

**Product Release Notes for Rosterfy 2.0**

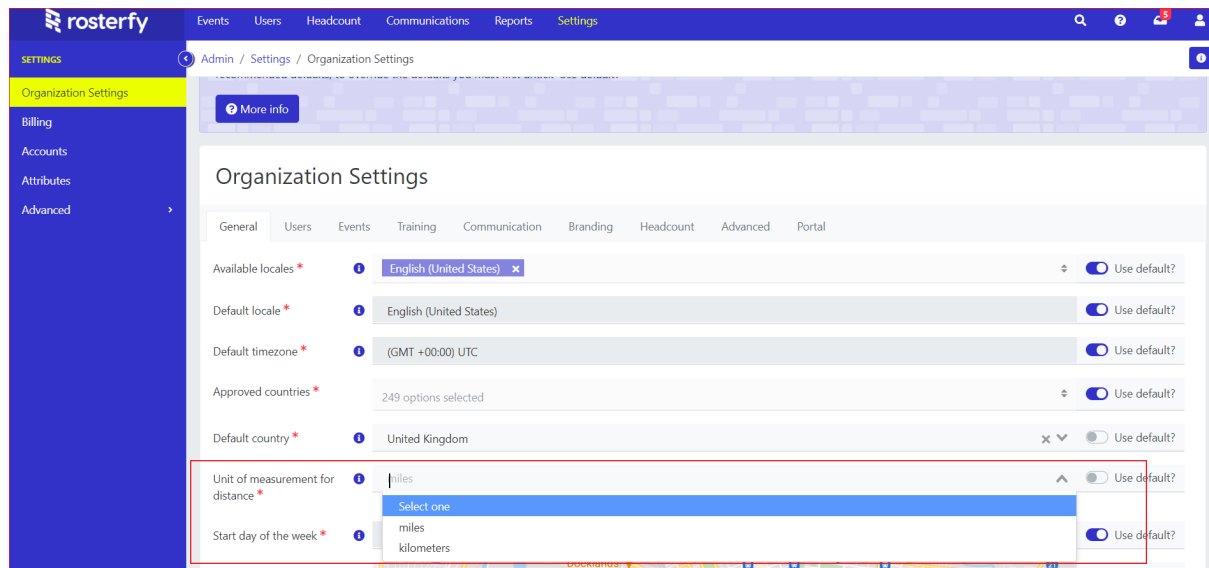
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Please note - all employee data you may see is dummy data and not sensitive

## General

### Unit of Measurement options for Distance

Admins will now, in organization settings, be able to control the unit of measurement for distance. This will affect the 'Events Near Me' functionality for candidates in their portal, when selecting shifts/events.

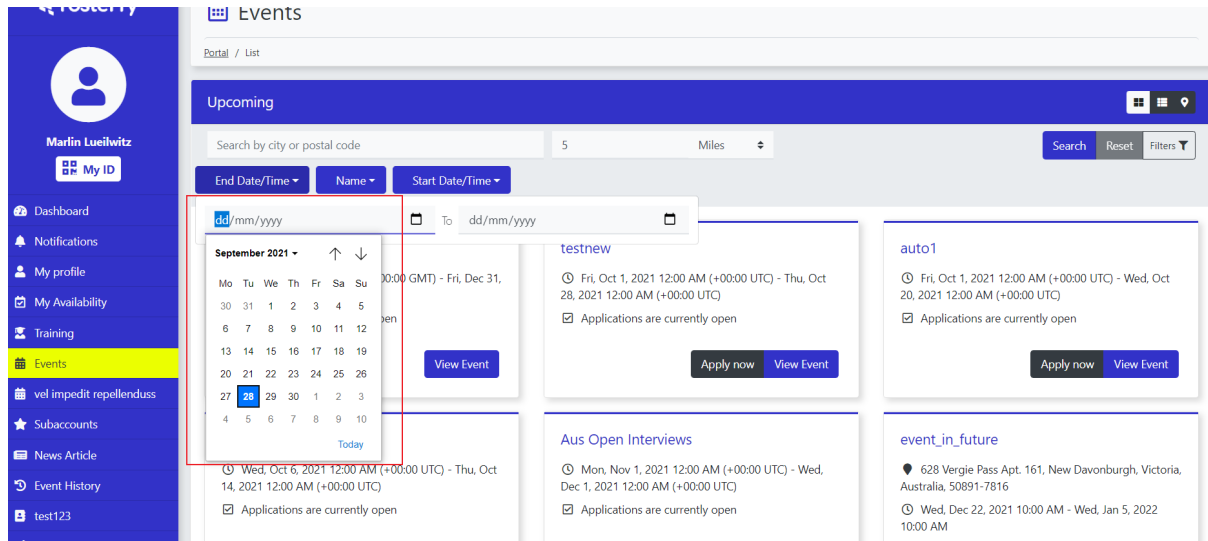


### Platform Timeout Time Increased

Based on feedback, we have increased the platform timeout time from 30 minutes to 45 minutes. This will allow Candidates and Admins additional time before timeout logout limits are hit (for shifts such as Interviews, this was too short).

## Calendar View Filter for Candidates

Volunteers/Staff will now be able to see a more easily selectable visual monthly calendar view when picking start and end dates in the portal.

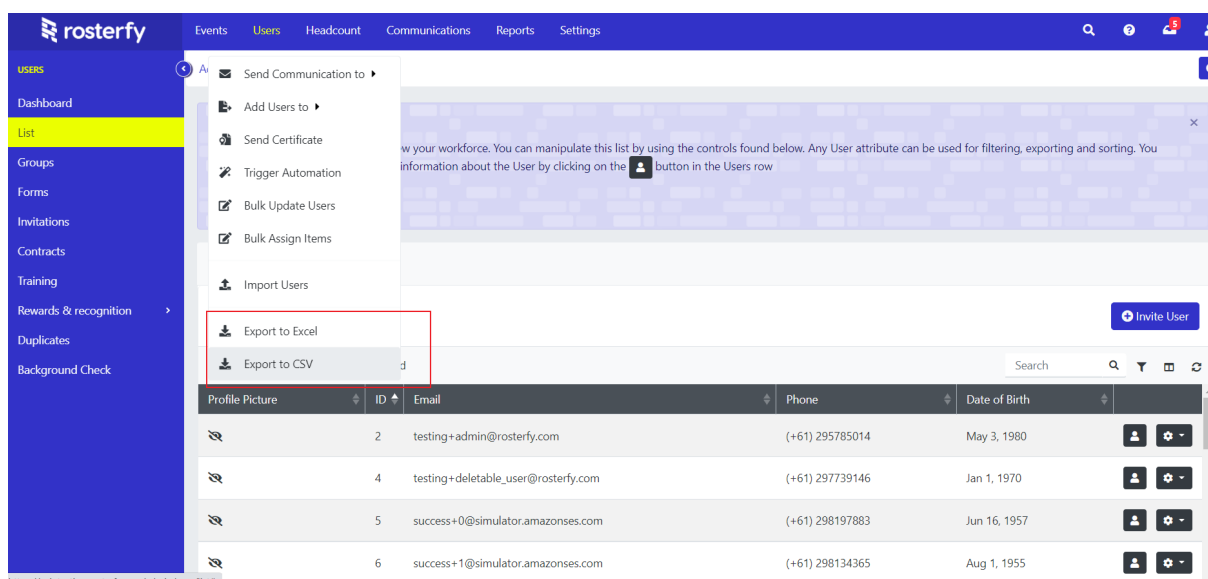


## Increase Export Size

We have increased the 'export' rows limit across the Admin site, so that up to 2000 values may be exported. If above 250 values, a progress bar will appear. Anything larger than 2000 should be exported via a report.

Video:

[https://drive.google.com/file/d/1lo-2Tp-mALNpHGOJfbbb\\_32pjbnrjmiw/view?usp=sharing](https://drive.google.com/file/d/1lo-2Tp-mALNpHGOJfbbb_32pjbnrjmiw/view?usp=sharing)



rosterfy

EventsUsersHeadcountCommunicationsReportsSettings

Users

Dashboard

List

Groups

Forms

Invitations

Contracts

Training

Rewards & recognition

Duplicates

Background Check

Admin / Users / List

executing...

User List

The User list is the simplest way to view your workforce. You can manipulate this list by using the controls found below. Any User attribute can be used for filtering, exporting and sorting. You can view further details and in-depth information about the User by clicking on the button in the Users row

More info

UsersTypes

Users

Invite User

Actions Select all 0 Users selected

Search

Profile Picture	ID	Email	Phone	Date of Birth	
	2	testing+admin@rosterfy.com	(+61) 295785014	May 3, 1980	<div><div></div><div></div></div>
	4	testing+deletable_user@rosterfy.com	(+61) 297739146	Jan 1, 1970	<div><div></div><div></div></div>
	5	success+0@simulator.amazonses.com	(+61) 298197883	Jun 16, 1957	<div><div></div><div></div></div>
	6	success+1@simulator.amazonses.com	(+61) 298134365	Aug 1, 1955	<div><div></div><div></div></div>

## Forms

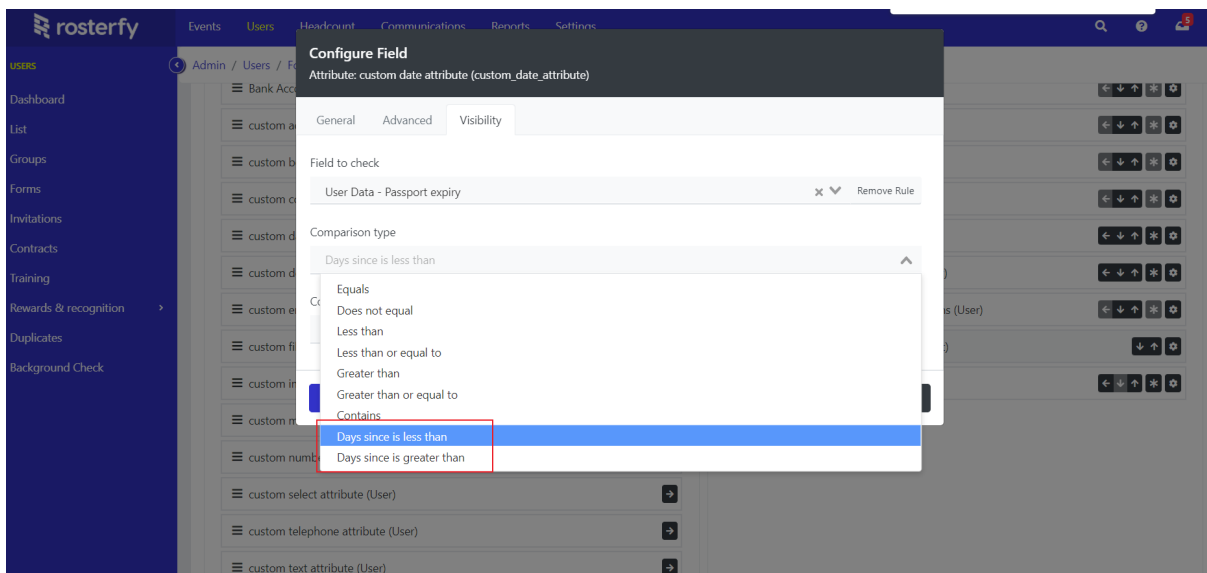
### New 'Days Since' Option for Forms

Admins will now have the options to build 'Days Since Greater Than/Less Than' into Forms.

This will enable a huge amount of flexibility in dynamically checking against dates (such as date of birth, passport expiry dates, etc.). For example, putting 'Date of Birth' in Field to check, and 'Days since is greater than' = 6570 days, will ensure applicants are over 18 years old (6570 days in 18 years). This field can be combined with negative values to compare against values in the future also.

Video:

<https://drive.google.com/drive/u/1/folders/1e8xM7EgIS-iirDAzCjzH1KGcnIDC6ZPv>

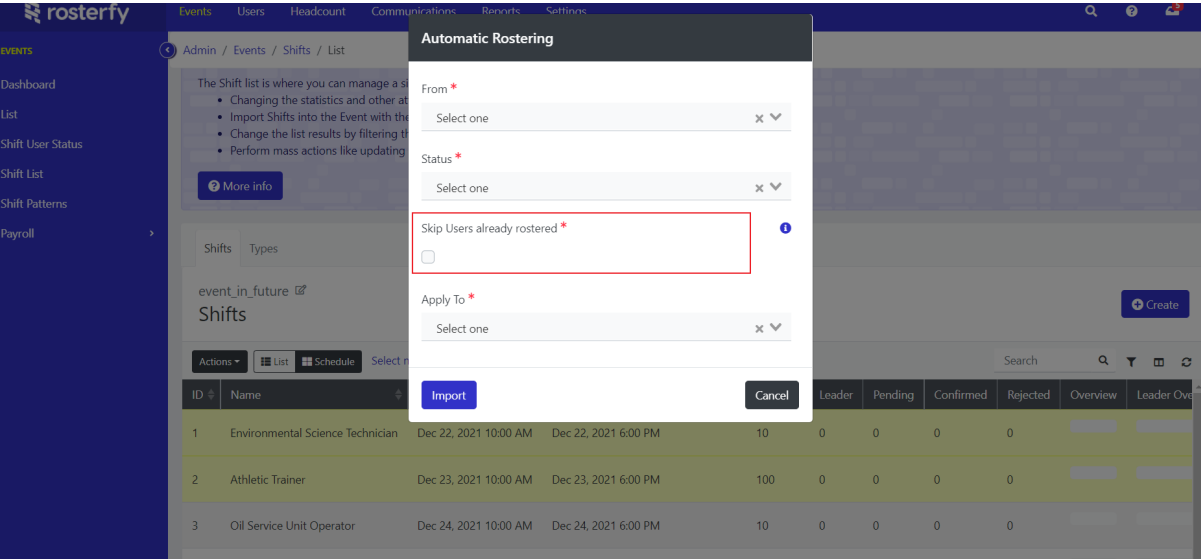


## Events & Shifts

### Auto-rostering Improvements

Auto-rostering has been improved, a minor change; in recent months we had added a new toggle when setting up auto-roster to skip people who already have shift.

This however was not functioning as expected. It was checking whether the users had a shift on any shift within an event - not based on the specific shifts selected. Based on feedback, this performance has been updated; i.e. if you select X number of shifts and tick the 'skip users already rostered' button, it will only skip users who have already been rostered onto these X shifts (such as the 2 below).



The screenshot shows the 'Automatic Rostering' dialog box in the Rosterfy application. The dialog is open over the 'Shifts' list. The 'Shifts' list has columns for ID, Name, and dates. The 'Automatic Rostering' dialog has the following fields:

- From \* (Select one)
- Status \* (Select one)
- Skip Users already rostered \* (checkbox, highlighted with a red box)
- Apply To \* (Select one)

Buttons: Import, Cancel

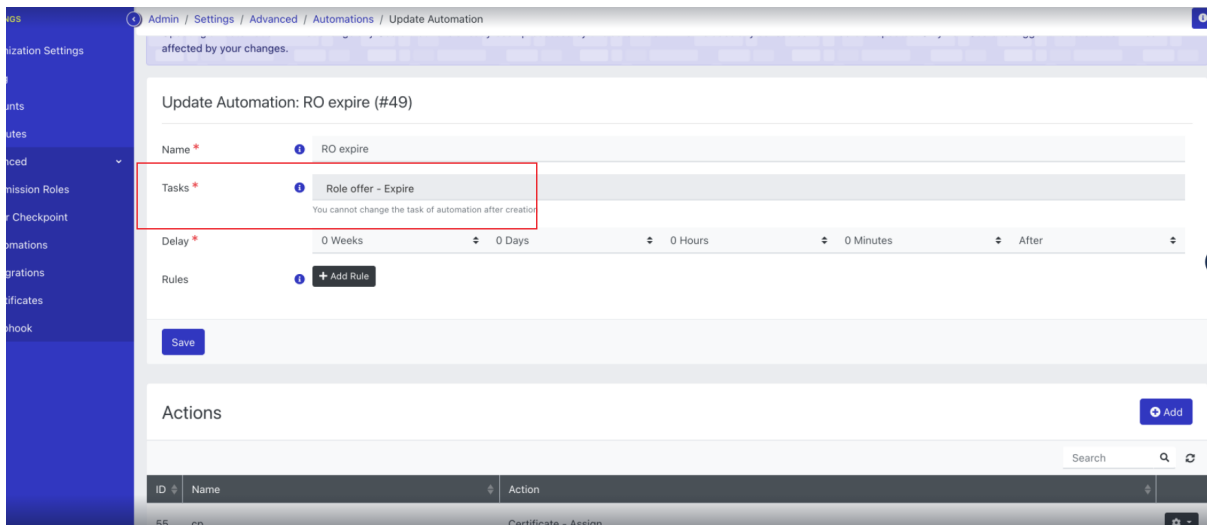
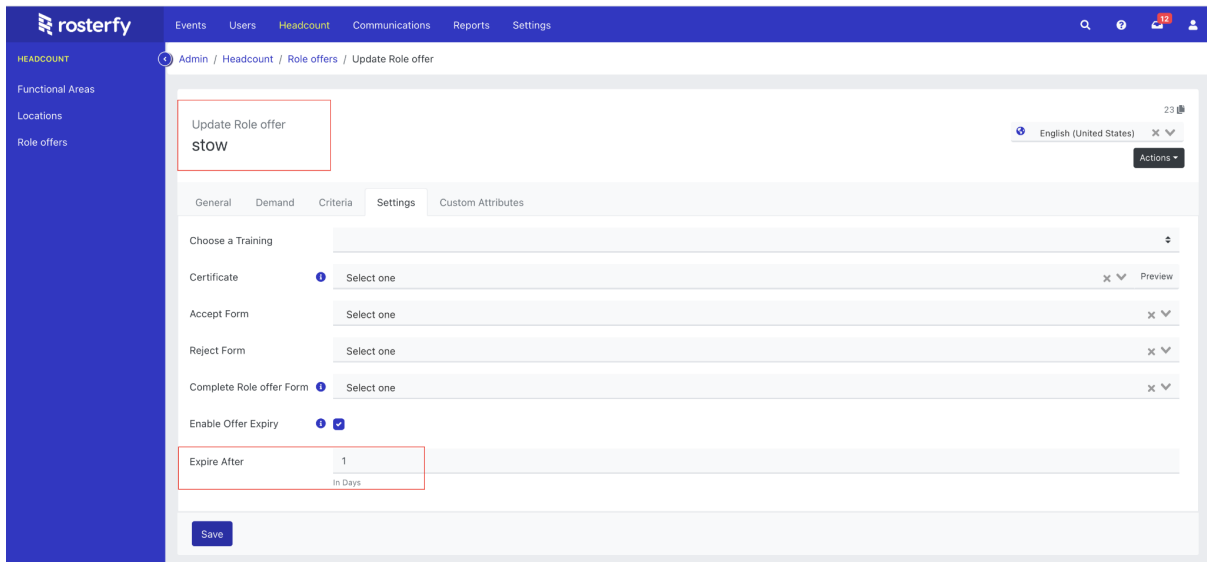
ID	Name	Start Date	End Date	Count	Leader	Pending	Confirmed	Rejected	Overview	Leader Ove
1	Environmental Science Technician	Dec 22, 2021 10:00 AM	Dec 22, 2021 6:00 PM	10	0	0	0	0		
2	Athletic Trainer	Dec 23, 2021 10:00 AM	Dec 23, 2021 6:00 PM	100	0	0	0	0		
3	Oil Service Unit Operator	Dec 24, 2021 10:00 AM	Dec 24, 2021 6:00 PM	10	0	0	0	0		

## Headcount

### Role Offer Expiry is a new Automation Trigger

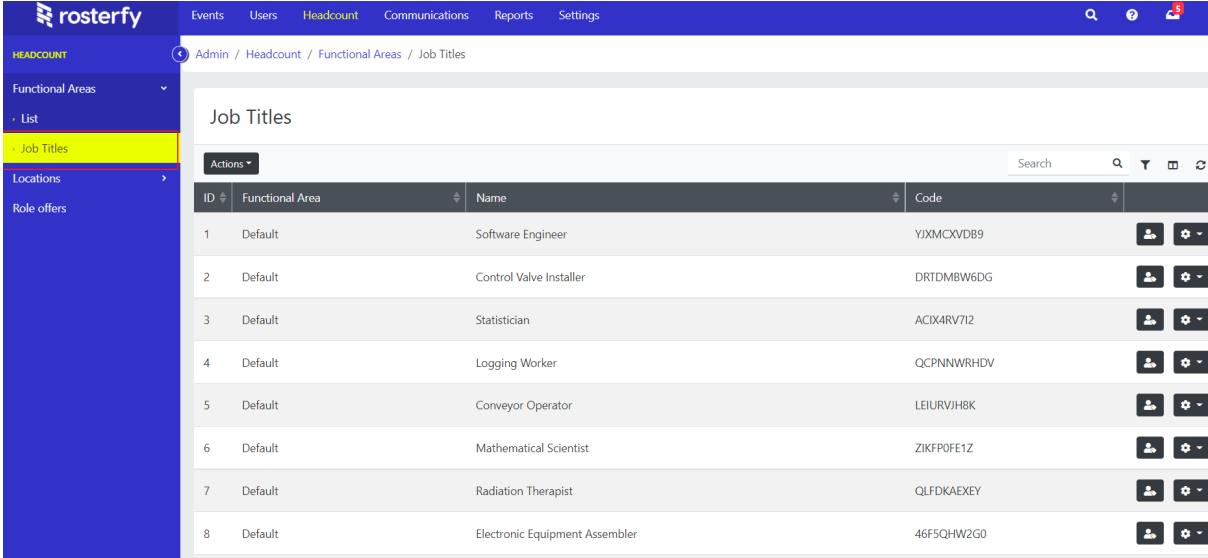
When Role Offers expire, this is now a new Automation Trigger. Admins will be able to set up automations to action when this occurs.

<https://drive.google.com/file/d/1ajKfM0osS6Ujp0tnWIUT6RZZjnCDgM-m/view?usp=sharing>



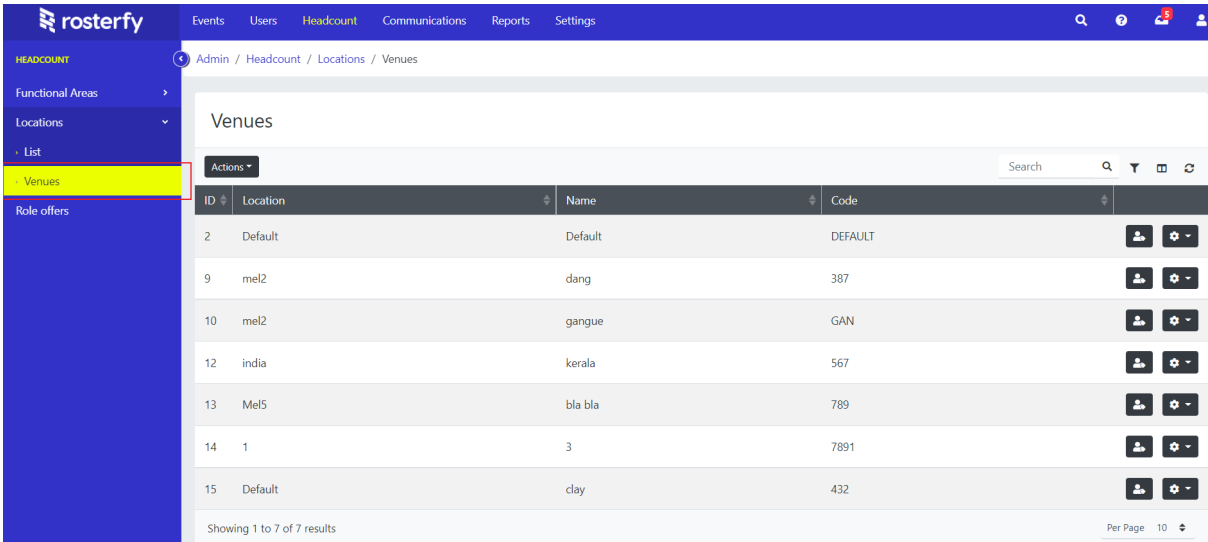
## Job Titles and Venues List Pages Added

Job Titles and Venues are new additions to our Headcount navigation options, allowing more ease of access to Admins to these areas.



The screenshot shows the Rosterfy application interface. The top navigation bar includes 'Events', 'Users', 'Headcount', 'Communications', 'Reports', and 'Settings'. The left sidebar has a 'HEADCOUNT' section with a dropdown menu containing 'List' and 'Job Titles'. The 'Job Titles' option is highlighted. The main content area is titled 'Job Titles' and features a table with 8 rows. Each row contains an ID, Functional Area (all 'Default'), Name, and Code. Action icons (add, edit, delete) are visible for each row.

ID	Functional Area	Name	Code
1	Default	Software Engineer	YJXMCXVDB9
2	Default	Control Valve Installer	DRTDMBW6DG
3	Default	Statistician	ACIX4RV7I2
4	Default	Logging Worker	QCPNNWRHVDV
5	Default	Conveyor Operator	LEIURVJH8K
6	Default	Mathematical Scientist	ZIKFP0FE1Z
7	Default	Radiation Therapist	QLFDKAXEY
8	Default	Electronic Equipment Assembler	46F5QH2G0



The screenshot shows the Rosterfy application interface. The top navigation bar includes 'Events', 'Users', 'Headcount', 'Communications', 'Reports', and 'Settings'. The left sidebar has a 'HEADCOUNT' section with a dropdown menu containing 'List' and 'Venues'. The 'Venues' option is highlighted. The main content area is titled 'Venues' and features a table with 7 rows. Each row contains an ID, Location, Name, and Code. Action icons (add, edit, delete) are visible for each row. A pagination bar at the bottom indicates 'Showing 1 to 7 of 7 results' and 'Per Page 10'.

ID	Location	Name	Code
2	Default	Default	DEFAULT
9	mel2	dang	387
10	mel2	gangue	GAN
12	india	kerala	567
13	Mel5	bla bla	789
14	1	3	7891
15	Default	clay	432

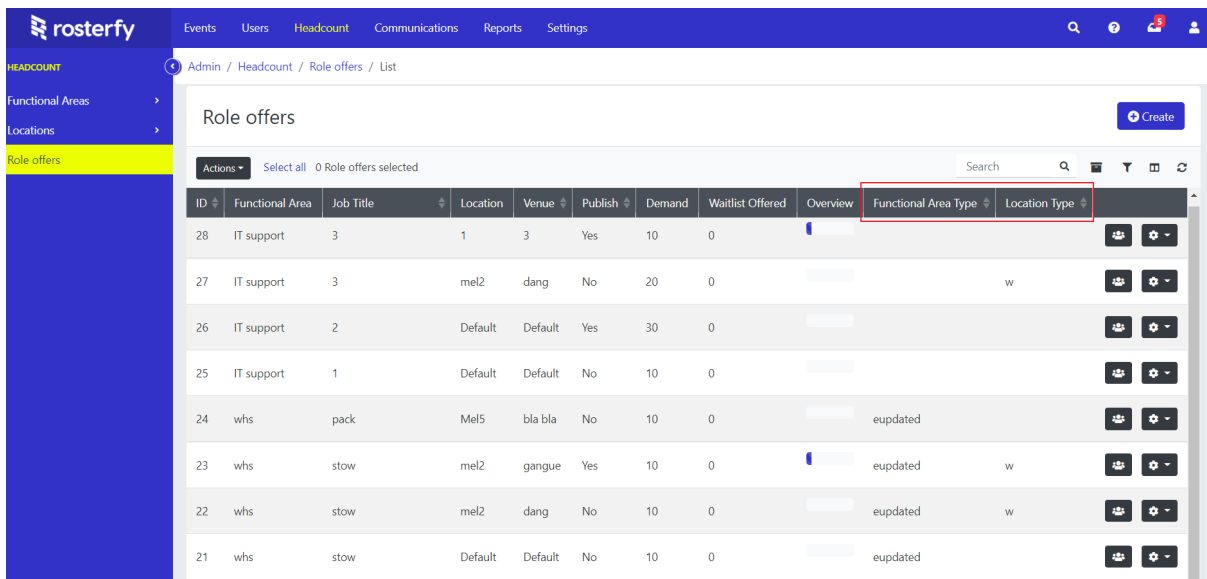
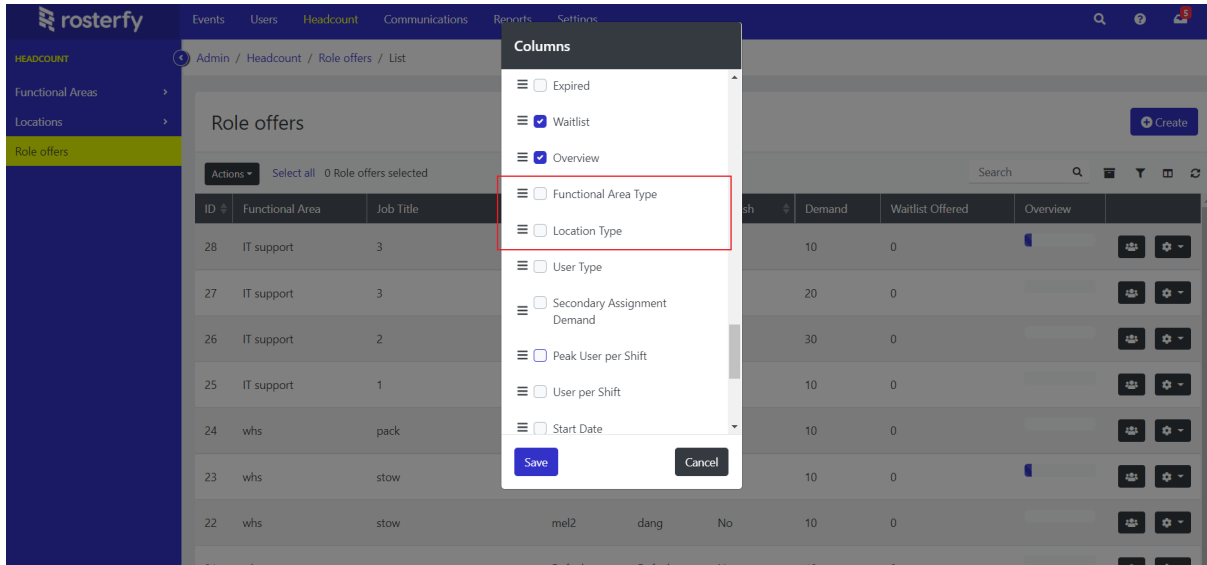


## New Role Offer list Columns: Functional Area Type and Location Type

The Role Offer list within our Headcount module now has two additional column options for Admins; Functional Area Type and Location Type, of each Role Offer listed.

Video:

[https://drive.google.com/file/d/1jsxHFG1M3X\\_sXG2fL9mrt49NDooZk4EH/view?usp=sharing](https://drive.google.com/file/d/1jsxHFG1M3X_sXG2fL9mrt49NDooZk4EH/view?usp=sharing)



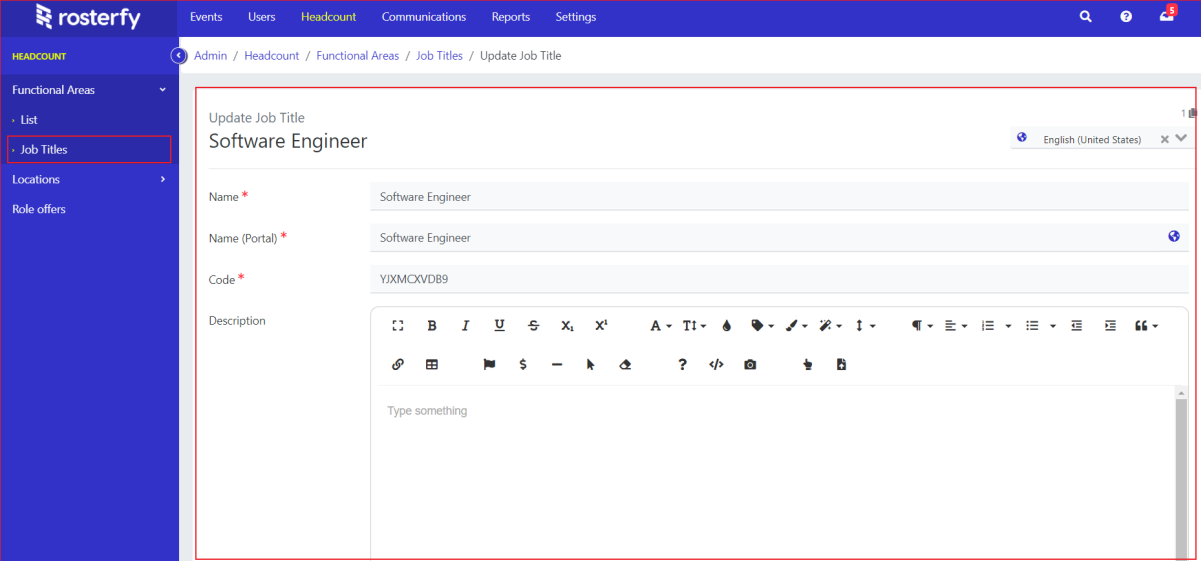
## Descriptions Added on Job Titles and Venues

Descriptions have been added for Job Titles and Venues. These mean that Admins will be able to more easily include these descriptions without needing to repeatedly display them on every single Role Offer.

These will appear as newly available mail merge tags, and also on the front end for Volunteers/Staff on their portal, as per the screenshots below.

Video:

<https://drive.google.com/file/d/1knjg4MrxbOyRr44JqJu39y9iHMI-IBiv/view?usp=sharing>



**rosterfy** Events Users **Headcount** Communications Reports Settings

HEADCOUNT Admin / Headcount / Functional Areas / Job Titles / Update Job Title

Functional Areas

- List
- Job Titles**
- Locations
- Role offers

Update Job Title

Software Engineer

English (United States)


Name \* Software Engineer

Name (Portal) \* Software Engineer

Code \* YJXMCXVDB9

Description

Type something



**rosterfy** Events Users

COMMUNICATIONS Admin / Communications / Update User Registration

Update User Registration

Name \* Type \* Category Branding Subject \* Content \*

User ID

User Token ID

User Confirm Shifts Between Dates

User Reject Shifts Between Dates

Job Title

Name

Description

Venue

Name

Description

Location

Name

Role Offer

Description

Publish

charuRO

Role Offer User

Role Offer Status

Role Offer User ID

Role Offer Accept Link

Role Offer Reject Link

Event

Applications Close Date/Time

Applications Close Date/Time Date

Applications Close Date/Time Time

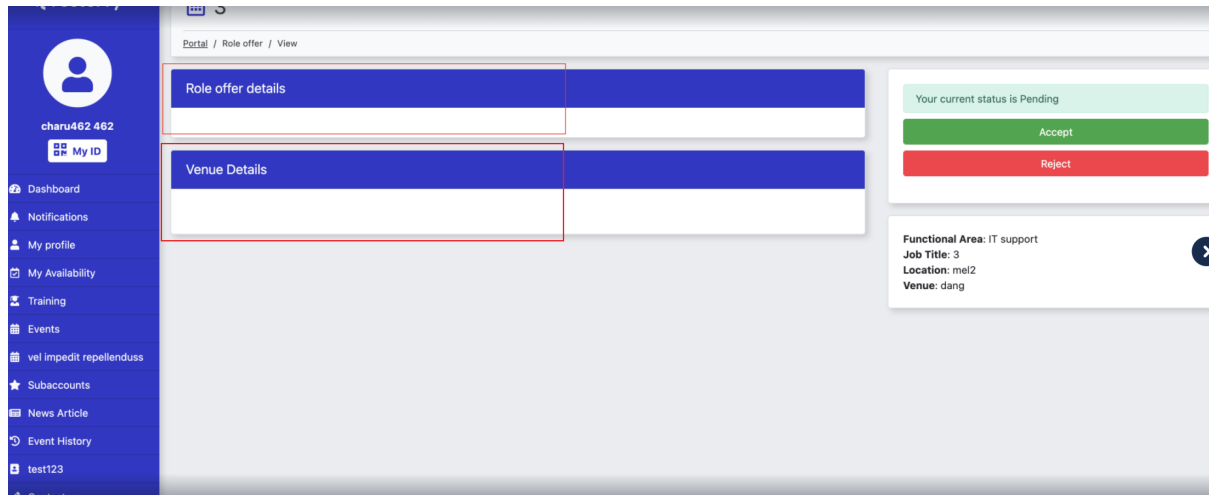
Applications Close Date/Time Offset

Applications Open Date/Time

Applications Open Date/Time Date

Applications Open Date/Time Time

to date with your workforce pro

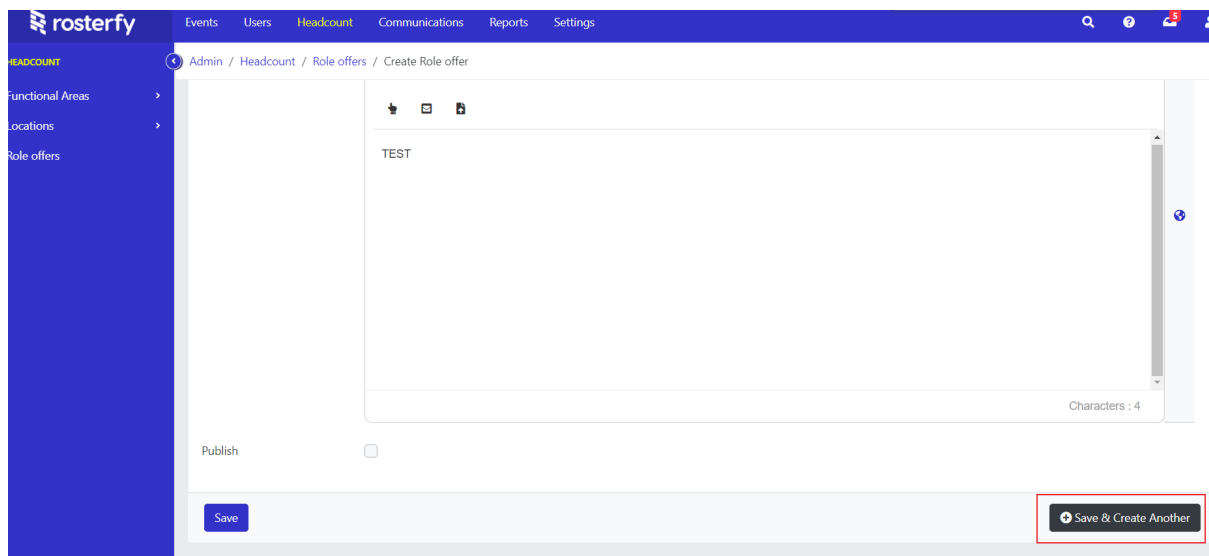


## Role Offer Details are Saved when Creating Another

In the Create Role Offer page, the details of the page are saved when 'Save & Create Another' is clicked, so that it is faster for Admins creating similar Role Offers manually.

Video:

[https://drive.google.com/file/d/1IBuvZrX-3u8SCNY4ga97FpD\\_ogtnOcSt/view?usp=sharing](https://drive.google.com/file/d/1IBuvZrX-3u8SCNY4ga97FpD_ogtnOcSt/view?usp=sharing)



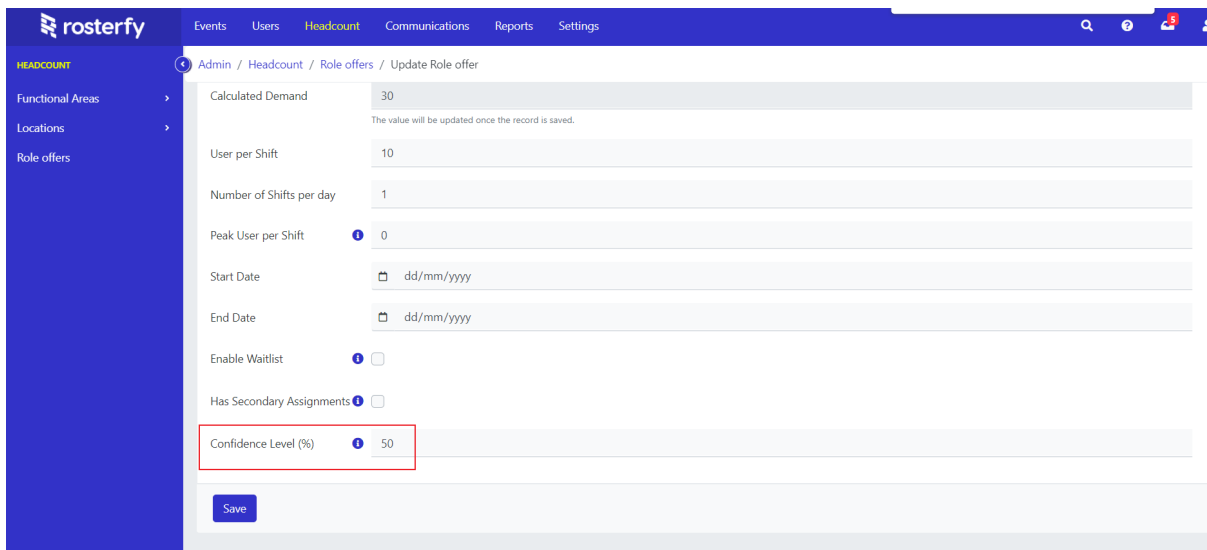
## Confidence Level on Role Offers

Admins will now be able to set and Adjust a 'Confidence Level' % on all Role Offers. This will allow Admins to control the amount of offers that are made, out of a % of demand.

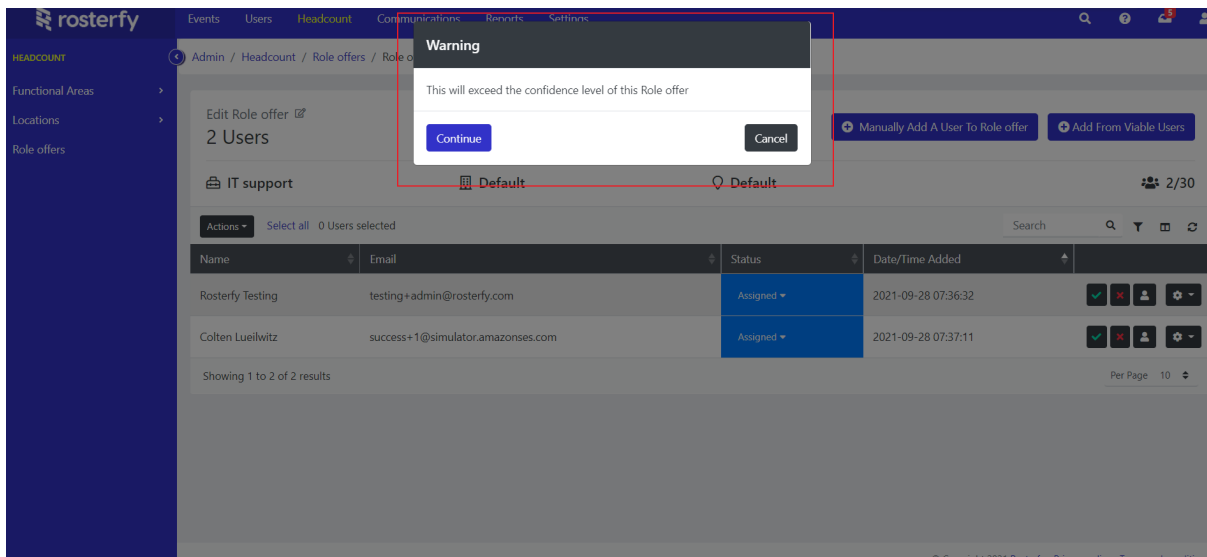
i.e. if you only want to send out 15 offers of a total 30 demand, you would set the Confidence Level to 50%. This can still be exceeded, but a warning will show when you confirm the 16th volunteer/staff member, as per the screenshot below.

Video:

<https://drive.google.com/file/d/1bpks59Jfs0NvdbJ-StjMiIn5ShtLGBhu/view?usp=sharing>



The screenshot shows the 'Update Role offer' form in the Rosterfy Admin interface. The form includes fields for 'Calculated Demand' (30), 'User per Shift' (10), 'Number of Shifts per day' (1), 'Peak User per Shift' (0), 'Start Date', 'End Date', 'Enable Waitlist', and 'Has Secondary Assignments'. The 'Confidence Level (%)' field is highlighted with a red box and set to 50. A 'Save' button is at the bottom.



The screenshot shows the 'Edit Role offer' page for 'IT support'. A warning dialog box is displayed, stating 'This will exceed the confidence level of this Role offer'. The dialog has 'Continue' and 'Cancel' buttons. Below the dialog, there is a table of assigned users.

Name	Email	Status	Date/Time Added
Rosterfy Testing	testing+admin@rosterfy.com	Assigned	2021-09-28 07:36:32
Colten Lueilwitz	success+1@simulator.amazonses.com	Assigned	2021-09-28 07:37:11

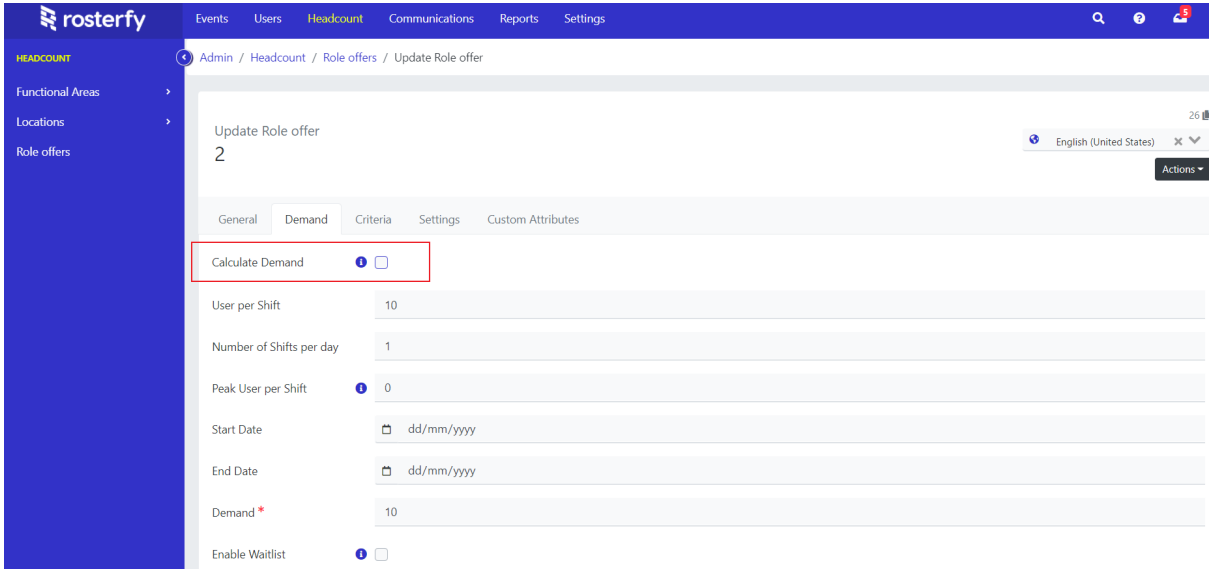
Showing 1 to 2 of 2 results

## Role Offer Demand Fields can be edited without Calculating Demand

Admins are now able to edit all the fields within the 'Demand' category of a Role Offer, without having to check the Calculate Demand checkbox. All the data relevant here will be able to be tracked and reported on, without actually needing to use the Demand functionality.

Video:

[https://drive.google.com/file/d/1Bdk0qk-24Tv5EkR3nWN\\_grAwYklhCoeu/view?usp=sharing](https://drive.google.com/file/d/1Bdk0qk-24Tv5EkR3nWN_grAwYklhCoeu/view?usp=sharing)



Update Role offer

2

English (United States)

Actions

General Demand Criteria Settings Custom Attributes

Calculate Demand ☐

User per Shift 10

Number of Shifts per day 1

Peak User per Shift 0

Start Date dd/mm/yyyy

End Date dd/mm/yyyy

Demand 10

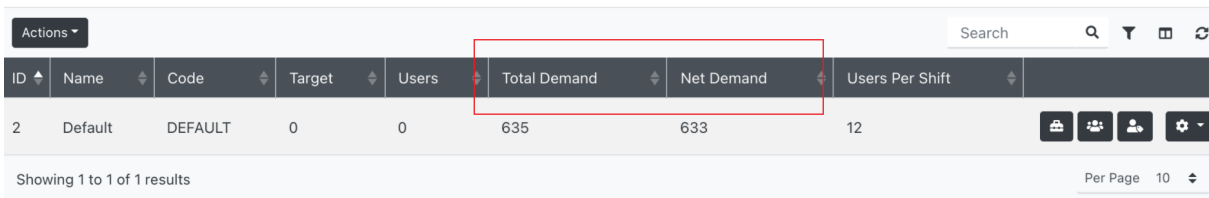
Enable Waitlist ☐

## Net and Total Demand Columns Available

Admins now are able to see the Total and Net demand for Venue, Job and Location lists. These values no longer need to be pulled out of reports to be seen.

Video:

<https://drive.google.com/file/d/1pWgTqONGPgliv73B5npLrmPjZeEn2oaZ/view?usp=sharing>



ID	Name	Code	Target	Users	Total Demand	Net Demand	Users Per Shift
2	Default	DEFAULT	0	0	635	633	12

Showing 1 to 1 of 1 results

Per Page 10