



## Release Notes

**Version 7.15**  
May 2020

## Release Notes Overview

This document outlines Springboard release version 7.15 scheduled for release in May 2020.

Version 7.15 introduces the following new features:

- Recommended by Springboard - Automatically invite candidates to apply for a role
- Invite to Apply option from Candidate Search
- Automatically attach resumes to outbound emails via Rules engine
- Open Job in new tab
- Revised styling for Process Designer and Online Forms

This release also covers bug fixes and other small improvements which are outlined in these notes.

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This document provides details on each key change you will need to be aware of in order to leverage these improvements effectively. Please note that some screenshots in this document represent pre-release versions and may differ slightly in the production release.

### Release Date

12 May 2020

### Contact Information

**IMPORTANT:** Please contact your Springboard Account Manager if you have any questions regarding the information provided in these release notes.

## Recommended by Springboard – Automated invite to apply

With Springboard’s Resume Mining and Candidate Recommendations module, clients can access AI resume matching for capabilities such as:

1. Automatically recommend candidates from within your talent pools that may be a fit for your role based upon the Position Description and candidate’s resume.
2. Rank and score candidates based on the fit of their resume to the Position Description
3. Search for candidates based on the free text position description

With this release, the system can automatically send an “Invitation to Apply” email to any candidates recommended for a role. This Invite to Apply email includes details about the job they are being recommended for and encourages the candidate to submit their application.

### Who will have access to this feature?

All customers utilising the Resume Mining feature in Springboard will have access to automatically send invitation emails to recommended candidates.

Customers not leveraging Resume Mining can contact their account manager if interested.

Customers not leveraging Resume Mining can still access Invitation to Apply functionality by selecting the “Invite to Apply” action manually.

### Automated Invitation to Apply

When a candidate is recommended for a job in Springboard, they will automatically receive an Invitation to Apply email. This email is consistent with the one sent when performing the manual “Invite to Apply” action in Springboard.

The screenshot shows the Springboard interface for a job listing titled "BR/1334873 - KIT Business Analyst Technology". The left sidebar shows a navigation menu with "Recommended by Springboard (16)" highlighted. The main area displays a table of 16 candidates. The table has columns for "SUITABL.", "ACTION", "NAME", "LAST UPDATE", "CAND SOURCE", "MOVERS PROBABILITY", and "SOURCE". The "ACTION" column for each candidate is highlighted with a red box, showing icons for "Invite to Apply", "Reject", and "Archive".

SUITABL.	ACTION	NAME	LAST UPDATE	CAND SOURCE	MOVERS PROBABILITY	SOURCE
None	[Icons]	AH Amalia Hello	07-May-20	Agency	0	[Icon]
None	[Icons]	BS Bajaj Scooter	08-May-20	ARYA	0	[Icon]
None	[Icons]	CA Custard Apple	08-May-20	ARYA	0	[Icon]
None	[Icons]	KB Kiwi Banana	08-May-20	ARYA	0	[Icon]
None	[Icons]	LM Loony Mate	08-May-20	ARYA	0	[Icon]
None	[Icons]	MM Mader Maxer	08-May-20	ARYA	0	[Icon]
None	[Icons]	MS Money Spinnerr	08-May-20	ARYA	0	[Icon]



## Could this be your **next position?**

Hi Caleb,  
We would like to invite you to apply for the role listed below.

### KIT Business Analyst Technology

Support - IT, Legal, HR | AUS - Melbourne

This is a sample ad for autosend email.

**APPLY NOW**

Please click the above button to view the job description and apply for the role.

Kind regards  
Recruitment Team

### Enabling / disabling this feature per job

For each job posted, clients have the option to enable or disable this feature, providing fine-grained control over whether automated invitation emails will be sent.

Each job can either have this feature default enabled (the recruiter chooses to switch it off) or default disabled (the recruiter chooses to switch it on).

Springboard SA

**Jobs/My Jobs**

MANUAL APP   JOB NOTES   SEARCH APP   CREATE AD   SEARCH AD   ADD SUPPLIERS   MANAGE SUPPLIERS   JOB FILTERS   REQUISITION DETAILS

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**KIT Business Analyst Technology** BR/1334873  
 Multiplex Australia > Divisional > Melbourne  
 4 candidates (3 New)  
 RECRUITER: SITE ADMIN  
 WORKFLOW: GEN

Notes   Live Ads   Ad Views   Applicants   Drafts

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**DETAILS**

Reference: BR/1334873  
 Created Date: 18-Apr-2019 13:50  
 Created By: site admin  
 Hiring Request:

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**DEPARTMENT & LOCATION**

Business: Multiplex Australia  
 Group / State: Divisional  
 Team: Melbourne  
 Position Title: KIT Business Analyst Technology

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**STATUS AND CONTACTS**

Recruiter: site admin  
 Sourcer: Please select  
 Recruitment Process: GEN [Reset]

Current status: Approved [Override Status]  
 Change status to: Select a status

---

**OPTIONS**

Springboard recommended candidates: Default Setting (Auto send invitations)

## Invite to Apply from Candidate Search

Springboard's Invite to Apply action allows recruiters to send a targeted marketing email to relevant candidates to encourage them to apply to a specific role.

Available as a manual action from a job grid, talent folder or candidate search results, this release sees the action made accessible in two new ways:

- 1.) Automatically invite recommended candidates (as described in the last section)
- 2.) Invite candidates from an entered search criteria without first reviewing the list of candidates returned.

This second approach is useful for clients where it may be inappropriate for users to have direct access to via talent community members details directly, but can reach out to those candidates and invite them to apply to a role.

## Who will have access to this feature?

All customers can have access to this feature. Contact your account manager if you would like to know more.

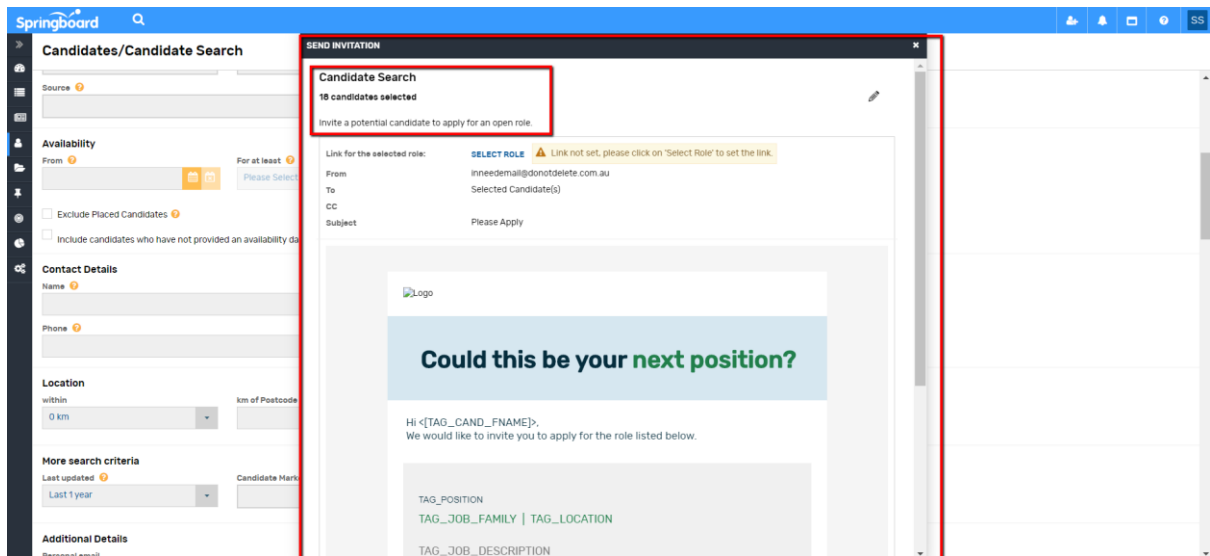
## Invite to Apply from Candidate Search

Click on Candidate Search and enter search criteria to find candidates relevant to the role you're looking to fill.

Click the new 'Invite to Apply' button.

Whereas the pre-existing 'Find Candidates' button lists the candidates matching your search criteria, the 'Invite to Apply' action indicates the number of matching candidates without exposing their individual personal details, and provides an option to send an "Invite to Apply" email to this set of candidates.

The screenshot displays the Springboard 'Candidates/Candidate Search' interface. The search criteria section includes fields for 'Resume Keywords', 'Job History' (with sub-fields for Job Title and Company), 'Talent Communities' (with a dropdown menu and 'In the Past XX days' selector), 'Work Preferences' (with sub-fields for Employment Type, Job Category, and Preferred Location), and 'Availability' (with 'From' and 'For at least' fields). At the bottom right, there are three buttons: 'RESET', 'INVITE TO APPLY' (highlighted with a red box), and 'FIND CANDIDATES'.



Customers can set an upper limit to define maximum number of candidates that can be contacted with any one search, reducing the chance of a user sending mass emails out to an untargeted group of recipients.

## Attach resumes to outbound emails via the Rules Engine

A new option is available when sending emails automatically via the rules engine using the ‘Send Email’ action.

Automatically attach a candidates primary resume, all application documents and/or application form to the outbound email to be sent.

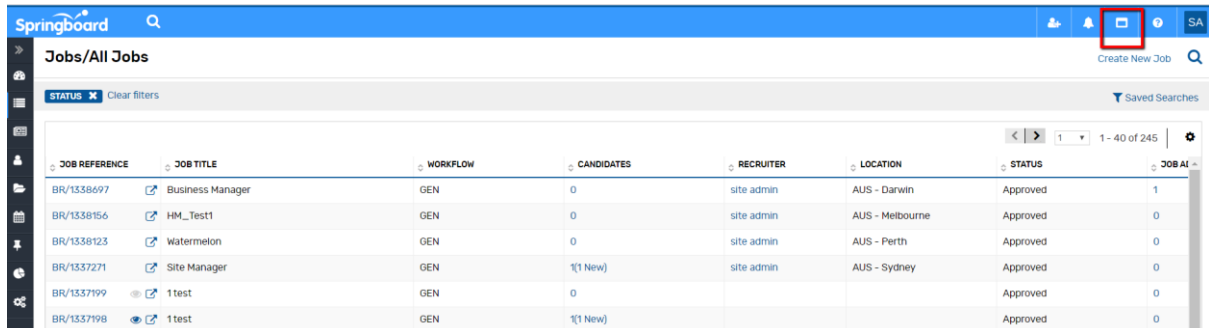
When setting up a new rule, or editing an existing one, simply select any of the three selectors available on the “Send Email” action.

The screenshot displays the Springboard interface for configuring a rule. The top navigation bar includes the Springboard logo, a search icon, and user profile information. The main header shows 'JOB/1454640 Create Rule (Assessment)'. Below this is a progress indicator with four steps: 1. WHEN, 2. CONDITIONS, 3. ACTIONS (highlighted), and 4. REVIEW AND SAVE. The 'Actions' step is active, showing a 'Send Email' configuration panel. The panel includes a 'Body' editor with a rich text toolbar and a preview of an email body containing the 'people scout' logo and a personalized greeting 'Dear <[TAG\_CAND\_FNAME]>'. Below the body editor is the 'Attachments' section, which is highlighted with a red box. It contains three radio button options: 'Primary Resume' (selected), 'Application Documents', and 'Application Form'. Below the attachments are 'Send Email When' and 'File Upload' sections, each with a dropdown menu for selection. At the bottom right of the configuration panel are 'CANCEL', 'PREVIOUS', and 'NEXT' buttons.

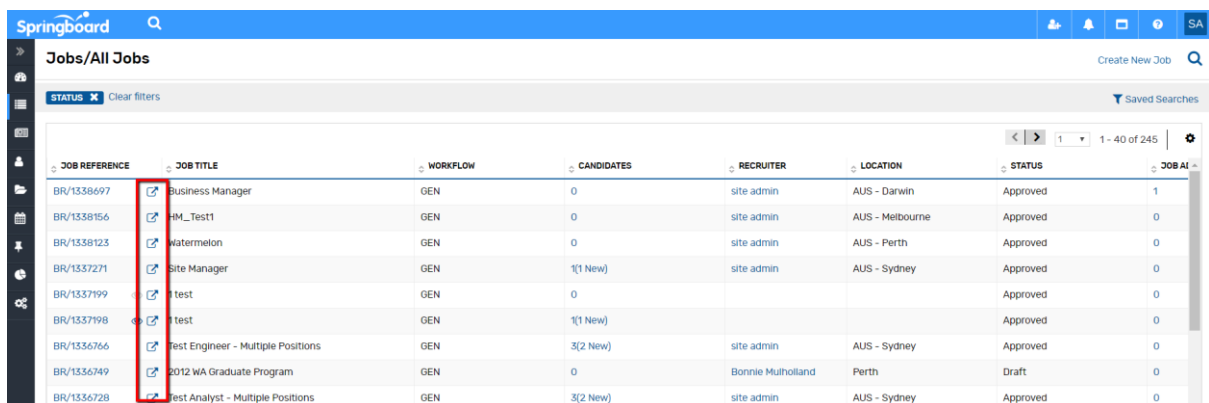


## Open Job in new tab

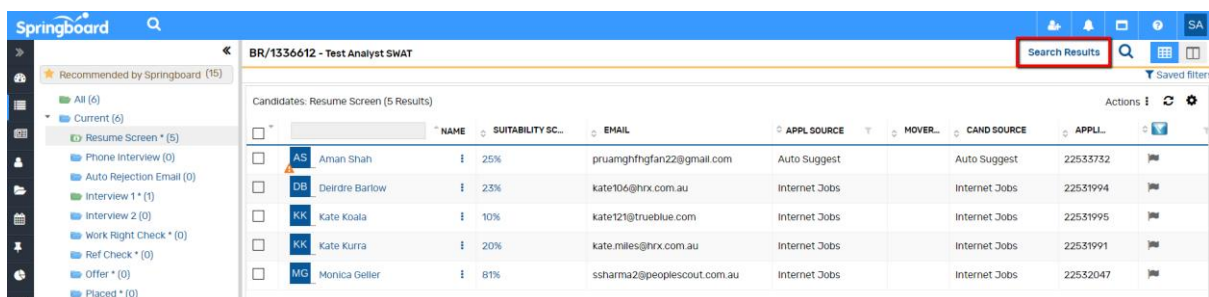
Users have long been able to open a second instance of Springboard in a second tab by clicking the icon in the top right corner of the screen. This permits them to operate two instances of Springboard side by side for productivity.



With this release, a small usability enhancement introduces the same concept on the Job search grid. From the Job grid, click on the [icon] icon next to the name to open the details of that job in a new tab and continue working, making it easy to click back to the original tab to see the Job Search Results.



Another option exists in Springboard to quickly navigate from one job to the next. When viewing a list of jobs and then clicking into one of those jobs to view the candidates who have applied, click on the 'Search Results' link.



A list of jobs from your prior search are listed, making it quick and easy to navigate from one job to another that you are interested in.

Springboard

BR/1336612 - Test Analyst SWAT

Recommended by Springboard (15)

- All (6)
- Current (6)
  - Resume Screen \* (5)
    - Phone Interview (0)
    - Auto Rejection Email (0)
    - Interview 1 \* (1)
    - Interview 2 (0)
    - Work Right Check \* (0)
    - Ref Check \* (0)
    - Offer \* (0)
    - Placed \* (0)
    - Unsuccessful (0)

Candidates: Resume Screen (5 Results)

<input type="checkbox"/>	NAME	SUITABILITY SC...	EMAIL	APPLS
<input type="checkbox"/>	AS Aman Shah	25%	pruangfhfgfan22@gmail.com	Auto Su
<input type="checkbox"/>	DB Deirdre Barlow	23%	kate106@hrx.com.au	Internet
<input type="checkbox"/>	KK Kate Koala	10%	kate121@trueblue.com	Internet
<input type="checkbox"/>	KK Kate Kurra	20%	kate.miles@hrx.com.au	Internet
<input type="checkbox"/>	MG Monica Geller	81%	ssharma2@peoplescout.com.au	Internet

SEARCH RESULTS

Back to search results

- BR/13366017
- Business Analyst (1)
- BR/13366054
- Test Analyst SWAT (6)
- BR/1336612
- Business Systems Analyst (0)
- BR/1336611
- Business Analyst (3)
- BR/13366093
- Business Analyst (0)
- BR/13366092
- Business Analyst (5)
- BR/13366091
- Business Analyst (4)
- BR/13366510
- Business Analyst (15)
- BR/1336006
- Business Analyst - Level 1 (1)
- BR/1336005
- Business Analyst (0)

## New style for Process Designer screens

A new layout has been introduced for the Process Designer screens, making them more consistent with Version 7 styling.

The screenshot displays the 'Administration/Process Designer' interface. At the top, there is a search bar and navigation icons. Below the header, there are tabs for 'SEARCH WORKFLOW TEMPLATES', 'SEARCH ACTIVITIES', 'WORKFLOW TEMPLATE DESIGNER', 'SEARCH WORKFLOWS', and 'MY ACTIVITIES'. The main content area is titled 'WORKFLOW TEMPLATE DESIGNER' and includes a 'TEMPLATE DETAILS [EDIT]' section. This section contains a table with the following information:

Short Name	STANDARD
Long Name	STANDARD
Description	STANDARD
Created By	site admin
Last Update	01-May-2017
Apply this workflow to new jobs	N
Jobs using an older version of this template:	4 of 194 jobs are not using the current version of this template

Below the table, there is a 'TEMPLATE ACTIVITIES' section showing a workflow diagram with eight steps: Step 1 Applied (NEW), Step 2 Shortlist (SEL), Step 3 Longlist (INS), Step 4 Interview (INT), Step 5 Ref and Bkgrd Chks (REF), Step 6 Offer (OFM), Step 7 Placed (EMP), and Step 8 Decline from Inter (IUN). At the bottom right, there are buttons for 'MANAGE RULES' and 'UPDATE JOBS'.

The screenshot displays the 'Administration/Process Designer' interface, specifically the 'ACTIVITY DETAILS - STEP 1 - APPLIED' screen. The top navigation bar includes 'EDIT ACTIVITY', 'SEARCH WORKFLOW TEMPLATES', 'SEARCH WORKFLOWS', 'SEARCH ACTIVITIES', and 'MY ACTIVITIES'. The main content area contains the following details:

- Name:** Applied
- Seq:** 1
- Mandatory?:**
- Application Status:** New (Only non-assigned statuses are available for selection)
- Permitted Application Stages:** Pending, On Hold, Passed, Failed, Ready for Reject, Awaiting Feedback, No Response, Follow up
- JOB PROCESS EMAIL REMINDER SETTINGS:** Enable Reminder

## Revised layout for online forms

A revised layout has been introduced for online forms generated across the product.



**Horace**

Current Company: N/A

Location unknown

Past: N/A

Create tags for this candidate.

0 ★

Pending

Enter your screening comments

- RESUME
- PROFILE
- APPLICATIONS
- COMMUNICATION
- FORMS**
- ACTIVITY
- DOCUMENTS
- EXPERIENCE

▶ STEP 1: PERSONAL DETAILS

▶ STEP 2: EMPLOYEE CONTACT DETAILS

▶ STEP 3: EMERGENCY CONTACT DETAILS

▶ STEP 4: ELIGIBILITIES

▶ STEP 5: DISABILITIES

▶ STEP 6: FINANCIAL INFORMATION

▶ STEP 7: PRIOR AND CURRENT EMPLOYMENT RECORD

Clear



PDF

Save

Submit

## Minor bug fixes & Enhancements

The following lists other items that have been fixed or improved as part of this release. If you would like further information on any of these items, please contact Application Support.

### Candidate Management

- Significantly Improved screen load times for candidates accessing the career site profile
- Issue resolved where sending an email to the hiring manager when a candidate withdraws their application could result in unexpected behaviour.
- Modified icon in job grid for Working Status
- Bug fixes for Talent Folder Processes items deployed in Release 7.14
- New hierarchy control for candidate profiles

### Jobs & Adverts Management

- New read-only user permission to permit hiring managers to view documents associated with a job, but not add, remove or edit existing documents.
- Improvements to user permissions in Job Requests module
- Improvements to requisition notes when a job ad is archived

### Campaign Management

- Usability improvements in administering & building campaigns

### Open Web Services

- Single Sign On - improvements to content on the “Have we been introduced” page.
- Auth0 Single sign on support for candidate and recruiter logins
- Auth0 - support candidates accessing multiple career site portals via SSO

### Platform

- Improved US location support