



springboard™

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Release Notes

**Version 7.24.5**  
December 2021

## Release Notes Overview

Springboard release 7.24.5 represents a significant mid-cycle Springboard upgrade ahead of the full next major release - 7.25 - in February 2022. These release notes provide a shortened overview of included improvements and fixes. These items will be re-included in 7.25

This version introduces the following new features:

- Post job ads to LinkedIn via Limited Listings
- Capture digital signatures on offer letters and contracts
- Associate Activity Owners to job status steps for distributed work distribution
- Integration with Fit2Work platform
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This release also covers bug fixes and other small improvements which are outlined in these notes.

### Contents

Release Notes Overview .....	2
Post job advertisements to LinkedIn Limited Listings .....	3
Capture digital signatures on offer letters and contracts .....	4
New integration partners – Fit2Work .....	5
Associate Activity Owners with process steps for job distribution .....	6
Minor bug fixes & Enhancements .....	7

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.

### Contact Information

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

## Post job advertisements to LinkedIn Limited Listings

With this release, Springboard provides the ability to push all jobs onto the LinkedIn platform for free utilizing the Limited Listings integration option.

### **What are LinkedIn Limited Listings?**

Limited Listings are free job posts gathered by LinkedIn from job boards, e-recruitment platforms and aggregators across the web, to create a comprehensive job seeking experience for LinkedIn members. They are visible to candidates actively conducting a job search or viewing a company's LinkedIn Page.

### **How will my jobs on Springboard be distributed to Limited Listings?**

Once your solution is enabled for Limited Listing posting, all of your job advertisements will be automatically pushed to LinkedIn Limited listings within 12-24 hours.

Once enabled, a new sourcing channel labelled LinkedIn Limited Listing will be available on your Job Advertisement page, and all new jobs will be default selected.

### **Are Limited Listings free, and available to my account?**

Yes, posting jobs to LinkedIn via Limited Listings is free.

All clients will have access to this feature. In order to enable Limited Listings, you need to upload LinkedIn's CompanyID for your company to Springboard.

LinkedIn's CompanyID is the unique identifier that LinkedIn uses for your company's pages.

A separate communication will be distributed in the coming days advising how to enable your account for Limited Listings, and when they will start to appear on LinkedIn.

## Capture digital signatures on offer letters and contracts

With this release, Springboard offers the ability for candidates to sign offer letters, contracts and any other documentation via the Onboarding Portal with their own digital signature.

The digital signature can be scrawled using the mouse or finger on a mobile device.

Springboard has always provided a secure method for accepting candidate documentation. By requesting login to the careers portal in order to access documentation, a candidate's identity is ensured. Previously, candidates could acknowledge a document by accepting it (clicking a button) and typing their name and date for a pseudo-digital signature.

With this release, it is possible for the candidate to scrawl their signature and for that signature to be embedded directly within the final document.

### **Who will have access to this feature?**

Digital Signatures is being made available to customers via a larger Contract Management extension, which includes the ability to manage and incorporate entire paragraphs into the offer and contract documentation.

For more information about accessing the Contract Management extension including digital signatures, contact your Account Manager.

## New integration partners – Fit2Work

Springboard is thrilled to welcome two new integration partners into the Springboard ecosystem.

### **Fit2Work**

Fit2Work provides on-demand and simple to order background screening and police checks that benefit individuals and businesses. fit2work's powerful and secure online platform allows you to manage your screening checks from a single place. Store, access and update records. Verify information with ease. Share and organise results between employees and employers.

Springboard provides a completely automated integration with Fit2Work, launching a candidate background check at the appropriate step of your recruitment process, and providing completed outcomes directly into the candidates grid completion. Drill into a candidate for more details on the outcome, with sensitive data retained only in Fit2Work for security and confidence.

## Associate Activity Owners with process steps for job distribution

Many clients off-board parts of their recruitment process to separate teams within the organisation. Telephone screens, medical checks, and background checks are some areas of the recruitment process commonly assigned to dedicated teams.

This release introduces the following capabilities to assist with tracking and facilitating recruitment process off-boarding:

- 1.) Identify which steps of a recruitment process are assigned to an external group - known as an Activity Owner
- 2.) For each job, optionally nominate a named person (user) who will be performing that activity for that job

For example, you may associate the Background Checks step of the recruitment process with the 'Medical Checks' activity owner. For a specific job, you may assign the job to a dedicated medical check user, who can then log into Springboard to access that job.

By capturing the above two data points on your workflow and jobs, the following can be achieved:

- 1.) Generate reports on external activity owner work, such as "Time to xxx" reports
- 2.) As the activity owner, login to Springboard and search for all jobs that currently have candidates assigned to the workflow steps that you need to process.

For example, as a member of the Medical Check team, you can log into Springboard, perform a job search, and return only the jobs that currently have candidates within the 'Background Check' step of the process.

### **Who will have access to this feature?**

Contact your account manager if you're interested in incorporating activity owner tracking into your Springboard solution.

Setup and ongoing fees may apply depending on the size of your solution.

## 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.

### Career Site / Application Form

- Maintain candidate search filter preferences when using the browser Back button
- Various improvements and fixes to the new application form framework
- New rich text editor incorporated into the new application form framework
- Resolve issue which stopped a draft applicant from completing their application when a job ad was not posted to any sourcing channels (blind ad)

### Onboarding Portal

- Improvements in displaying onboarding documents to candidates who have multiple candidate records associated with the same user account
- Improvements to multi-recipient forms being displayed to candidates on the onboarding portal

### Online (orbeon) forms

- Various improvements to accessing multi-recipient forms
- Improvements to ensure Form reminder emails are being sent to all recipients
- Change in date format for online orbeon forms
- Improvement to 'Pre-fill approvers' from RTH for multi-recipient forms

### Jobs /Job Ad Posting

- New dropdown selector for Seek Videos
- Resolve issue with Jobs - Saved Searches feature
- Resolve issue with submitting a copied Job Advertisement

### Candidate Management

- Improvements in the loading times for very large candidate grids
- Ensure hiring manager feedback and comments continue to be included in the View Hiring Manager Feedback Report PDF even for candidates who have been rejected
- Resolved issue with location validation on single and bulk interview generation
- Ability to restrict users performing a candidate search to only be able to search for candidates who have registered with a talent community
- Resolved issue where system could crash when selecting a Panel Member in the Manage Interview screen
- Resolve issue with Quick Create candidate that could cause a crash if the job the candidate is being added to was in an unexpected status

### Administration

- Reference Data Admin - Automatically set the order number when creating new items

### Automation

- Resolve issue with sending SMS to candidates via the Rules Engine

### Security

- Provide a dedicated user privilege for the 'Mark as Verbally Contacted' action