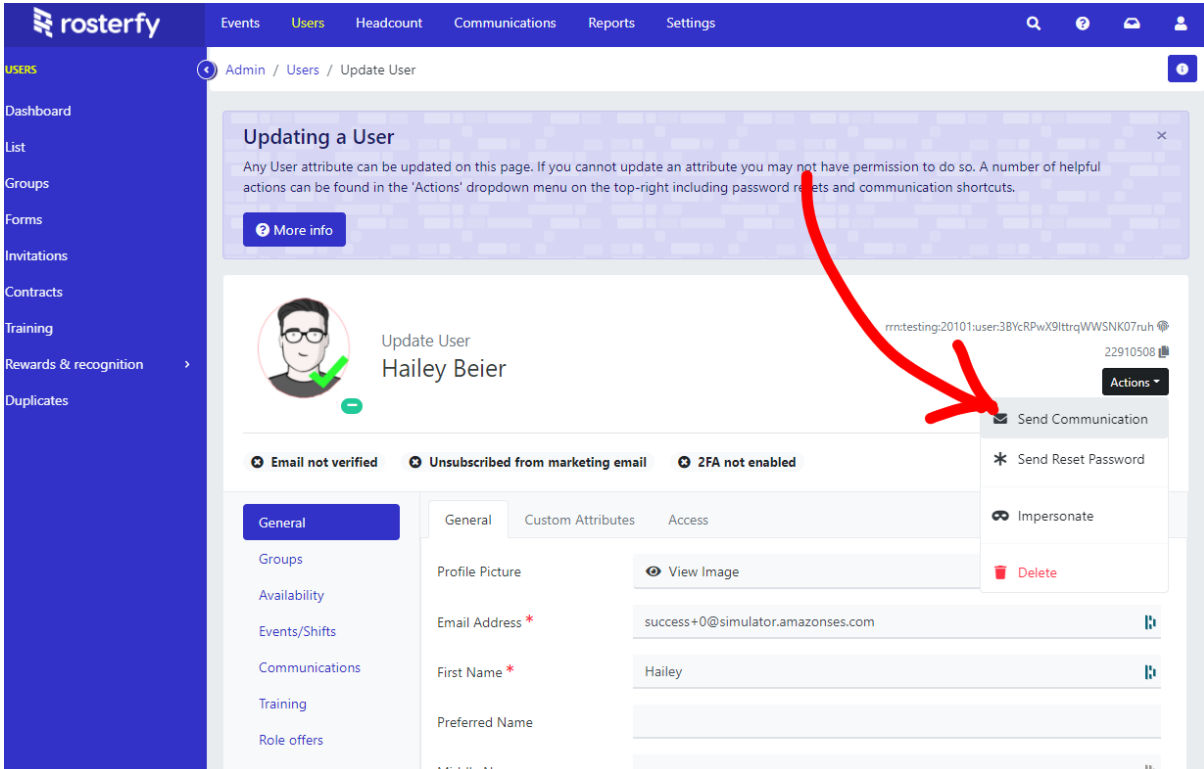
Candidate Portal can see Reward inventory items

Candidates can now see a list of all inventory items they have been allocated under the Rewards section (if accessible)

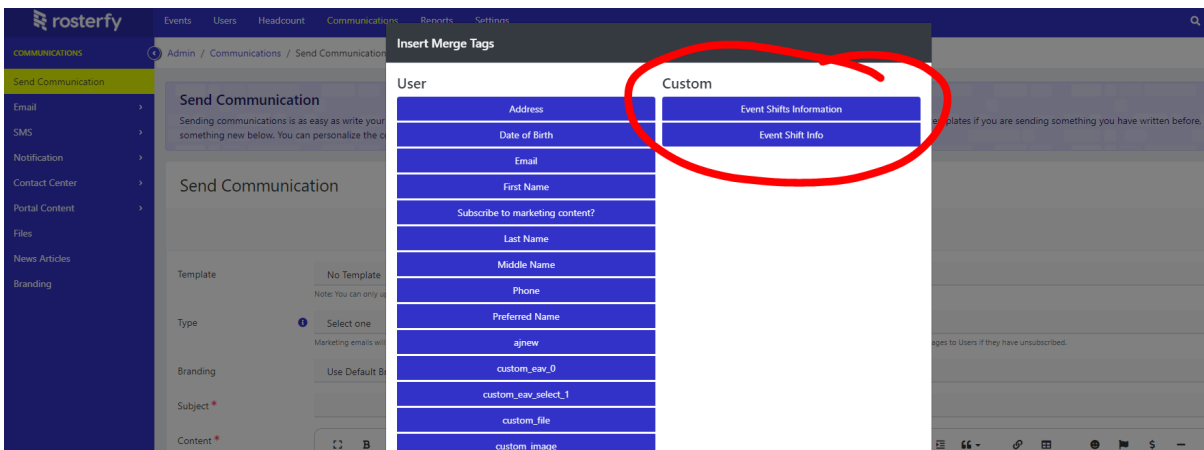


Users can be emailed Shift Details from User Profile Page

Admins can now email candidates their shift information directly from their profile page, via new email merge tags as per below screenshots



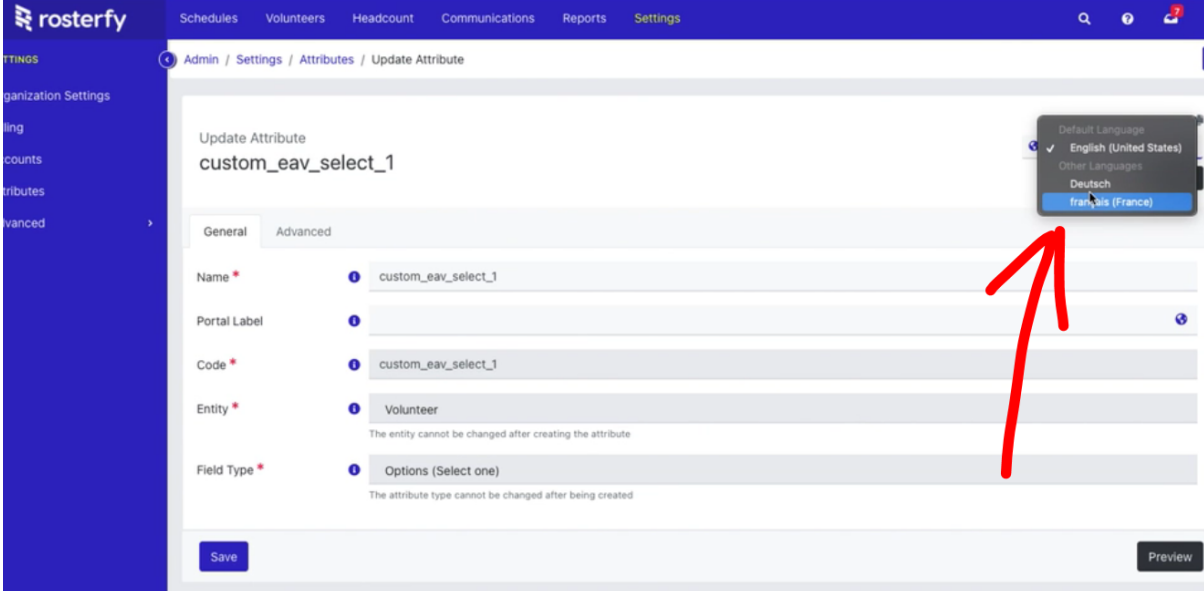
The screenshot shows the 'Update User' page for Hailey Beier. The page includes a sidebar with navigation options like Dashboard, List, Groups, Forms, Invitations, Contracts, Training, Rewards & recognition, and Duplicates. The main content area has a header 'Updating a User' with a 'More info' button. Below this is a user profile card for Hailey Beier, showing a profile picture, email address (success+0@simulator.amazonses.com), and first name (Hailey). A red arrow points to the 'Send Communication' button in the 'Actions' dropdown menu.



The screenshot shows the 'Send Communication' page. The 'Insert Merge Tags' section is visible, with a red circle highlighting the 'Event Shifts Information' and 'Event Shift Info' tags in the 'Custom' section. The 'User' section lists various merge tags like Address, Date of Birth, Email, First Name, Last Name, Middle Name, Phone, Preferred Name, and others.

Importing options for an Attribute available in different languages separately

Admins can now import Attribute options in different languages. Simply select the separate language (if relevant) and import as per normal and it will load against that language.



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Schedules Volunteers Headcount Communications Reports Settings

Admin / Settings / Attributes / Update Attribute

Update Attribute

custom_eav_select_1

General Advanced

Name * custom_eav_select_1

Portal Label

Code * custom_eav_select_1

Entity * Volunteer

The entity cannot be changed after creating the attribute

Field Type * Options (Select one)

The attribute type cannot be changed after being created

Save Preview

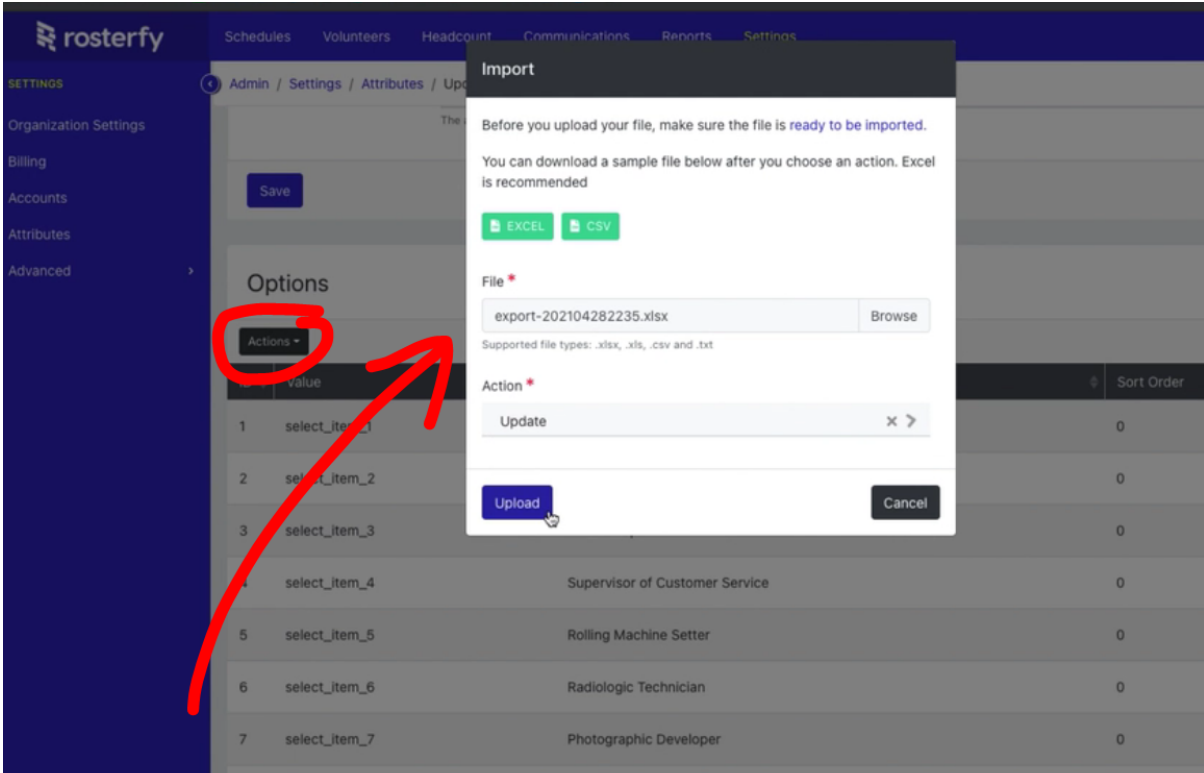
Default Language

English (United States)

Other Languages

Deutsch

français (France)



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Schedules Volunteers Headcount Communications Reports Settings

Admin / Settings / Attributes / Update Attribute

Save

Options

Actions

value

1 select_item_1

2 select_item_2

3 select_item_3

4 select_item_4 Supervisor of Customer Service

5 select_item_5 Rolling Machine Setter

6 select_item_6 Radiologic Technician

7 select_item_7 Photographic Developer

Sort Order

0

0

0

0

0

0

0

Import

Before you upload your file, make sure the file is ready to be imported.

You can download a sample file below after you choose an action. Excel is recommended

EXCEL CSV

File *

export-202104282235.xlsx

Browse

Supported file types: .xlsx, .xls, .csv and .txt

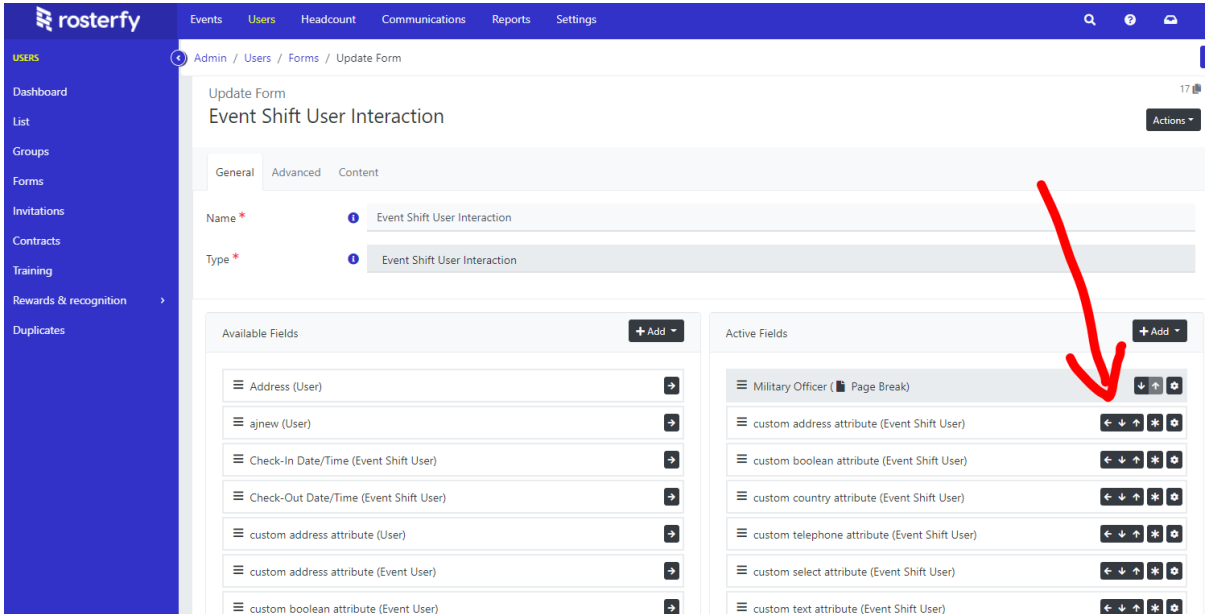
Action *

Update

Upload Cancel

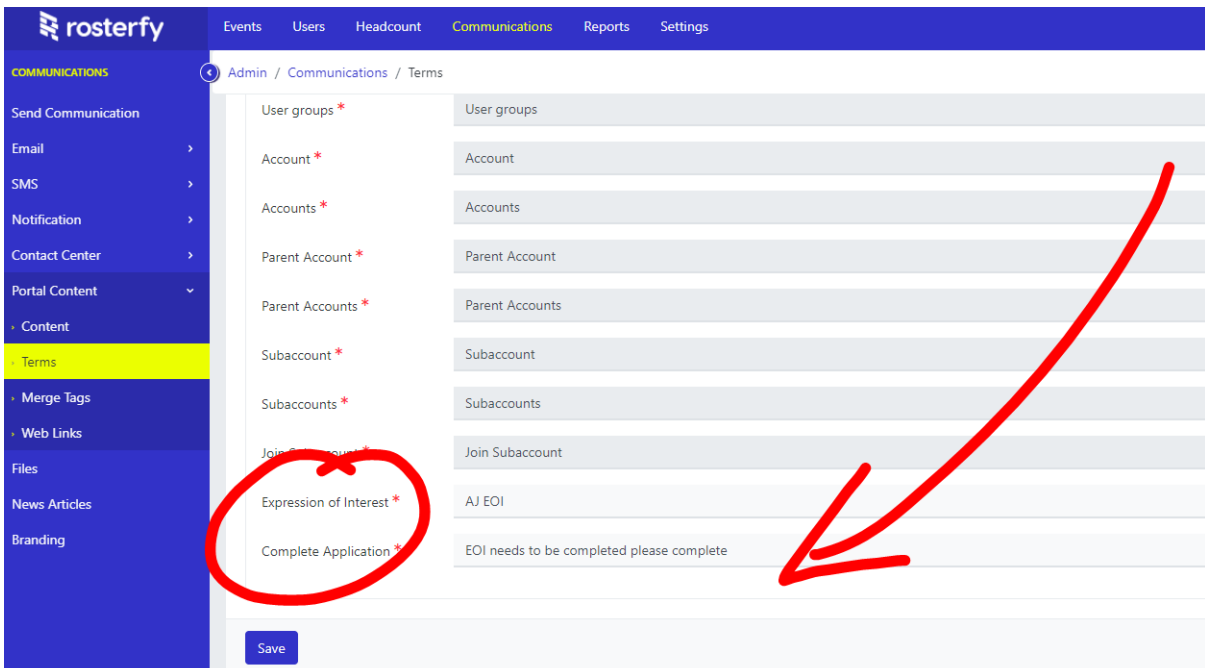
Uplifted Form field editing options

Admins will now have additional options (see screenshot below) to help organise and order Form fields better. They will now find it easier to create and update forms with an updated user interface, particularly using the drag and drop or arrows.



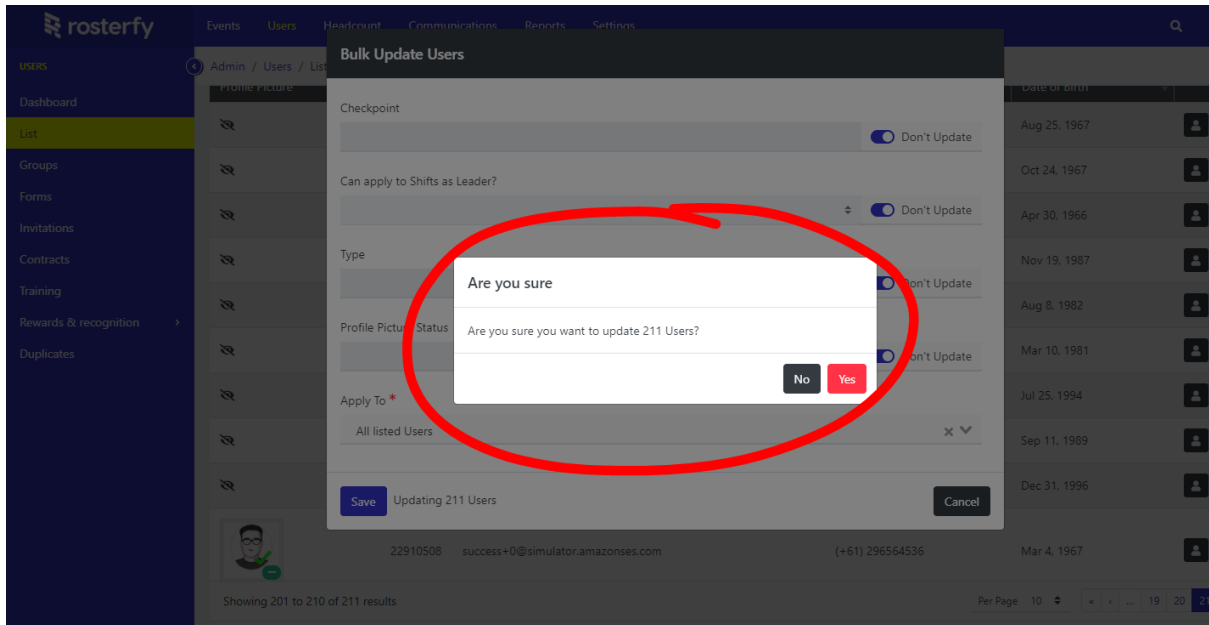
EOI and Complete Application form names can be renamed

Admins will now be able to rename the Expression of Interest and Complete Application forms, for Candidates to see in the Candidate portal, if needed. This is, as per all other site terms, controlled under Communications > Portal Content > Terms > Admin



Bulk Update warning added

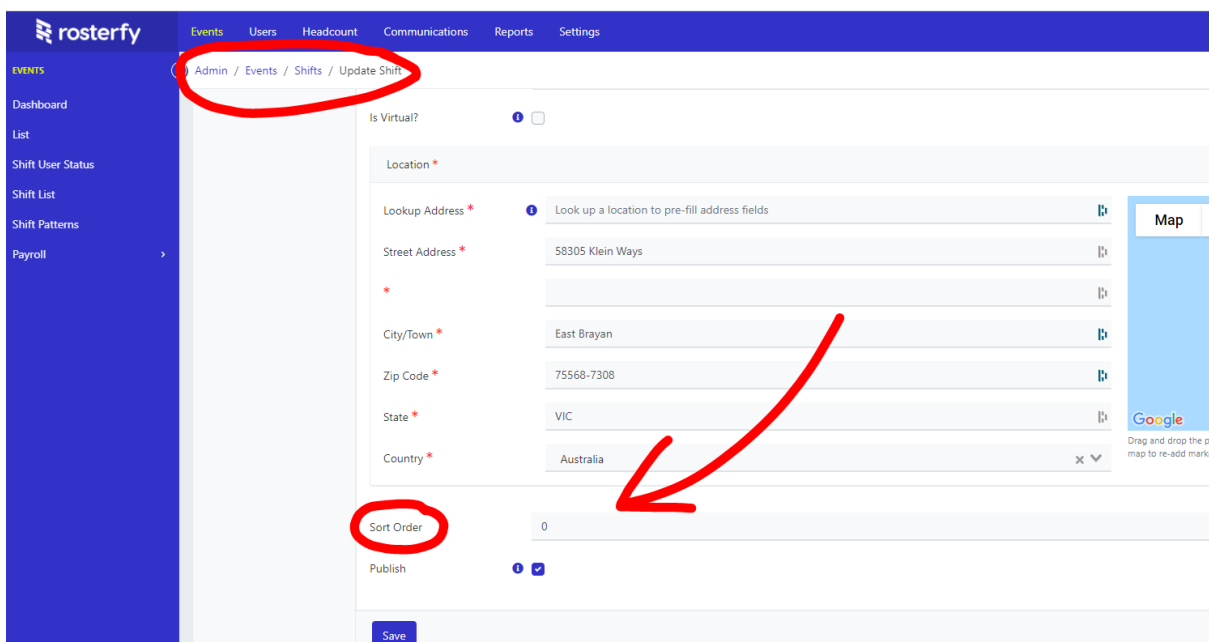
Admins will now receive a warning whenever they are doing any bulk updates across the Rosterfy platform. This will apply to: users, events, shifts, event shift users, role offers, role offer users, and any bulk deletes.



Events & Shifts

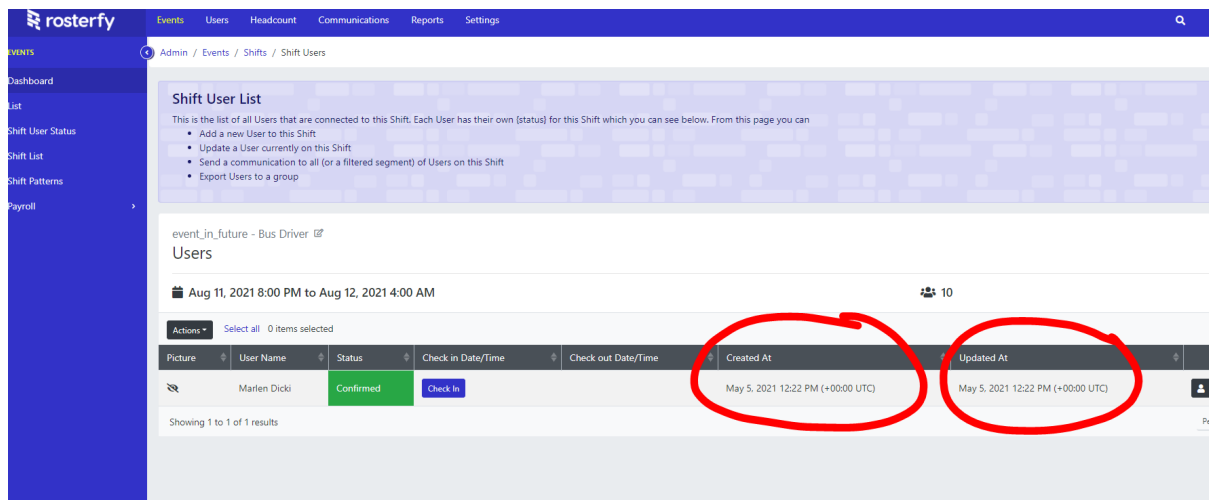
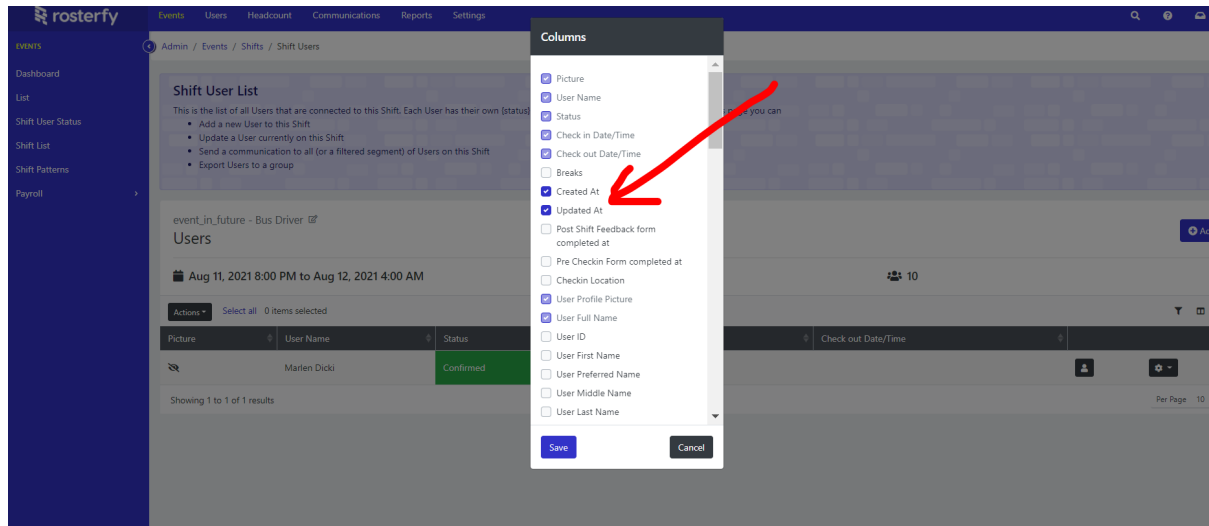
Shifts can be specifically ordered

Admins can now specify the order shifts will appear to candidates, allowing them to promote specific shifts. This is in ascending order (0 will appear highest, then 1, 2, etc.)



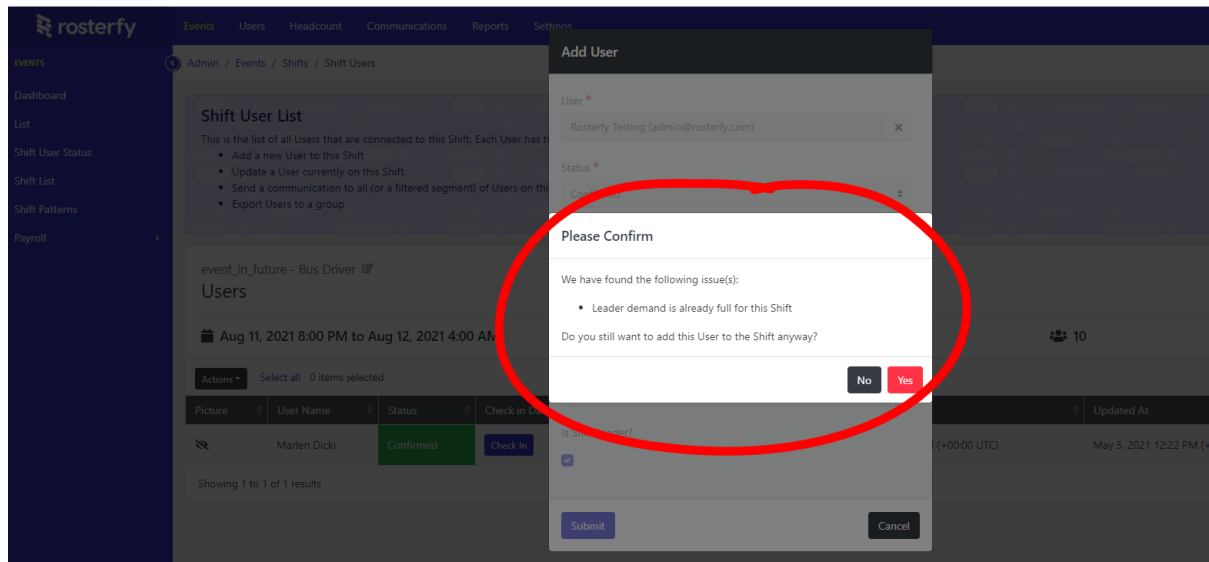
New column options in Shift User List view

Admins can now see Created At and Updated At per user in the Shift User List view, and also Event User List view (same as Shift View below)



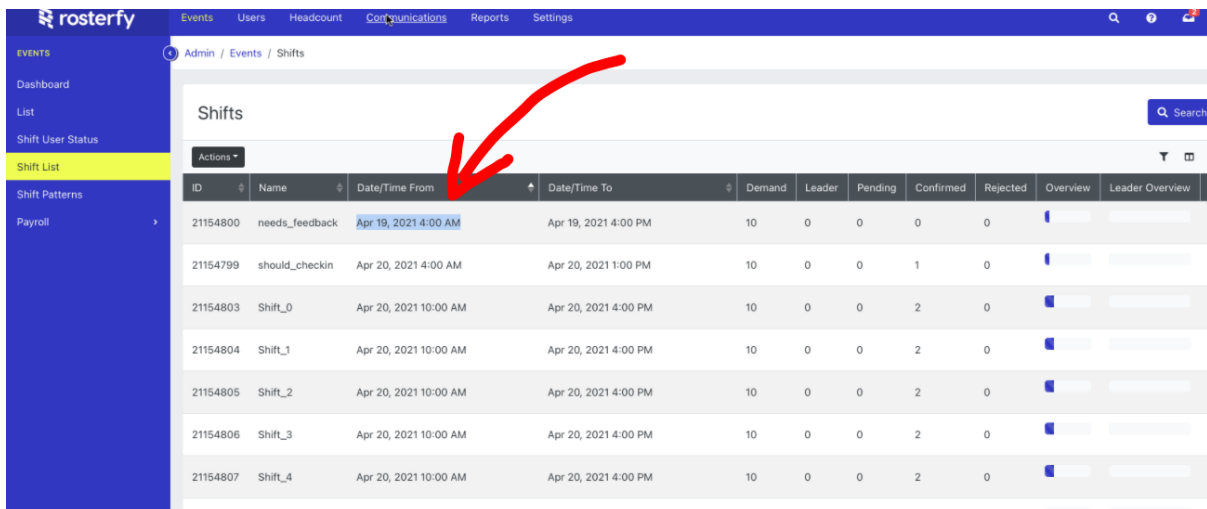
Alert when Shift Leader capacity reached

Admins will now see an alert when the amount of Shift Leaders on a Shift is already filled, when assigning an additional Shift Leader



Minor update to Shifts List ordering

The Shifts List view has had a minor update, where the top of the list will default the next future Shift, for easier more relevant Shift listing to Admin users



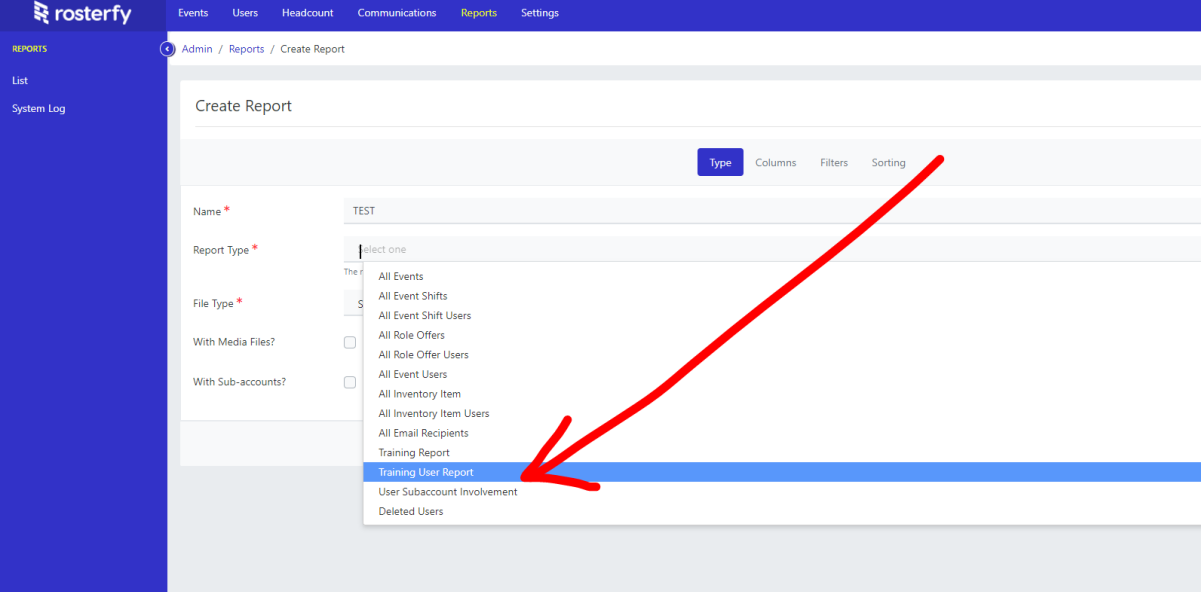
The screenshot shows the 'Shifts' list in the Rosterfy application. A red arrow points to the 'Date/Time From' column header. The table lists shifts with their IDs, names, dates, times, demands, and leader status.

ID	Name	Date/Time From	Date/Time To	Demand	Leader	Pending	Confirmed	Rejected	Overview	Leader Overview
21154800	needs_feedback	Apr 19, 2021 4:00 AM	Apr 19, 2021 4:00 PM	10	0	0	0	0		
21154799	should_checkin	Apr 20, 2021 4:00 AM	Apr 20, 2021 1:00 PM	10	0	0	1	0		
21154803	Shift_0	Apr 20, 2021 10:00 AM	Apr 20, 2021 4:00 PM	10	0	0	2	0		
21154804	Shift_1	Apr 20, 2021 10:00 AM	Apr 20, 2021 4:00 PM	10	0	0	2	0		
21154805	Shift_2	Apr 20, 2021 10:00 AM	Apr 20, 2021 4:00 PM	10	0	0	2	0		
21154806	Shift_3	Apr 20, 2021 10:00 AM	Apr 20, 2021 4:00 PM	10	0	0	2	0		
21154807	Shift_4	Apr 20, 2021 10:00 AM	Apr 20, 2021 4:00 PM	10	0	0	2	0		

Reporting

Admins can now reports on what training candidates have completed

Admins can now reports on what training candidates have completed in a new Report Type. This means reports can be generated to capture and check, per event/per shift/per user, if training has been completed.



The screenshot shows the Rosterfy web interface. The top navigation bar includes 'Events', 'Users', 'Headcount', 'Communications', 'Reports', and 'Settings'. The left sidebar has 'REPORTS' and 'System Log'. The main content area is titled 'Create Report' and includes a breadcrumb 'Admin / Reports / Create Report'. A red arrow points to the 'Report Type' dropdown menu, which is open and shows a list of options. The 'Training User Report' option is highlighted in blue. Other options include 'All Events', 'All Event Shifts', 'All Event Shift Users', 'All Role Offers', 'All Role Offer Users', 'All Event Users', 'All Inventory Item', 'All Inventory Item Users', 'All Email Recipients', 'Training Report', 'User Subaccount Involvement', and 'Deleted Users'.

REPORTS

Admin / Reports / Create Report

Create Report

Type Columns Filters Sorting

Name * TEST

Report Type * select one

File Type * S

With Media Files? ☐

With Sub-accounts? ☐

All Events

All Event Shifts

All Event Shift Users

All Role Offers

All Role Offer Users

All Event Users

All Inventory Item

All Inventory Item Users

All Email Recipients

Training Report

Training User Report

User Subaccount Involvement

Deleted Users

Integrations

Microsoft Dynamics Integration

Admins can now integrate and synchronise their candidate data with Microsoft Dynamics

