What's New

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Notice

Limitations on Warranties and Liability

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Change log

The below table summarizes the list of changes introduced in a particular version of this document.

Table 1: Summary of changes

Version	Change description	Functional area	Feature
1.0	Initial version	N/A	N/A
2.0	Updated **How does it work now?** section	Learning > E-commerce	Shipping address auto populated in billing address during order check out
		Learning > Content	Panopto video integration with classes
		System > Core	Privilege to restrict access for end users to resource folders
		Talent	Critical knowledge replaces Relocation preference in calculating Departure Risk
	Updated **How Did it Work?** section	Social	Add existing videos to video channel and activity stream
		Performance	Updated calculation rules for held skills
	Added a new enhancement	REST APIs	Registration and Cancellation Workflow custom fields for Course APIs
		Data Integration	Enhanced Job Candidate data import to assign position ID to candidates
		Recruiting	Updated role of an Interviewer
		Recruiting	UI enhancements for job requisition and job offer approval
		Learning > Content	Remote Content Server Version 1.4
	Updated **Use Case** section	Performance	SabaOne term changed to NPS
			Updated calculation rules for held skills
		Compensation	Budget Strategy Changes
	Updated Images	Performance	Restrict manager's goal progress comments

Version	Change description	Functional area	Feature
		Recruiting	New notification event for discussions over a can~ didate
		Marketplace	Activation key for connectors
		Marketplace	lynda.com configuration changes
3.0	Updated **How Did it Work?** and **How does it work now?** sections	Learning > Con~ tent	Panopto video integration with classes
4.0	Updated Images	Marketplace	Activation key for connectors

New features at a glance by functional area

The below table summarizes the list of features introduced in the release and their potential impact on your environment.

Note: * **Enabled by default** does not necessary imply that the feature is immediately available to your users; it may require a user with an appropriate administrator role to turn on applicable functionality, business rules, etc.

NEW indicates a new feature introduced in this update, others are enhancements/changes to the existing functionality.

Table 2: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
REST APIs	API to retrieve calendar events NEW	Y				Developer
	People Admin can approve or reject order items using the AP~ PROVE / REJECT AN ORDER ITEM API	Y				Developer
	TRANSCRIPT search APIs to support searching by learner's username	Y				Developer
	Enrollment API to return lesson details	Y				Developer
	Generate OAuth client secret keys for API authentication NEW	Y				System admin
	Performance improvements to the API dashboard page	Y				System admin
	Registration and Cancellation Workflow custom fields for Course APIs	Y				Developer
System	Separate Timezone for Morocco	Y				System admin
	Sensitive security roles		System ad~ min			Super User Compensation Admin

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
						People Admin
	Saba Cloud now supports Mi~ crosoft Edge on Windows 10 NEW	Y				All
	Enhanced Registration data im~ port to assign course as mandat~ ory to learners	Y	System ad~ min			End user
	Enhanced Job Candidate data import to assign position ID to candidates	Y	System ad~ min			Candidate Hiring team
	New Data Integration notifica~ tion for import failure NEW		System ad~ min			System admin End user
	Random password generation for new person data import NEW		System ad~ min	Y		End user
	Drill down to position reports of position team members	Y				Manager
	Display custom fields in search results			Y		End user
	New business rules to show/hide the business contact, optional, other information from Me > Profile	Y				System admin End user
	Configure Labels supports addi~ tional Locales	Y				System admin End user
	Configure Labels supports addi~ tional labels	Y				System admin End user
	New user sign up process		System ad~ min			End user
Remote Content Server	Remote Content Server Version 1.4			Y		End user Learning admin

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
Analytics	Custom dashboards now avail~ able for managers under My Team > Learning	Y				Analytics admin Analytics user Managers
	Data extract reports with survey comments to support full com~ ments in a CSV export	Y				Analytics admin Analytics user
	New Attributes NEW	Y				Analytics admin Analytics user
	Updated Attributes	Y				Analytics admin Analytics user
	Due date attribute for recurring courses is available in acquired status	Y				Analytics admin Analytics user
	Concatenate / collate report fields to avoid duplicates and large number of rows for cross tab reports	Y				Analytics admin Analytics user
	Skip printing labels in Tent Card reports	Y				Analytics admin Analytics user
Learning	Character limit validation dur~ ing question import and ques~ tion translation import	Y				Learning admin
	Warning authors while altering dynamically linked question pools	Y				Learning admin
	Translation of assessment titles		System ad~ min			Learning admin
	Not Applicable response option for survey questions		Learning admin			End user
	New setting to restrict recurring registrations for self-paced classes		System ad~ min			End user

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
			Learning admin			
	New setting for ad hoc session templates	Y	System ad~ min			Learning admin
	New reminder notification for registration approval	Y	System ad~ min			Manager Approver
	Control the display of registra~ tion and cancellation custom fields per course	Y	Learning admin			End user
	Enhanced display of class/course custom fields	Y				End user
	Offline evaluation of checklist	Y				Learning admin Manager End user Instructor
	Selecting learners on roster in bulk by registration status	Y				Instructor
	Sorting learners and other UI changes in roster	Y				Instructor
	Panopto video integration with classes		System ad~ min			Learning admin End user
E-com~ merce	Copy shipping address in billing address while check out	Y				Learning admin Registrar
	Add new countries and states and use them in Order payment flow	Y	System ad~ min			System admin Learner Registrar

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
	Display custom fields on pay~ment checkout while creating training units	Y	System ad~min			System admin Learning admin
	User can choose own default currency		People ad~min System ad~min		Y	People admin System admin End user
Social	New privilege to control adding tags	Y	System ad~min			System admin End user
	Preview images			Y		End user
	Privilege to restrict access for end users to resource folders	Y				End user
	Add existing videos to video channel and activity stream	Y				End user
Market~place	Activation key for connectors	Y				Marketplace ad~min
	lynda.com configuration changes	Y				Marketplace ad~min
Compensa~tion	Budget Strategy Changes	Y				Compensation admin
	Access and review audit records	Y				Manager, admin, approver, HRBP
	Snapshot feature updated	Y				Manager, admin
Perform~ance	Restrict manager's goal progress comments	Y	System ad~min			System admin End user Manager
	Plot users with non-numeric ratings on n-box	Y	Perform~ance admin			Performance ad~min

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
	SabaOne term changed to NPS	Y				Performance ad~ min Talent admin Manager
	Updated calculation rules for skill's held level	Y	System ad~ min			System admin Learning admin End user
Recruiting	Assign position to candidates		System ad~ min			System admin Hiring manager Recruiter
	Edit labels of candidate profile fields and add custom fields	Y	System ad~ min			System admin Recruiting admin Candidate
	Hold filter and pagination val~ ues when navigating back to Jobs page	Y				Hiring manager End user
	New notification event for dis~ cussions over a candidate	Y	System ad~ min			System admin Hiring team
	Updated layout of Career site	Y				Candidate
	Updated role of an Interviewer	Y				Interviewer
	UI enhancements for job requis~ ition and job offer approval	Y				Approver
Talent	Name and Description fields of a talent pool are now editable	Y				Manager End user
	New setting to edit organization and job fields of a position	Y				System admin HR admin

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
						Position admin
	Updated parent service that controls role analysis, and ability to add roles		System admin			System admin End user
	Edit career path names and control path visibility	Y				End user Manager
	Critical knowledge replaces Relocation preference in calculating Departure Risk	Y				Talent admin Manager
	Terminated employees excluded from data export file for Planning@Work	Y	Marketplace admin			Marketplace admin
	Updated dependency of View/Edit Talent Profile link under My Team > Overview		System admin	Y		Manager

New features at a glance by audience

The below tables summarize the list of features introduced in the release and their potential impact on your environment.

Note: * **Enabled by default** does not necessary imply that the feature is immediately available to your users; it may require a user with an appropriate administrator role to turn on applicable functionality, business rules, etc.

NEW indicates a new feature introduced in this update, others are enhancements/changes to the existing functionality.

All

Table 3: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
System	Saba Cloud now supports Mi~crosoft Edge on Windows 10 NEW	Y				All

Analytics Admin, Analytics User

Table 4: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
Analytics	Custom dashboards now avail~able for managers under My Team > Learning	Y				Analytics admin Analytics user Managers

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
	Data extract reports with survey comments to support full comments in a CSV export	Y				Analytics admin Analytics user
	New Attributes NEW	Y				Analytics admin Analytics user
	Updated Attributes	Y				Analytics admin Analytics user
	Due date attribute for recurring courses is available in acquired status	Y				Analytics admin Analytics user
	Concatenate / collate report fields to avoid duplicates and large number of rows for cross tab reports	Y				Analytics admin Analytics user
	Skip printing labels in Tent Card reports	Y				Analytics admin Analytics user

Approver

Table 5: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
Learning	New reminder notification for registration approval	Y	System admin			Manager Approver
Recruiting	UI enhancements for job requisition and job offer approval	Y				Approver

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
Compensa~ tion	Access and review audit records	Y				Manager, admin, Approver, HRBP

Candidate

Table 6: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
System	Enhanced Job Candidate data import to assign position ID to candidates	Y	System ad~ min			Candidate Hiring team
Recruiting	Edit labels of candidate profile fields and add custom fields	Y	System ad~ min			System admin Recruiting admin Candidate
	Updated layout of Career site	Y				Candidate

Compensation Admin

Table 7: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
System	Sensitive security roles		System admin			Super User Compensation Admin People Admin
Compensation	Budget Strategy Changes	Y				Compensation admin

Cloud "admin" user

Table 8: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
System	Random password generation for new person data import NEW		System admin	Y		End user
	Display custom fields in search results			Y		End user
Social	Preview images			Y		End user
Talent	Updated dependency of View/Edit Talent Profile link under My Team > Overview		System admin	Y		Manager

Developer

Table 9: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
REST APIs	API to retrieve calendar events NEW	Y				Developer
	People Admin can approve or reject order items using the AP~ PROVE / REJECT AN ORDER ITEM API	Y				Developer
	TRANSCRIPT search APIs to support searching by learner's username	Y				Developer
	Enrollment API to return lesson details	Y				Developer
	Registration and Cancellation Workflow custom fields for Course APIs	Y				Developer

End User

Table 10: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
System	Enhanced Registration data im~ port to assign course as mandat~ ory to learners	Y	System ad~ min			End user

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
	New Data Integration notifica~ tion for import failure NEW		System ad~ min			System admin End user
	Random password generation for new person data import NEW		System ad~ min	Y		End user
	Display custom fields in search results			Y		End user
	New business rules to show/hide the business contact, optional, other information from Me > Profile	Y				System admin End user
	Configure Labels supports addi~ tional Locales	Y				System admin End user
	Configure Labels supports addi~ tional labels	Y				System admin End user
	New user sign up process		System ad~ min			End user
Remote Content Server	Remote Content Server Version 1.4			Y		End user Learning admin
Learning	Not Applicable response option for survey questions		Learning admin			End user
	New setting to restrict recurring registrations for self-paced classes		System ad~ min Learning admin			End user
	Control the display of registra~ tion and cancellation custom fields per course	Y	Learning admin			End user
	Enhanced display of class/course custom fields	Y				End user

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
	Offline evaluation of checklist	Y				Learning admin Manager End user Instructor
	Panopto video integration with classes		System ad~ min			Learning admin End user
E-com~ merce	User can choose own default currency		People ad~ min System ad~ min		Y	People admin System admin End user
Social	New privilege to control adding tags	Y	System ad~ min			System admin End user
	Preview images			Y		End user
	Privilege to restrict access for end users to resource folders	Y				End user
	Add existing videos to video channel and activity stream	Y				End user
Perform~ ance	Restrict manager's goal progress comments	Y	System ad~ min			System admin End user Manager
Recruiting	Hold filter and pagination val~ ues when navigating back to Jobs page	Y				Hiring manager End user
Talent	Name and Description fields of a talent pool are now editable	Y				Manager End user

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
	Updated parent service that controls role analysis, and abil~ ity to add roles		System ad~ min			System admin End user
	Edit career path names and control path visibility	Y				End user Manager

HR Admin & HRBP

Table 11: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
Compensa~ tion	Access and review audit records	Y				Manager, admin, approver, HRBP
Talent	New setting to edit organization and job fields of a position	Y				System admin HR admin Position admin

Hiring Team, Hiring Manager, Recruiter

Table 12: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
System	Enhanced Job Candidate data import to assign position ID to candidates	Y	System admin			Candidate Hiring team
Recruiting	Assign position to candidates		System admin			System admin Hiring manager Recruiter
	Hold filter and pagination values when navigating back to Jobs page	Y				Hiring manager End user
	New notification event for discussions over a candidate	Y	System admin			System admin Hiring team

Instructor

Table 13: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
Learning	Offline evaluation of checklist	Y				Learning admin Manager End user Instructor

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
	Selecting learners on roster in bulk by registration status	Y				Instructor
	Sorting learners and other UI changes in roster	Y				Instructor

Interviewer

Table 14: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
Recruiting	Updated role of an Interviewer	Y				Interviewer

Learning Admin

Table 15: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
Learning	Character limit validation during question import and question translation import	Y				Learning admin
	Warning authors while altering dynamically linked question pools	Y				Learning admin

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
	Translation of assessment titles		System ad~ min			Learning admin
	New setting for ad hoc session templates	Y	System ad~ min			Learning admin
	Offline evaluation of checklist	Y				Learning admin Manager End user Instructor
	Panopto video integration with classes		System ad~ min			Learning admin End user
Remote Content Server	Remote Content Server Version 1.4			Y		End user Learning admin
E-com~ merce	Copy shipping address in billing address while check out	Y				Learning admin Registrar
	Display custom fields on pay~ ment checkout while creating training units	Y	System ad~ min			System admin Learning admin

Marketplace admin

Table 16: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
Market~ place	Activation key for connectors	Y				Marketplace ad~ min
	lynda.com configuration changes	Y				Marketplace ad~ min
Talent	Terminated employees excluded from data export file for Plan~ ning@Work	Y	Market~ place ad~ min			Marketplace ad~ min

Manager

Table 17: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
System	Drill down to position reports of position team members	Y				Manager
Analytics	Custom dashboards now avail~ able for managers under My Team > Learning	Y				Analytics admin Analytics user Manager
Learning	New reminder notification for registration approval	Y	System ad~ min			Manager Approver

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
	Offline evaluation of checklist	Y				Learning admin Manager End user Instructor
Compensation	Access and review audit records	Y				Manager, admin, approver, HRBP
	Snapshot feature updated	Y				Manager, admin
Performance	Restrict manager's goal progress comments	Y	System admin			System admin End user Manager
	SabaOne term changed to NPS	Y				Performance admin Talent admin Manager
Talent	Name and Description fields of a talent pool are now editable	Y				Manager End user
	Edit career path names and control path visibility	Y				End user Manager
	Critical knowledge replaces Relocation preference in calculating Departure Risk	Y				Talent admin Manager
	Updated dependency of View/Edit Talent Profile link under My Team > Overview		System admin	Y		Manager

Performance Admin

Table 18: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
Perform~ ance	Plot users with non-numeric ratings on n-box	Y	Perform~ ance admin			Performance ad~ min
	SabaOne term changed to NPS	Y				Performance ad~ min Talent admin Manager

People Admin

Table 19: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
System	Sensitive security roles		System ad~ min			Super User Compensation Admin People Admin
E-com~ merce	User can choose own default currency		People ad~ min System ad~ min		Y	People admin System admin End user

Position admin

Table 20: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
Talent	New setting to edit organization and job fields of a position	Y				System admin HR admin Position admin

Recruiting Admin

Table 21: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
Recruiting	Edit labels of candidate profile fields and add custom fields	Y	System ad~ min			System admin Recruiting admin Candidate

Registrar

Table 22: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
REST APIs	API to retrieve calendar events NEW	Y				Developer
	People Admin can approve or reject order items using the APPROVE / REJECT AN ORDER ITEM API	Y				Developer
	TRANSCRIPT search APIs to support searching by learner's username	Y				Developer
	Enrollment API to return lesson details	Y				Developer
	Generate OAuth client secret keys for API authentication NEW	Y				System admin
	Performance improvements to the API dashboard page	Y				System admin
System	Separate Timezone for Mo~ rocco	Y				System admin
	Sensitive security roles		System admin			Super User Compensation Admin People Admin
	Saba Cloud now supports Microsoft Edge on Windows 10 NEW	Y				All
	Enhanced Registration data import to assign course as mandatory to learners	Y	System admin			End user

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
	New Data Integration notification for import failure NEW		System admin			System admin End user
	Random password generation for new person data import NEW		System admin	Y		End user
	Drill down to position reports of position team members	Y				Manager
	Display custom fields in search results			Y		End user
	New business rules to show/hide the business contact, optional, other information from Me > Profile	Y				System admin End user
	Configure Labels supports additional Locales	Y				System admin End user
	Configure Labels supports additional labels	Y				System admin End user
	New user sign up process		System admin			User
Analytics	Custom dashboards now available for managers under My Team > Learning	Y				Analytics admin Analytics user Managers
	Data extract reports with survey comments to support full comments in a CSV export	Y				Analytics admin Analytics user
	New Attributes NEW	Y				Analytics admin Analytics user

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
	Updated Attributes	Y				Analytics ad~min Analytics user
	Due date attribute for recur~ring courses is available in acquired status	Y				Analytics ad~min Analytics user
	Concatenate / collate report fields to avoid duplicates and large number of rows for cross tab reports	Y				Analytics ad~min Analytics user
	Skip printing labels in Tent Card reports	Y				Analytics ad~min Analytics user
Learning	Character limit validation during question import and question translation import	Y				Learning admin
	Warning authors while alter~ing dynamically linked ques~tion pools	Y				Learning admin
	Translation of assessment titles		System admin			Learning admin
	Not Applicable response op~tion for survey questions		Learning admin			End user
	New setting to restrict recur~ring registrations for self-paced classes		System admin Learning admin			End user
	New setting for ad hoc ses~sion templates	Y	System admin			Learning admin
	New reminder notification for registration approval	Y	System admin			Manager Approver

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
	Control the display of registration and cancellation custom fields per course	Y	Learning admin			End user
	Enhanced display of class/course custom fields	Y				End user
	Offline evaluation of checklist	Y				Learning admin Manager End user Instructor
	Selecting learners on roster in bulk by registration status	Y				Instructor
	Sorting learners and other UI changes in roster	Y				Instructor
	Panopto video integration with classes		System admin			Learning admin End user
E-commerce	Copy shipping address in billing address while check out	Y				Learning admin Registrar
	Add new countries and states and use them in Order payment flow	Y	System admin			System admin Learner Registrar
	Display custom fields on payment checkout while creating training units	Y	System admin			System admin Learning admin
	User can choose own default currency		People admin System admin		Y	People admin System admin End user
Social	New privilege to control adding tags	Y	System admin			System admin End user

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
	Preview images			Y		End user
	Privilege to restrict access for end users to resource folders	Y				Users
	Add existing videos to video channel and activity stream	Y				Users
Market~ place	Activation key for connectors	Y				Marketplace ad~ min
	lynda.com configuration changes	Y				Marketplace ad~ min
Compensa~ tion	Budget Strategy Changes	Y				Compensation admin
	Access and review audit re~ cords	Y				Manager, ad~ min, approver, HRBP
	Snapshot feature updated	Y				Manager, admin
Perform~ ance	Restrict manager's goal pro~ gress comments	Y	System admin			System admin End user Manager
	Plot users with non-numeric ratings on n-box	Y	Perform~ ance ad~ min			Performance admin
	SabaOne term changed to NPS	Y				Performance admin Talent admin Manager
	Updated calculation rules for skill's held level	Y	System admin			System admin Learning admin End user

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
Recruiting	Assign position to candidates		System admin			System admin Hiring manager Recruiter
	Edit labels of candidate pro~ file fields and add custom fields	Y	System admin			System admin Recruiting ad~ min Candidate
	Hold filter and pagination values when navigating back to Jobs page	Y				Hiring manager End user
	New notification event for discussions over a candidate	Y	System admin			System admin Hiring team
	Updated layout of Career site	Y				Candidate
Talent	Name and Description fields of a talent pool are now edit~ able	Y				Manager End user
	New setting to edit organiza~ tion and job fields of a posi~ tion	Y				System admin HR admin Position admin
	Updated parent service that controls role analysis, and ability to add roles		System admin			System admin End user
	Edit career path names and control path visibility	Y				End user Manager
	Critical knowledge replaces Relocation preference in cal~ culating Departure Risk	Y				Talent admin Manager

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
	Terminated employees excluded from data export file for Planning@Work	Y	Marketplace admin			Marketplace admin
	Updated dependency of View/Edit Talent Profile link under My Team > Overview		System admin	Y		Manager

System Admin

Table 23: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
REST APIs	Generate OAuth client secret keys for API authentication NEW	Y				System admin
	Performance improvements to the API dashboard page	Y				System admin
System	Separate Timezone for Morocco	Y				System admin
	New Data Integration notification for import failure NEW		System admin			System admin End user
	New business rules to show/hide the business contact, optional, other information from Me > Profile	Y				System admin End user
	Configure Labels supports additional Locales	Y				System admin End user

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
	Configure Labels supports additional labels	Y				System admin End user
E-commerce	Add new countries and states and use them in Order payment flow	Y	System admin			System admin Learner Registrar
	Display custom fields on payment checkout while creating training units	Y	System admin			System admin Learning admin
	User can choose own default currency		People admin System admin		Y	People admin System admin End user
Social	New privilege to control adding tags	Y	System admin			System admin End user
Performance	Restrict manager's goal progress comments	Y	System admin			System admin End user Manager
	Updated calculation rules for skill's held level	Y	System admin			System admin Learning admin End user
Recruiting	Assign position to candidates		System admin			System admin Hiring manager Recruiter
	Edit labels of candidate profile fields and add custom fields	Y	System admin			System admin Recruiting admin Candidate

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
	New notification event for discussions over a candidate	Y	System admin			System admin Hiring team
Talent	New setting to edit organization and job fields of a position	Y				System admin HR admin Position admin
	Updated parent service that controls role analysis, and ability to add roles		System admin			System admin End user

Talent admin

Table 24: Summary of features

Functional area	Feature	Enabled by default?*	Requires admin setup	Submit a Support ticket to enable	Affects existing configuration or data	Affected audience
Performance	SabaOne term changed to NPS	Y				Performance admin Talent admin Manager
Talent	Critical knowledge replaces Relocation preference in calculating Departure Risk	Y				Talent admin Manager

Chapter

1

System

Topics:

- New or updated security privileges
- Saba Cloud now supports Microsoft Edge on Windows 10
- Core
- Data Integration
- REST API

New or updated security privileges

The below table summarizes the list of new or updated security privileges introduced in this update.

Note: * **Enabled by default for Security Role(s)** implies that the privilege is immediately available to the corresponding security roles. The privilege will be automatically assigned to all the existing as well as the newly created users, who have that particular security role.

Table 25: Summary of new or updated security privileges

Privilege Name	Component Name	Description	Enabled by default for Security Role(s) *
Can see managers goal progress comments	Shared Goal (Goal Definition)	A user with this privilege has the ability to view manager's goal progress and comments once the user aligns the goal with the manager's goal.	Performance admin Internal Person Basic External Person Basic roles
Can Assign-Remove Sensitive Security Roles	Person, Internal Person, External	A user with this privilege has the ability to assign a sensitive role to other users or remove it from those users.	Human Capital Admin Super User
Can unlock checklist locked by others	Observational Checklist	A user with this privilege has the ability to unlock a checklist locked by other users. If the checklist is unlocked by a user other than the evaluator performing the offline evaluation, then it invalidates any ongoing offline evaluation of the checklist and the evaluator of the checklist has to download the checklist file again for offline evaluation.	Learning Admin - Catalog Builder Learning Admin - Instructor Human Capital Admin Super User

Saba Cloud now supports Microsoft Edge on Windows 10

How did it work?

Before this update, Microsoft Edge was not supported by Saba Cloud.

How does it work now?

With this update, the Saba Cloud application is now certified for use with the Edge browser on Windows 10.

The following table provides a list of the updated Web browser software versions that are supported for Saba Cloud.

Table 26: Web Browsers

Browser	Operating System	Java Runtime Environment	Adobe Flash Player
Apple Safari 6.0.x or later	Mac OSX 10.6.x	Any JRE supported by your Web browser that works with your Saba Publisher and third-party content	Version 9 or later
Microsoft Internet Explorer 9.x or later **Note:** Internet Explorer 9 is not supported by the Content Delivery Network (CDN) and the Remote Content Server (RCS) solutions. A workaround may be con~ sidered by some customers who prefer to use IE9, depend~ ing on their IT policy. **Note:** Starting with November 2014, Saba Cloud **discontinued** support for **Internet Explorer 8**.	Windows Vista SP1, Windows Vista SP2, Windows 7, Windows 8		
Microsoft Edge	**Windows 10**		
Mozilla Firefox 15.x or later	Windows Vista SP1, Windows Vista SP2, Windows 7, Windows 8, Red Hat Enterprise Linux 6 plus the latest update, Red Hat Enterprise Linux 5 plus the latest update		
Google Chrome 10.x or later			

Use case

Helps customers with their users who are keen to use the Edge browser to access the Saba Cloud application.

Core

Separate Timezone for Morocco

How did it work?

Before this update, the system had two Timezone, namely (GMT) Casablanca, Monrovia and (GMT) Monrovia which pointed to the same geographical region.

How does it work now?

With this update, the system will now have the following timezones:

- (GMT) Casablanca, Morocco

  Note: (GMT) Casablanca, Morocco has Daylight Saving Time.

- (GMT) Monrovia, Liberia

Note: Some classes may need to adjust their timings with the introduction of Daylight Saving Time in this timezone.

Use case

This is useful for customers as (GMT) Casablanca, Morocco adjusts as per the DST settings.

Sensitive security roles

How did it work?

If organizations wanted to grant an administrator access to assign some but not all security roles, then those security roles would need to be assigned to domains and a complex domain structure would be required to support this structure. Thereby, organizations with a single or simple domain structure would grant an administrator access to assign or remove roles, but could not block specific security roles from being assigned or removed. Saba Cloud did not have a mechanism to identify and mark such security roles as highly sensitive so that such sensitive roles could be selectively assigned only to eligible users.

How does it work now?

This update provides the ability to mark a security role as sensitive and assign the sensitive role to selected users. Any pre-defined security role or a custom-defined role can be marked as sensitive.

The following enhancements are introduced for system administrators:

Is Sensitive Field

This update introduces a new **Is Sensitive** field for all security roles. To define a role as sensitive, system administrators must set this field to **Yes**.

By default, this field is set to **No** for all security roles in Saba Cloud.

It is recommended that the following roles **must** be defined as sensitive:

- Compensation Admin
- Super User

Currently, the following pre-defined security roles cannot be marked as sensitive:

- Common Privileges in world domain
- Internal Person Basic Privileges
- External Person Basic Privileges
- Report Privileges in world domain
- Internal Person Login Privileges
- Social User Role
- Internal Manager Basic Privileges
- External Manager Basic Privileges

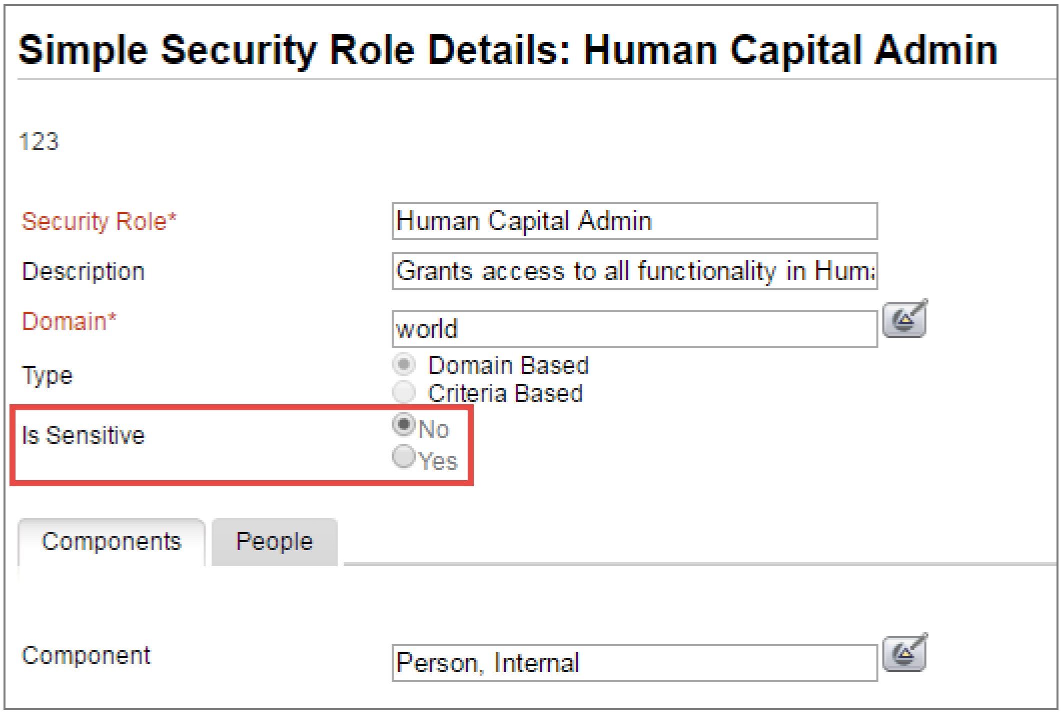


Figure 1: Is Sensitive field

New Security Privilege

This update also introduces the following new security privilege:

- **Can Assign-Remove Sensitive Security Roles**

  This privilege is added to the "Person, Internal" and "Person, External" components. If enabled for a security role, then users in that role can assign a sensitive role to other users or remove it from those users.

  By default, the following pre-defined roles are granted this privilege:

  - Human Capital Admin
  - Super User
  - System Admin
  - Performance Admin
  - Talent Admin

  It is advised that any other role, including "Learning Admin - Catalog Builder", must not be granted this security privilege.

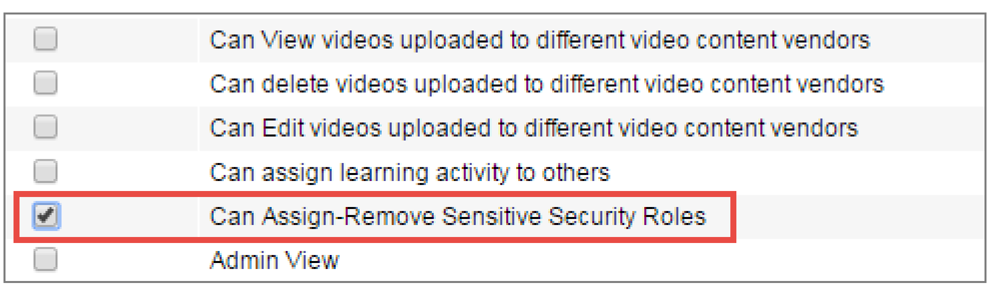
  

  Figure 2: New privilege

Use case

There is a need to identify security roles that require extra security so that such roles can be assigned to users with extra caution.

Drill down to position reports of position team members

How did it work?

The position manager did not have provision to drill down to position reports of any teams under **Other Team(s)**.

How does it work now?

From this update, the position manager can now drill down up to the nth level of position reports of all the position team members.

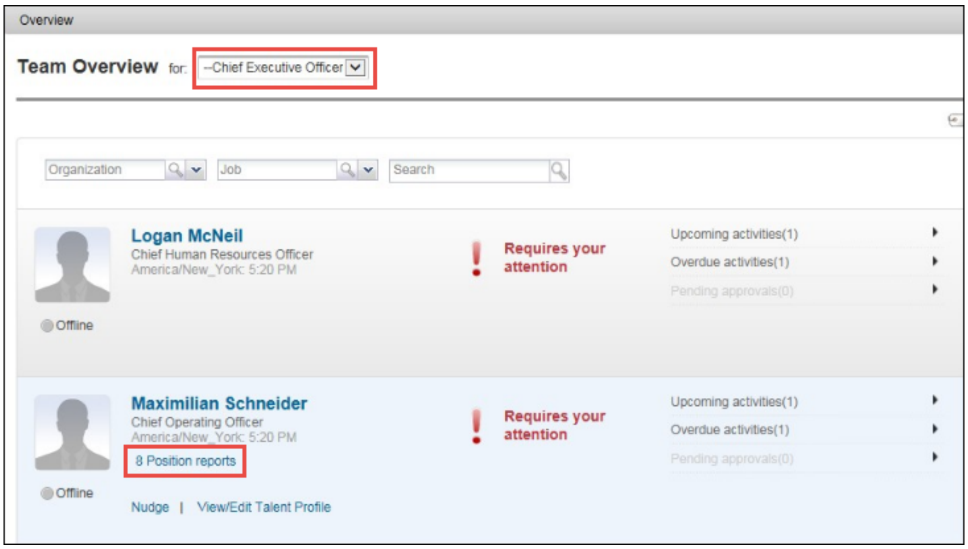


Figure 3: Position reports of position team members

To do so:

1. Navigate to **MY TEAM**.
2. In Team Overview, select a particular position from **Other Team(s)** LOV.
3. Click **x Position Reports** where X is the number of person direct reporting to the position.

Use case

A user with position management can now access drill down behavior similar to the Direct Team and Alternate Team views.

Display custom fields in search results

How did it work?

Prior to this update, the global search results did not display any custom fields of learning items.

How does it work now?

With this update, the global search results in Saba Cloud can be configured to display custom fields of learning items.

Configuration - Cloud "admin" user

To enable the display of custom fields, Saba Cloud "admin" users need to set the following existing site-level property:

- **Enable Custom Field Search Capability for Class/Course in Global Search**

  If set to "true", then it provides the ability to filter class/course in Advance Search by custom fields and display custom fields in search results.

To configure this property, login as the "admin" user and navigate to **System > Sites > <*sitename*> > Learning**.

Note: To enable the feature, submit a support request. For assistance, contact Saba support.

Configuration - System Administrator

Once the custom field display ability is enabled, system administrators can select the required custom fields for components that need to be shown in the global search results page. Custom field display columns are supported for the following components:

- Offering Template
- WBT Offering
- ILT Offering
- Virtual Class Offering
- Blended Offering

To enable custom fields for display:

1. Go to **System > Manage Search > Configure Search**.
2. Click the **Search Results Display** tab.
3. Select the required component from the **Select Component** dropdown list.
4. Select the **Show** checkbox for the custom field that you want to show in search results. If the **Display Enabled** column indicates *Yes* for the selected field, then that field appears in search results. The **Display Enabled** column value depends on the **Display** attribute in the associated component.

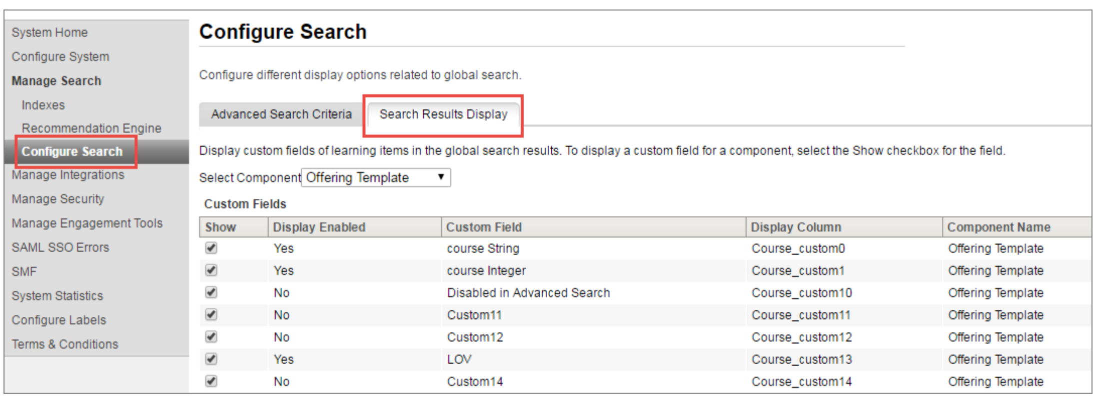


Figure 4: Select custom fields for display

Display in Search Results

Once configured and enabled, Saba Cloud displays the selected custom fields in global search results. If there are more than three custom fields, then the **View more** link is displayed. Clicking this link opens a popup page that displays all custom fields that are enabled for display.

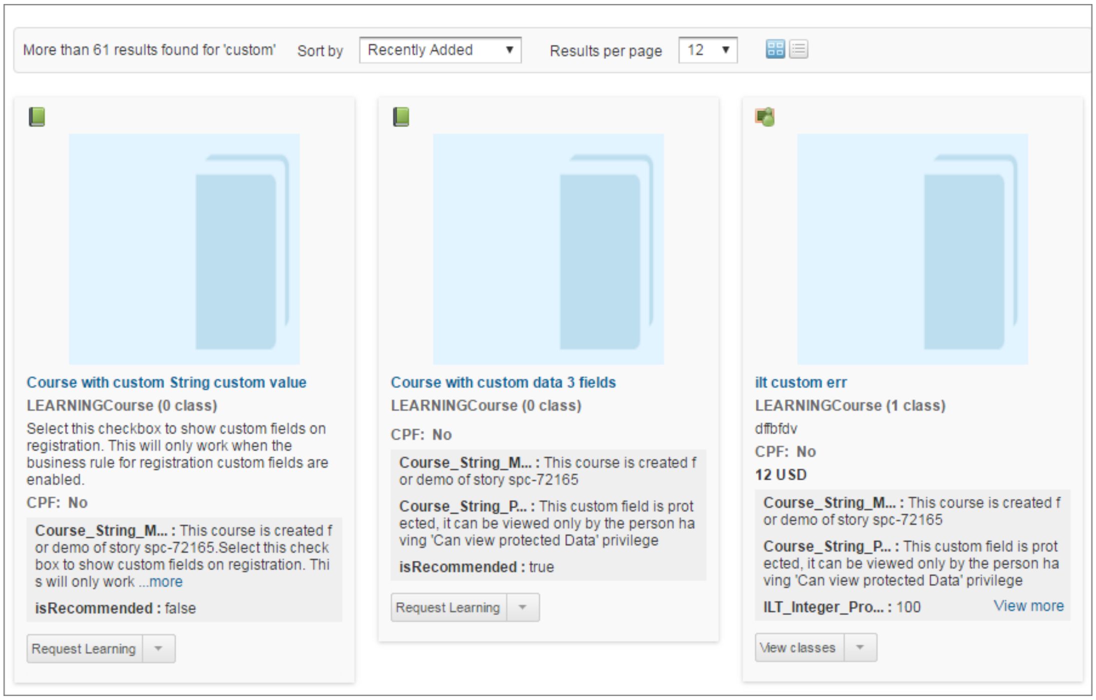


Figure 5: Custom fields in search results

Notes

- Custom fields are displayed as follows in the following scenarios:
  - For a course without a class, custom fields of the course are displayed
  - For a course with a single class, custom fields of both the course and class are displayed.
  - For a course with multiple classes, custom fields of the course are displayed. Clicking the **View classes > View details** for a class, custom fields of each class are displayed.
- The custom field name is truncated after 15 characters while custom field value is truncated after 130 characters; however, the full string can be seen in the tooltip.
- For more than 3 custom fields, the search result displays a **View more** link. Clicking this link displays a popup page containing all custom fields with complete strings for field name and values.
- Custom fields with null or empty values are not displayed.
- Custom fields are not displayed on the **Browse** page.
- Protected custom fields do not appear in search results if the user does not have the "Can View Protected Data" privilege.
- Time and date format for custom fields is displayed as per logged in user's locale format.
- In 508-compliance mode, a **more** link is displayed for a long course description, clicking which opens a popup page that show the complete description.

Use case

Many organizations store important information in the custom fields of learning items. Administrators must have the ability to display the information in these fields to users in the global search results as this provides high flexibility in showing information that is important to each organization.

Profile creation

How did it work?

Prior to this release, when new users go through the signup process for Saba People Cloud, the automated response sent to the user was not clear and did not give any indication if the sign up process needed to go through an approval process.

How does it work now?

In this update, Saba Cloud has addressed this. The automated response now clearly indicates if the approval process is required.

In current scenario, when a user attempts to sign up and if their account is set up to go through an approval process, the following message will display from the sign up screen:

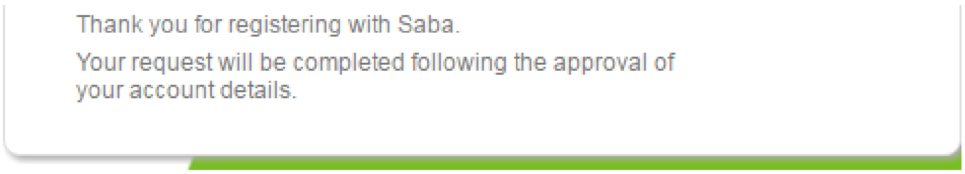


Figure 6: Message during sign up process

Use case

Managers and approvers will be able to access the audit records and view all changes made to the compensation data of their employees.

New privilege to control adding resources to folders

How did it work?

Prior to this update, any internal and external user could add tags to social and learning resources.

Figure 7: Add tag functionality

How does it work now?

This update provides the ability to control the functionality of adding tags through a **New** privilege under the **Tag** component. By default, this privilege is enabled for **Internal Person Basic Privileges** and **External Person Basic Privileges** security roles.

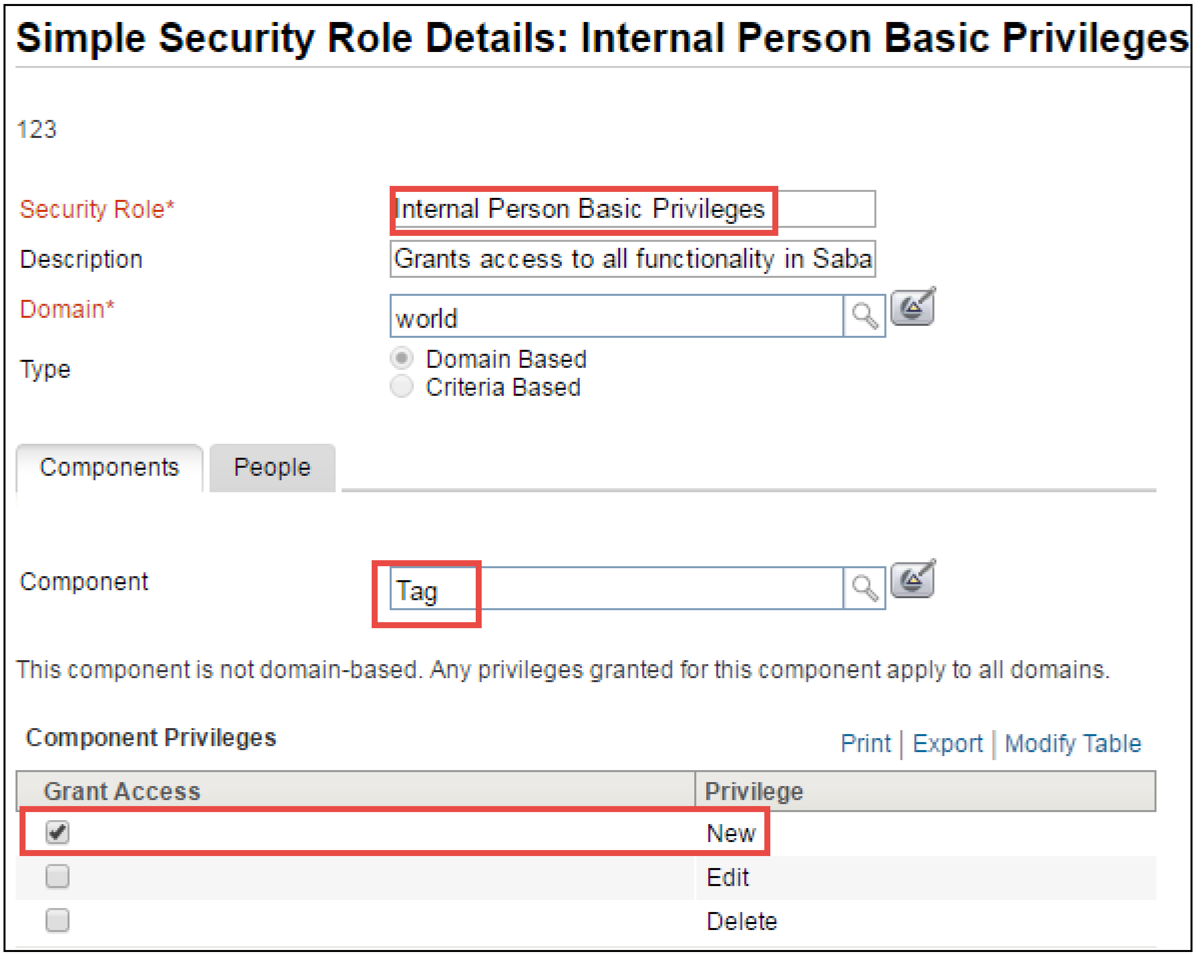


Figure 8: Add tag functionality

The **Tag** link is shown to only those users, who have this privilege. When this privilege is disabled, the **Tag** link is completely hidden, but the existing tags are shown to users. To disable or enable this privilege, please contact your system admin.

Note: This functionality is applicable to all the areas were Tag link is associated.

Figure 9: No Tag link

Use case

This functionality allows greater control over tagging and moving social and learning resources.

Privilege to restrict access for end users to resource folders

How did it work?

In the earlier releases, it was not possible to control the folder structure that holds resources such as videos, images and other files. Therefore, a higher level of quality control over who adds to resources within the folders was not possible.

How does it work now?

A new privilege **Can see add to folder** is added to the category component by the administrator. With this privilege enabled, the user will see the **Add to folders** option under **More Actions** dropout menu. By default, the **can see add to folder** privilege is enabled.

To add resources to a folder:

From System Administration navigate to: ·

1. **Roles**> **Internal /External Person Basic privileges**> **Components**> **Component privileges**.
2. Check if the **Can see add to folder** option is selected.

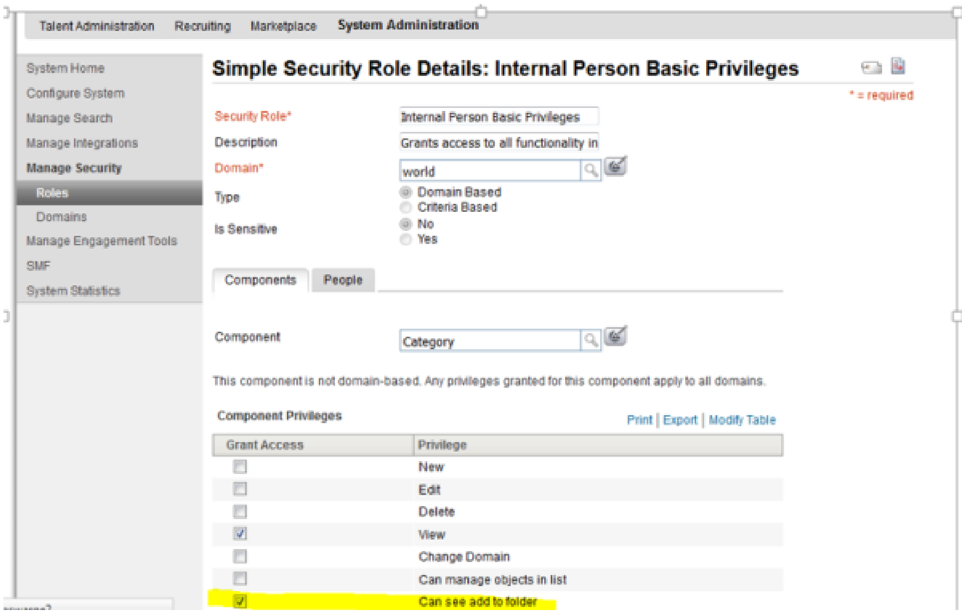


Figure 10: Can see add to folder privilege is enabled

Note: By default, this privilege is enabled for Internal Person Basic and External Person Basic security roles.

As a user:

Navigate to Groups >More Actions and select **Add to Folders.**

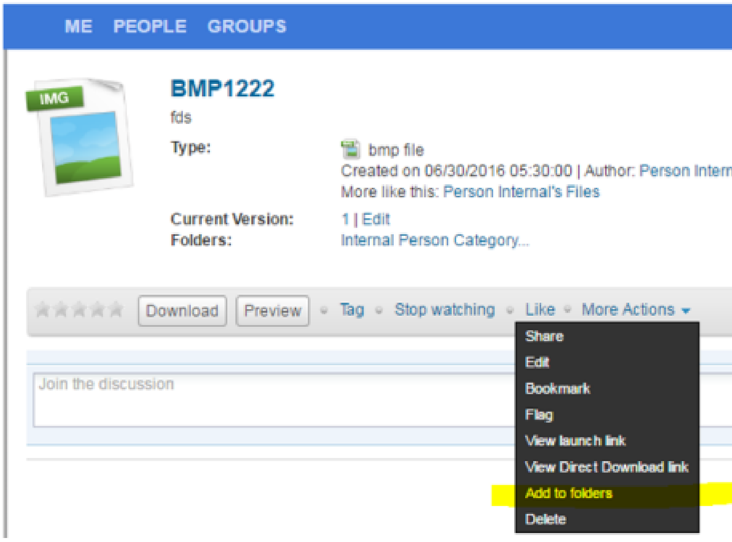


Figure 11: Select add to folders

Use case

This upgrade provides the option to restrict access for a user to the folders and content within those folders. By exercising this option, a higher level of quality measure is now possible.

New business rules to show/hide the business contact, optional, other information from Me > Profile

How did it work?

Prior to this update, it was not possible to hide the business contact, optional, other information from Me > Profile.

How does it work now?

This update provides the ability to show/hide the business contact, optional and other information from Me > Profile using the following new business rules under **System** > **Services** > **User Profile**:

- Show Other Information on User Profile
- Show Business Contact on User Profile
- Show Optional Information on User Profile

Note: By default these business rules are enabled.

Use case

This functionality allows greater control over displaying the business contact, optional and other information on the Me > Profile page.

Configure Labels supports additional locales

How did it work?

Before this update, you could configure some key labels using **System** > **Configure Labels** > **Master** only for the **English** locale.

How does it work now?

With this update, you can now configure some key labels using **System** > **Configure Labels** > **Master** for the following locales:

- Japanese
- French Canadian
- English (UK)

Use case

Customers can translate labels in new locales.

Configure Labels supports additional labels

How did it work?

The following labels were not supported by **System** > **Configure Labels** > **Master**:

- Person Legal ID
- Person ID
- Person No

How does it work now?

With this update, you can now configure the following additional labels using **System** > **Configure Labels** > **Master**:

- Person Legal ID
- Person ID
- Person No

Use case

This enhancement will help configure new strings for these additional labels.

New user sign up process

How did it work?

Prior to this release, when new users go through the sign up process for Saba Cloud, the automated response sent to the user was not clear and did not give any indication if the sign up process needed to go through an approval process.

How does it work now?

In this update, Saba Cloud has addressed this. The automated response now clearly indicates if the approval process is required.

In current scenario, when a user attempts to sign up and if their account is set up to go through an approval process, the following message will display from the sign up screen:

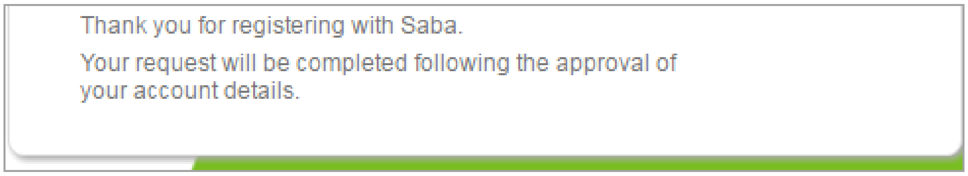


Figure 12: Message during sign up process

If the user account is set up so an approval process is not required, a confirmation message with a verification link will be emailed to the user and the account can be accessed right away using the link provided.

Figure 13: Message during sign up process

Use case

By sending a clear message regarding the approval process, the user will know when the account will become active.

Data Integration

Enhanced Registration data import to assign course as mandatory to learners

How did it work?

Registration data import in Saba cloud did not have ability to assign a course as mandatory to a learner's plan on successful registration when the **To-Do List** service was enabled.

How does it work now?

With this update, Saba Cloud enhances the **Registrations** data import such that a course can be assigned as mandatory to a learner's plan on successful registration when the **To-Do List** service is enabled. To support this ability, the following new column is added to the **Registrations** data import:

- MANDATORY

  Configure this field to assign the course as mandatory to a learner on successful registration. The value in this field is used only if the **To-Do List** service is enabled.

  Possible values: TRUE or FALSE

- If no value is specified or an invalid value is specified in the field, then data is imported successfully and the Is Mandatory field for the course is set to FALSE.
- If the field is set to FALSE, then data is imported successfully and the Is Mandatory field for the course is set to FALSE.
- If the field is set to TRUE, then data is imported successfully and the Is Mandatory field for the course is set to TRUE.
- If the field is set to TRUE but the mandatory To-Do list is not present, then the data is imported successfully.

Additionally, the value in the ACTION field of the Registration import also affects the behavior of the MANDATORY field. The following table depicts the different scenarios:

Table 27: Impact of ACTION field on MANDATORY field behavior

MANDATORY field	ACTION field	Behavior description
TRUE	ASSIGN	The course is assigned to learner as mandatory.
TRUE	ENROLL	The learner is enrolled for the course as mandatory.
TRUE	ASSIGN_ENROLL	The course is assigned to learner as mandatory and the learner is enrolled for the course as mandatory.
TRUE	CANCEL	The existing enrollment is canceled and the course if assigned by the same source is removed from the learner's plan.

If the **To-Do List** service is disabled and the MANDATORY field contains data, then the data is ignored during the data import.

To download the updated sample data import file for Registrations, go to **System > Manage Integrations > Integration Studio > Configure**, select the **Registrations** object and click the **Download Sample** button.

Use case

Data import must support the ability to assign a course as mandatory to a learner's plan on successful registration when the **To-Do List** service is enabled.

Enhanced Job Candidate data import to assign position ID to candidates

How did it work?

Job Candidate data import in Saba cloud did not have ability to assign a position ID to the candidate once the candidate is hired.

How does it work now?

With this update, Saba Cloud enhances the **Job Candidate** data import such that a position can be assigned to a candidate once the candidate is marked as **hired**. To support this ability, the following new column is added to the **Job Candidate** data import:

- POSITION_ID

Configure this field to assign the position ID to a candidate once hired. The value in this field is used only if the **Position Management** service is enabled. If the service is disabled and the POSITION_ID field contains data, then the data is ignored during the data import.

To download the updated sample data import file for Job Candidate, go to **System** > **Manage Integrations** > **Integration Studio** > **Configure**, select the **Job Candidate** object and click the **Download Sample** button.

Once the candidate details are successfully imported, the candidate will appear in the **All** tab of the **Hiring Team** page for the requisition. The source of the candidate will be shown as **Via Data Import**.

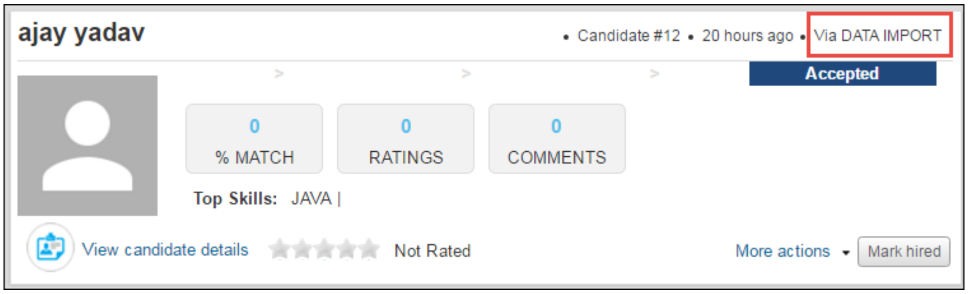


Figure 14: Position assigned to candidate via Data Import

On the **Job Offer Summary** popup, the assigned position will be shown under the **Requisition Information** section.

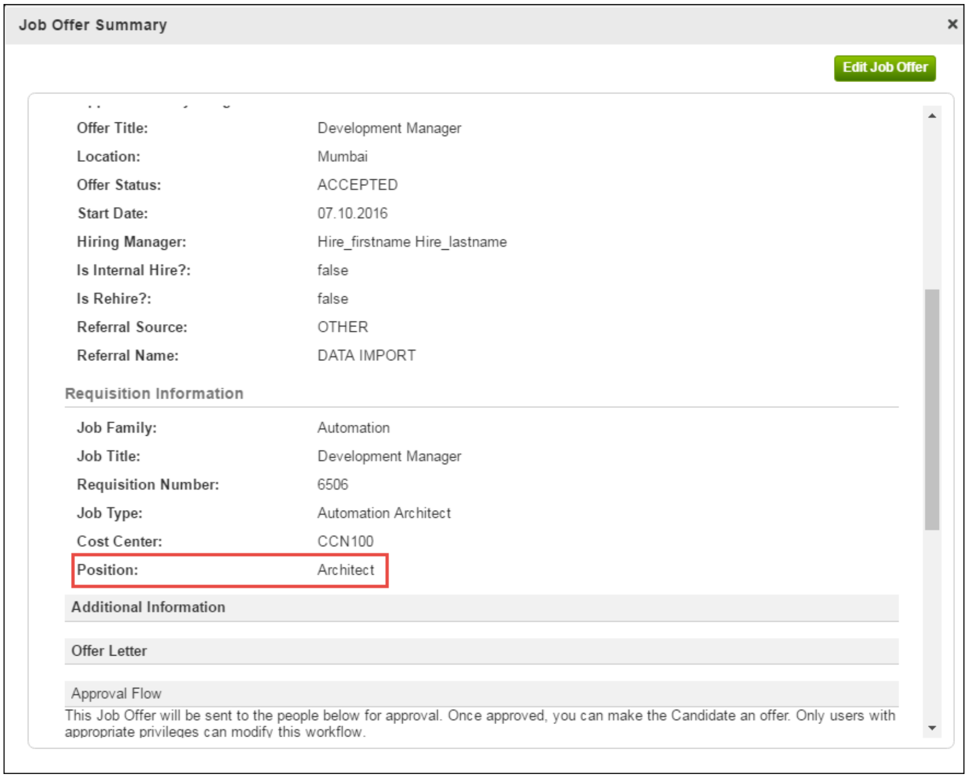


Figure 15: Position assigned to candidate via Data Import

Use case

Data import must support the ability to assign a position to a candidate profile when the candidate is marked as hired.

New Data Integration notification for import failure

How did it work?

This is a new notification.

How does it work now?

This update introduces a new notification **Check import failure** under **Data Integration**. This notification will be triggered when an individual data import job (whether part of a scheduled job or an independent UI import) fails (i.e. Status = Failed) or encounters any error message that is visible on monitor import page.

Note: By default, this notification is disabled which can be configured as required.

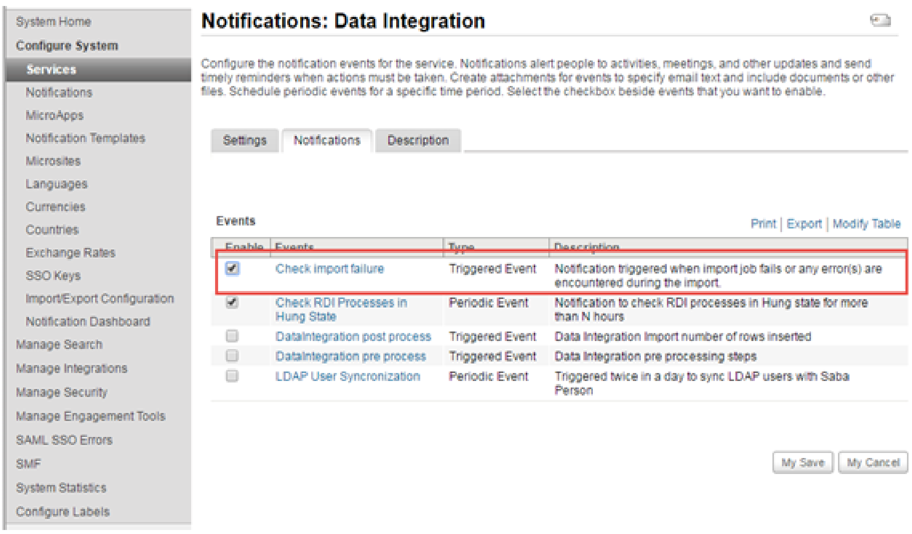


Figure 16: New notification under Data Integration

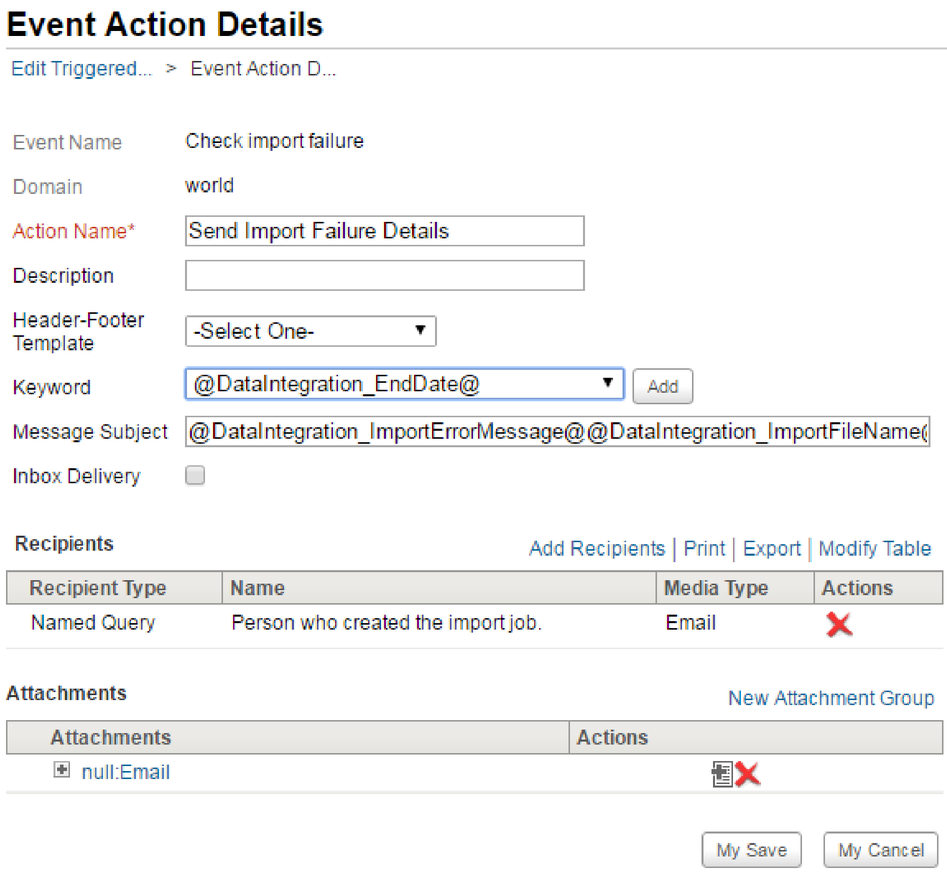


Figure 17: Details of the New notification under Data Integration

Use case

Currently there is no notification available to customers to alert them on the import job failures or if any error encountered during the import. Customers are only dependent on the Monitor Import page to look at the failed imports/ error messages. This becomes difficult especially in case of long running / scheduled job imports. With this new notification, customers will have the ability to get alerted on import failures/errors and accordingly take necessary action without being dependent on Monitor Import page.

Random password generation for new person data import

How did it work?

Data import in Saba Cloud did not have the ability to generate random passwords for new user records imported with blank password fields.

How does it work now?

With this update, Saba Cloud provides the ability to automatically generate complex random unique passwords per user on a new user account creation through data import. This ability works in conjunction with the notifications that notify new users about their account setup. These random passwords are sent to respective users using these notifications.

The following new functionality is added to the data import functional metadata for both **Person, Internal** and **Person, External** objects:

- **PASSWORD_RANDOMIZATION**

If this functionality is enabled, then password is randomly generated for a new record containing a blank password field. The auto-generated password is alphanumeric, 8 characters in length by default, and is in lower case.

Although the default length of the auto-generated password is 8 characters, it can be configured to a value between 8 to 20. Any value below 8 or above 20 is ignored and defaulted to 8.

If disabled, then password is set to a fixed string for a new record containing a blank password field. This is the default behavior. The fixed string value is further dependent on the value of the PASSWORD_ENCRYPTION functionality as follows:

- If PASSWORD_ENCRYPTION is enabled, then the default password value is sourced from the corresponding component.
- If PASSWORD_ENCRYPTION is disabled, then the default password value is sourced from the data import metadata.

If a user record in the data import file contains a password value, then the same password value is set for that user after import, irrespective of create or update scenario and the PASSWORD_RANDOMIZATION functionality.

Table 28: Configure PASSWORD_RANDOMIZATION functionality

Functionality	Required	Description
PASSWORD_RANDOMIZATION	**Y** or **N** Default value: **N**	**Y** = Enabled **N** = Disabled

Note: To enable the feature, submit a support request. For assistance, contact Saba support.

Supported Objects

The PASSWORD_RANDOMIZATION functionality is applicable **only** to the following objects:

- Person, Internal
- Person, External

Use case

Data import must support the ability to generate random passwords in bulk for new user records with empty password field so that simple hacks on fixed password strings are prevented.

REST API

Updated REST APIs

People Admin can approve or reject order items using the APPROVE / REJECT AN ORDER ITEM API

How did it work?

People admin was not able to approve or reject order items using the APPROVE / REJECT AN ORDER ITEM API.

How does it work now?

People admin will now be able to approve or reject order items using the APPROVE / REJECT AN ORDER ITEM API.

The following REST API is updated with a new parameter:

APPROVE / REJECT AN ORDER ITEM

Overview

Allows approving / rejecting an Order Item.

Requires OAuth

No

Method

PUT

URL

https://<*hostname-api.sabacloud.com*>/v1/learning/enroll/:regId?action=:action

Note: The people admin can approve or reject an order item by using the following URL that holds an additional parameter **overrideApprovalChain=true**:

https://<*hostname-api.sabacloud.com*>/v1/learning/enroll/regId?**overrideApprovalChain=true**&action=:action

Calling Options

Table 29: Calling Options

Name	Description	Sample Value	Data Type	Required?
regId	Registration's ID	reg~dw000000000004020	string	Yes
action	The action to be performed. Can be approve or reject.	approve	string	Yes

Note: For more details on this see REST API Reference.

Use case

N/A

TRANSCRIPT search APIs to support searching by learner's username

How did it work?

The Transcript APIs did not support searching by learner's username.

How does it work now?

The following Transcript APIs now support searching by learner's username (**learner_username**):

1. FIND THE DETAILS OF THE TRANSCRIPTS
2. FIND THE DETAILS OF THE TRANSCRIPTS (Using POST - Range based search)

The following REST APIs are updated with a new query parameter:

FIND THE DETAILS OF THE TRANSCRIPTS

Overview

Returns the details of the Transcripts along with the ID and the Deeplink URL based on the provided search criteria.

Method

GET

URL

https://<*hostname-api.sabacloud.com*>/v1/transcripts?q=(**learner_username**%3D%3Dsomeuser@saba.com)

Return Values:

```
{
    "results": [
        {
            "id": "ofapr000000000065629",
            "href":
"https://<hostname-api.sabacloud.com>/v1/transcripts/ofapr000000000065629"
        },
        {
            "id": "ofapr000000000067369",
            "href":
"https://<hostname-api.sabacloud.com>/v1/transcripts/ofapr000000000067369"
        },
        {
            "id": "ofapr000000000086789",
            "href":
"https://<hostname-api.sabacloud.com>/v1/transcripts/ofapr000000000086789"
        },
        {
            "id": "ofapr000000000113395",
            "href":
"https://<hostname-api.sabacloud.com>/v1/transcripts/ofapr000000000113395"
        },
        {
            "id": "ofapr000000000113475",
            "href":
"https://<hostname-api.sabacloud.com>/v1/transcripts/ofapr000000000113475"
        },
        {
            "id": "ofapr000000000113517",
            "href":
"https://<hostname-api.sabacloud.com>/v1/transcripts/ofapr000000000113517"
        },
        {
            "id": "ofapr000000000113975",
            "href":
"https://<hostname-api.sabacloud.com>/v1/transcripts/ofapr000000000113975"
        },
        {
            "id": "ofapr000000000113976",
            "href":
```

```
"https://<hostname-api.sabacloud.com>/v1/transcripts/ofapr000000000113976"
        },
        {
            "id": "ofapr000000000114236",
            "href":
"https://<hostname-api.sabacloud.com>/v1/transcripts/ofapr000000000114236"
        },
        {
            "id": "ofapr000000000114237",
            "href":
"https://<hostname-api.sabacloud.com>/v1/transcripts/ofapr000000000114237"
        }
    ],
    "facets": [],
    "totalResults": 11,
    "startIndex": 1,
    "itemsPerPage": 10,
    "hasMoreResults": true
}
```

You can also choose to get the details (and not just the ID and the deep link) of each transcript by using **includeDetails** as **TRUE**.

https://<*hostname-api.sabacloud.com*>/v1/transcripts?q=(learner_username%3D%3Dsomeuser@saba.com)**&includeDetails=true**

Note: The output includes more details for each transcript.

FIND THE DETAILS OF THE TRANSCRIPTS (Using POST - Range based search)

Overview

Returns the details of the Transcripts along with the ID and the Deeplink URL based on the provided range based search criteria.

Method

POST

URL

https://<*hostname-api.sabacloud.com*>/v1/transcripts/searchQuery

Request Body

```
{
    "conditions" : [{"name": "learner_username", "operator": "==","value":
"someuser@saba.com"}]
}
```

Return Values

```
{
    "results": [
        {
            "id": "ofapr000000000065629",
            "href":
"https://<hostname-api.sabacloud.com>/v1/transcripts/ofapr000000000065629"
        },
        {
```

```
            "id": "ofapr000000000067369",
            "href":
"https://<hostname-api.sabacloud.com>/v1/transcripts/ofapr000000000067369"
        },
        {
            "id": "ofapr000000000086789",
            "href":
"https://<hostname-api.sabacloud.com>/v1/transcripts/ofapr000000000086789"
        },
        {
            "id": "ofapr000000000113395",
            "href":
"https://<hostname-api.sabacloud.com>/v1/transcripts/ofapr000000000113395"
        },
        {
            "id": "ofapr000000000113475",
            "href":
"https://<hostname-api.sabacloud.com>/v1/transcripts/ofapr000000000113475"
        },
        {
            "id": "ofapr000000000113517",
            "href":
"https://<hostname-api.sabacloud.com>/v1/transcripts/ofapr000000000113517"
        },
        {
            "id": "ofapr000000000113975",
            "href":
"https://<hostname-api.sabacloud.com>/v1/transcripts/ofapr000000000113975"
        },
        {
            "id": "ofapr000000000113976",
            "href":
"https://<hostname-api.sabacloud.com>/v1/transcripts/ofapr000000000113976"
        },
        {
            "id": "ofapr000000000114236",
            "href":
"https://<hostname-api.sabacloud.com>/v1/transcripts/ofapr000000000114236"
        },
        {
            "id": "ofapr000000000114237",
            "href":
"https://<hostname-api.sabacloud.com>/v1/transcripts/ofapr000000000114237"
        }
    ],
    "facets": [],
    "totalResults": 11,
    "startIndex": 1,
    "itemsPerPage": 10,
    "hasMoreResults": true
}
```

Note: For more details on this see REST API Reference.

Use case

This enhancement makes it possible for a Manager or People Admin to retrieve the Transcripts for a specific individual by specifying their username.

Enrollment API to return lesson details

How did it work?

The GET THE DETAILS OF AN ENROLLMENT API did not return lesson details like lesson's location or status.

How does it work now?

The GET THE DETAILS OF AN ENROLLMENT API now returns lesson details like lesson's location or status via a new section called lessonDetail.

The following REST API is updated with the new section:

Overview

Returns the details of the enrollment.

Requires OAuth

No

Method

GET

URL

https://<*hostname-api.sabacloud.com*>/v1/enrollments/:id/sections:regdetail,classdetail,actions,sessionsdetail,learningAssignments,lessonDetail

Note: lessonDetail, will return the details for content module which is attempted by user. In case the user has not attempted the content then this API will not return an empty detail. Only the active/suspended attempt details of a particular content will be returned. In case more than one active attempt is found (which is usually not the case) then an exception will be thrown.

The following table indicates the attribute mapping for the lessonDetail section:

<table>
<tr><th>UI</th><th>JSON</th></tr>
<tr><td>Lesson Name</td><td>title</td></tr>
<tr><td>Internal Lesson Id</td><td>attemptId</td></tr>
<tr><td>Internal Id for learner-module-lesson association</td><td>contentContextId , subscriptionId</td></tr>
<tr><td>Lesson Status</td><td>lessonStatus
The following are the possible values:
<table>
<tr><td>p</td><td>passed</td></tr>
<tr><td>c</td><td>completed</td></tr>
<tr><td>f</td><td>failed</td></tr>
<tr><td>i</td><td>incomplete</td></tr>
<tr><td>b</td><td>browsed</td></tr>
</table>
</td></tr>
</table>

<table>
<tr><th>UI</th><th>JSON</th></tr>
<tr><td></td><td><table><tr><td>n</td><td>not attempted</td></tr></table></td></tr>
<tr><td>Total Attempts</td><td>totalAttempts</td></tr>
<tr><td>Last Accessed Date/Time with timezone</td><td>updatedOn (This will be in millisecond)</td></tr>
<tr><td>Time Spent</td><td>timeSpent (HH:MM:SS)</td></tr>
<tr><td>Score</td><td>score</td></tr>
<tr><td>Lesson Location</td><td>lessonLocation</td></tr>
<tr><td>Completion status</td><td>completionStatus
The following are the possible values:<table><tr><td>completed</td><td></td></tr><tr><td>incomplete</td><td></td></tr><tr><td>not attempted</td><td></td></tr><tr><td>unknown</td><td></td></tr></table></td></tr>
<tr><td>createdOn</td><td>Date in UTC timezone</td></tr>
<tr><td>updatedOn</td><td>Date in UTC timezone</td></tr>
</table>

Calling Options

Table 30: Calling Options

Name	Description	Sample Value	Data Type	Required?
id	Registration's ID	reg~ dw000000000004020	string	Yes

Return Values


```
{
 "@type": "com.saba.learning.services.registration.ClassRegistrationDetail",
 "group": null,
 "blockersBySequencing": null,
 "hideLaunchBySequencing": false,
 "instructors": null,
 "actionsForRegistration": null,
 "registrationId": "regdw000000000005892",
 "otherRegistrationsForCourse": null,
 "learningEventDetail": {
```

```
    "@type": "LearningEventDetail",
    "registered": false,
    "actions": null,
    "id": null,
    "owner": null,
    "version": null,
    "description": null,
    "group": null,
    "validTillFrequency": null,
    "validTillDayMonth": null,
    "validTillStartDayMonth": null,
    "discontinuedFrom": null,
    "showWeb2_0_actions": false,
    "consumeWithinCert": false,
    "status": null,
    "numberOfRequiredCourses": null,
    "preRequisitesAndEquivalents": null,
    "learningEventOwners": null,
    "consumptionStats": null,
    "assignmentDetails": null,
    "customFieldsValue": null,
    "hasNestedElements": false,
    "learningEventConsumers": null,
    "blockersBySequencing": null,
    "hideLaunchBySequencing": null,
    "learnerCreditsString": "",
    "continuousLaunchEnabled": false,
    "oneClickRegEnabled": false,
    "children": null,
    "securityDomain": null,
    "tags": null,
    "recertWindowUnit": 0,
    "learningEventId": null,
    "completed": false,
    "customValues": null,
    "paths": null,
    "tagDetails": null,
    "learnerCredits": null,
    "associatedLearning": null,
    "componentName": null,
    "title": null,
    "validTill": 0,
    "notifyBefore": 0,
    "validTillType": 0,
    "sensitive": false,
    "validTillUnit": 0,
    "vendor": null,
    "recurring": false,
    "publishToCatalog": false,
    "ratings": null,
    "socialProfile": null,
    "owners": null,
    "imageURL": "",
    "discontinued": false,
    "targetDays": null,
    "notes": null,
    "completedSuccessfully": true,
    "learningEventType": null,
    "recertWindow": 0,
    "offeredAs": null,
    "licencePlans": null,
    "inactivePaths": null,
```

```
   "practiceArea": null,
   "practiceType": null,
   "licenseType": null,
   "errorMessages": null,
   "fosDetails": null,
   "cpfDetail": null,
   "hideClassMates": false,
   "ownersValue": null,
   "availableFrom": null,
   "suppressscore": false,
   "historyLookupPolicy": null,
   "pastCreditDays": 0,
   "displayName": null,
   "locale": null,
   "updateMetadata": null,
   "tagName": null,
   "primaryKey": null,
   "factoryName": "com.saba.learning.services.learningevent.LearningEventDetail",

   "auditReason": "audit with reason"
  },
  "learningAssignments": null,
  "classSessions": null,
  "classDetail": null,
  "lessonDetail": ["list", [{
   "@type": "map",
   "N10010": {
    "@type": "map",
    "attemptId": "aireg000000000200701",
    "title": "Conduct of Vessels in any Condition of Visibility",
    "contentContextId": "ctctx000000000005905",
    "subscriptionId": "ctnsr000000000001738",
    "totalAttempts": 1,
    "lessonStatus": "c",
    "completionStatus": "completed",
          "createdOn": "2016/10/22T11:19:37UTC",
          "updatedOn": "2016/10/22T11:20:37UTC",
    "timeSpent": "00:00:00",
    "score": 100,
    "lessonLocation": "a001_test_1.html"
   },
   "N10161": {
    "@type": "map",
    "attemptId": "aireg000000000200702",
    "title": "Learning Object R_A3",
    "contentContextId": "ctctx000000000005905",
    "subscriptionId": "ctnsr000000000001738",
    "totalAttempts": 2,
    "lessonStatus": "n",
    "completionStatus": "not attempted",
          "createdOn": "2016/10/22T11:19:37UTC",
          "updatedOn": "2016/10/22T11:20:37UTC",
    "timeSpent": "00:00:00",
    "score": null,
    "lessonLocation": "a001_test_2.html"
   },
   "N1017A": {
    "@type": "map",
    "attemptId": "aireg000000000200705",
    "title": "Learning Object R_A4",
    "contentContextId": " ctctx000000000005905",
    "subscriptionId": " ctnsr000000000001738",
```

```
    "totalAttempts": 2,
    "lessonStatus": "n",
    "completionStatus": "not attempted",
          "createdOn": "2016/10/22T11:19:37UTC",
          "updatedOn": "2016/10/22T11:20:37UTC",
    "timeSpent": "00:00:00",
    "score": null,
    "lessonLocation": "a002_test_1.html"
   }
  }]],
  "classAttachments": null,
  "consumptionData": null,
  "courseRequirers": null,
  "registrationInfo": null,
  "courseSocialProfile": null
}
```


Note: For more details on this see REST API Reference.

Use case

Customers will be able to see the lessons and locations data for a particular registration.

Registration and Cancellation Workflow custom fields for Course APIs

How did it work?

The Course APIs did not return or accept the Registration and Cancellation Workflow custom fields.

How does it work now?

The Course APIs now return or accept the following Registration and Cancellation Workflow custom fields:

Calling Options

Table 31: Calling Options

Name	Description	Sample Value	Data Type	Required?
showRegCustom	Allows you to determine if custom fields must be dis~ played to users during regis~ tration of a particular course. Accepts true/false.	false	string	No
showDropCustom	Allows you to determine if custom fields must be dis~ played to users during cancel~ lation of a particular course. Accepts true/false.	false	string	No

```
"showRegCustom": "false",
"showDropCustom": "false",
```

The following REST APIs are updated to return or accept these fields:

- GET META DETAILS OF COURSE
- GET ALL COURSES
- GET DETAILS OF A PARTICULAR COURSE
- CREATE A NEW COURSE
- UPDATE DETAILS OF A COURSE

Note: For more details on this see REST API Reference.

Use case

Administrators need the flexibility to displays custom fields to users during registration or cancellation on a course by course basis. This provides an enhanced workflow and simplifies use for those users who do not need to fill in any custom fields, using REST APIs.

New REST APIs

API to retrieve calendar events

How did it work?

There was no REST API for retrieving information about all the scheduled events via REST API.

How does it work now?

The following new REST API will now allow retrieving information about all the scheduled events based on event type:

FIND THE CALENDAR EVENTS

Overview

Returns the details of the calendar events based on the provided search criteria.

Note: It is a single calendar for Saba Cloud and not specific to users.

Requires OAuth

No

Method

POST

URL

http://<*hostname-api.sabacloud.com*>/v1/calendar/search

Calling Options

Table 32: Calling Options

Name	Description	Default Value	Data Type	Required?
@type	@type	com.saba.services.cal~ endar. SabaCalendarViewFil~ ter	String	Yes
type	Accepts: ILTCLASS, BLENDEDOF~ FERING, VIRTUAL~ CLASS, SABAMEETING, COURSE, CERTIFICA~ TION, CURRICULUM, RECURRINGCOURSE, APPOINTMENT, ALL	["ALL"]	String	No
context	Context. Accepts the follow~ ing values: • LEARNER • CATALOG • INSTRUCTOR	["LEARNER"]	String	No
startDate	Start date	{"@type":"java.util.Date", "time":"2013-05-01"}	String	Yes
endDate	End date	{"@type":"java.util.Date", "time":"2013-07-31"}	String	Yes
ownerID	Person who is associated with the event	{"@type":"ServiceOb~ jectReference", "id":"per~ sn000000000001031", "display~ Name":"CTHREE2"}	String	No
title	Title		string	No
location	Location	{"@type":"ServiceOb~ jectReference", "id":"locat000000000001000", "displayName":"Loca~ tion1"}	string	No

Request Body

```
{
    "@type":"com.saba.calendar.calendarelement.SabaCalendarViewFilter",
```

```
    "type":[
        "ILTCLASS"
    ],
    "context":[
        "LEARNER"
    ],
    "endDate":{
        "@type":"java.util.Date",
        "time":"2016-07-31"
    },
    "startDate":{
        "@type":"java.util.Date",
        "time":"2013-05-01"
    },
   "location":{"@type":"ServiceObjectReference","id":"locat000000000001000"},

    "ownerID":{"@type":"ServiceObjectReference","id":"emplo000000000001000"},

    "title":"AdvancedJava"

}
```

Return Values

```
[
  "list",
  [
    {
      "@type": "com.saba.services.calendar.CalendarElementDetail",
      "eventType": "ILTCLASS",
      "elementName": "AdvancedJava",
      "elementId": "class000000000201603",
      "eventId": "timel000000000004503",
      "ownerID": "emplo000000000001000",
      "locationId": "locat000000000001000",
      "locationName": "Location1",
      "additionalData": {
        "@type": "map",
        "locationTimeZone": "tzone000000000000005",
        "eventID": "class000000000201603",
        "locationName": "Location1",
        "locationId": "locat000000000001000",
        "transcriptID": "ofapr000000000004523",
        "registrationID": "regdw000000000004323",
        "eventName": "AdvancedJava",
        "moduleID": "regmd000000000003915",
        "courseID": "cours000000000200564"
      },
      "endDate": {
        "@type": "com.saba.customtypes.DateWithLocale",
        "date": 1432553400000,
        "locale": "25.05.2015",
        "timeInLocale": "5:00 PM",
        "dateInStandardFormat": "05/25/2015",
        "timeInStandardFormat": "5:00 PM",
        "customTimeZoneDate": 0,
        "dateInCustomTimeZone": null,
        "timeInCustomTimeZone": null,
        "timeInUserTimeZone": "4:30 AM",
        "dateInUserTimeZone": "25.05.2015"
      },
```

```
      "startDate": {
        "@type": "com.saba.customtypes.DateWithLocale",
        "date": 1432524600000,
        "locale": "25.05.2015",
        "timeInLocale": "9:00 AM",
        "dateInStandardFormat": "05/25/2015",
        "timeInStandardFormat": "9:00 AM",
        "customTimeZoneDate": 0,
        "dateInCustomTimeZone": null,
        "timeInCustomTimeZone": null,
        "timeInUserTimeZone": "8:30 PM",
        "dateInUserTimeZone": "24.05.2015"
      }
    }
  ]
]
```

Note: For more details on this see REST API Reference.

Use case

This enhancement would allow the admins to get these information at runtime to show this data in the external systems through APIs.

Generate OAuth client secret keys for API authentication

How did it work?

Currently REST APIs were accessed mainly by using the Saba Certificate as the authentication mechanism. To use the OAuth support for API authentication, the OAuth client secret keys were needed to be generated and provided by Saba.

How does it work now?

With this update, customers using OAuth for the API access can copy the consumer key and secret from API dashboard page. The system admin would be able to generate/regenerate and retrieve the OAuth client secret keys required to use in Oauth for API authentication from **Admin** > **System** > **Manage Integrations** > **API Dashboard**.

Note: OAuth client secret generated from this page is not supported for MicroApps.

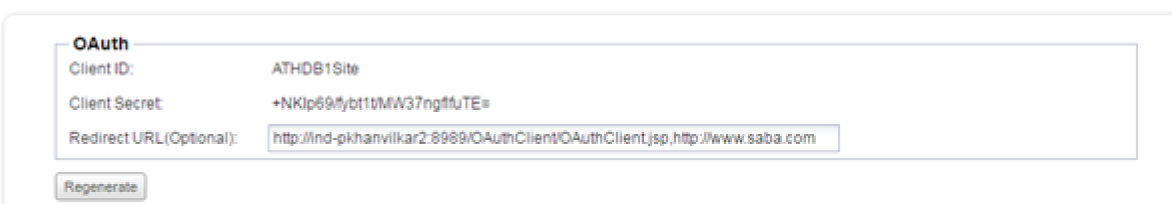


Figure 18: API Dashboard

The OAuth section shows the client secret and the Redirect URL (which is optional) for the current site.

Note: The client secret will remain the same until it is regenerated by the system admin.

If the client secret is already generated for the tenant, and if you re-generate a new client secret, the previous client secret and the authorization code becomes invalid. Using the previous client secret, you will not be able to generate the authorization code and using the old authorization code you will not be able to generate the access token. After you regenerate a new client secret, you need to replace the old values with the new ones wherever applicable.

Since the access token has its own expiry time (7 days), even after you regenerate a new client secret, the existing access token will continue to function till it expires.

By default when the system admin opens the API dashboard page, the system admin will see the existing client secret or a blank value. In case of a blank value, the **Generate** button will be displayed which can used to generate a new client secret. If client secret already exists then the same will be shown with the **Regenerate** button, for the system admin to regenerate the client secret.

Use case

This enhancement will make the authentication process simple and the customers will be able to generate/regenerate OAuth client secret keys without raising any support tickets. This will remove the dependency on the Saba support to generate the keys for using OAuth. Customers can now copy the generated secret and distribute it to the integration developer to use for API access.

Performance improvements to the API dashboard page

How did it work?

Loading of the API dashboard page was taking sometime.

How does it work now?

With this update, the following changes are done to the API dashboard page to improve the performance:

- The following aggregation columns are removed from the **Summary** tab of the API dashboard page:
  - Avg. response time
  - Avg. response size
  - Usage Count
  - Usage Limit
- Logging of API Requests and Response is done based on the following property available under **System > Configure System > Microsites > <*SiteName*> > SiteProperties > WebVariables**:
  - **Log Api Request/Response** - Accepts: true/false.

    Note: By default this property will be set to false.

    If the **Log Api Request/Response** is set to **false**:

    - The request body is not captured. (It would be 'Information message').
    - The response is captured only if the REST call fails, if the REST call succeeds the response is not captured, (It would be 'Information message').
    - For non-captured request/response, the value will be shown as **Information Message**.

    If the **Log Api Request/Response** is set to **true**, both i.e. request as well as response is logged.
- Data can be searched for the last 3 months from the current date however, the custom date range based search is limited to only 30 days. The page will not show the data unless the user clicks **Apply**.
- API Name is now a mandatory field.
- The pie chart or the line graph will show the last 3 month's data.
- The page will not show the data unless the user clicks **Apply**.

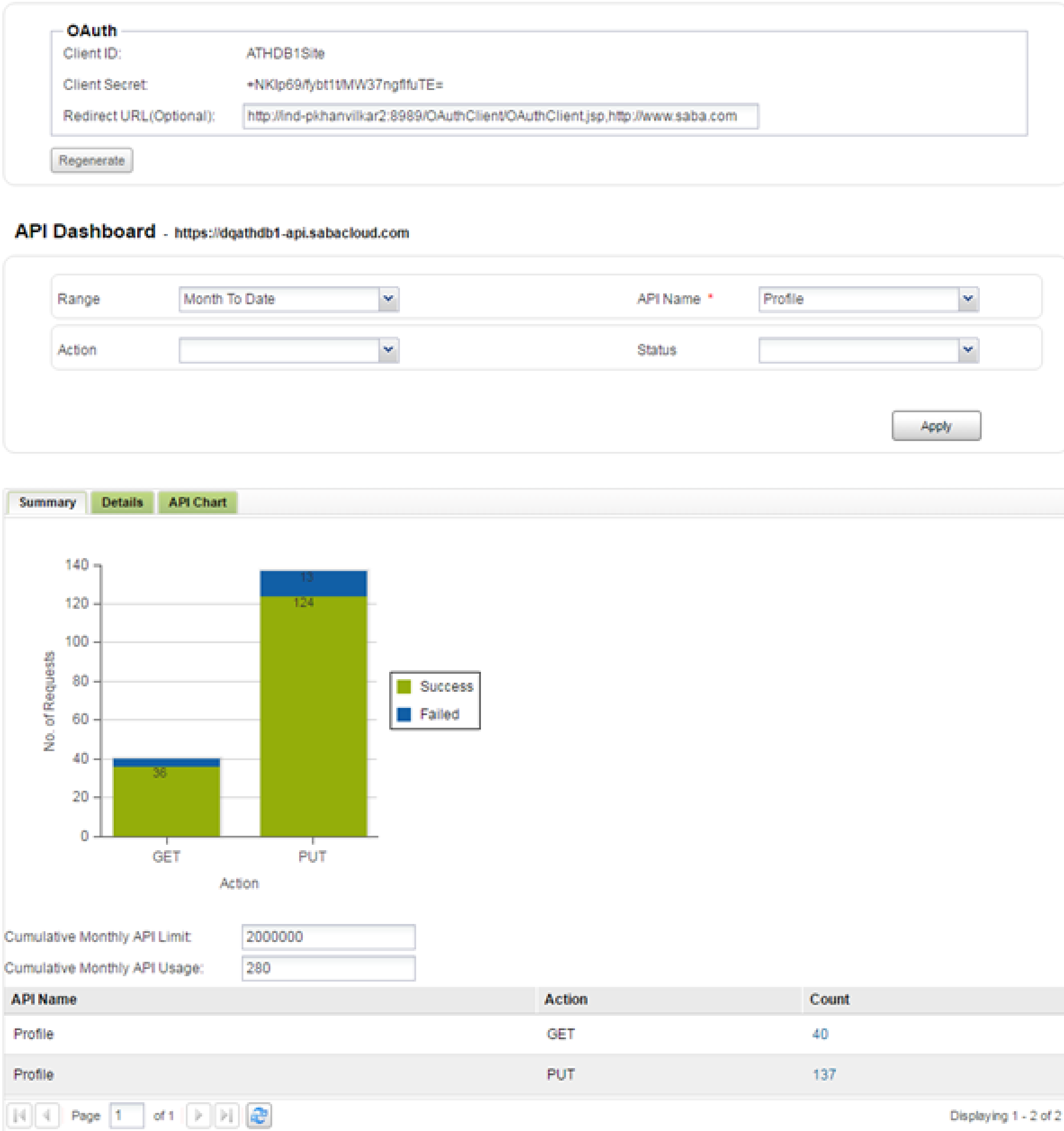


Figure 19: API Dashboard

Use case

This enhancement will improve the performance of this page.

Chapter

2

Analytics

Topics:

- Framework enhancements
- New Attributes
- Updated Attributes

Framework enhancements

Custom dashboards now available for managers under My Team > Learning

How did it work?

Before this update, there were only two Analytics dashboards available under **My Team** > **Learning**.

How does it work now?

This update provides the ability for the administrator to configure custom dashboards that are available to the Manager under their dashboard view. There is a new menu item called **My Team** > **Learning** > **Manager Dashboards** which allows users to view the available dashboards that are shared with them.

The administrator can set one dashboard as the default for all managers at any point.

My Team Enrollment dashboard is the default until changed.

Note: The **My Team Dashboards** service should be enabled under Analytics.

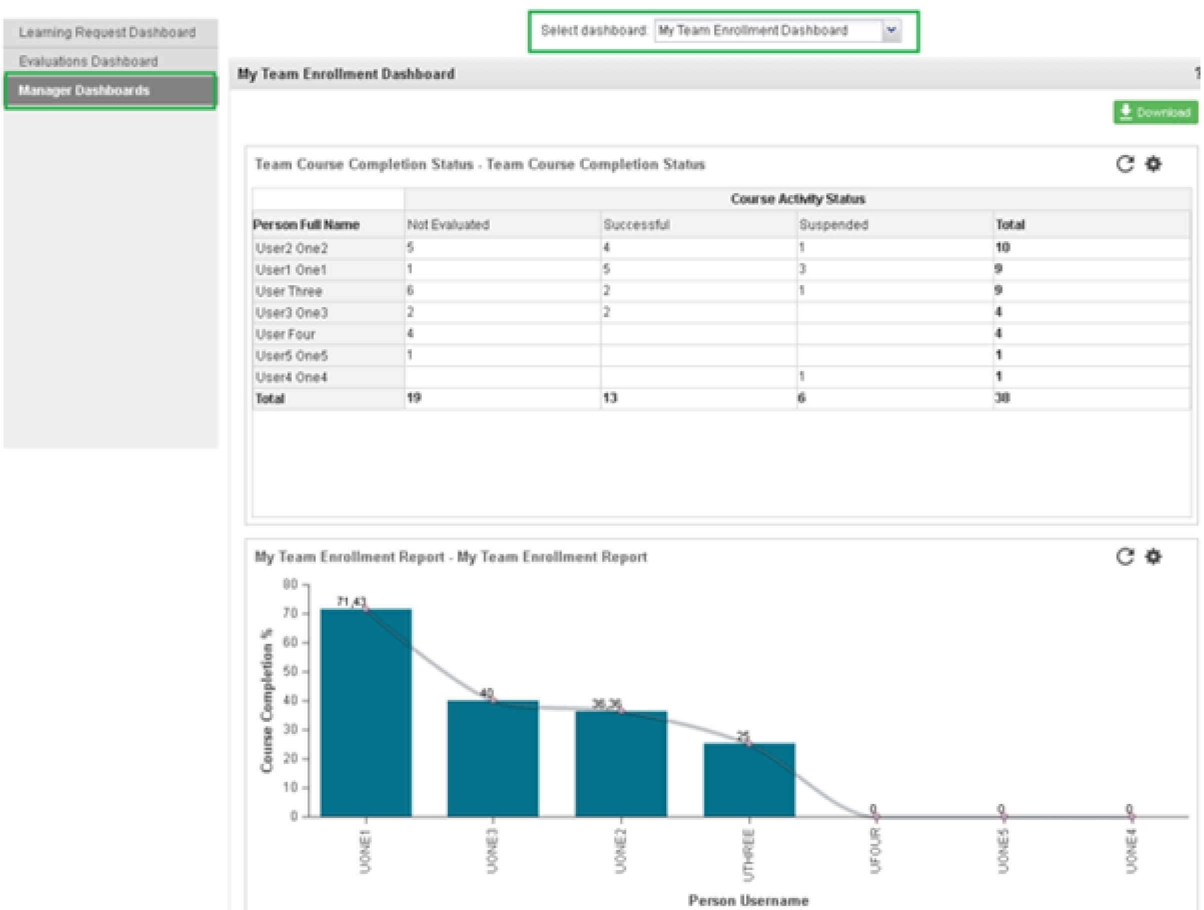
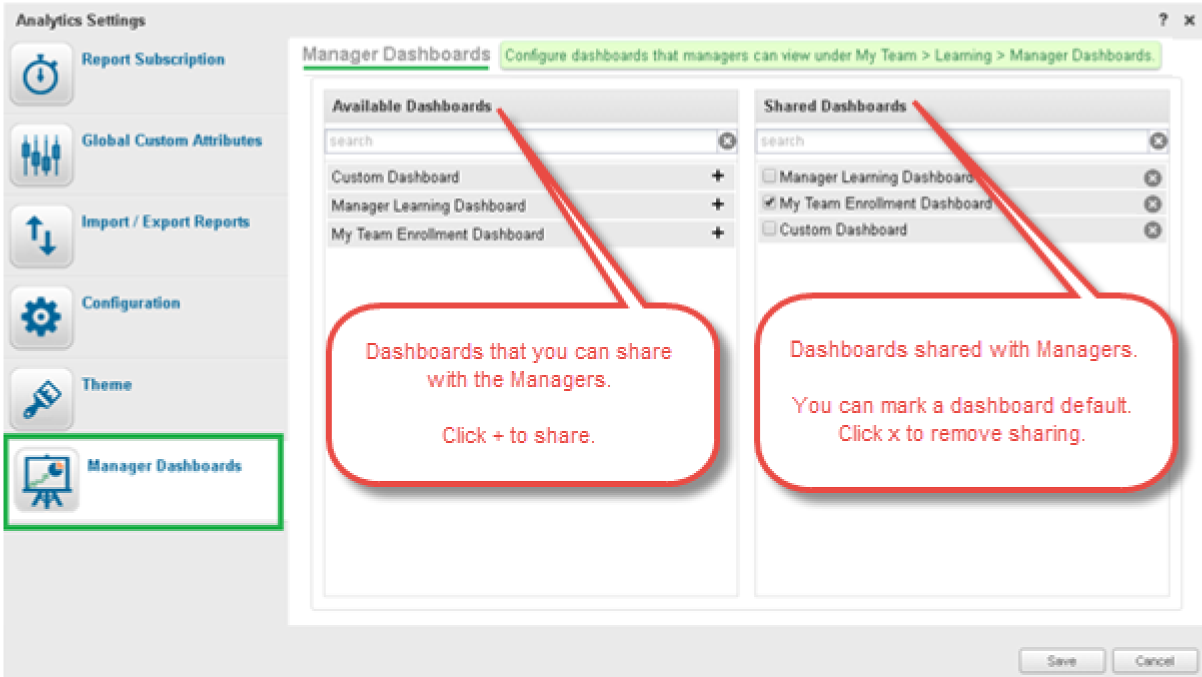


Figure 20: My Team > Learning > Manager Dashboards

The Analytics admin needs to configure the dashboards to be shown under **My Team** > **Learning** > **Manager Dashboards**.



The **Available Dashboards** section shows a list of dashboards which are shared with manager and are available to be added under **My Team** > **Learning** > **Manager Dashboards**.

You need to click **+** to share a dashboard. You can remove any dashboard from this shared list.

The **Shared Dashboards** section shows a list of dashboards which are already shared and available under **My Team** > **Learning** > **Manager Dashboards.** You can mark a dashboard to make it the default dashboard which will be visible when the user clicks **My Team** > **Learning** > **Manager Dashboards**.

Note: Default dashboard is not based on user preferences. If the default dashboard is not shared with specific person or if the default dashboard is deleted, then clicking **My Team** > **Learning** > **Manager Dashboards**, will load the first dashboard from the list of shared dashboards.

Click **x** to remove a dashboard (OOB or a custom dashboard) from **My Team** > **Learning** > **Manager Dashboards**.

Note: The configurations for the shared dashboards will not be imported/exported while importing/exporting the reports via **Analytics Settings** > **Import / Export Reports**.

Figure 21: Analytics Settings > Manager Dashboards

Use case

This enhancement provides a niftier way for managers to access their dashboards from My Team instead of clicking a few more times.

Data extract reports with survey comments to support full comments in a CSV export

How did it work?

The **Question Comments** dimension under **Survey and Evaluations**, **Anonymous Survey** and **Anonymous Survey as Content** only supported the first 1000 characters while being exported as a CSV file.

How does it work now?

The **Question Comments** dimension under **Survey and Evaluations**, **Anonymous Survey** and **Anonymous Survey as Content** will now support the full comment while being exported as a CSV file **in case of data extract report only**.

Note: On the report UI, only the first 999 characters are displayed, if the **Question Comments** dimension holds more than 1000 characters.

Use case

N/A

Concatenate / collate report fields to avoid duplicates and large number of rows for cross tab reports

How did it work?

Concatenating / collating report fields to avoid duplicates and large number of rows was only available for:

- Flatlist Report
- Grouped Report
- Data Extract

How does it work now?

Concatenating / collating report fields to avoid duplicates and large number of rows is now also available for:

- Crosstab Report

Note: The collate feature is available in the cross tab reports only for secondary dimensions.

Use case

N/A

Skip printing labels in Tent Card reports

How did it work?

Before this update, the dimension names were always printed in the card.

How does it work now?

This update provides the ability to either allow or disallow the dimension names from being printed in the tent card.

Figure 22: Tent Card - Print Labels

Use case

This enhancement makes the Tent Card report more flexible.

New Attributes

Compensation

How did it work?

These are new attributes.

How does it work now?

This section describes the attributes that have been added under the Compensation reports model in the Saba application.

Note: The **Available in Dashboard** column indicates if that entity is available in the dashboards.

Table 33: Compensation Details

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Person Com~pensation Cycle Details	Compensation Category	Dimension	No	Category for Compensation

Use case

Customers can now pull these new attributes (Dimensions/Metrics) while creating or updating the Analytics reports.

Learning

How did it work?

These are new attributes.

How does it work now?

This section describes the attributes that have been added under the Learning reports model in the Saba application.

Note: The **Available in Dashboard** column indicates if that entity is available in the dashboards.

Table 34: Learning Details

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Assessment Results	Question Id	Dimension	No	For non Saba test, Question id is some code, while for Saba test, it is the external Question id which is also visible on the UI. **Note:** This value for Saba tests can be null and when it is null, Analytics shows blank value.
Anonymous Survey	Question Id	Dimension	No	For non Saba test, Question id is some code, while for Saba test, it is the external Question id which is also visible on the UI. **Note:** This value for Saba tests can be null and when it is null, Analytics shows blank value.
Anonymous Survey as Content	Question Id	Dimension	No	For non Saba test, Question id is some code, while for Saba test, it is the external Question id which is also visible on the UI. **Note:** This value for Saba tests can be null and when it is null, Analytics shows blank value.
Courses	Course Price List Price Currency ISO Code	Dimension	No	ISO Code for Course Price Currency in Course Price List
Classes	Class Created By Username	Dimension	No	User name of the person who created the class

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Classes	Class Created By User Organ~ ization	Dimension	No	Organization of the person who created the class
Classes	Session Dura~ tion (Minutes)	Dimension	No	Duration of Scheduled Class Session
Classes	Session End Time	Dimension	No	End Time for Scheduled Class Session
Classes	Session Start Time	Dimension	No	Start Time for Scheduled Class Session
Certification De~ tails	Certification ID	Dimension	No	Learning Event ID for Certification
Classes	Class Price List Price Cur~ rency ISO Code	Dimension	No	ISO Code for Class Price Currency in Class Price List
Classes	Budgeted Ex~ pense Total Cost Currency ISO Code	Dimension	No	ISO Code for Budgeted Expense Total Cost Currency
Classes	Budgeted Ex~ pense Cur~ rency ISO Code	Dimension	No	ISO Code for Currency mentioned for cost of items under Budgeted Expenses
Classes	Actual Ex~ penses Total Cost Currency ISO Code	Dimension	No	ISO Code for Actual Expense Total Cost Cur~ rency
Classes	Actual Ex~ penses Cur~ rency ISO Code	Dimension	No	ISO Code for Currency mentioned for cost of items under Actual Expenses

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Classes	Session Dura~ tion (Minutes)	Metric	No	Total Duration of Scheduled Class Sessions
CE Plan Details	CE Plan Name	Dimension	No	Name of CE Plan
CE Plan Details	CE Plan De~ scription	Dimension	No	Description of CE Plan
CE Plan Details	CE Plan Start Date	Dimension	No	Start Date of CE Plan
CE Plan Details	CE Plan End Date	Dimension	No	End date of CE Plan
CE Plan Details	CE Plan Status	Dimension	No	Status of the CE Plan
CE Plan Details	CE Plan Do~ main	Dimension	No	Domain of the CE Plan
CE Plan Details	CE Plan Target Credits	Dimension	No	Target Credits for CE Plan
CE Plan Details	CE Plan Com~ pletion Status	Dimension	No	Learner's Completion Status for CE Plan
CE Plan Details	CE Plan Earned Credits	Metric	No	Credits earned by learner for the given CE Plan
CE Plan Details	CE Plan Re~ maining Cred~ its	Metric	No	Credits to be earned to complete CE Plan
CE Plan Details	CE Plan As~ signment Sources	Dimension	No	Sources from which CE Plan was assigned to Learner
CE Plan Details	CE Plan Field of Study	Dimension	No	Field of Study added to CE Plan

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
CE Plan Details	CE Plan FOS Credits	Dimension	No	Credits per field of study added to CE Plan
CE Plan Details	CE Plan Target Credits	Metric	No	Total Target Credits for CE Plan
Learning Request	Learning Re~quest Learner Country	Dimension	No	Country of Learner in Learning Request
Learning Request	Learning Re~quest Learner Domain	Dimension	No	Domain of Learner in Learning Request
Learning Request	Learning Re~quest Learner Job Type	Dimension	No	Job Type of Learner in Learning Request
Learning Request	Learning Re~quest Learner Custom0	Dimension	No	Custom0 of Learner in Learning Request
Learning Request	Learning Re~quest Learner Custom1	Dimension	No	Custom1 of Learner in Learning Request
Learning Request	Learning Re~quest Learner Custom2	Dimension	No	Custom2 of Learner in Learning Request
Learning Request	Learning Re~quest Learner Custom3	Dimension	No	Custom3 of Learner in Learning Request
Learning Request	Learning Re~quest Learner Custom4	Dimension	No	Custom4 of Learner in Learning Request
Learning Request	Learning Re~quest Learner Custom5	Dimension	No	Custom5 of Learner in Learning Request

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Learning Request	Learning Re~quest Learner Custom6	Dimension	No	Custom6 of Learner in Learning Request
Learning Request	Learning Re~quest Learner Custom7	Dimension	No	Custom7 of Learner in Learning Request
Learning Request	Learning Re~quest Learner Custom8	Dimension	No	Custom8 of Learner in Learning Request
Learning Request	Learning Re~quest Learner Custom9	Dimension	No	Custom9 of Learner in Learning Request
Learning Request	Learning Re~quest Learner Email	Dimension	No	Email of Learner in Learning Request
Module Details	Question Id	Dimension	No	For non Saba test, Question id is some code, while for Saba test, it is the external Question id which is also visible on the UI. **Note:** This value for Saba tests can be null and when it is null, Analytics shows blank value.
Orders and Order~Items	Open seats in subscriptions	Dimension	No	For Subscription with Registration Limit, number of registrations remaining for that subscription
Orders and Order~Items	Subscription Assignee Name	Dimension	No	Fullname of the user to whom Subscription has been assigned
Orders and Order~Items	Order Cost Currency ISO Code	Dimension	No	ISO Code for Order Total Cost Currency

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Orders and Order~ Items	Order Item Price Currency ISO Code	Dimension	No	ISO Code for Order Item Price Currency
Orders and Order~ Items	Subscription Price Currency ISO Code	Dimension	No	ISO Code for Subscription Price Currency
Orders and Order~ Items	Subscription Limit In Cost Currency ISO Code	Dimension	No	ISO Code for Subscription Limit in Cost Cur~ rency
Orders and Order~ Items	Subscription Order Item Currency ISO Code	Dimension	No	ISO Code for Subscription Order Item Cur~ rency
Orders and Order~ Items	Training Unit Price Currency ISO Code	Dimension	No	ISO Code for Training Unit Price Currency
Orders and Order~ Items	Order Discount Currency ISO Code	Dimension	No	ISO Code for Order Discount Currency
Orders and Order~ Items	Order Item Tax Currency ISO Code	Dimension	No	ISO Code for Order Item Tax Currency
Orders and Order~ Items	Order Bill To Address1	Dimension	No	Address1 content of Order Bill To Address
Orders and Order~ Items	Order Bill To Address2	Dimension	No	Address2 content of Order Bill To Address
Orders and Order~ Items	Order Bill To City	Dimension	No	City mentioned in Order Bill to Address
Orders and Order~ Items	Order Bill To State	Dimension	No	State mentioned in Order Bill to Address

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Orders and Order~ Items	Order Bill To Country	Dimension	No	Country mentioned in Order Bill to Address
Orders and Order~ Items	Order Bill To Zip	Dimension	No	Zip mentioned in Order Bill to Address
Order and Order~ Items	Order Cus~ tom10	Dimension	No	Custom10 field of Order
Order and Order~ Items	Order Cus~ tom11	Dimension	No	Custom11 field of Order
Order and Order~ Items	Order Cus~ tom12	Dimension	No	Custom12 field of Order
Order and Order~ Items	Order Cus~ tom13	Dimension	No	Custom13 field of Order
Order and Order~ Items	Order Cus~ tom14	Dimension	No	Custom14 field of Order
Orders and Order~ Items	Redemption Order Pur~ chased Quant~ ity	Dimension	Yes	Redemption Order Purchased Quantity
Orders and Order~ Items	Redemption Order Re~ deemed Quant~ ity	Dimension	Yes	Redemption Order Redeemed Quantity
Orders and Order~ Items	Redemption Order Avail~ able Quantity	Dimension	Yes	Redemption Order Available Quantity
Registration	Registration CPF Code	Dimension	No	Registration CPF Code
Registration	Registration Hotel Cost	Dimension	No	Registration Hotel Cost

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Registration	Registration Professionaliza~ tion Duration	Dimension	No	Registration Professionalization Duration
Registration	Registration Restaurant Costs	Dimension	No	Registration Restaurant Costs
Registration	Registration Transport Cost	Dimension	No	Registration Transport Cost
Registration	Registration Approver Email Address	Dimension	No	Email Address of Registration Approver
Resource Assign~ ment	Instructor Country	Dimension	No	Country specified in Main Address of Instruct~ or
Resource Assign~ ment	Instructor Do~ main	Dimension	No	Domain of Instructor
Resource Assign~ ment	Instructor Job Type	Dimension	No	Job Type name for Instructor
Resource Assign~ ment	Instructor Job Type Descrip~ tion	Dimension	No	Description of Job Type for Instructor
Resource Assign~ ment	Resource Rate Currency ISO Code	Dimension	No	ISO Code for Resource Rate Currency
Resource Assign~ ment	Resource As~ signment Cur~ rency ISO Code	Dimension	No	ISO Code for Resource Assignment Currency

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Survey And Evalu~ ations	Question Id	Dimension	No	For non Saba test, Question id is some code, while for Saba test, it is the external Question id which is also visible on the UI. **Note:** This value for Saba tests can be null and when it is null, Analytics shows blank value.
Transcript	Transcript Unique ID	Dimension	No	Unique ID for Transcript

Use case

Customers can now pull these new attributes (Dimensions/Metrics) while creating or updating the Analytics reports.

Profile

How did it work?

These are new attributes.

How does it work now?

This section describes the attributes that have been added under the Profile reports model in the Saba application.

Note: The **Available in Dashboard** column indicates if that entity is available in the dashboards.

Table 35: Profile Details

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Login Details	Log Event Type	Dimension	No	Type of log activity. Possible Values: Login, Logout
Login Details	Log Timestamp	Dimension	No	Date time of Login / Logout Activity
Person Details	CPF Person Contract Type	Dimension	No	CPF Person Contract Type
Person Details	CPF Person CPF Hours Available	Dimension	No	CPF Hours available

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Person Details	CPF Person CPF Hours Consumed	Dimension	No	CPF Hours consumed
Person Details	CPF Person CPF Hours En~ gaged	Dimension	No	CPF Hours engaged
Person Details	CPF Person CSP	Dimension	No	CPF Person CSP
Person Details	CPF Person Custom0	Dimension	No	CPF Person Custom0
Person Details	CPF Person Custom1	Dimension	No	CPF Person Custom1
Person Details	CPF Person Custom2	Dimension	No	CPF Person Custom2
Person Details	CPF Person Custom3	Dimension	No	CPF Person Custom3
Person Details	CPF Person Custom4	Dimension	No	CPF Person Custom4
Person Details	CPF Person Custom5	Dimension	No	CPF Person Custom5
Person Details	CPF Person Custom6	Dimension	No	CPF Person Custom6
Person Details	CPF Person Custom7	Dimension	No	CPF Person Custom7
Person Details	CPF Person Custom8	Dimension	No	CPF Person Custom8

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Person Details	CPF Person Custom9	Dimension	No	CPF Person Custom9
Person Details	CPF Person Hourly Rate	Dimension	No	CPF Person Hourly Rate
Person Details	CPF Person Legal Entity	Dimension	No	CPF Person Legal Entity
Person Details	CPF Person Out of Working Time CPF hourly rate	Dimension	No	CPF Person Out of Working Time CPF hourly rate
Person Details	CPF Person Total number of Out of Working Time hours spent	Dimension	No	Total number of Out of Working Time hours spent
Person Details	CPF Person Transformed DIF Hours Available	Dimension	No	CPF Person Transformed DIF Hours Available
Person Details	CPF Person Transformed DIF Hours Consumed	Dimension	No	CPF Person Transformed DIF Hours Consumed
Person Details	CPF Person Transformed DIF Hours En~gaged	Dimension	No	CPF Person Transformed DIF Hours Engaged
Person Details	CPF Person Working Time	Dimension	No	CPF Person Working Time

Use case

Customers can now pull these new attributes (Dimensions/Metrics) while creating or updating the Analytics reports.

Recruiting

How did it work?

These are new attributes.

How does it work now?

This section describes the attributes that have been added under the Recruiting reports model in the Saba application.

Note: The **Available in Dashboard** column indicates if that entity is available in the dashboards.

Table 36: Recruiting Details

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Candidate Details	Candidate Salary Requested Currency ISO Code	Dimension	No	ISO Code for Candidate Salary Requested Currency
Job Requisition Details	Job Requisition Hire Type	Dimension	No	Hire Type for Job Requisition
Job Requisition Details	Job Requisition Business Justification	Dimension	No	Business Justification for Job Requisition
Job Requisition Details	Job Requisition Employment Classification	Dimension	No	Employment Classification of Job Requisition
Job Requisition Details	Job Requisition Salary Currency ISO Code	Dimension	No	ISO Code for Job Requisition Salary Currency
Job Offer	Job Offer Agency Fee Currency ISO Code	Dimension	No	ISO Code for Job Offer Agency Fee Currency
Job Offer	Job Offer Offered Salary Currency ISO Code	Dimension	No	ISO Code for Job Offer Offered Salary Currency

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Job Offer	Job Offer Re~ ferral Bonus Amount Cur~ rency ISO Code	Dimension	No	ISO Code for Job Offer Referral Bonus Amount Currency

Use case

Customers can now pull these new attributes (Dimensions/Metrics) while creating or updating the Analytics reports.

Social

How did it work?

These are new attributes.

How does it work now?

This section describes the attributes that have been added under the Social reports model in the Saba application.

Note: The **Available in Dashboard** column indicates if that entity is available in the dashboards.

Table 37: Social Details

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Ideas	Companies Voted for Idea	Dimension	No	Number of External Organizations whose employ~ ees have voted for an Idea
Ideas	Organizations Voted for Idea	Dimension	No	Number of Internal Organizations whose employ~ ees have voted for an Idea
Discussion	Replied By User	Dimension	Yes	Full name of replied by user
Discussion	Total number of User Replies	Metric	Yes	Total Number of replies provided by the users appearing in "Replied by Users"
Discussion	Total number of Replies for discussion top~ ic	Dimension	Yes	Total Number of Replies for discussion topic

Use case

Customers can now pull these new attributes (Dimensions/Metrics) while creating or updating the Analytics reports.

System

How did it work?

These are new attributes.

How does it work now?

This section describes the attributes that have been added under the System reports model in the Saba application.

Note: The **Available in Dashboard** column indicates if that entity is available in the dashboards.

Table 38: System Details

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Prescriptive Rule	Prescriptive Rule Created On	Dimension	No	Date on which Prescriptive Rule was created

Use case

Customers can now pull these new attributes (Dimensions/Metrics) while creating or updating the Analytics reports.

Updated Attributes

Learning

How did it work?

The following attributes are renamed:

- CPF Registration
- CPF Registration Duration
- CPF OOWT Duration
- CPF Legal Category
- CPF CIF VAE
- CPF Training Allocation
- CPF Funding Org1
- CPF Funding Org1 Amt
- CPF Funding Org2
- CPF Funding Org2 Amt

- CPF Funding Org3
- CPF Funding Org3 Amt

How does it work now?

This section describes the updated attributes under the Learning reports model in the Saba application.

Note: The **Available in Dashboard** column indicates if that entity is available in the dashboards.

Table 39: Learning Details

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Registration	Registration CPF Flag	Dimension	Yes	CPF Registration
Registration	Registration CPF Duration	Dimension	Yes	CPF Registration Duration
Registration	Registration CPF OOWT Duration	Dimension	Yes	CPF OOWT Duration
Registration	Registration Legal Cat~ egory	Dimension	Yes	CPF Legal Category
Registration	Registration CIF VAE Skill Assessment	Dimension	Yes	CPF CIF VAE
Registration	Registration Training Alloc~ ation	Dimension	Yes	CPF Training Allocation
Registration	Registration Funding Organ~ ization1	Dimension	Yes	CPF Funding Org1
Registration	Registration Organization1 Amount	Dimension	Yes	CPF Funding Org1 Amt
Registration	Registration Funding Organ~ ization2	Dimension	Yes	CPF Funding Org2

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Registration	Registration Organization2 Amount	Dimension	Yes	CPF Funding Org2 Amt
Registration	Registration Funding Organ~ization3	Dimension	Yes	CPF Funding Org3
Registration	Registration Organization3 Amount	Dimension	Yes	CPF Funding Org3 Amt

Use case

N/A

Social

How did it work?

The following attributes are renamed:

- Total number of Replies to Total number of Replies for discussion topic

How does it work now?

This section describes the updated attributes under the Social reports model in the Saba application.

Note: The **Available in Dashboard** column indicates if that entity is available in the dashboards.

Table 40: Social Details

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Discussions	Total number of Replies for discus~sion topic	Metric	Yes	Total number of Replies for discussion topic

Use case

Customers consider employee engagement based on activity in this area as they increasingly adopt Social.

Due date attribute for recurring courses is available in acquired status

How did it work?

The Saba Cloud application was not designed to retain the historical value for the due date attribute once the recurring course was in the **Acquired** status due to which Saba Analytics was not showing a value for the due date attribute.

How does it work now?

With this update, the Saba Cloud application is enhanced to hold the historical value for the due date attribute which Saba Analytics now reflects.

Note: The due date attribute will now start reflecting an appropriate value for the new records post this update. The past records will continue to show a null value for the due date attribute.

Use case

This enhancement will allow reporting using due date for recurring courses.

Chapter 3

Learning

Topics:

- Assessment
- Learning Activity
- Instructor's desk
- Content
- E-commerce

Assessment

Character limit validation during question import and question translation import

How did it work?

When question translations with fields exceeding the UI character limits were imported, such fields caused inconsistencies on the Saba Cloud UI when they were edited and previewed.

How does it work now?

Saba Cloud now validates the character limits of various question fields during both, question import and question translation import.

The character limits for different question fields are as follows:

- Question = 2000 plain text
- General Feedback = 1000 plain text (4000 bytes)
- Hint = 1000 plain text (4000 bytes)
- Note = 250 plain text (1000 bytes)
- Custom Comment = 80 plain text
- Choice = 1000 plain text
- Answer = 80 characters

The authoring UI for question and question translation is also enhanced to display an error message for each field just above the field input area when the character limit for the field is exceeded during import.

Sample error message:

Question Body specified contains @001 characters. Question Body length cannot exceed @002 characters.

The character limit validations are performed in both the MS Excel spreadsheet used for import and Saba Cloud UI.

Note: For translation import, the value for character limit on the UI is the same as in MS Excel.

Use case

Saba Cloud needs to restrict users from uploading questions and question translations that exceed the character limits of corresponding fields on the UI.

Warning authors while altering dynamically linked question pools

How did it work?

Any changes to question pools that are dynamically linked to a test or survey, affect the linked tests and surveys. When assessment administrators made changes (like deleting the questions or moving the questions out of the pool) to a question in a linked question pool, Saba Cloud did not provide any warning to indicate the impact on the linked tests and surveys.

How does it work now?

Saba Cloud now displays warning messages that alerts assessment administrators while performing any actions on questions in a dynamically linked question pool.

The following message is displayed when administrators try to move/archive/delete any existing dynamically linked questions, or when they try to add/import new questions to dynamically linked question pools:

- For tests

  The selected questions are dynamically referenced in tests. This action will affect all linked tests. Do you still want to continue?

- For surveys

  The selected questions are dynamically referenced in surveys. This action will affect all linked surveys. Do you still want to continue?

The following message is displayed when administrators version any existing dynamically linked questions:

- For tests

  The previous version of this question is dynamically referenced in tests. Publishing the new version will replace the previous version in all linked tests. Do you still want to continue?

- For surveys

  The previous version of this question is dynamically referenced in surveys. Publishing the new version will replace the previous version in all linked surveys. Do you still want to continue?

Limitation

When an administrator tries to move or copy a published question from any other folder to a dynamically linked folder, then Saba Cloud does not display any warning messages.

Functional Changes to Versioned Questions

Prior to this update, if you versioned a question and kept it in the Draft state and if the previous version of that question was used in a test, then the previous version of the question was not made available to the test until the new version was Published.

With this update, even if a question is versioned and if the previous version of that question is used in a test, then the previous "Published" version of the question is available to the test until the new version is Published.

Use case

Saba Cloud must alert assessment administrators while performing any actions on questions in a dynamically linked question pool so that they realize the impact of the action on the linked tests and surveys.

Translation of assessment titles

How did it work?

Test or survey assessment titles in Saba Cloud were not translated even when multi-language support was enabled.

How does it work now?

With this update, Saba Cloud now displays the test or survey assessment title in the supported language when multi-language support is enabled for the assessment.

End users can see the translated title when they launch the assessment in the assessment player.

Assessment administrators can see the translated title of an assessment in the assessment library on the **Manage Test & Survey** page. However, if the locale of an administrator does not use a language supported by the assessment, then the title is displayed in the default language.

The search filter for assessment title uses the translated title, if available.

Use case

If a test or survey assessment in Saba Cloud provides multi-language support, then users must be able to see a translated assessment title in the supported language.

Not Applicable response option for survey questions

How did it work?

Survey questions in Saba Cloud did not support a "Not Applicable" response option.

How does it work now?

With this update, users taking a survey in Saba assessments have the option to indicate that a question is not relevant to them and not answer it by selecting the new "Not applicable" response option.

New Survey Question Field

While authoring a survey, assessment authors can define a survey question to allow a "Not applicable" response option using the following new property:

- **Allow N/A Response**

  Select **Yes** to enable this field. If **Yes**, then the survey question allows users to select an unscored "Not applicable" response to the question.

  Where enabled, the assessment player displays a "Not applicable" response for the following question types:

  - Scale
  - Multiple Choice
  - Yes/No
  - True/False

  By default, the field is set to **No**.

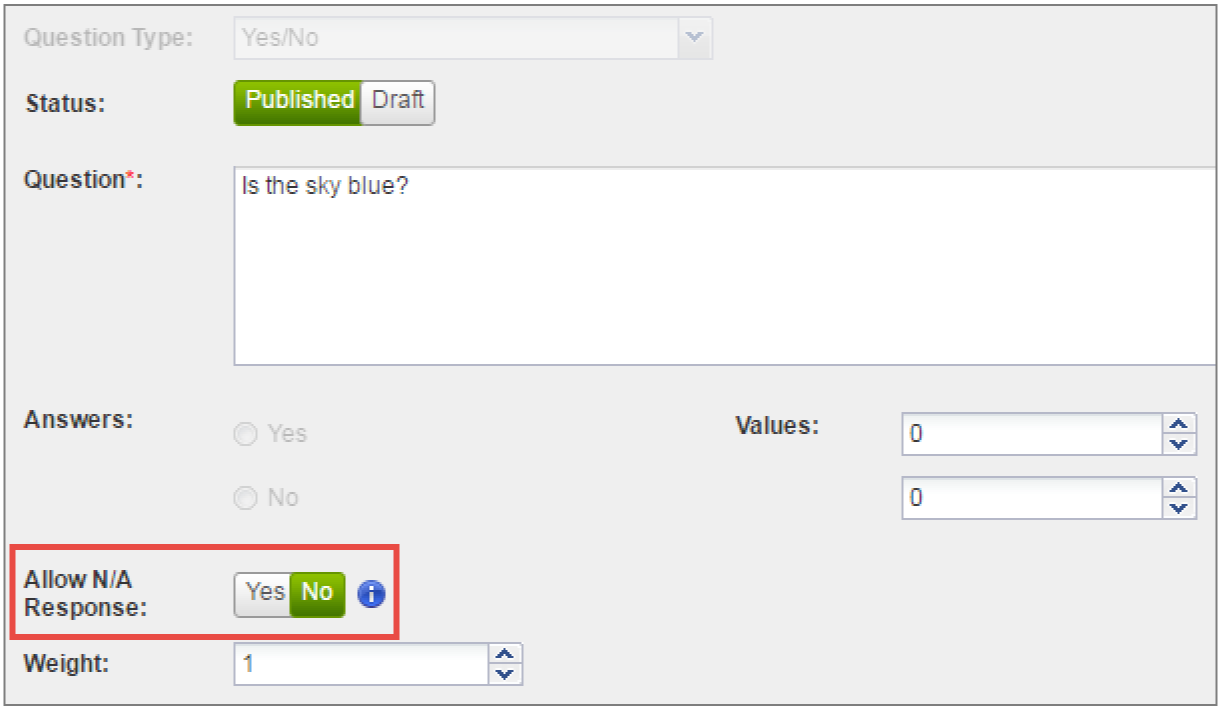


Figure 23: New field for survey question

New Survey Property

The following new property is added:

- **Omit unanswered questions when scoring**

  Select **Yes** to enable this field. If **Yes**, then the survey omits any unanswered questions in the survey, including the ones where the response is "Not Applicable", when calculating the survey score. Use this property in combination with the **Allow N/A Response** field in survey questions for a better survey score calculation.

  By default, the property is set to **Yes**.

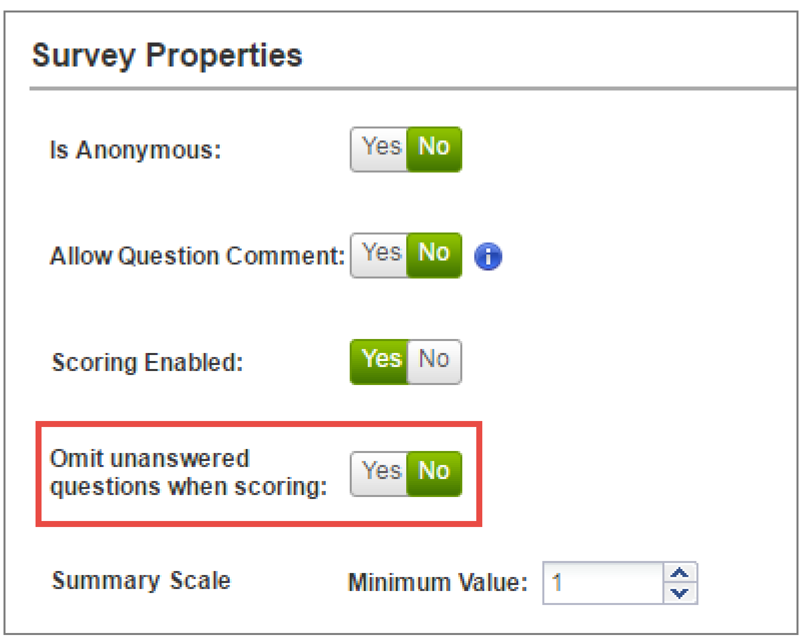


Figure 24: New survey property

Assessment Player

The assessment player now displays the "Not available" response option for survey questions where the **Allow N/A Response** field is enabled.

Figure 25: "Not applicable" response option in assessment player

Use case

Authors need to specify that users can select a response as "Not Applicable" for survey questions, so that survey scoring can reflect the opinions of users in a better way.

Learning Activity

New setting to restrict recurring registrations for self-paced classes

How did it work?

Learners could register to a self-paced class again even if their earlier registration to the class was complete. Saba Cloud did not provide the option to restrict learners to a single registration for a class.

How does it work now?

With this update, Saba Cloud provides administrators the ability to restrict learners to a single registration for a self-paced class by introducing new a setting at the system level and a new policy at the class level.

System-level Setting

System administrators to configure the following setting for **Internal Orders** service:

- **Registrations - Restrict multiple registrations for the same self-placed offering**

  This setting does not allow learners to register for a self-paced class if they are already registered for that class and the class is in the selected state.

  Note: This setting is available only for non-recurring self-paced (WBT) classes.

Select from the following class statuses:

Table 41: Setting values

Setting Value	Description
Always allow recurring registra~ tions	Allows learners to register for a self-paced class again even if they are already registered to the same class, irrespective of the registration status.
In-Progress or successfully com~ pleted	Does not allow learners to register for a self-paced class again if they are already registered to the same class, only if the class registration is in-progress or suc~ cessfully completed.
In-Progress or completed	Does not allow learners to register for a self-paced class again if they are already registered to the same class, only if the class registration is in-progress or com~ pleted either successfully or unsuccessfully.
In-progress	Does not allow learners to register for a self-paced class again if they are already registered to the same class, only if the class registration is in-progress. This is the default value.

To configure this setting, navigate to **System** > **Configure System** > **Services** > **Orders** > **Internal Orders** > **Settings**.

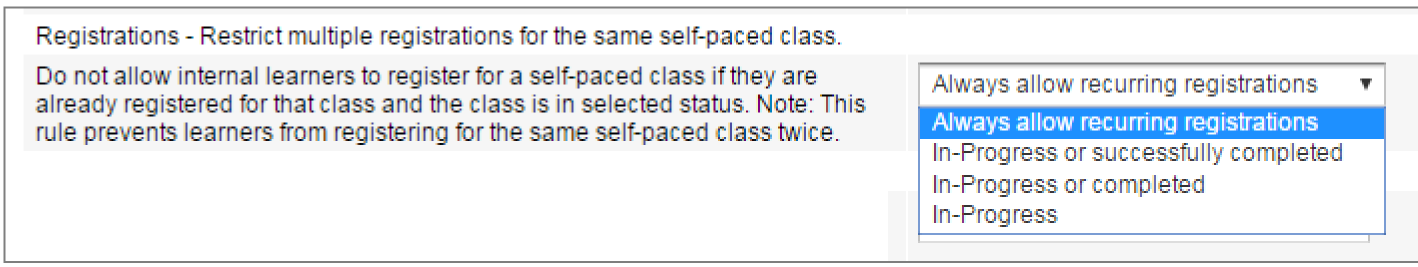


Figure 26: New system-level setting

Class-level Policy

Learning administrators can override the system-level setting by configuring the following new class-level policy:

Note: This policy is available only for non-recurring self-paced (WBT) classes.

- **Recurring Registration**

  Set the recurring registration policy for a self-paced class by selecting from one of the following options:

Table 42: Policy options

Policy Option	Description
Do not Override Domain setting	Select this option to retain the system-level configuration for recurring registra~ tions.

Policy Option	Description
Allow recurring registrations	Allows learners to register for a self-paced class again even if they are already registered to the same class, irrespective of the registration status.
Do not allow recurring registration if current registration is	
In-Progress or successfully completed	Does not allow learners to register for a self-paced class again if they are already registered to the same class, only if the class registration is in-progress or successfully completed.
In-Progress or completed	Does not allow learners to register for a self-paced class again if they are already registered to the same class, only if the class registration is in-progress or completed either successfully or unsuccessfully.
In-progress	Does not allow learners to register for a self-paced class again if they are already registered to the same class, only if the class registration is in-progress.

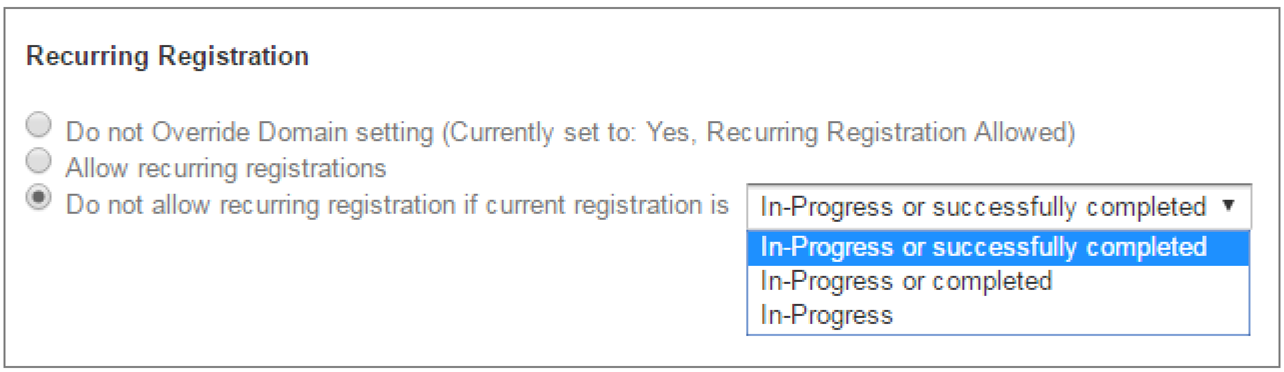


Figure 27: New class-level policy

Use case

Administrators need the ability to limit learners to a single registration for a self-paced class. This facilitates reporting and other downstream actions.

New setting for ad hoc session templates

How did it work?

When learning administrators created an ad hoc session template in a session-based class, Saba Cloud prompted the administrators if they wanted to save the template for future use.

How does it work now?

With this update, Saba Cloud allows system administrators to determine if ad hoc session templates need to be retained for reuse or not by configuring the following new setting under the **Classes** service:

- **Provide option to retain ad hoc session templates created within the class**

- If enabled, then learning administrators are prompted to save the session template when creating the class. This is the default value.
- If disabled, then Saba Cloud does not display any prompt message for the session template and the session template is never saved.

Note:

- This setting is applicable only for session-based (ILT and Virtual) classes.
- This setting is system-wide and not domain-specific.

To configure this setting, navigate to **System > Configure System > Services > Classes > Settings**.

Use case

Administrators need the ability to prevent ad hoc session templates from being saved when the session templates are not to be reused.

New reminder notification for registration approval

How did it work?

There was no notification to remind approvers to approve learner registrations to session-based classes.

How does it work now?

Saba Cloud introduces the following notification under the **Orders** service that provides the ability to send notifications to respective current approvers for session-based class registrations in pending approval state:

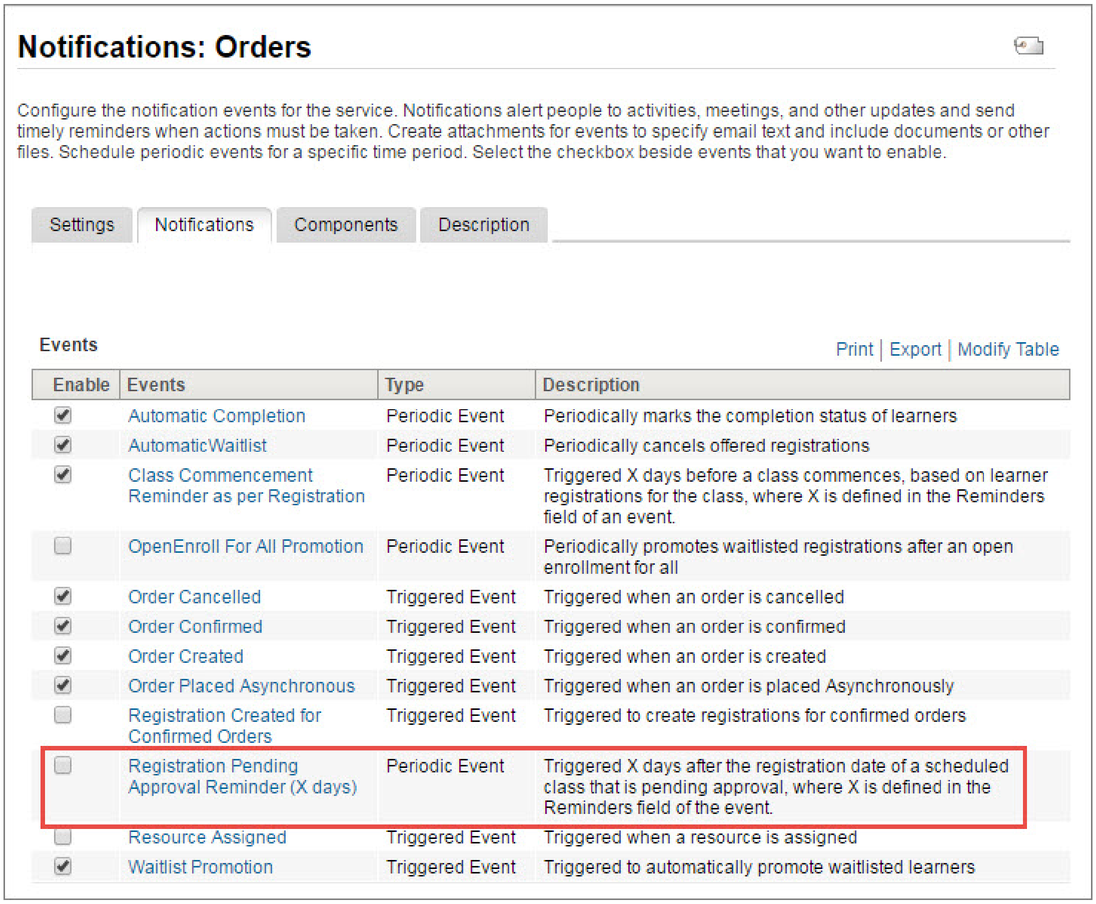
- **Registration Pending Approval Reminder (X days)**

  This notification is triggered *X* days after the registration date of ILT, Virtual and Blended classes till the class start date or till the approver approves the request, whichever is earlier. This notification is sent to current approvers of a session-based class.

  To send the notification at regular intervals, the interval can be configured by adding the reminder days in a comma-separated format in the **Reminders** field of the notification event. The default frequency of the notification is set to daily.

  This notification is disabled by default.

To configure this notification, system administrators must navigate to **System > Configure System > Services > Orders > Notifications**.



Enable	Events	Type	Description
✔	Automatic Completion	Periodic Event	Periodically marks the completion status of learners
✔	AutomaticWaitlist	Periodic Event	Periodically cancels offered registrations
✔	Class Commencement Reminder as per Registration	Periodic Event	Triggered X days before a class commences, based on learner registrations for the class, where X is defined in the Reminders field of an event.
☐	OpenEnroll For All Promotion	Periodic Event	Periodically promotes waitlisted registrations after an open enrollment for all
✔	Order Cancelled	Triggered Event	Triggered when an order is cancelled
✔	Order Confirmed	Triggered Event	Triggered when an order is confirmed
✔	Order Created	Triggered Event	Triggered when an order is created
✔	Order Placed Asynchronous	Triggered Event	Triggered when an order is placed Asynchronously
☐	Registration Created for Confirmed Orders	Triggered Event	Triggered to create registrations for confirmed orders
☐	Registration Pending Approval Reminder (X days)	Periodic Event	Triggered X days after the registration date of a scheduled class that is pending approval, where X is defined in the Reminders field of the event.
☐	Resource Assigned	Triggered Event	Triggered when a resource is assigned
✔	Waitlist Promotion	Triggered Event	Triggered to automatically promote waitlisted learners

Figure 28: New notification for Orders

No new keywords or named queries are introduced as part of this notification. However, the following existing named query is supported for this notification:

- *Current Level approver of the pending approval class registration*

  With this update, this named query is modified such that it does not consider terminated approvers. The "Terminated On" date is considered in the approver's timezone.

Use case

Learners cannot be registered for a class till their approvers approve the registration. Thereby, approvers need to be reminded to approve learner registrations using a notification on regular intervals.

Control the display of registration and cancellation custom fields per course

How did it work?

If the **Enable order custom fields for Learner and Manager** and **Enable custom fields while dropping a registration** settings to display custom fields during registration or cancellation respectively were enabled, then Saba Cloud displayed the selected custom fields to users during registration or cancellation of every course in the system. There was not way for administrators to selectively choose the courses for which these custom fields would show up.

How does it work now?

With this update, Saba Cloud allows learning administrators to determine if custom fields must be displayed to users during registration or cancellation of a particular course.

The following new checkboxes are introduced for a course:

- **Show custom fields during registration**
  - If selected, then custom fields are displayed during course registration.
  - If cleared, then custom fields are not displayed during course registration, even if the domain-level setting is enabled.

  Note:

  - For all single class registrations through learner and manager flows, the custom-fields popup page is displayed only if both, the setting **Enable order custom fields for Learner and Manager** is for **Orders** service AND the course-level checkbox **Show custom fields during registration** are enabled.
  - For all bulk order workflows for learner and manager, the custom fields popup page is displayed only if the **Enable order custom fields for Learner and Manager** setting is enabled for **Orders** service. It is not dependent on the course-level setting.

- **Show custom fields during cancellation**
  - If selected, then custom fields are displayed during course cancellation.
  - If cleared, then custom fields are not displayed during course cancellation, even if the domain-level setting is enabled.

  Note:

  - For all single class cancellation through learner and manager flows, the custom fields popup page is displayed only if both the domain aware setting **Enable custom fields while dropping a registration** and the course level checkbox **Show custom fields during cancellation** are enabled.
  - For all workflows where bulk order is canceled such as Cancel Order, the custom fields are not displayed; this existing behavior for bulk order cancellation has not changed.
  - Currently, administrators do not have the ability to input custom field values when they cancel enrollments on behalf of learners, whether canceling a single registration or canceling in bulk. This existing behavior has not changed.

Notes

- The checkboxes are selected or cleared for a new or existing course based on their corresponding component's **Display** attribute. By default, the displays is enabled on the component and so these checkboxes are enabled for new and existing courses.
- If any custom field is marked as required on the Order or Registration component, then it is recommended that a default value be set for that field. Otherwise, the workflows where custom fields are hidden during registration creation or cancellation from the UI may not work correctly.
- Visibility of custom fields to administrators and instructors during registration are not determined by the settings at the service level. They are determined by values of course level fields.
- For Registrars creating bulk orders, the custom fields popup page is displayed only if the custom fields are enabled at the component level; this is not governed by any setting at the course or domain level.

Use case

Administrators need the flexibility to displays custom fields to users during registration or cancellation on a course by course basis. This provides an enhanced workflow and simplifies use for those users who do not need to fill in any custom fields.

Enhanced display of class/course custom fields

How did it work?

The custom fields were truncated in the **Course Information** portlet on the course and class details page and so users could not see complete details of those fields.

How does it work now?

This update enhances the display of the custom fields in the **Course Information** portlet on the course and class details pages such that complete information of a pre-defined number of fields is displayed to users and they no longer need to click a **View more** link to see more details.

Change to Course Details page

The **Course Information** portlet on the course details page is now divided into two tabs, namely, **Course Information** and **Other Information**, where:

- The **Course Information** tab displays information such as CE credits, attachments, and so on.
- The **Other Information** tab displays the custom fields and the extended custom fields of the course. By default, information for 10 fields is displayed in this tab. Users can click the **View more** link to see additional fields, if any.

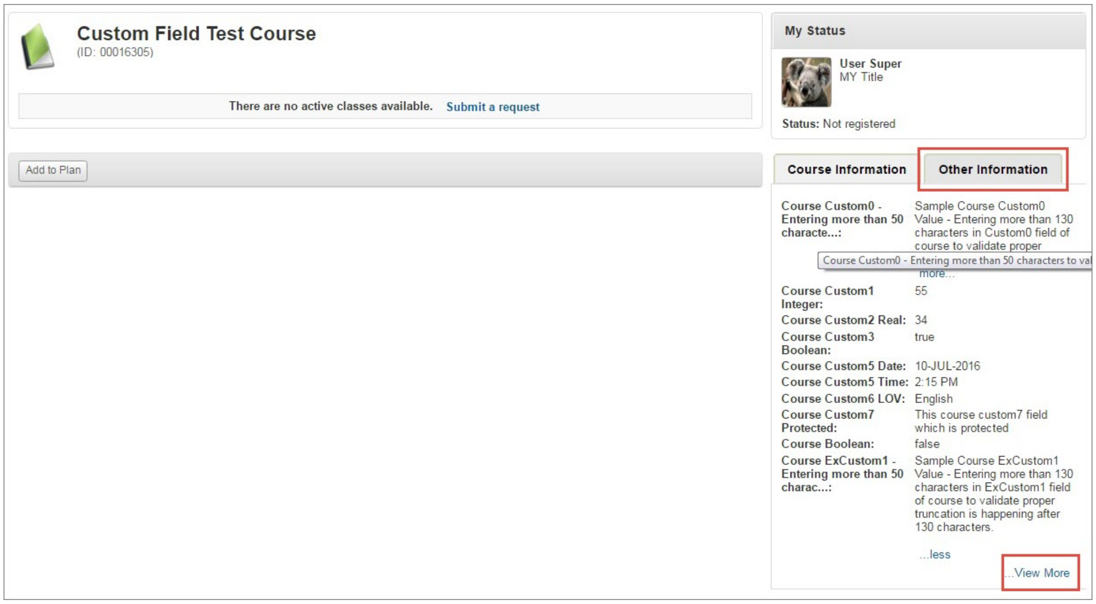


Figure 29: Other Information tab for courses

Change to Class Details page

The **Class Information** portlet on the course details page is now renamed to **Other Information**, which displays the custom fields and the extended custom fields of both, the class and the course. By default, information for 10 fields is displayed in this tab. Users can click the **View more** link to see additional fields, if any.

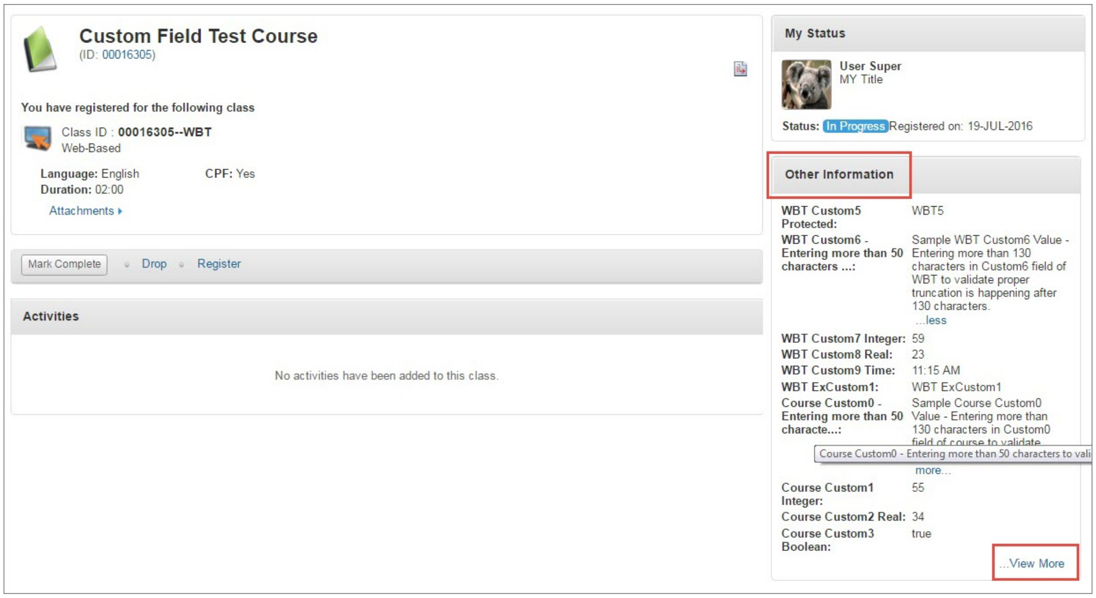


Figure 30: Other Information portlet for classes

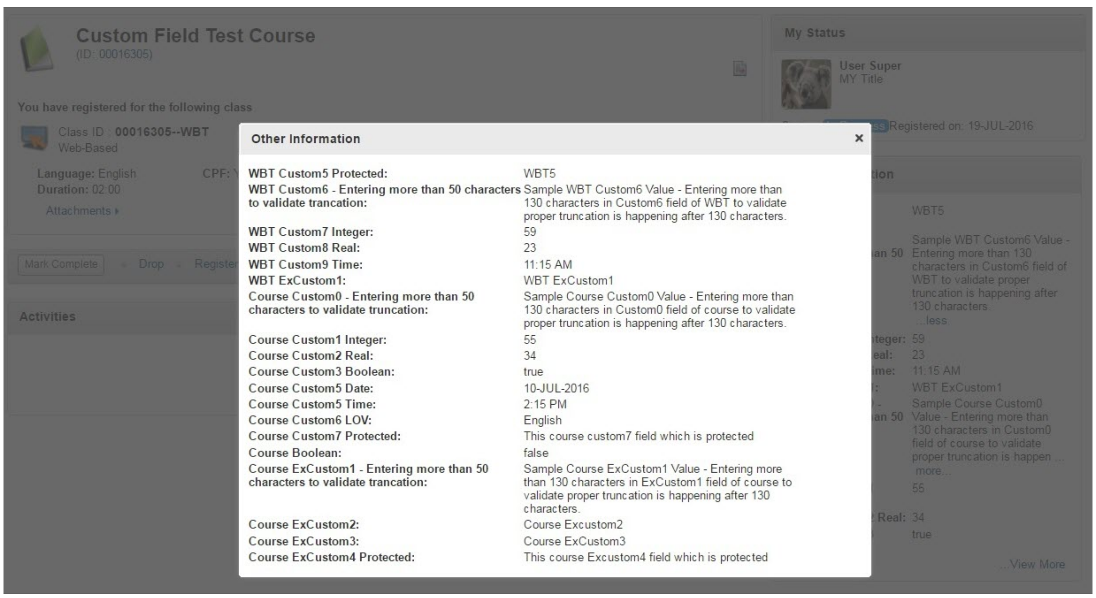


Figure 31: Other Information - View more popup page

Notes

In the **Other Information** tab and the portlet:

- Custom and extended custom fields are displayed only if they are enabled on the component.
- Custom and extended custom fields with null or empty values are not displayed.
- The custom field name is truncated after 50 characters; however, the full string can be seen in the tooltip.
- The custom field value is truncated after 130 characters; however, the full string can be seen by clicking the **more** link or in the popup page that appears on clicking the **View more** link.

Use case

Users need to see the all the custom fields for a course and class without the need to click a **View more** link.

Offline evaluation of checklist

How did it work?

Saba Cloud did not support the ability to evaluate checklists offline.

How does it work now?

With this update, Saba Cloud provides support for offline evaluation of checklists. That is, checklist evaluators can now download a checklist and save it in an XLS format, evaluate it offline, and then upload the duly populated checklist back to Saba Cloud.

When a learner's checklist is downloaded, the checklist is locked for any changes on the UI. Thereby, changes cannot be done to such a checklist online. The evaluator, who has downloaded the checklist for offline evaluation, can download the same checklist multiple times even if it is locked on the UI. Once the downloaded checklist is uploaded back to Saba Cloud, the changes are displayed to the evaluator and learner on UI. The evaluator, who was performing the offline evaluation, can either submit the checklist to mark it complete Successfully or Unsuccessfully, or leave it for further evaluation.

Evaluators can download the checklist by clicking the **Download Checklist** button, while they can upload it back by clicking the **Upload Checklist** button on the checklist details page.

Note: Only files with *.xls* format are supported during upload.

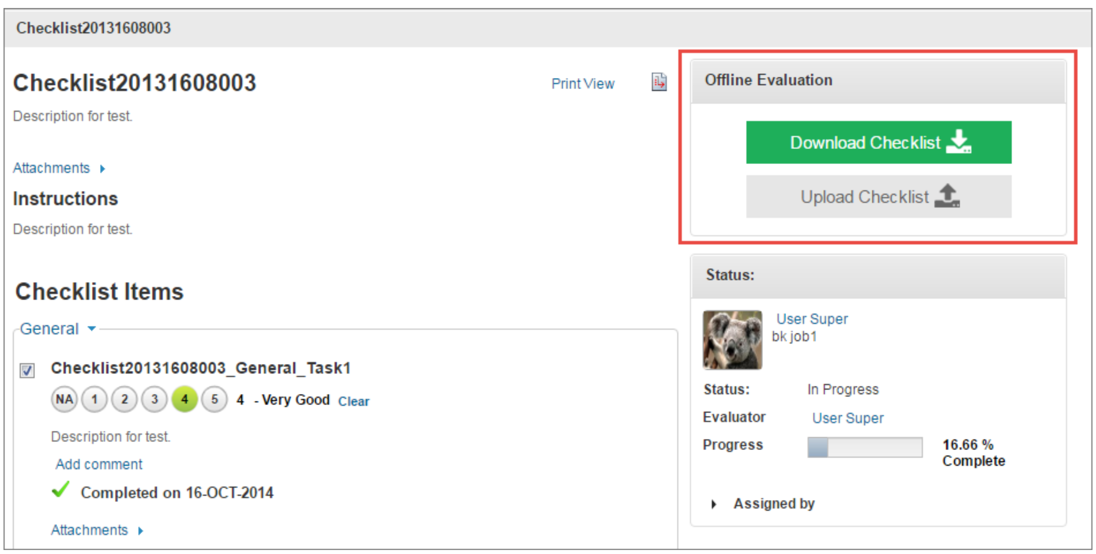


Figure 32: Offline evaluation of checklist

Unlocking a Checklist

When a checklist is downloaded by an evaluator for offline evaluation, Saba Cloud locks the checklist on the UI for all evaluators (including the one who is evaluating offline) who have access to that checklist. However, users with the following new privilege can unlock a locked checklist:

- **Can unlock checklist locked by others**

  A user with this privilege has the ability to unlock a checklist locked by other users. If the checklist is unlocked by a user other than the evaluator performing the offline evaluation, then it invalidates any ongoing offline evaluation of the checklist and the evaluator of the checklist has to download the checklist file again for offline evaluation.

By default, this privilege is granted to the following roles on the **Observational Checklist** component:

- Learning Admin - Catalog Builder
- Learning Admin - Instructor
- Human Capital Admin

  Note: Currently, people administrators do not have a means of viewing a learner's checklist, and thereby cannot unlock the checklist.

- Super User

If this privilege is enabled for a role, then users in that role see an **Unlock Checklist** button for a locked checklist.

Features and Limitations

- Partial evaluation is permitted offline. If a checklist is partially evaluated and uploaded, then the evaluator can further update it either online or offline. For further offline evaluation, the checklist must be downloaded again.
- If learning administrator modifies a checklist that is being evaluated offline, then Saba Cloud pushes the changes to locked checklists. All locked checklists are unlocked when they are modified. Evaluators need to download the modified checklist again to evaluate it offline.

  However, currently, the checklist is not unlocked when the administrator modifies the following checklist fields:

  - Section Name
  - Section Item Name
  - Checklist Name
  - Allow Rating

- If a learner requests for re-evaluation of a checklist that is being evaluated offline, then Saba Cloud displays an appropriate error message to the learner.
- If the format of an uploaded checklist does not comply with the downloaded checklist, then Saba Cloud displays an appropriate error message and does not upload such an incompatible checklist.
- Once a checklist is locked, all users who have access to the checklist can view or download attachments that are already uploaded to the checklist; however, they cannot upload a new attachment to the checklist.
- Attachments and % Complete fields in a learner's checklist are not displayed in the downloaded XLS file.
- The Description, Instructions in a checklist are displayed with HTML tags in the downloaded XLS file.
- The downloaded checklist XLS file is read left-to-right even if the locale setting is right-to-left.
- After downloading a checklist for offline evaluation, the checklist details page cannot be printed.
- The "Ratings" dropdown list is displayed in the downloaded checklist even if the "Allow Rating" field is disabled for the checklist. However, no rating data is saved after upload.

Use case

Organizations need the ability to manage checklists offline. This enhancement allows users to download the checklist and manage it externally instead of within the application. Checklists are often observational in nature. An offline checklist provides an evaluator with the ability to download the checklist, take it with them to the observation and record the findings. They can then update the online checklist by uploading it back to Saba Cloud.

Instructor's desk

Selecting learners on roster in bulk by registration status

How did it work?

Instructors were able to select all learners in any of the statuses per page on the class roster simultaneously by selecting the bulk select checkbox. There was no way they could select learners by their registration status in bulk.

How does it work now?

Saba Cloud now provides instructors with an option to select multiple learners in a class roster based on their class registration status.

The bulk selection checkbox is enhanced to display a new dropdown list with the following class registration statuses:

- Registered
- Waitlist
- Offered

Note:

- Saba Cloud does not allow instructors to perform any action on learners in the *Cancelled* status. Therefore, the dropdown list on the bulk selection checkbox does not include the *Cancelled* status.
- For Web-based (WBT) classes, the statuses *Waitlisted* and *Offered* are not applicable. Therefore, the status dropdown list is not displayed besides the bulk selection checkbox for WBT classes.

To select all learners on a page of a class roster irrespective of their status, instructors can still click the bulk selection checkbox. This behavior remains unchanged.

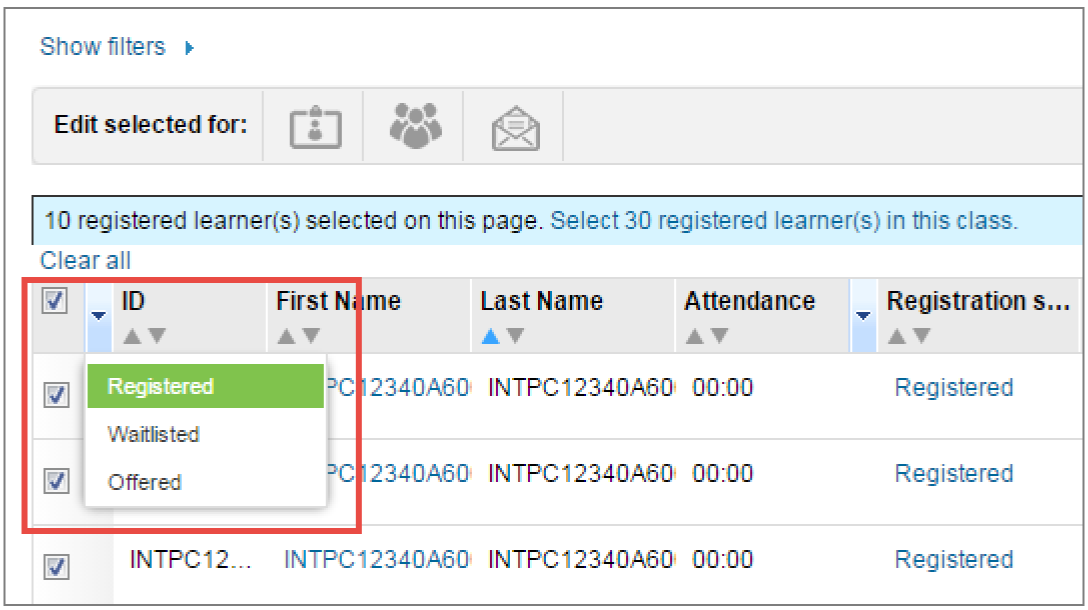


Figure 33: New bulk selection checkbox with statuses

When instructors select a status from the status dropdown list, all learners with that status on that page of the roster are selected. Multiple statuses cannot be selected simultaneously. If instructors select another status, then the previously selected status is overridden for a page. This bulk selection by status is applicable only for a page, and not for the entire list of learners in the class roster. Saba Cloud displays a message informing instructors of the selected number of learners on a page for that status, and whether they want to select all such learners for the entire class.

If learners on the roster span more than one page, then the status dropdown list is displayed on each page of the roster. If instructors select a status say "Registered" in the status dropdown list on one page and then select another status say "Waitlisted" in the status dropdown list on a subsequent page of the roster, then "Waitlisted" learners are selected on this page while the earlier selection of "Registered" learners is retained for the other page. However, if instructors select all learners in a particular status across pages by clicking the link in the message, and then if they navigate to another page of the roster and select another status using the status dropdown list, then the learners in the new status are selected on that page only while retaining the selection of learners in the earlier status as well.

If search criteria are applied to filter learners in a class, then the status dropdown list works only on the filtered subset of learners, and not on the entire set of learners in the class.

To clear any selection, click the **Clear all** link at the top of the learner table.

Use case

There is a need to enhance the usability and intuitiveness of the class roster for instructors.

Sorting learners and other UI changes in roster

How did it work?

Prior to this update:

- To sort learners on a class roster, instructors had to hover the cursor over the required column to reveal a down arrow icon, clicking which the ascending and descending sort options were displayed.
- The first and last name of learner were combined and displayed under the **Name** column on the class roster.
- The person ID was displayed below the full name of the learner in the **Name** column.
- If an Instructor wanted to substitute a learner, then the full name was displayed as a link, clicking which opened the **Substitute Learner** window.
- On hovering the cursor over the full name, a tooltip appeared that displayed "ss_no", "email" and person profile picture.

How does it work now?

This update provides the following UI changes to the class roster for instructors:

- Provides the ability to sort learners on the class roster in ascending or descending order using any column, except the **Actions** column, as follows.
    - The up and down arrow icons are always displayed if a column is sortable.
    - Sorting learners by any column sorts the entire roster and not just the page where the sorting is performed.
    - If learners span multiple pages on a roster, then each time they are sorted, the roster refreshes and returns the instructor to the first page.
    - Any selections, bulk or otherwise, made before the sort are not retained.
    - When any filter is applied in the roster and then sorting is performed, only the filtered records are sorted.
    - While sorting by **Attendance** column, the sorting is performed by the selected session.
    - By default, the learners are sorted by the learner last name in an ascending order.
- Splits the **Name** column into two columns, namely **First Name** and **Last Name** with their own sorting options. For locales where the learner's Last Name is followed by the First Name, the roster displays the **Last Name** column before the **First Name** column.
- Displays a separate **ID** column for the person ID.
- For substituting a learner, the learner's First Name is now displayed as a link and clicking that link opens the **Substitute Learner** window.
- The tooltip displaying "ss_no", "email" and person profile picture is now displayed when the instructor hover the cursor over the learner's First Name link.

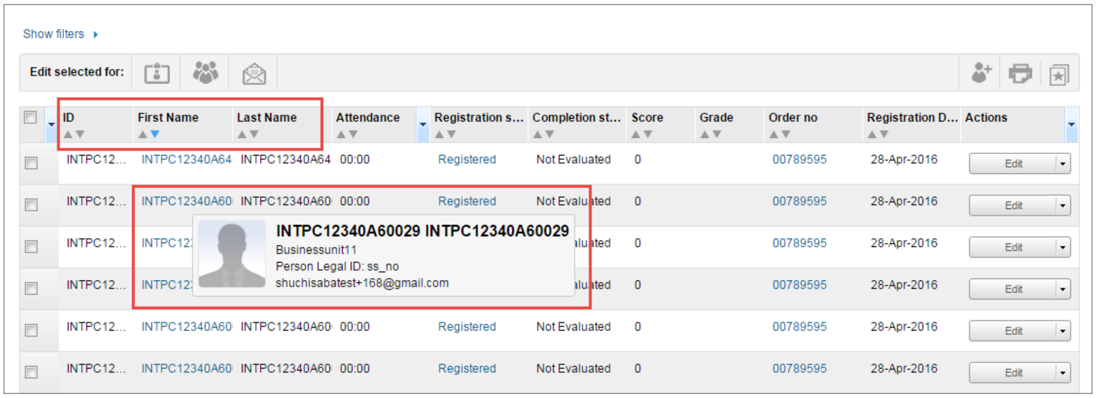


Figure 34: Sorting columns and other UI changes in roster

- The option to select columns now appear only by clicking the dropdown icon next to the **Actions** column.

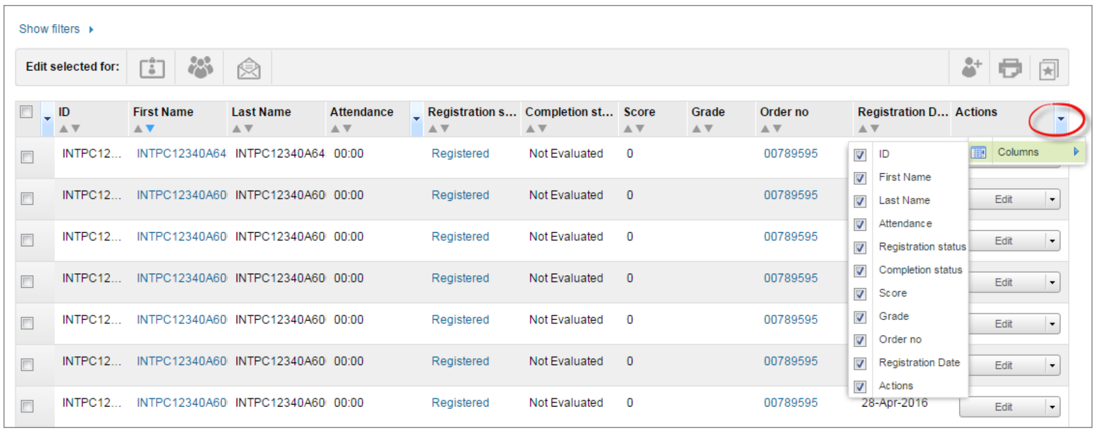


Figure 35: Sorting columns and other UI changes in roster

Use case

The ability to sort learners by different columns on the roster makes it easier for instructors and enhances the overall usability of the class roster..

Content

Panopto video integration with classes

How did it work?

Prior to this update, videos hosted by content providers such as Panopto could not be imported to the Saba Cloud content library and so such videos could not be made available to learners through classes as formal learning.

How does it work now?

With this update, Saba Cloud provides support to import videos hosted by Panopto content provider to the content library and then add those videos to classes so that learners can access such videos as formal learning.

Prerequisite

For this functionality to work, the Panopto content provider must be already configured and enabled.

Importing Panopto Videos to Content Library

To import videos hosted by Panopto into Saba Cloud content library, learning administrators must:

1. Go to **Learning > Manage Content > Content Library**.
2. Select the required content folder.
3. Click the **Import** link.
4. In the Content Details step, select the following:
   a. **Content Format** as *Video Content*.
   b. **Content Provider** as *Panopto*.

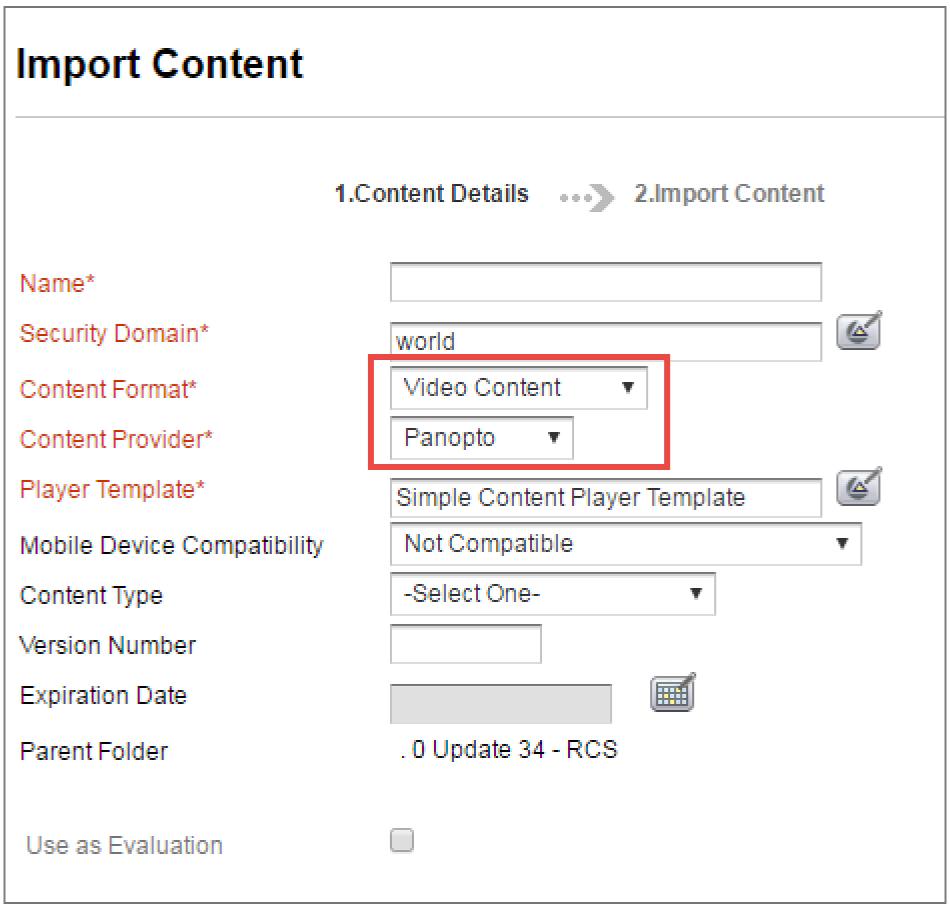


Figure 36: Import video content to Content Library

5. Click the **Next** button.
6. In the **Import Content** step, click the **Upload Video** button. Saba Cloud launches the video uploader window.

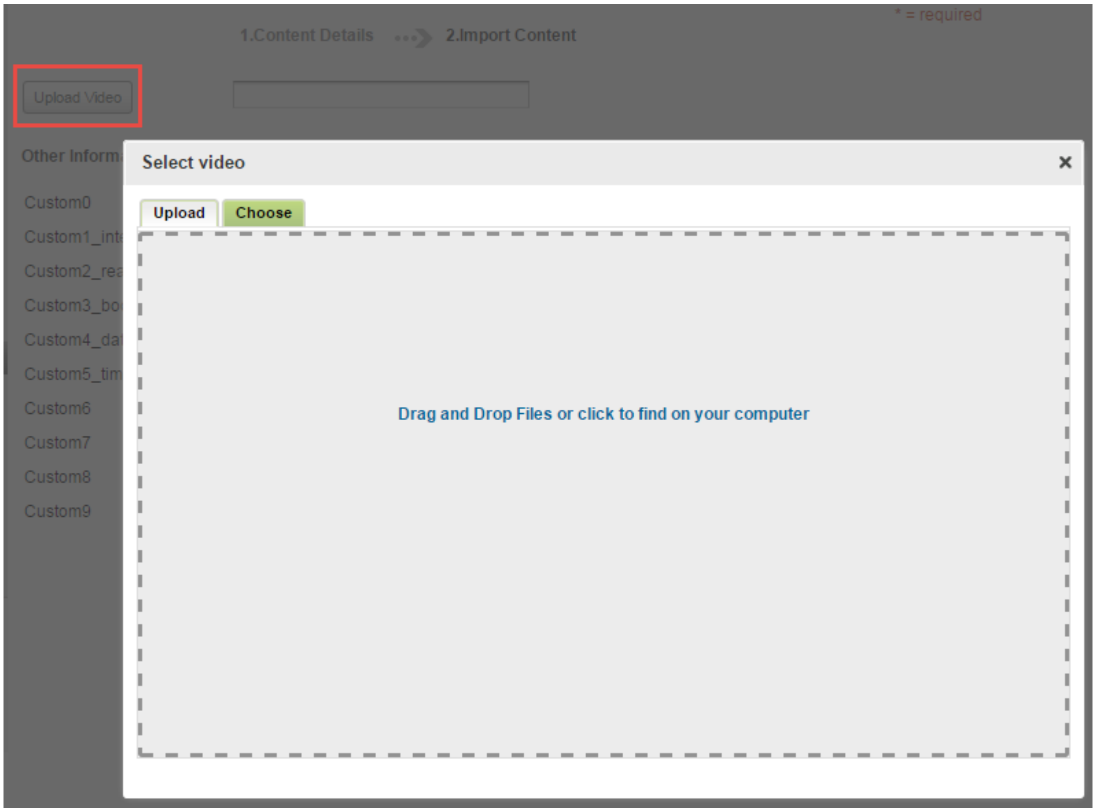


Figure 37: Video uploader

7. Either drag-and-drop a new video using the **Upload** tab, or select the video from a list of existing videos using the **Choose** tab.

   Note: The **Choose** tab does not display videos uploaded by other users, though.

8. Click the **Import** button. Saba Cloud imports the video content to the library.
9. Click the **Preview Content** link to preview the video.

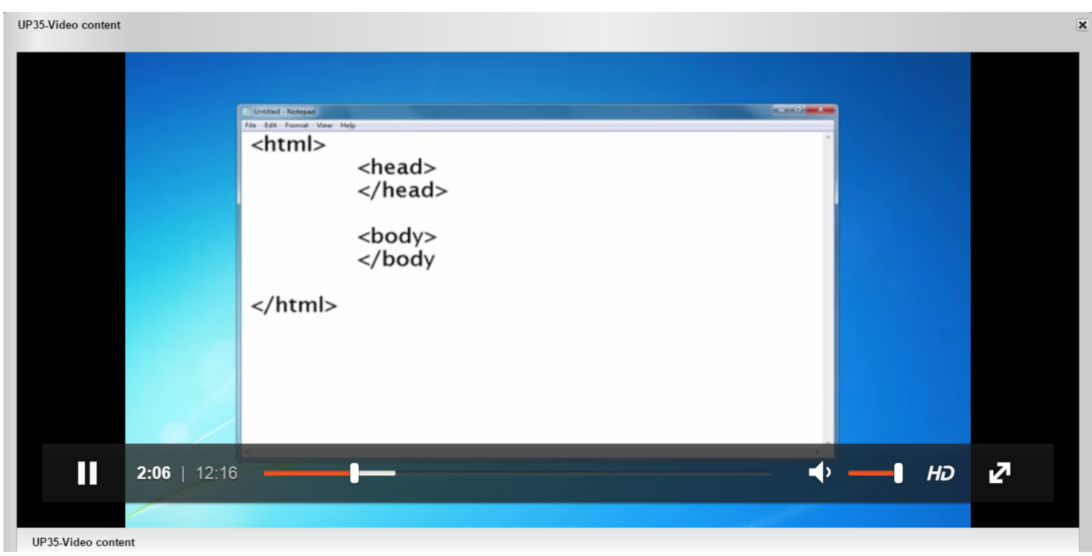


Figure 38: Preview video content in Content Library

Attaching Panopto Video in Class

Once the Panopto video content is imported into the content library, learning administrators can attach such videos as formal content in classes by clicking **Add Activities** > **Attach Content** in the **Activities** tab of the class.

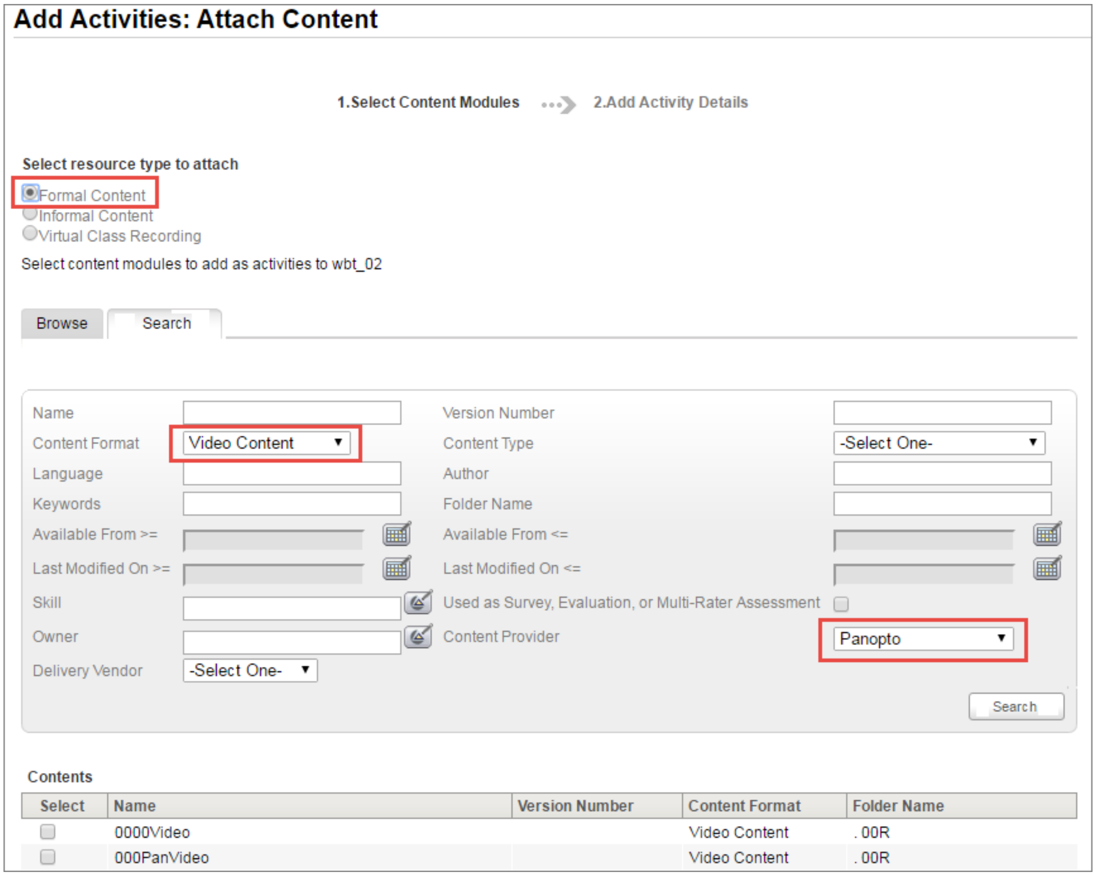


Figure 39: Preview video content in Content Library

Limitations

Following are the limitations with Panopto video content in Saba Cloud:

- Video content does not play in the "New Window" mode of content player.
- For MS Internet Explorer browser, Panopto video content is supported **only** on IE 10 or higher versions.
- There is no mobile compatibility.
- Thumbnails are not available for videos.
- Saba Cloud does not prevent users from uploading a video with the same name more than once. It is up to the user's discretion to upload videos with appropriate names so that they can be distinguished. If a user uploads two or more videos with the same name, all such videos are uploaded and displayed in the **Choose** tab of the uploader with the same name.

Use case

Organizations need the ability for learners to access video content hosted by Panopto from a class as formal learning in Saba Cloud.

E-commerce

Configure countries and states and select them in Order checkout and payment flow

How did it work?

In the Order checkout flow, the **Country** and **State** fields for **Shipping** and **Billing** addresses were shown as dropdowns only for USA and Canada. For other countries, the **State** field was shown as a text box, since there was no provision to upload the list of states for a country.

How does it work now?

From this update, the **State** field will be shown as LOVs for countries other than USA and Canada in the Order checkout flow and Credit card billing flow.

To support this, two new components **Country** and **CountryState** are added to the **Internationalization** service.

Both, the **Country** and **State** fields will now fetch values from the countries master list. The system admin now has the privilege to configure countries by navigating through **ADMIN** > **System** > **Configure System** > **Countries**. The system admin can access the **Countries** menu only if the **Can access ->System->Configure System->Countries** privilege is enabled on the **MenuVisibility-SystemAdmin** component. By default, this privilege is enabled.

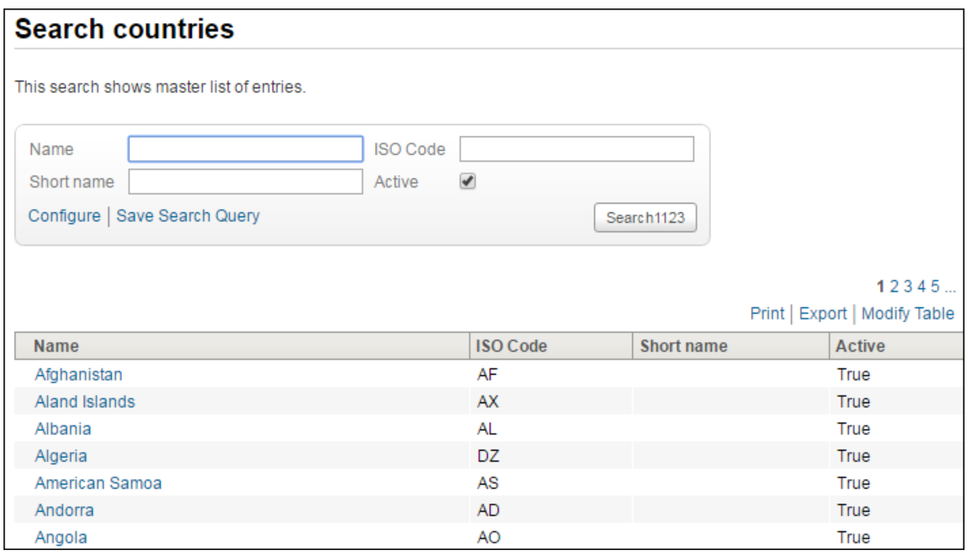


Figure 40: Master list of countries

Each country will have details such as ISO code, short name, an option to activate/deactivate country, and states associated with it. The system admin can edit countries provided the following privileges are granted on the **Country** component:

- Edit
- View
- Can View Protected Data
- Admin View

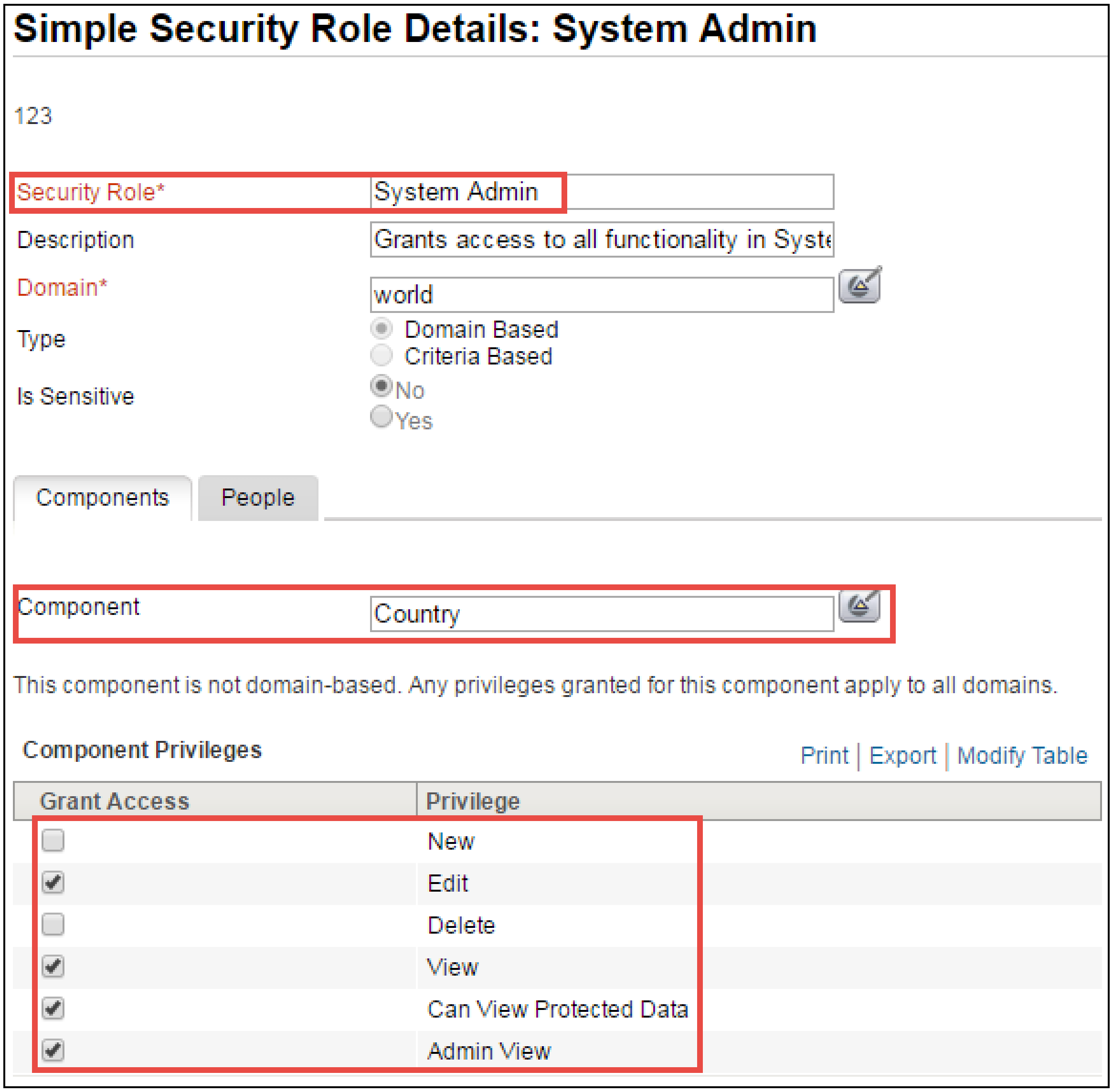


Figure 41: Privileges of Country component

The admin cannot create or delete any existing country. Within each country, the system admin can add, edit, or remove states. The system admin is granted the following privileges on the **State** component:

- New
- Edit
- Delete
- View
- Can View Protected Data
- Admin View

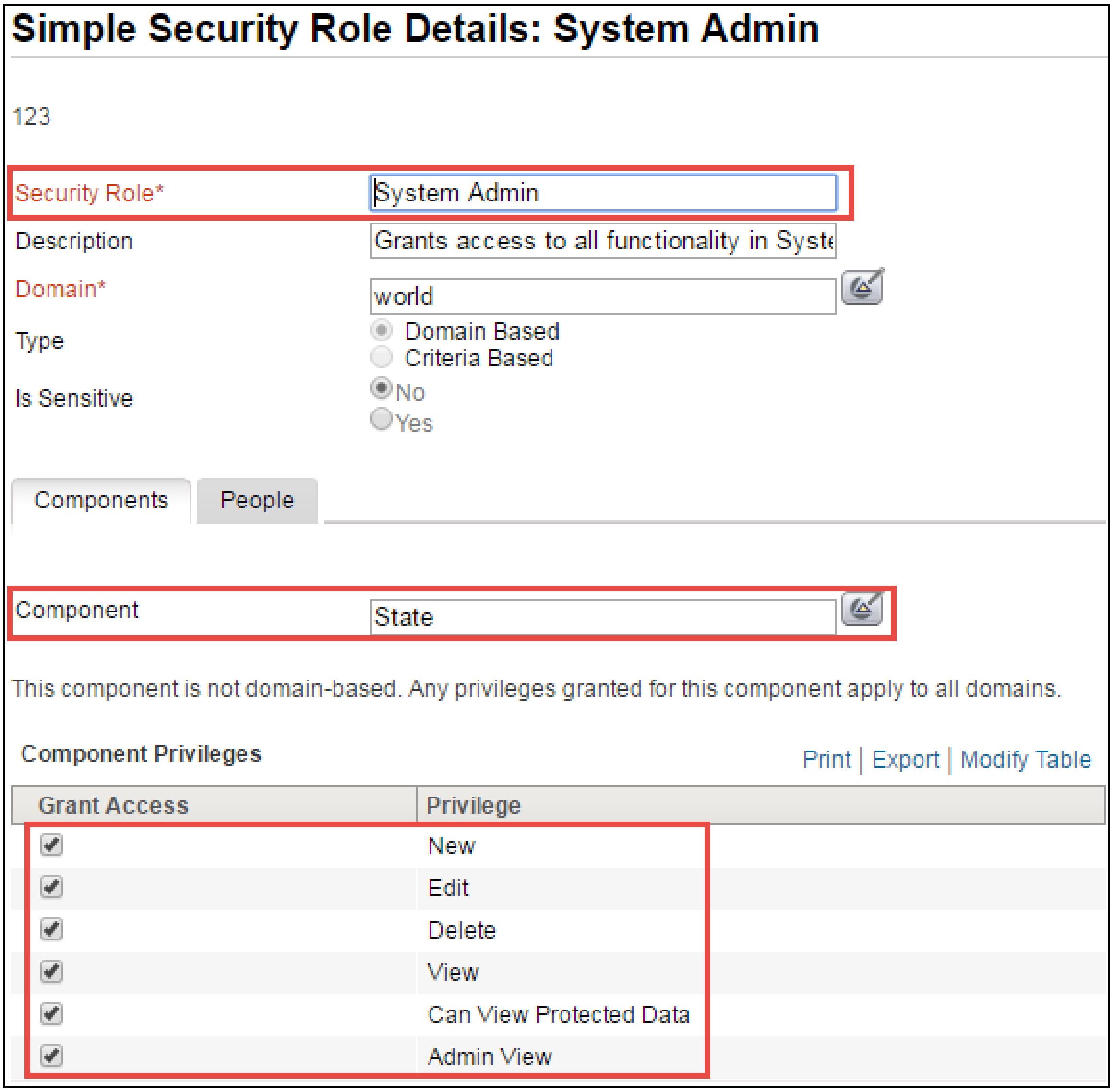


Figure 42: Privileges of Country component

By default, the list of countries will be populated along with its corresponding states.

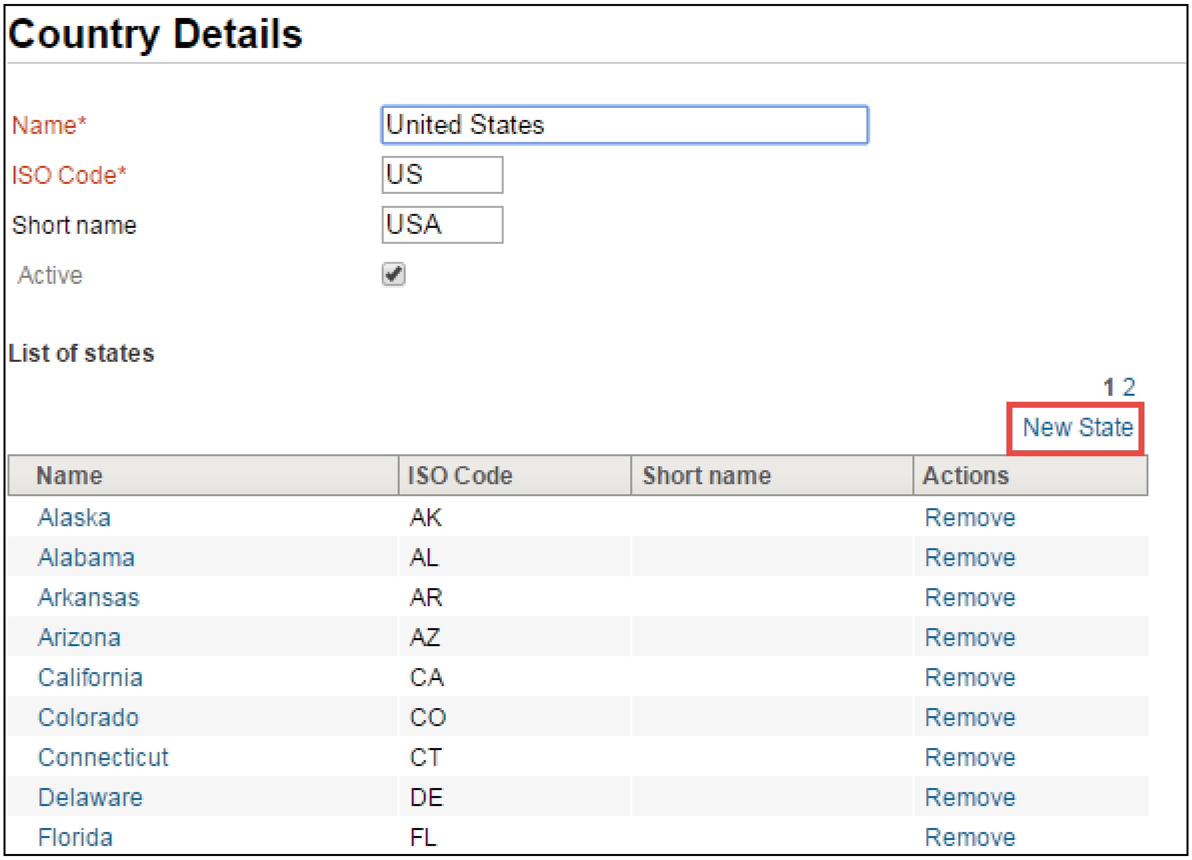


Figure 43: Country Details

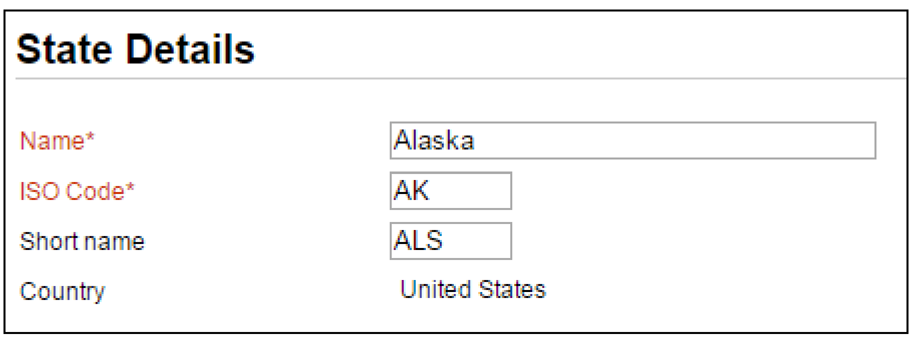


Figure 44: State Details

Once the system admin configure countries, the learner and/or registrar can choose the country and state using LOV in the order's following areas:

- Tax Shipping Address
- Tax Billing Address
- Credit card Billing Address

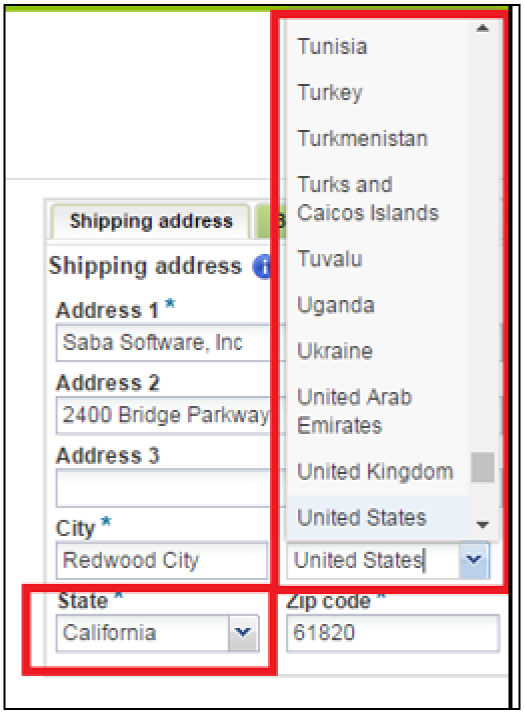


Figure 45: LOV on order's shipping address

The LOV will store country's and state's ISO code instead of a name.

Use case

The user will now be able to configure the available countries/states to meet their legal and business requirements.

Display custom fields on payment checkout while creating training units

How did it work?

When a user is creating training unit agreement and any custom fields are marked as mandatory in the **External Order** component of the **Order**, then the training unit agreement creation flow fails.

How does it work now?

From this update, if any custom fields are enabled in the **External Order** component of the **Order** service, then those fields will appear in the **Additional Information** popup while confirming the payment for training unit agreement.

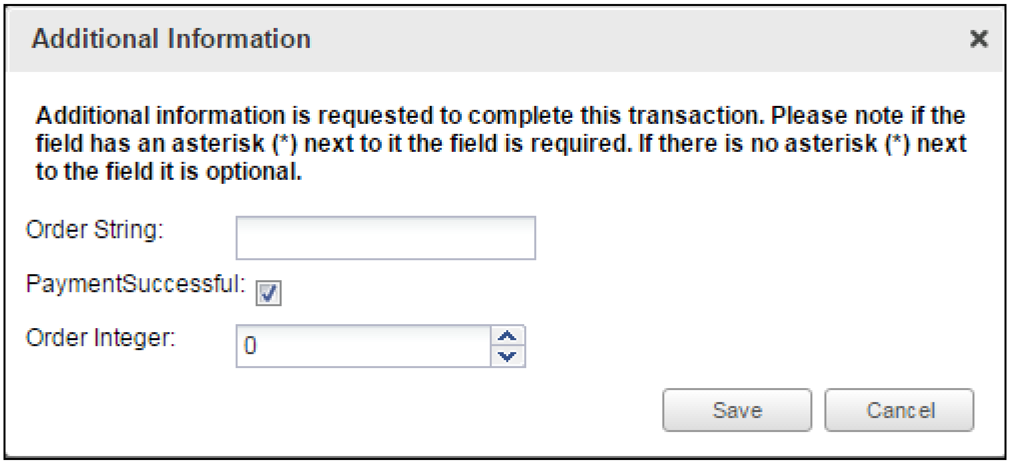


Figure 46: Custom fields while training unit agreement creation

The user will be able to proceed with the process only after filling up this additional information.

Use case

The user can now successfully create a training unit agreement if custom fields are enabled.

Shipping address auto populated in billing address during order check out

How did it work?

In E-commerce, multiple addresses are used as reference for tax calculation and credit card payment during the check out flow. In case the learner's shipping and billing address is same, then for tax calculation and credit card payment the learner had to enter the addresses manually and there was no provision to copy one of the addresses.

How does it work now?

In the order checkout flow, a new tab **Billing address** has been added next to the tab **Shipping address**. The **Shipping address** is picked from the billing party's main address. On the **Billing address** tab, a new checkbox **Copy from Shipping Address** has been introduced that copies the shipping address to the billing address. The address is by default copied only when the billing address is not mentioned in the learner's profile. If the billing address is already populated (copied from billing party's profile), then click the checkbox **Copy from Shipping Address** to copy the shipping address to billing address. Once the details are saved, the new billing address details will be copied back to the learner's profile. The learner can remove the copied address by clearing the **Copy from Shipping Address** checkbox and then entering the new address manually.

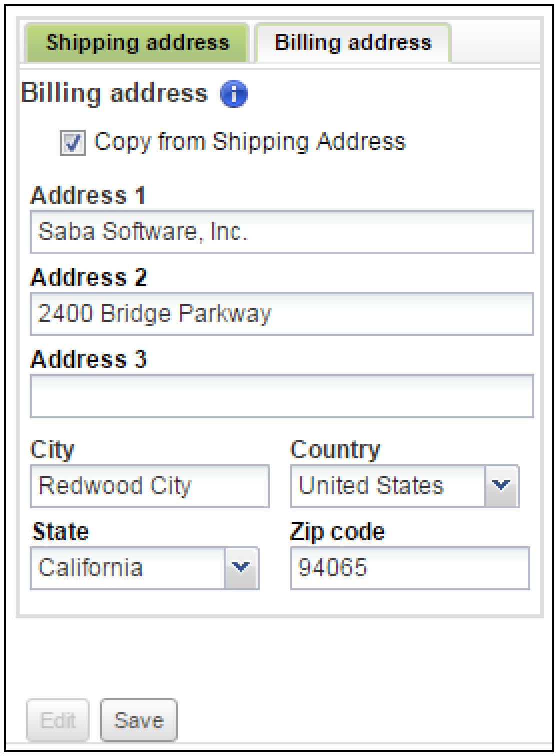


Figure 47: Shipping address auto populated

The same checkbox is now also added on the Payment page for the Credit Card type payment. By default, the order contact's (learner's) billing address will be populated here. If the learner wants to update the address to the shipping address, then click the **Copy from Shipping Address** check box to populate shipping address to billing address. If the learner's billing address is blank, then by default, learner's main address i.e., shipping address will be populated.

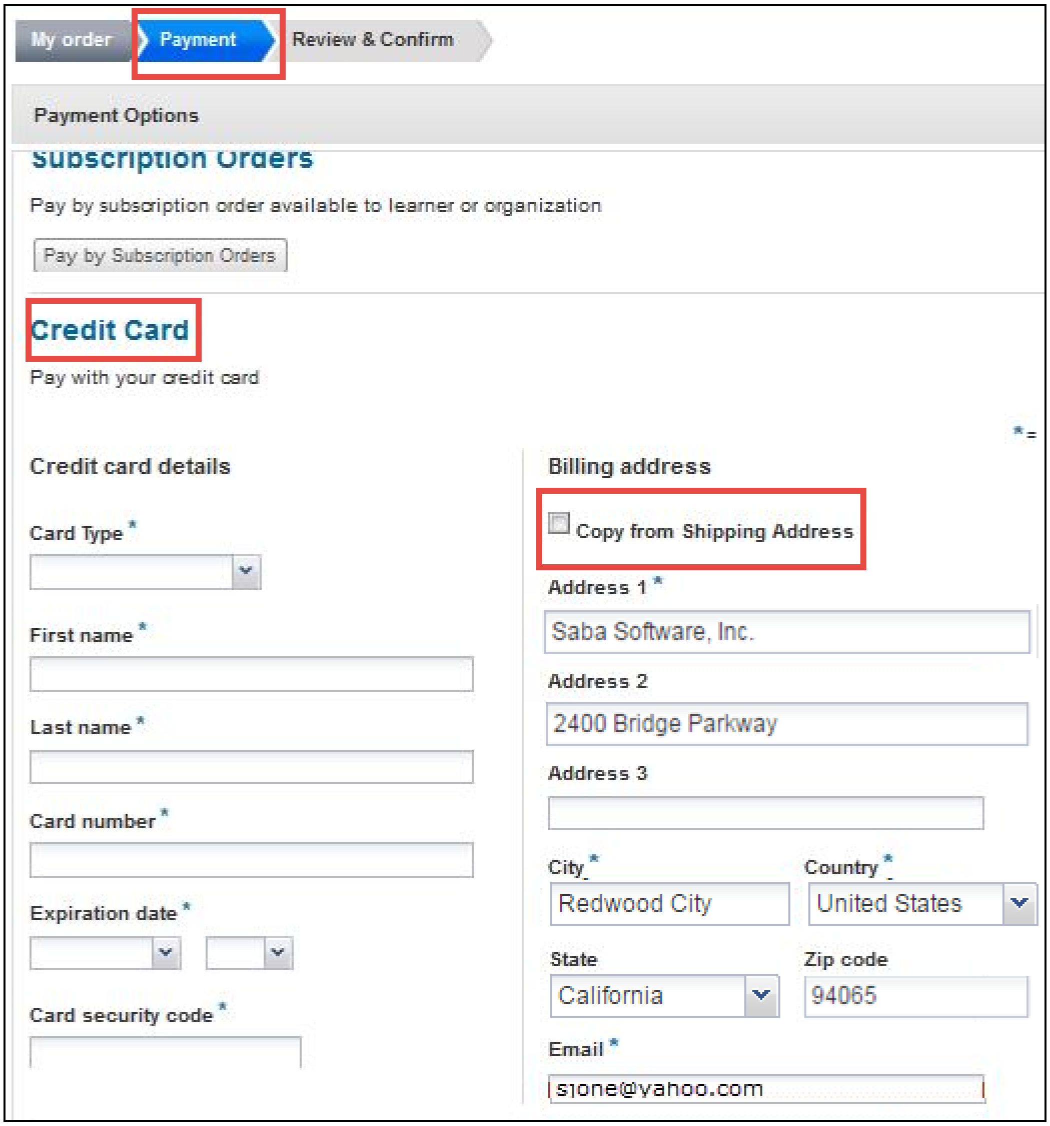


Figure 48: Copy shipping address checkbox on Credit Card payment section

Use case

This is a standard feature for E-Commerce payment workflows. It will make the purchasing process easier and the data more reliable.

User can choose own default currency

How did it work?

When a user signs up on the application, only the system's default currency gets associated with the user. Once the user's profile is created, only people admin could associate multiple currencies to the user. There was a need for the user to sign up and buy the learning items in his/her's preferred currency.

How does it work now?

From this update, the external user can choose the preferred currency while signing up. This currency will be marked as a **Default** currency for the user, so that the user can search for and purchase the learning items using the default currency.

Now, the currencies will be associated to the newly signed user through the following ways:

1. System default currency

Once the user sign ups, the system's default currency gets associated to the user. This was the default behavior.

2. Via Signup Rules & Microsite

While the user is signing up, if any criteria matches with the user, then the currencies associated with the rule gets associated to the user. To assign multiple currencies to the user via signup rule and microsite, the people admin and system admin needs to do the following configurations.

The people admin must navigate to **ADMIN** > **People** > **Manage Signup Rules** and create or edit an existing rule. A new **Currency** section is added where the admin can click **Add Currency** and choose multiple currencies to associate them with this rule. If this rule is applicable to the user who is signing up, then those currencies will be added to that user.

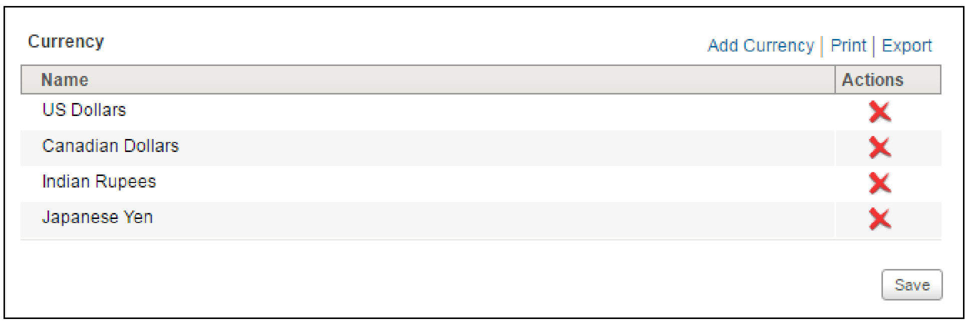


Figure 49: Add currency on signup rule

The system admin must navigate to **ADMIN** > **System** > **Configure System** > **Microsites** > edit the existing microsite > **Site properties** tab. In the **New User** property, the following new properties are added:

- **Currency** - Display currency picker on the Sign up page. The default values are **On** and **Off**. By default, the value is set to **Off**. If the value is set to **On**, the **Currency** field is shown on the **Sign Up** form.
- **Currency is required** - Marks the Currency attribute as mandatory for the new user while signing up. The default values are **On** and **Off**. By default, the value is set to **Off**. If the value is set to **On**, the **Currency** field will be shown as mandatory on the **Sign Up** form.

Figure 50: User Sign Up page with Currency field

Once the user logs in with the preferred currency, that currency will be shown in **ME** > **Profile** > **Currency Details** section and will be marked as **Default** currency. Also, the system default currency and the ones that got assigned through sign up rule will also be shown in the same section. The user can do the following actions in the Currency Details section, provided the privilege **Can edit currency for self** is enabled on the **Person, External** component:

- Add a new currency
- Mark as active or inactive
- Change priority
- Delete inactive currency
- Change the default currency

Note:

Currency cannot be deactivated at a system level, if it is associated with any sign up rule.

By default, this privilege is disabled. Only system admin can grant these privileges to the user.

Figure 51: Profile > Currency details

Use case

This will now improvise the purchasing process and make the data more reliable. In Saba Cloud, an end user will only see classes that are available in the default currency of the user. Therefore, currency preference is much more than just a data point. With this enhancement, both admin and learner are able to ensure accurate currency information is on the user profile.

Chapter

4

Social

Topics:

- Privilege to restrict access for end users to resource folders
- New privilege to control adding tags
- Preview images
- Add existing videos to video channel and activity stream

Privilege to restrict access for end users to resource folders

How did it work?

In the earlier releases, it was not possible to control the folder structure that holds resources such as videos, images and other files. Therefore, a higher level of quality control over who adds to resources within the folders was not possible.

How does it work now?

A new privilege **Can see add to folder** is added to the category component by the administrator. With this privilege enabled, the user will see the **Add to folders** option under **More Actions** dropout menu. By default, the **can see add to folder** privilege is enabled.

To add resources to a folder:

From System Administration navigate to: ·

1. **Roles**> **Internal /External Person Basic privileges**> **Components**> **Component privileges**.
2. Check if the **Can see add to folder** option is selected.

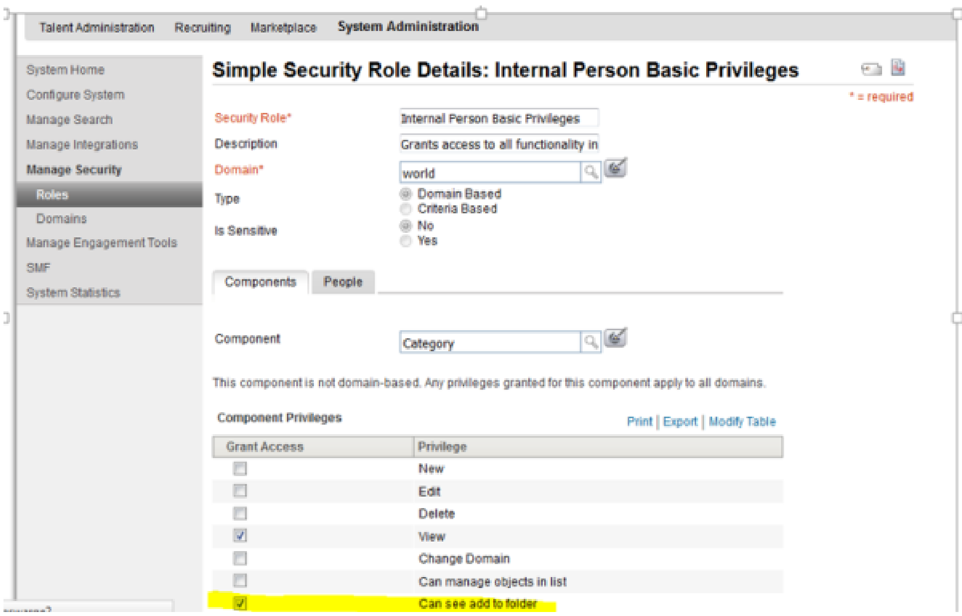


Figure 52: Can see add to folder privilege is enabled

Note: By default, this privilege is enabled for Internal Person Basic and External Person Basic security roles.

As a user:

Navigate to Groups >More Actions and select **Add to Folders.**

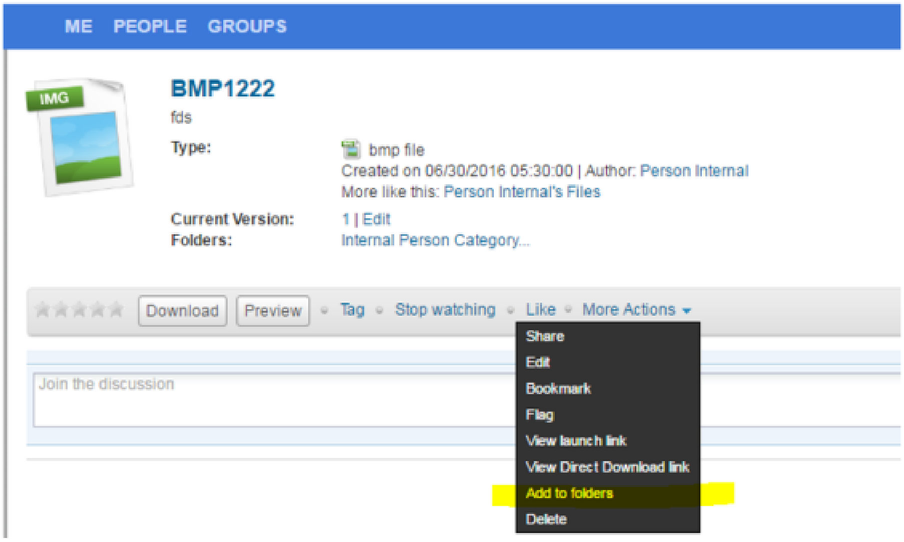


Figure 53: Select add to folders

Use case

This upgrade provides the option to restrict access for a user to the folders and content within those folders. By exercising this option, a higher level of quality measure is now possible.

New privilege to control adding tags

How did it work?

Prior to this update, any internal and external user could add tags to social and learning resources.

Figure 54: Add tag functionality

How does it work now?

This update provides the ability to control the functionality of adding tags through a **New** privilege under the **Tag** component. By default, this privilege is enabled for **Internal Person Basic Privileges** and **External Person Basic Privileges** security roles.

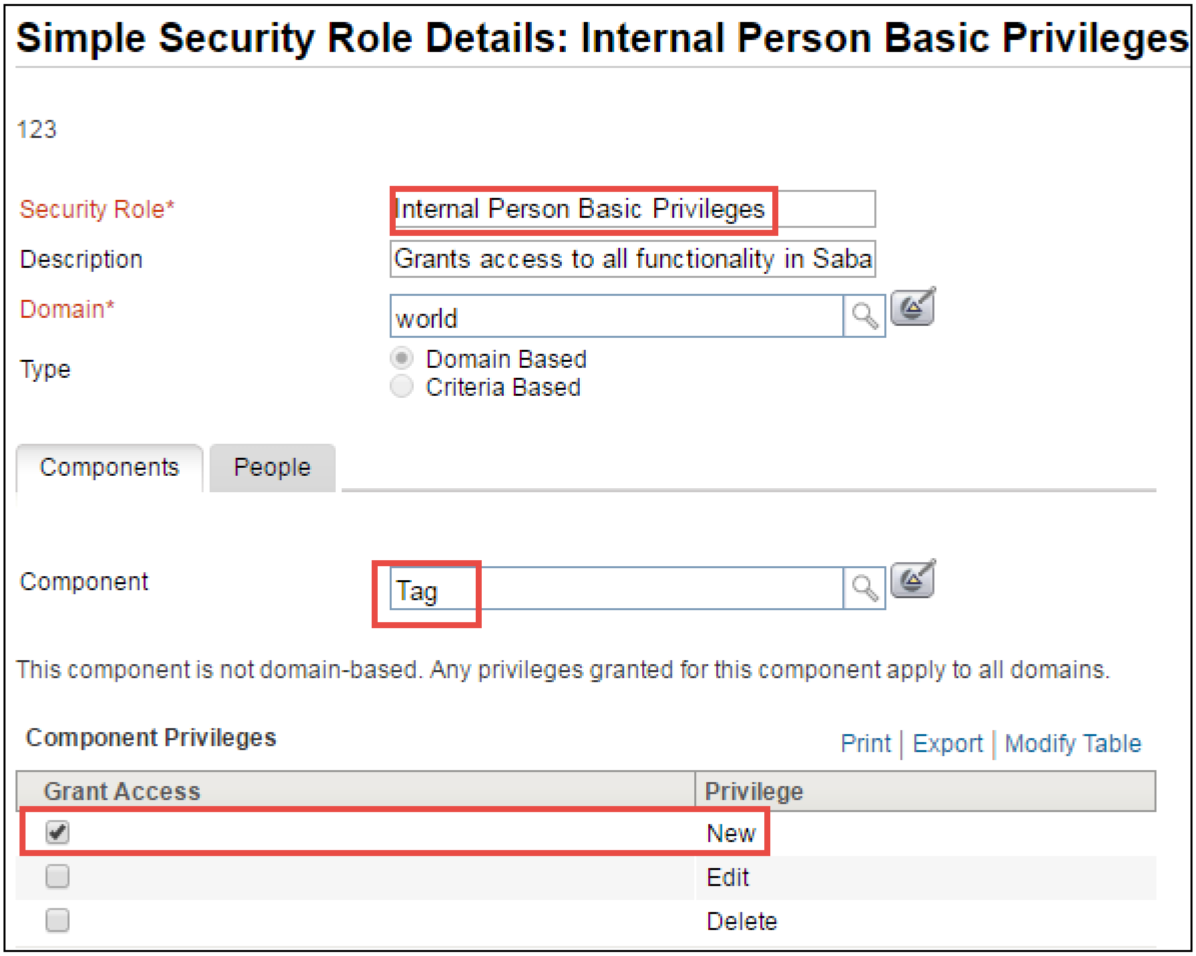


Figure 55: Add tag functionality

The **Tag** link is shown to only those users, who have this privilege. When this privilege is disabled, the **Tag** link is completely hidden, but the existing tags are shown to users. To disable or enable this privilege, please contact your system admin.

Note: This functionality is applicable to all the resources were **Tag** link is shown.

Figure 56: No Tag link

Use case

This functionality allows greater control over tagging and moving social and learning resources.

Preview images

How did it work?

Saba Cloud did not provide a Preview link for images. Instead, when clicked, images would open in the browser for viewing.

How does it work now?

With this update, Saba Cloud offers a **Preview** link for images that are uploaded to Saba Cloud.

The underlying Document Conversion configuration facilitates the preview.

By default, this feature is disabled. It is controlled by the same configuration that allows preview for files. To enable the preview feature, the Saba "admin" users must configure the following site-level property under Document Conversion:

- Convert Social Files
  - If set to "true", then the Preview link is displayed for images and files contributed by users.
  - If set to "false", then the Preview link is not displayed for images and files contributed by users.

  By default, this property is set to "false"

Note: To enable this feature, submit a support request. For assistance, contact Saba support.

Supported Image File Formats

If the Preview feature is enabled, then users can preview all images with MIME type "image". For example, some commonly used image file formats such as GIF, JPG, JPEG, and PNG support preview.

Note:

For BMP and TIFF image file formats, browsers display the Download action instead.

Use case

Users need the ability to preview images and get a glimpse before downloading them.

Add existing videos to video channel and activity stream

How did it work?

In the past releases, users and administrators could only upload new videos to the activity stream. Videos that already existed in the library could not be selected and added.

How does it work now?

In this update, Saba Cloud has enhanced the video embedding option. It provides the option to select a video that already exists in the library to add to the Activity stream, Learning Content or a Video channel.

When adding videos to share to your groups or to save them in your space, you now have more than one option. You can choose videos that you already uploaded to the video collection and add it to an activity stream, content or to one of the video channels or you can upload new videos. You must have the video upload privilege to be able to add videos.

To add a video:

1. Navigate to **Manage Groups**> **Video Channels**> **Add Video**
2. Select any channel
3. **Add Video**> **Upload Video**

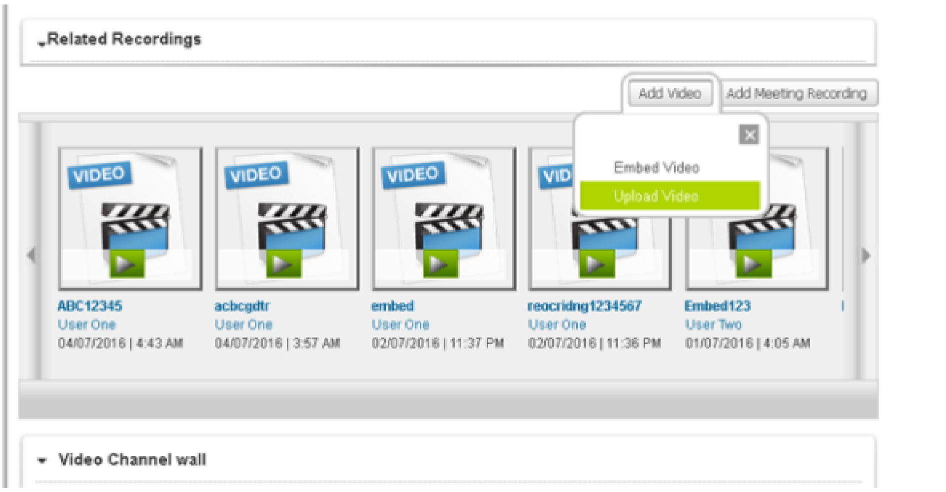


Figure 57: Select Upload Video

When you click on **Upload Video**, the Selected video screen opens.

Videos that you had already uploaded will display from the **Choose** tab. Select the file that you wish to add.

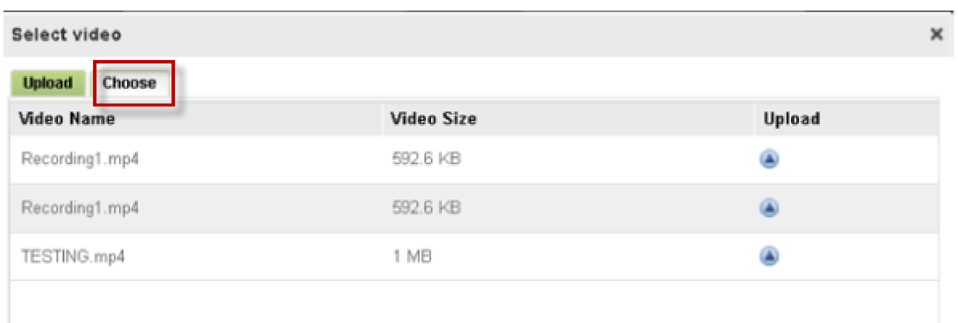


Figure 58: Choose a video to upload

Additionally, you can replace an uploaded video with a different one from the **Edit** page.

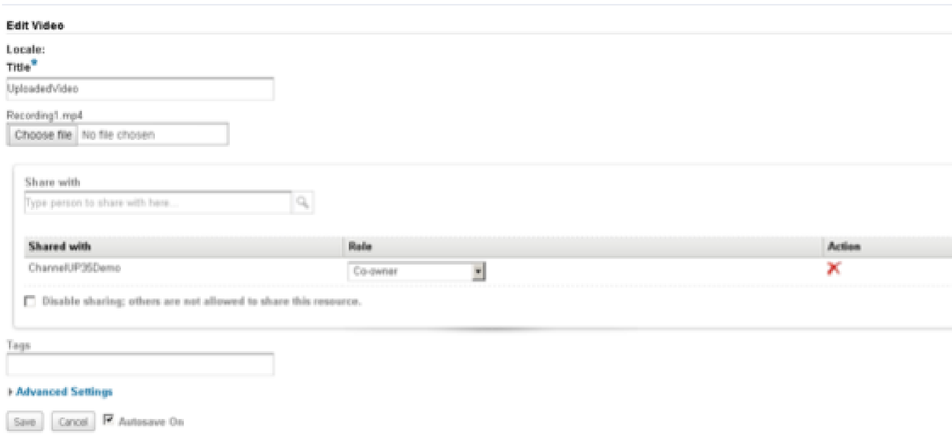


Figure 59: Edit Video page

After the videos are published, you can preview the video from the publishing portlets.

Ability to choose video files while contributing social files

Additionally, this update allows users to choose existing video files when they try to contribute a video resource from their Activity stream. They can use the new **Choose** tab in the video uploader popup window to select one of their existing video files.

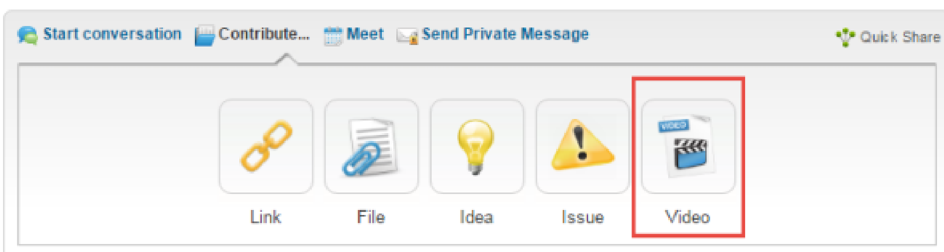


Figure 60: Contribute video resource from Activities stream

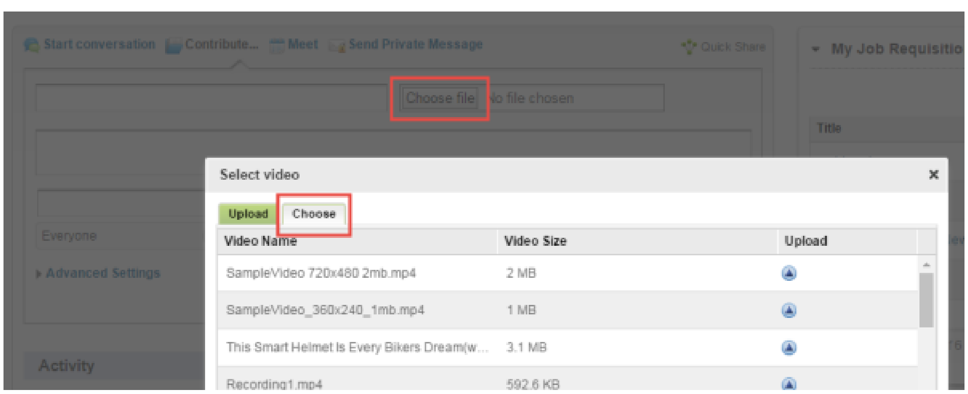


Figure 61: Contribute video resource from Activities stream

Use case

The new option for video upload gives you the flexibility to use videos that you had already uploaded to the library or upload new ones. This eliminates duplicate additions and the option to use a specific video in all three possible spaces.

Chapter 5

Marketplace

Topics:

- Activation key for connectors
- lynda.com configuration changes

Activation key for connectors

How did it work?

In its current form, all marketplace connectors are readily available and administrators can enable them if they have the credentials required to connect to the third party system without any authorization element.

How does it work now?

Starting from this update, an activation key is required to enable the marketplace connector for Panopto and lynda.com.

A system generated key is provided to the user and this activation key must be entered in the required field for the system to save the configuration. Before making any request to the vendor system, Saba will verify if the activation key is still valid. Once that is confirmed, the connector to the vendor will become available.

Please contact your Account Manager to initiate the request for generating the Activation key.

Panopto activation

In the case of Panopto, an activation key and additional parameters are required to get the integration complete.

To begin the integration:

Click on the **Panopto** tile.

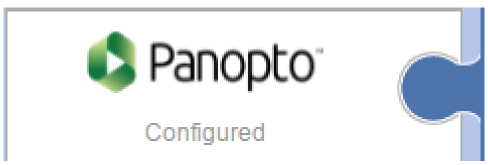


Figure 62: Panopto tile

The Panopto activation screen will launch.

Acquire from Panopto the following required details: **Secret**, **Consumer Key** and the **Integration URL** and enter them in their specific fields.

Saba will generate and provide the Activation key. Contact your Account Manager to initiate the request for generating the Activation Key.

Once all the required parameters are entered, click on **Save**.

The Panopto integration is now complete.

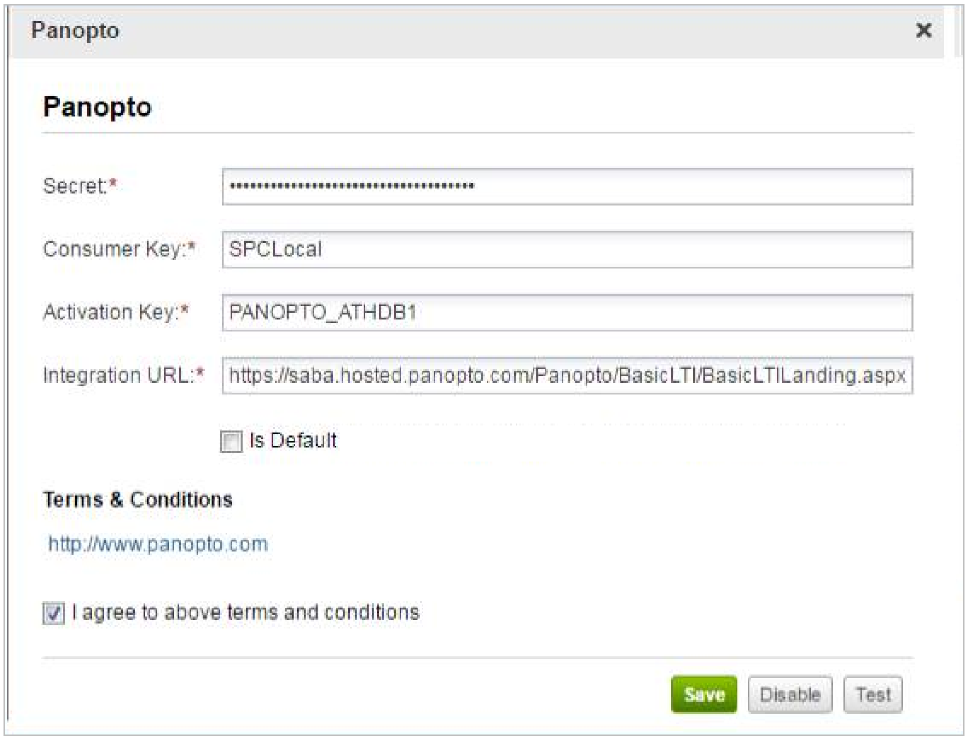


Figure 63: Panopto activation screen

lynda.com integration

In the case of lynda.com, an activation key and additional parameters are required to get the integration complete.

To begin the integration:

Click on **lynda.com** tile.

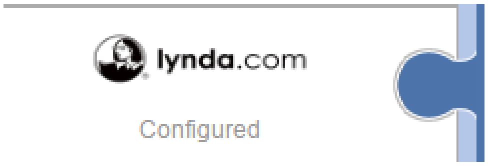


Figure 64: lynda.com tile

The lynda.com activation screen will launch.

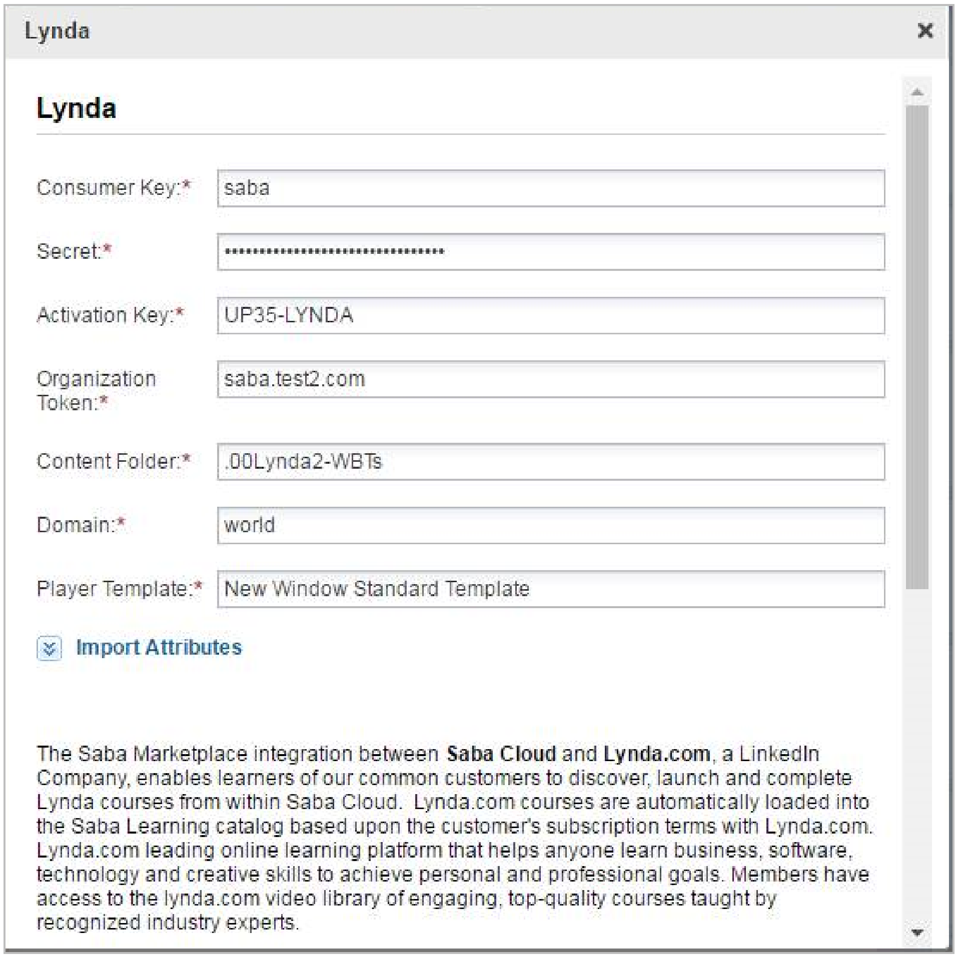


Figure 65: lynda.com activation screen

1. Acquire from lynda.com all the required parameters and enter them in their specific fields.
2. Saba will generate and provide the Activation key. Contact your Account Manager to initiate the request for generating the Activation Key.
3. Click on **Import Attributes** to provide additional attributes.

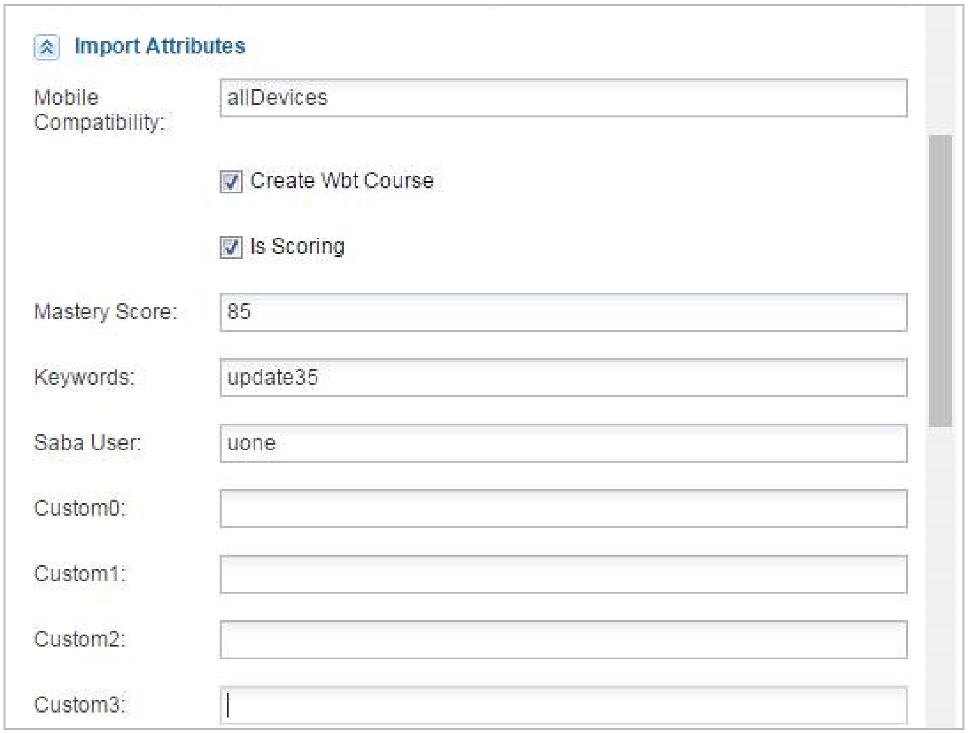


Figure 66: lynda.com import attributes screen

Once you enter all the required parameters, click on **Save**.

lynda.com integration is now complete.

Use case

This enhancement to the current model of activation makes the integration process more authenticated and secure.

lynda.com configuration changes

How did it work?

In this update, certain configuration parameters have been changed for lynda.com connector from the previous release.

How does it work now?

To initiate the configuration for lynda.com, click on **lynda.com** tile.

Figure 67: lynda.com tile

The lynda.com configuration screen will display.

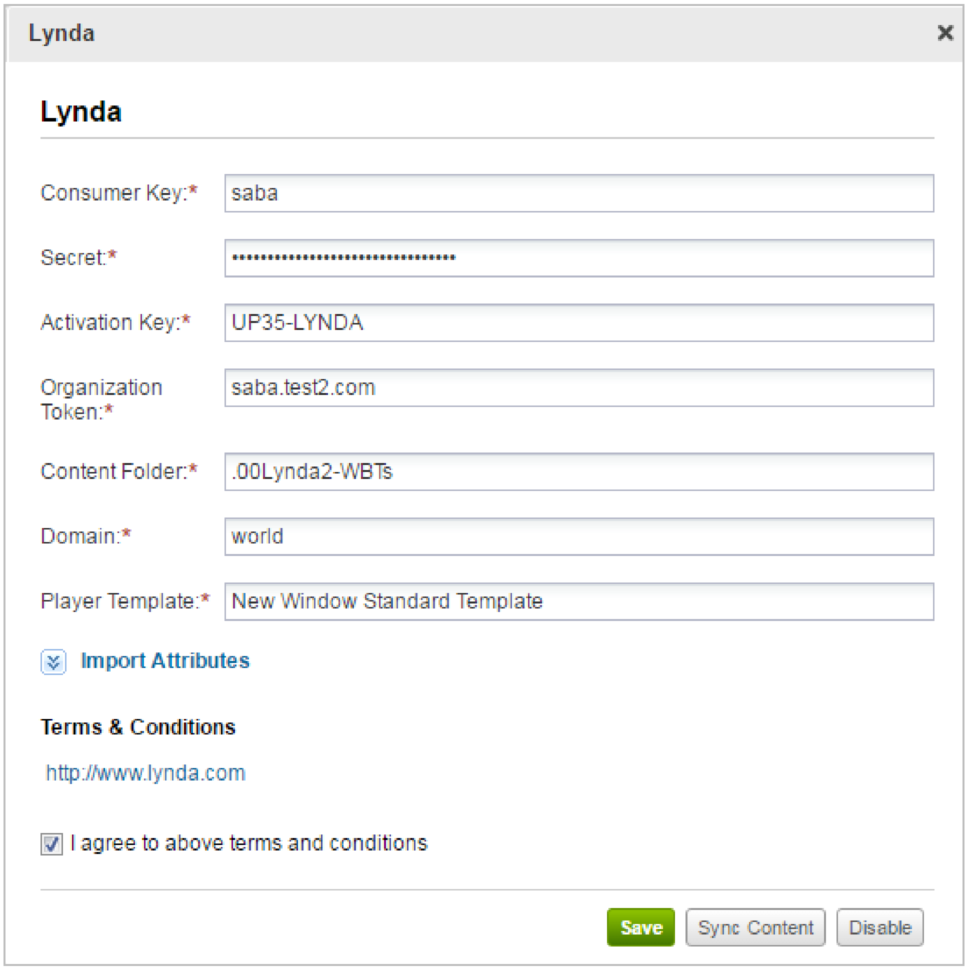


Figure 68: lynda.com configuration screen

1. Acquire from lynda.com all the required parameters and enter them in their specific fields.
2. Saba will generate and provide the Activation key. Please contact your Account manager to initiate the request for generating the Activation key.
3. Default values are provided for domain and player template.

Note: Content server is not a required field anymore.

Player template field and Mobile compatibility under Import Attributes are pre-populated.

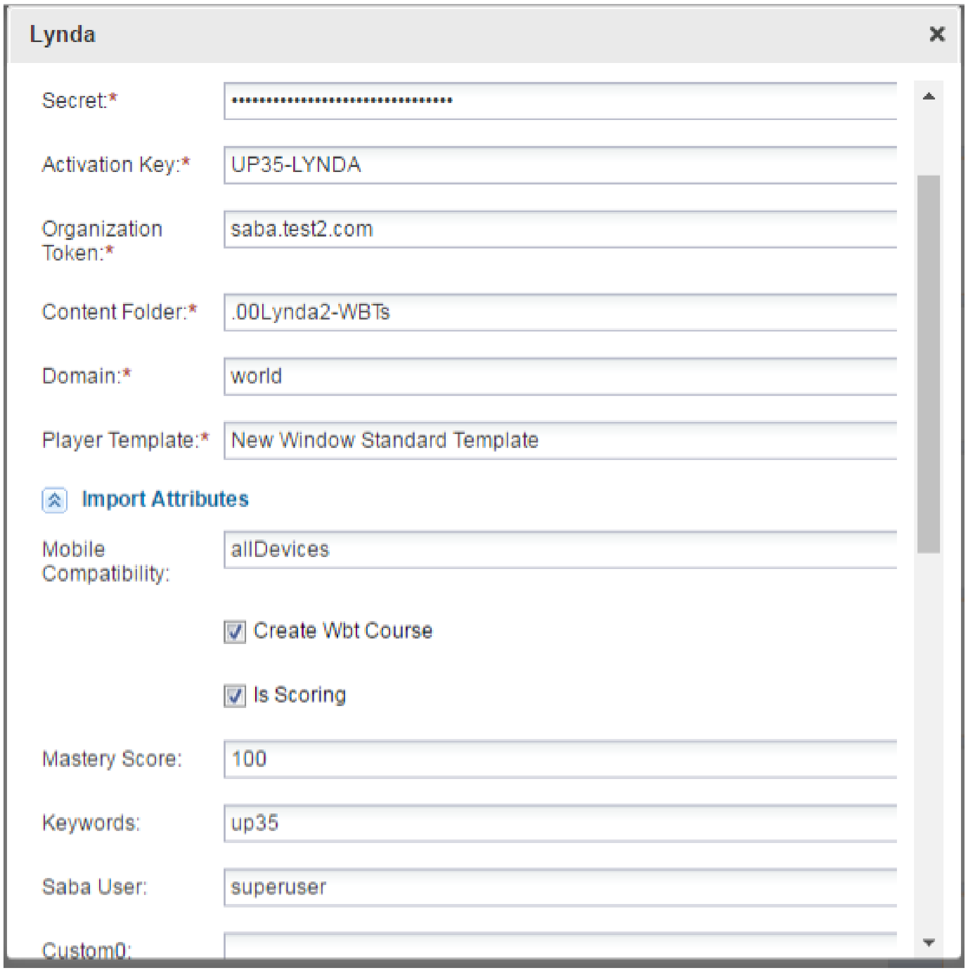


Figure 69: lynda.com import attributes screen

Note: If the values entered from previous configurations differ from the default values provided now, they will remain as is and will not be changed.

Once you enter all the required parameters, click on **Save**.

lynda.com configuration is now complete.

Use case

This enhancement to the current model of activation makes the integration process more authenticated and secure.

Chapter 6

Performance

Topics:

- Plot users with non-numeric ratings on n-box
- Restrict manager's goal progress comments
- SabaOne term changed to NPS
- Updated calculation rules for held skills

Plot users with non-numeric ratings on n-box

How did it work?

In N-box calibration, candidates with only numeric ratings are plotted.

How does it work now?

From this update, the candidates with non-numeric ratings in addition to the users with numeric ratings, will be plotted in N-box. This is applicable to N-box from all the launching points.

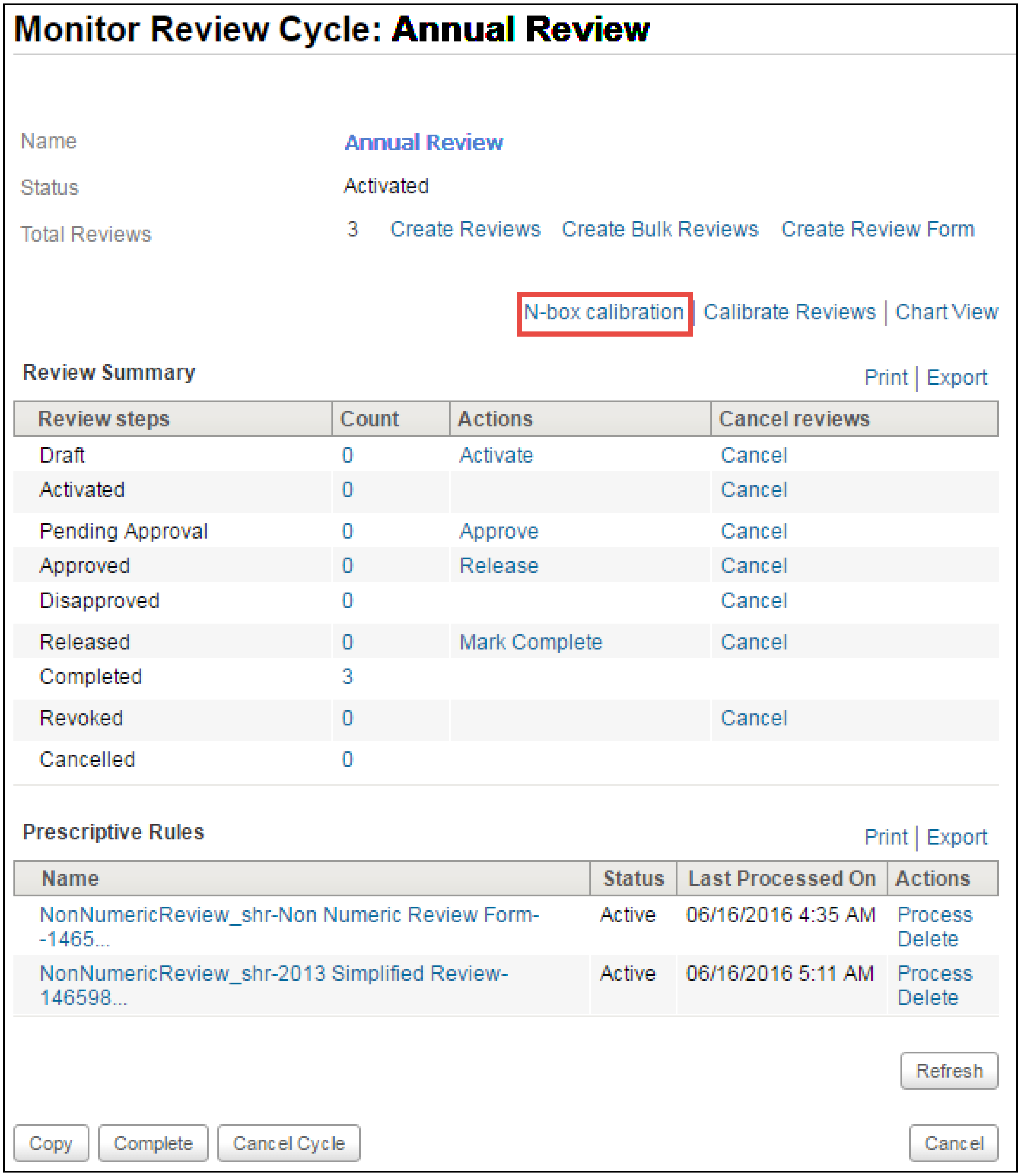


Figure 70: N-box calibration

In the **N-box calibration** page for reviews, scroll down to view all the pool candidates. Under the **Performance Rating** column, you will find candidates with non-numeric ratings.

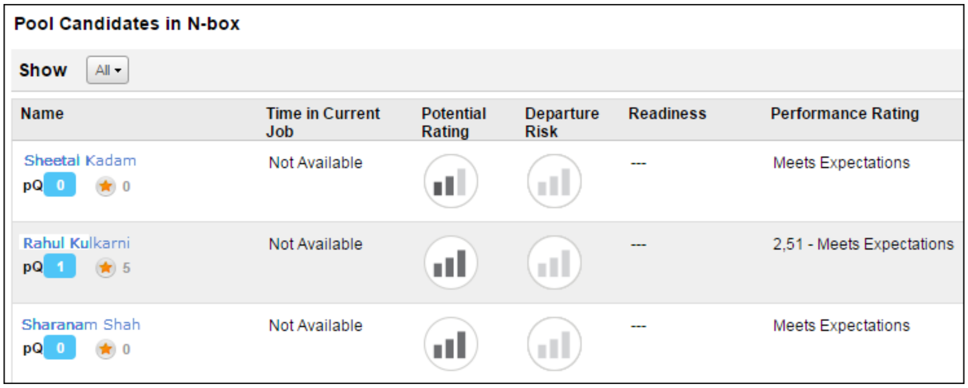


Figure 71: N-box Pool

Scroll up and click the boxes to view the candidates plotted in n-box.

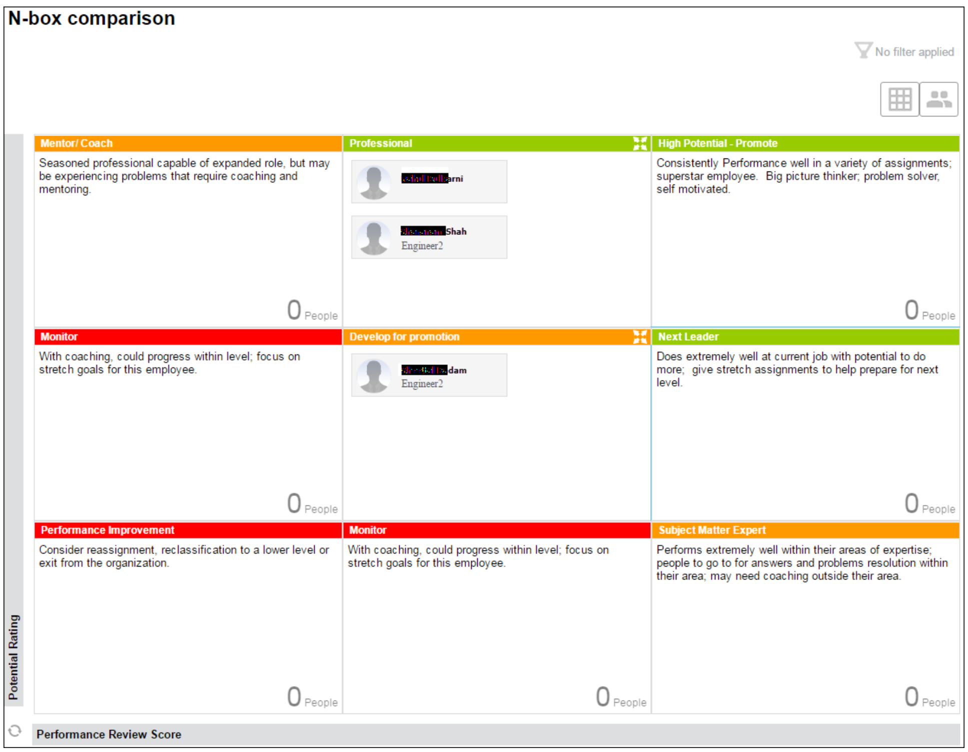


Figure 72: Candidates with non-numeric ratings plotted in n-box

You can also drag and drop the candidates to the required box, update the review score and potential rating and save the details. The dropdown list will show options that are associated with the box (where the candidate is dragged).

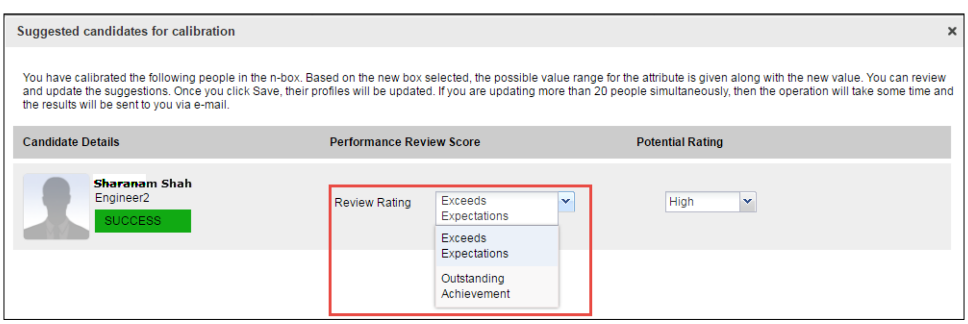


Figure 73: Update review score and ratings

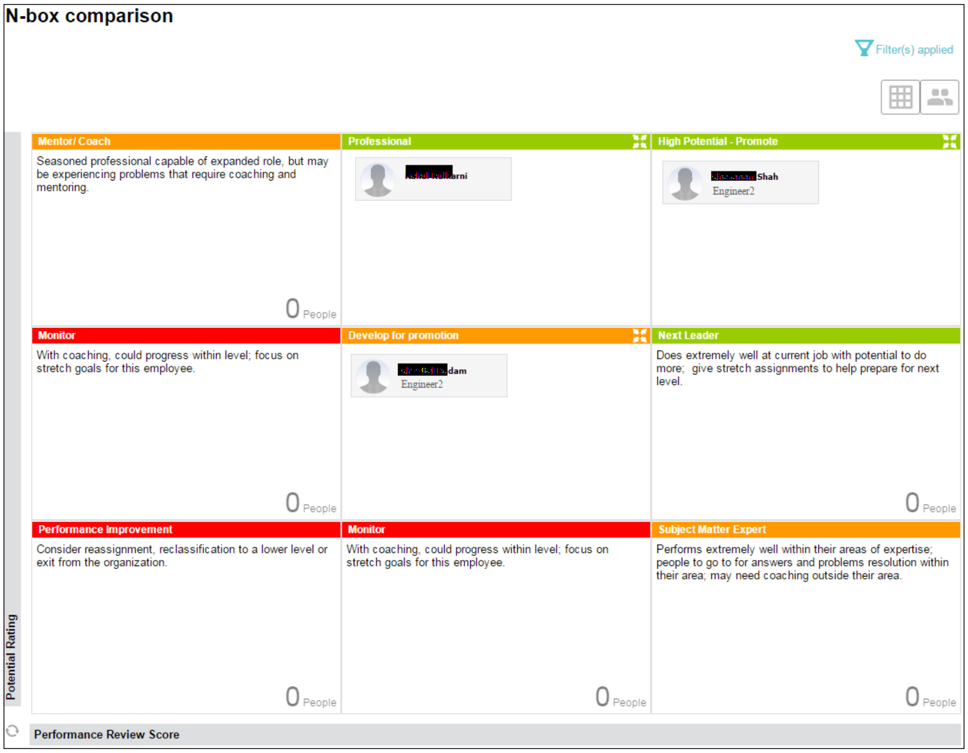


Figure 74: Candidate moved to higher box after overriding the ratings

Use case

Users can now use N-box to plot candidates with non-numeric ratings in addition to the candidates with numeric ratings.

Restrict manager's goal progress comments

How did it work?

When an employee aligns his/her goal to the immediate manager, the employee could see comments available in their manager's goal. Ideally, the employee should be able to view only goal details along with overall progress percentage but not comments and percentages on the manager's goal details page.

How does it work now?

From this update, the manager's goal progress and comments can now be hidden from their employees. A new security privilege **Can view manager's goal progress comments** is introduced under **Shared Goal (Goal Definition)** component. By default, this privilege is enabled and granted to **Performance admin**, **Internal Person Basic** and **External Person Basic** roles. A manager would be able to see his/her subordinates' (nth level direct subordinates) goal progress and comments without any restriction.

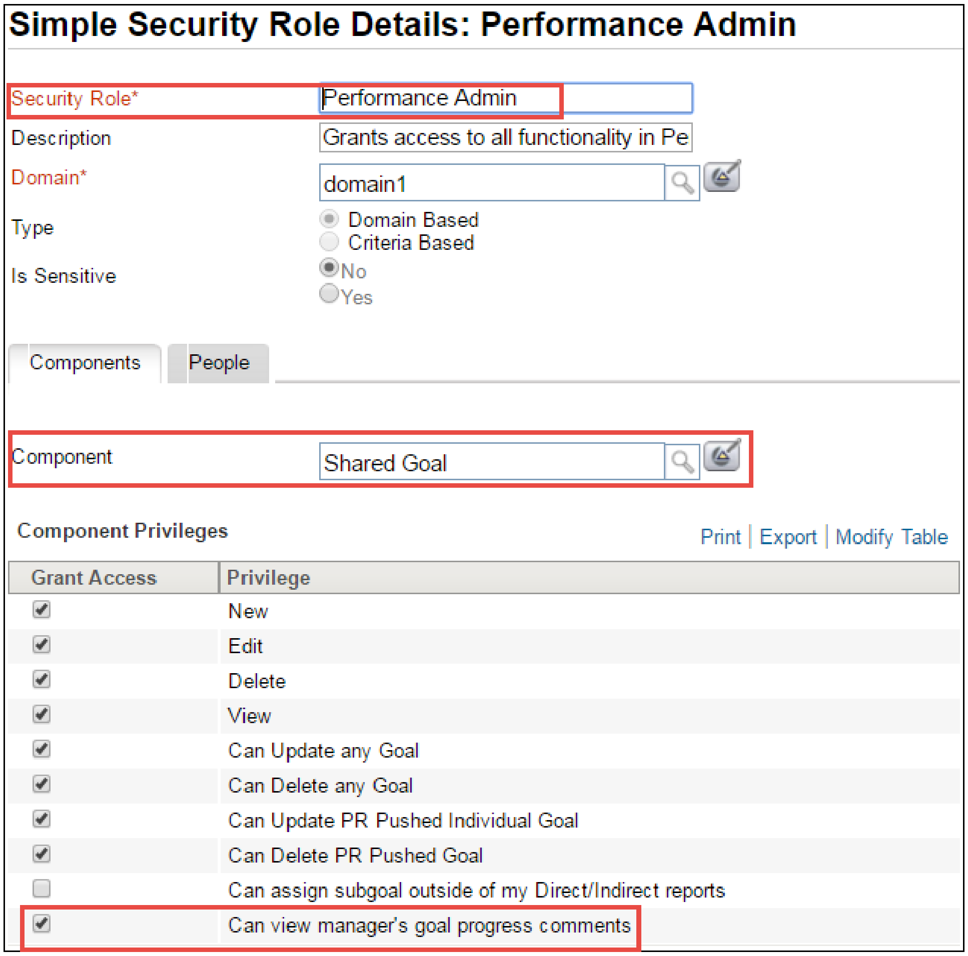


Figure 75: New security privilege

When this privilege is enabled and the user has aligned the goal with his/her manager's goal, then the user can view the goal and the goal progress comments on the manager's goal.

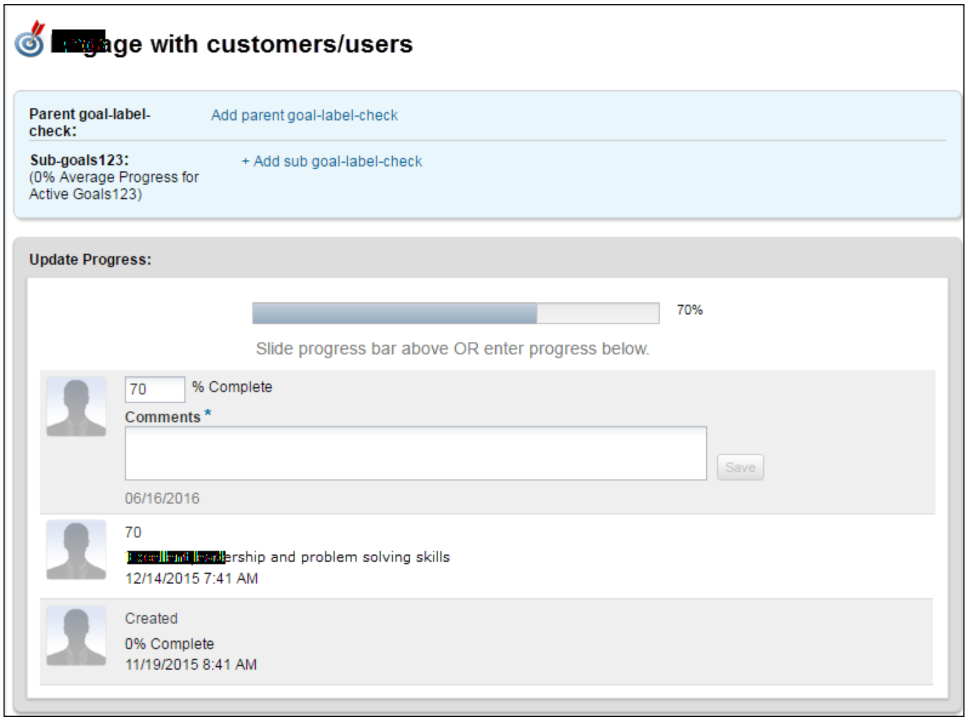


Figure 76: Learner's goal view when security privilege is enabled

When this privilege is disabled, the user will be able to see manager's cumulative goal progress, but not the individual progress and corresponding comments.

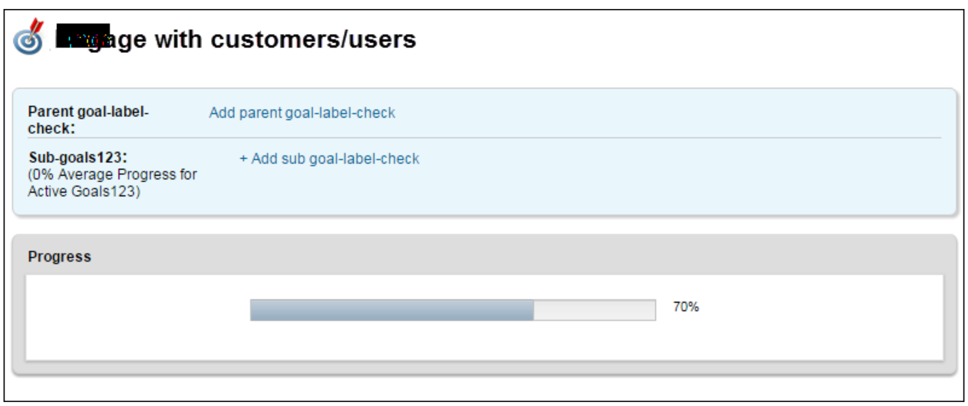


Figure 77: Learner's goal view when security privilege is disabled

Use case

The visibility of managers goal progress comments is now governed by **Can see managers goal progress comments** security privilege. Based on this privilege setting, the user can either see the manager's goal progress comments or only see cumulative goal progress.

SabaOne term changed to NPS

How did it work?

In Saba Cloud, we have SabaOne, which is a simple but powerful single question to provide feedback on an individual's performance. SabaOne will now be referred to as NPS (Net Performance Score) which uses the Net Promoter Score methodology to calculate the score.

How does it work now?

From this update, SabaOne will be now referred to as **NPS (Net Performance Score)**. Throughout the application, the term **NPS** will be shown instead of the full form. The updated string will reflect in the following areas.

Performance > **Manage Impressions**

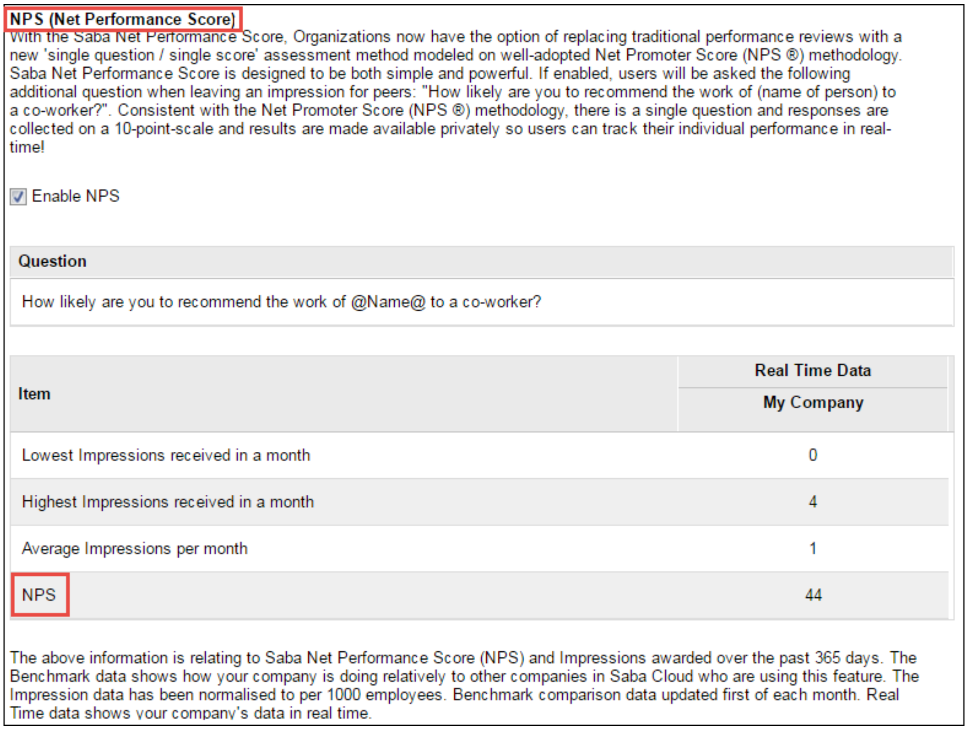


Figure 78: Manage Impressions & Benchmark

Talent > **Talent Dashboard**

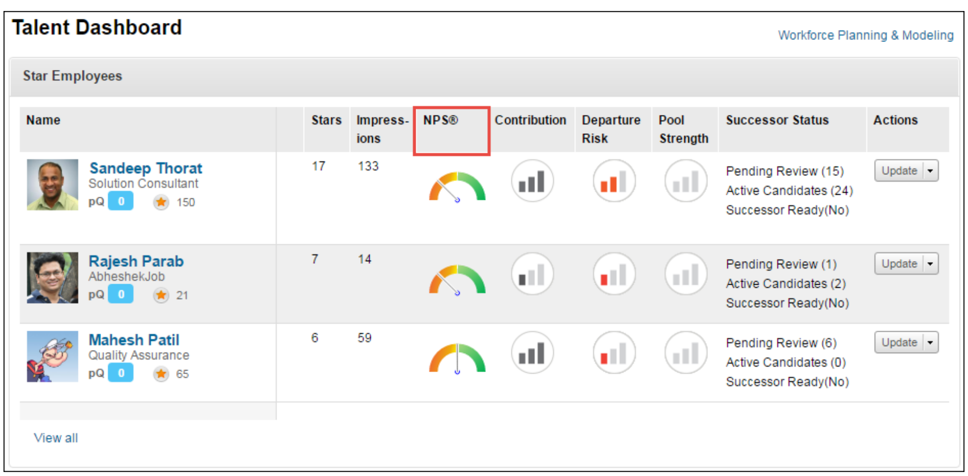


Figure 79: Talent dashboard

My Team > **Talent**

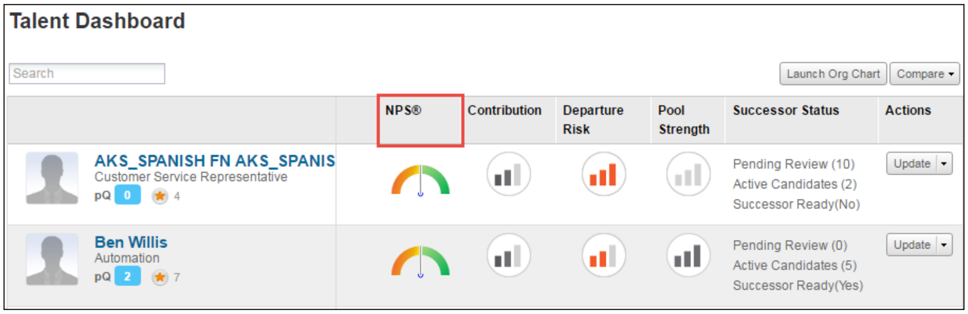


Figure 80: Manager's talent dashboard

Use case

SabaOne will be now called as **NPS (Net Performance Score)**.

Updated calculation rules for held skills

How did it work?

When calculating the held proficiency level for the assessment method **Learning Offering**, it was only considering **ALL** learning items and providing an average level.

How does it work now?

From this update, the held skills' level for a learning offering assessment method will be governed by a setting **Select a rule to calculate held proficiency level for a skill** under **Skills** service. The options are:

- All - Select this option to consider an average of learner's skills across multiple courses.
- Most recent - Select this option to consider the skill level of the last attempted course.
- Most recent for each course - Select this option to consider an average of the learner's most recent skill for each course. This option is similar to the **All** option, but if a learner attempts a same course twice, then the level of the last attempt will be considered for that course.

By default, this setting is set to **All**.

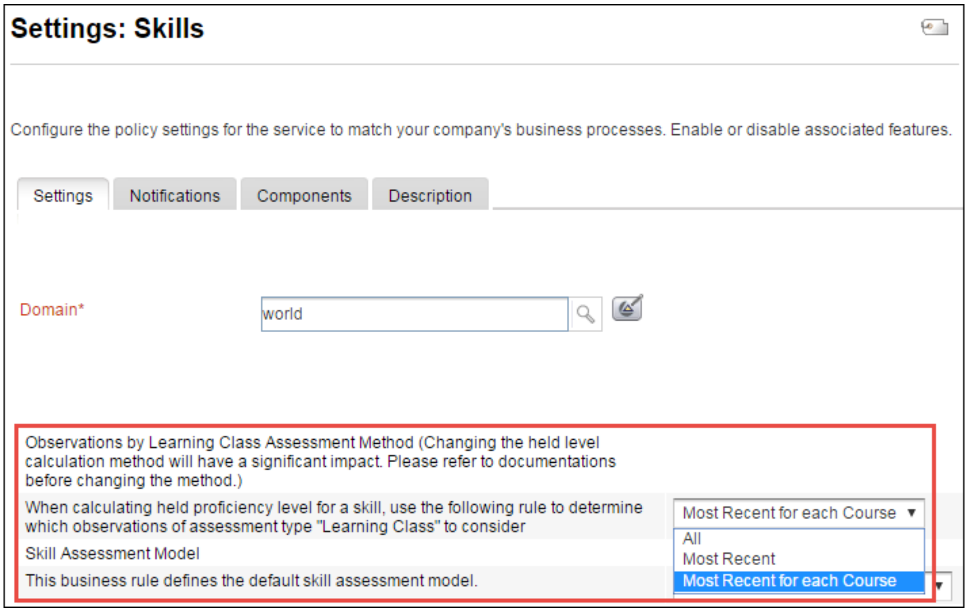


Figure 81: New setting for skills held level calculation

Based on the option selected for the setting, the Held level will be calculated only for new assessments. The held level will not be changed for completed assessments.

EXAMPLE

John has the following courses and its corresponding skills as shown below. Now, based on the option selected in this dropdown list, the held proficiency level will be calculated as shown below.

- Course A
  - Skill 1 - 1 (proficiency level)
- Course B
  - Skill 2 - 3 (proficiency level)
- Course C
  - Skill 3 - 5 (proficiency level)

John completes all the above courses. So based on the options in the setting **Select a rule to calculate held proficiency level for a skill**, the held level proficiency will be calculated as:

- All - (1+3+5)/3 = 3
- Most recent - 5 (Course C > Skill 1)

Now, John enrolled for **Course A** again and assessed the **Skill 1** with required level as 3. So:

- All - (1+3+5+3)/4 = 3
- Most recent for each course - (3+5+3)/3 = 4
- Most recent - 3

Use case

When calculating the proficiency held level of skills for the assessment method **Learning Offering**, it considers all the completed courses and averages the score. Now, the admin has the privilege to select 1 of the 3 calculation methods to calculate the held level.

Chapter

7

Pulse 360

Topics:

- Saba Pulse renamed to Pulse 360 and introduced as an independent module

Saba Pulse renamed to Pulse 360 and introduced as an independent module

How did it work?

In the last update, Saba Pulse was introduced as a REAL-TIME PULSE for organizations to show how engaged their employees are and most importantly, the ability to do real-time benchmarking of these results against their peers.

How does it work now?

From this update, **Saba Pulse** will be known as **Pulse 360**. Pulse 360 is now pulled out from the **Performance** service and introduced as a independent module.

Pulse 360 - Basic & Pro service

Pulse 360 will now be available in two versions, Basic and Pro. The Basic version will be available for all the existing customers, who have enabled it already. The Pro version is a new **advanced part**. To enable this feature, submit a support request. For assistance, contact Saba support.

Note: Analytics reporting is available only with the **Pro** version.

System admin must navigate to **System** > **Configure System** > **Services** and enable the **Pulse 360** service, which is the Basic version. By default, this service is enabled.

The **Pro** service is a child service of **Pulse 360**.

Figure 82: Pulse 360 service

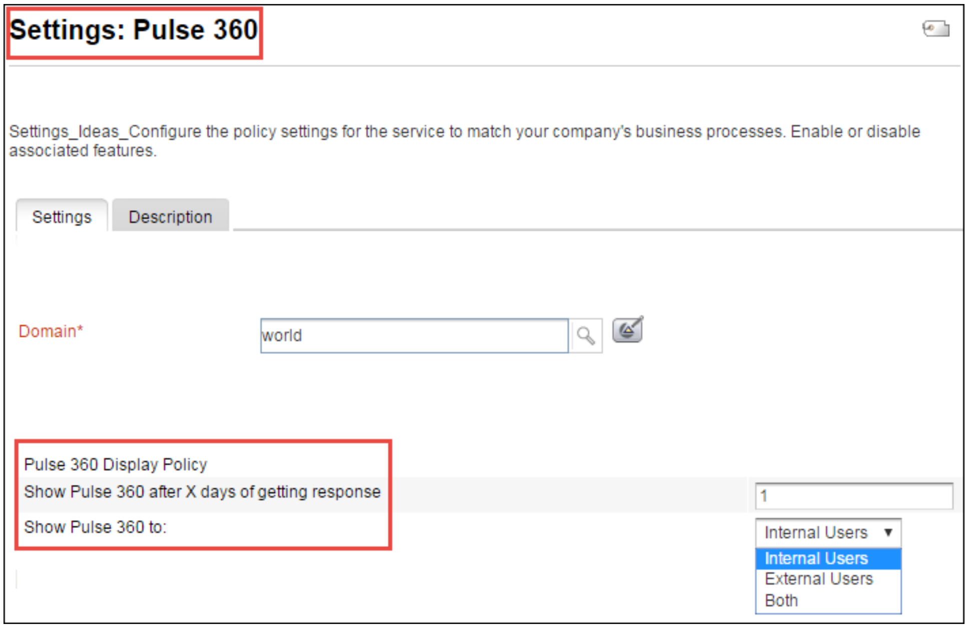


Figure 83: Settings of Pulse 360

Security roles

Once the service is enabled, by default only the performance admin, Pulse 360 admin, and super user can access **ADMIN** > **Pulse 360**. To access **Pulse 360** menu, these admins must have the following privileges:

- **MenuVisibility-Pulse Admin** component
  - Can access Pulse -> Pulse Home
  - Can access Pulse -> Dashboard
  - Can access Pulse -> Configuration
  - Can access Pulse -> Manage Pulse 360
- **System** component
  - Can Access Pulse 360 Admin role

Pulse 360 admin

Pulse 360 admin along with performance admin can view the dashboards and manage the questions by navigating to **ADMIN** > **Pulse 360** > **Manage Pulse 360**.

Basic version

In the Basic version of Pulse 360, the pulse 360 and performance admins can only view the dashboard and questions.

View dashboard

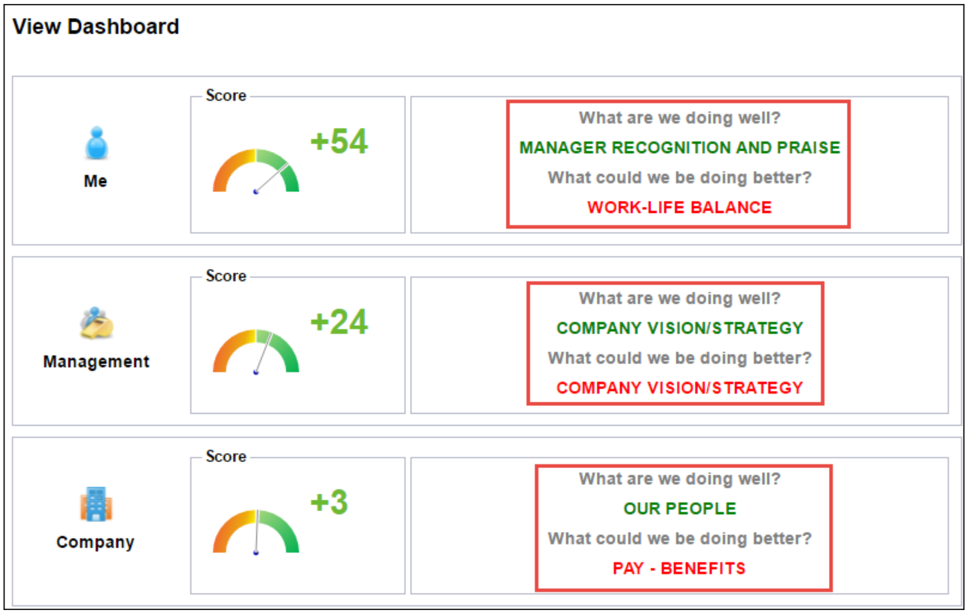


Figure 84: Dashboard view in Basic version

Here, for each category (ME, Management, and Company), a score will be shown and based on the employee's maximum responses the top positive and top negative response will be shown under the questions.

View questions

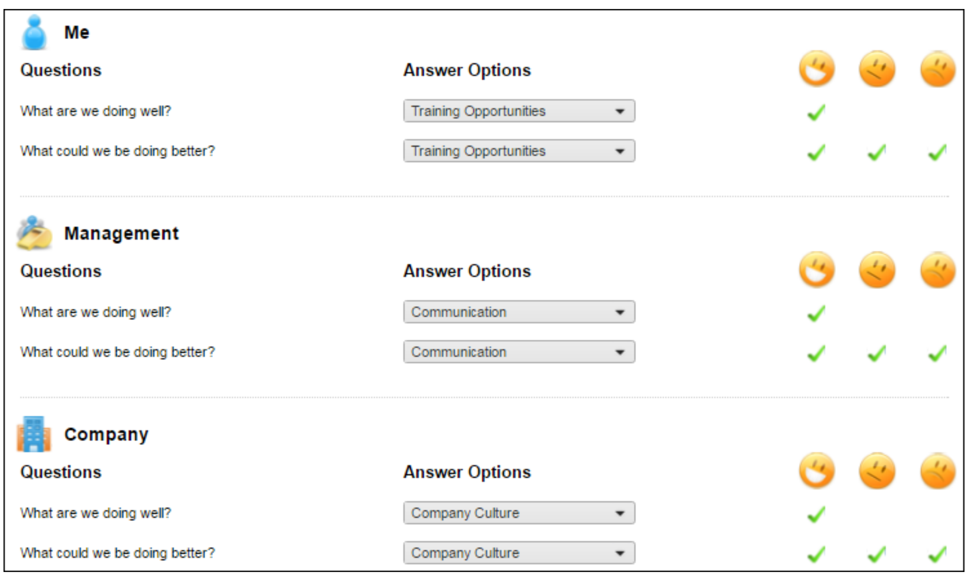


Figure 85: Questions view in Basic version

Here, the admins can only view the questions and their responses that will be shown on the **How's it going?** portlet.

Pro version

In the Pro version of Pulse 360, the admins can view the dashboard and configure questions that will be displayed to the end user in How's it going? portlet.

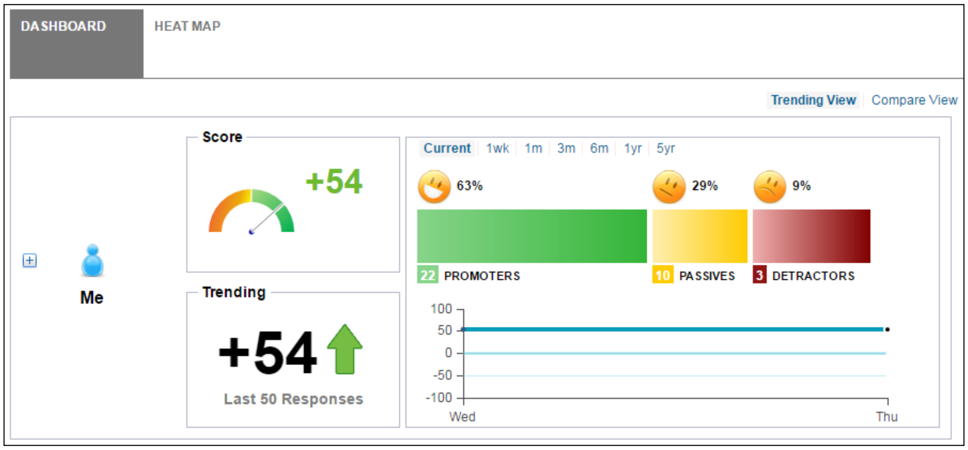


Figure 86: Dashboard view in Pro version

View Dashboard

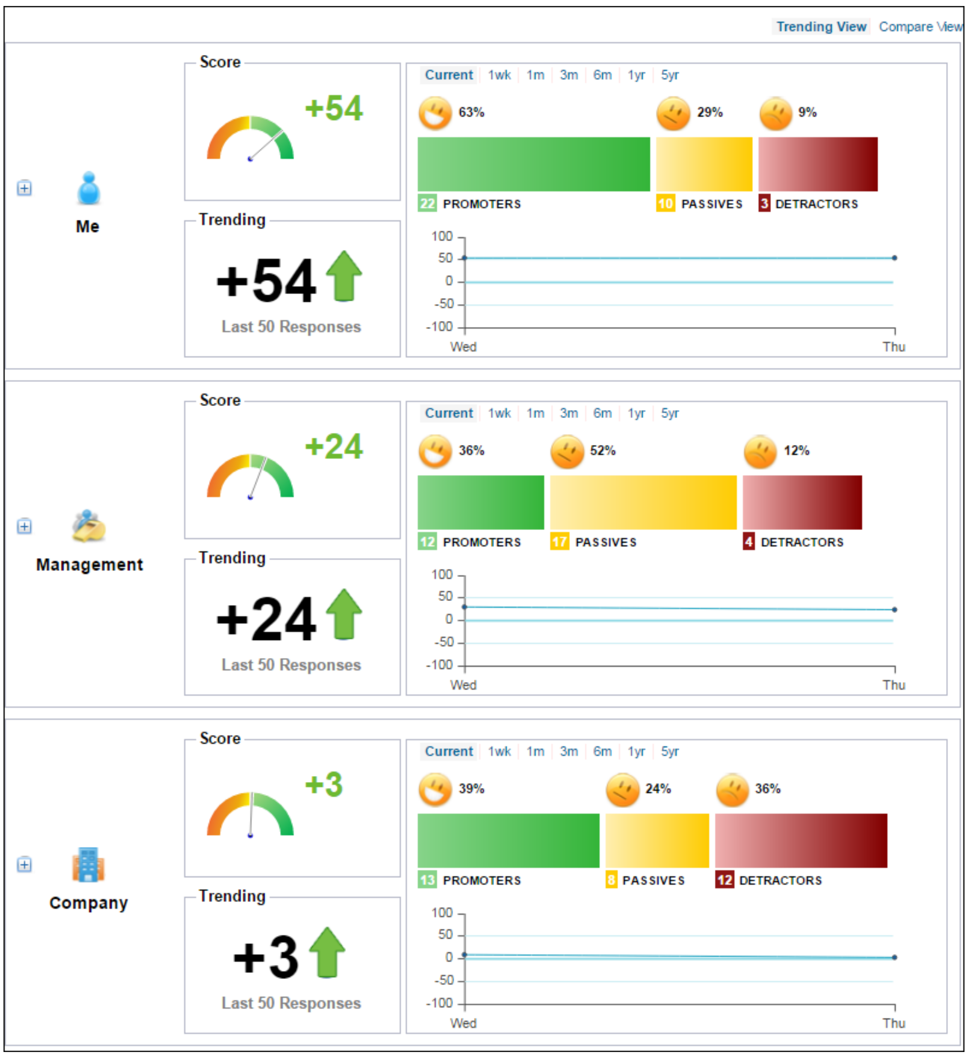


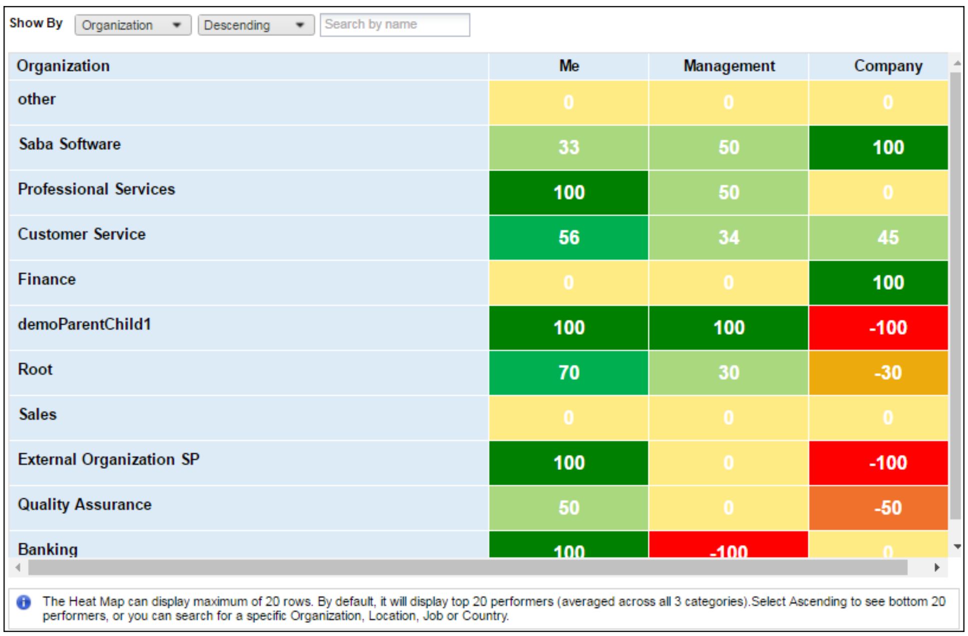
Figure 87: Dashboard view in Pro version

On the dashboard view, the admin can:

1. Benchmark data – Shows where the company is relative to other companies

2. Two view options Trending View and Compare View.
    a. Trending View: Its a default view. Displays the score and latest information category wise in the horizontal view.
    b. Compare View: Displays the same information as Trending View, but vertically.
3. Score shows the speedometer with the Saba Pulse score. Saba Pulse score is calculated as (% of people responded as Happy) - (% of people responded as Sad). The same calculation will be used for each category.
4. Trending shows by how many points the score has moved up or down based on the last 50 feedback
5. Current | 1wk | 1m | 3m | 6m| 1yr | 5yr shows the trend from the selected period. By default, **3m** will be selected.
6. Emoji colour bar shows percentage of people selected **Happy**, **Neutral**, and **Sad**. The calculation is percentage of people responded as Happy and they are shown as Promoters, people who responded as Neutral are shown as Passive, and people who responded as Sad are shown as Detractors.
7. Line chart shows the Saba Pulse score over the selected period
8. On expanding the category, more details are shown where the same charts are broken down by organization or location.

Heat Map



Organization	Me	Management	Company
other	0	0	0
Saba Software	33	50	100
Professional Services	100	50	0
Customer Service	56	34	45
Finance	0	0	100
demoParentChild1	100	100	-100
Root	70	30	-30
Sales	0	0	0
External Organization SP	100	0	-100
Quality Assurance	50	0	-50
Banking	100	-100	0

Figure 88: HEAT MAP view in Pro version

On the Heat Map view, the admin can:

1. View the data in granular level:
    a. By Organization
    b. By Location
    c. By Job
    d. By Country
2. Heat map shows the top 20 responses. The responses can be sorted by ascending or descending.
3. Search box allows to search by name.
4. The row is clickable and shows the same information as per the dashboard but for the specific organisation. Below that response chart will appear.

    Note: If any of the category information is not captured for an employee, for example, Country, then they are grouped into **Other** bucket.

Manage Questions

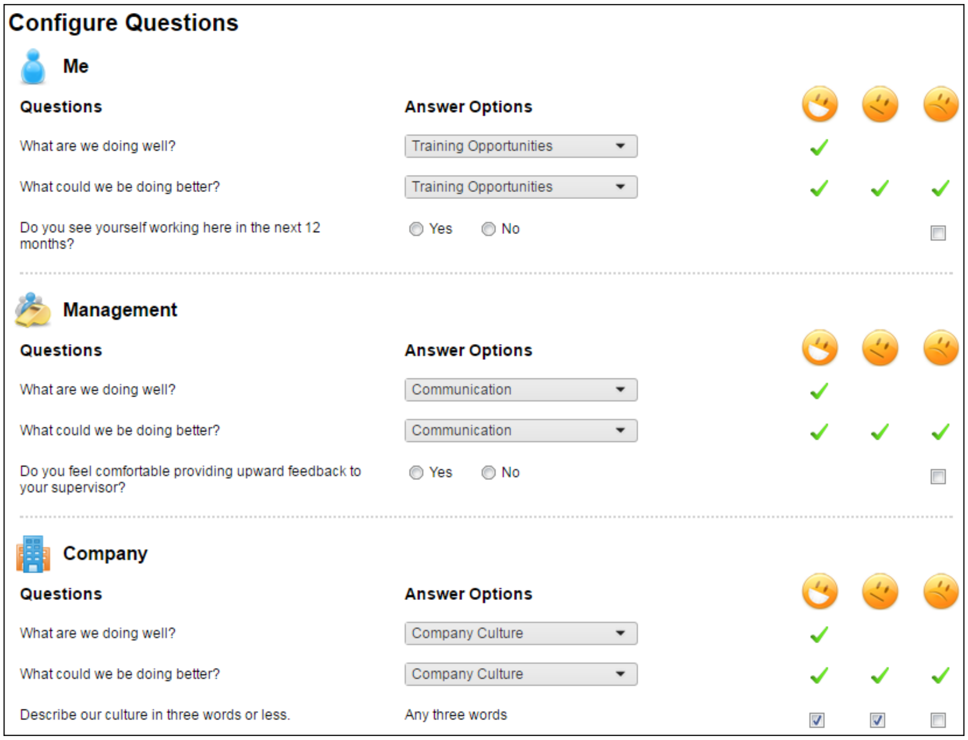


Figure 89: Configure questions in PRO mode

As a **Pulse 360 Admin** or **Performance Admin**, you can view the answer options for each category that will be flashed to the end user on the portlet. For the third question of each category, you can choose whether to ask the question or not.

Note: The labels of the questions under each category are not configurable.

How's it going? portlet

Based on the questions, the **How's it going?** portlet will be shown for the Basic and PRO versions.

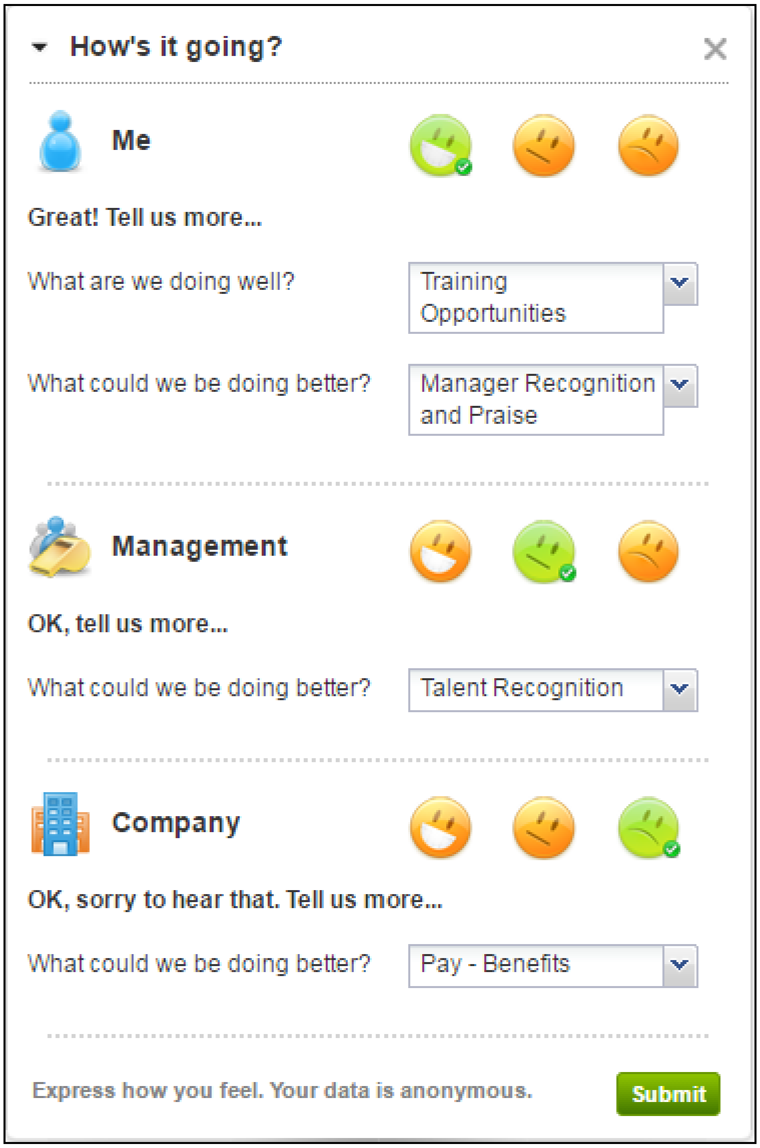


Figure 90: How's it going?

Once you choose the options in the portlet and submit your responses, the following reaction will be shown.

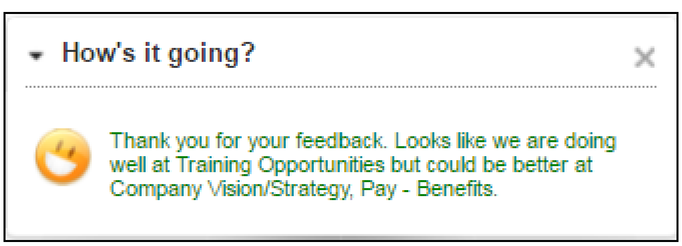


Figure 91: Message shown on submitted response

Use case

Pulse 360 will now be known as an individual module.

Chapter 8

Talent

Topics:

- Updated parent service that controls role analysis, and ability to add roles
- Critical knowledge replaces Relocation preference in calculating Departure Risk
- Edit career path names and control path visibility
- Name and Description fields of a talent pool are now editable
- New setting to edit organization and job fields of a position
- Terminated employees excluded from data export file for Planning@Work
- Updated dependency of View/Edit Talent Profile link under My Team > Overview

Updated parent service that controls role analysis, and ability to add roles

How did it work?

Prior to this update, the visibility of the **Role Analysis** link under **Me** > **Profile** > **Required Roles** / **Optional Roles** section was not controlled by any setting or service and it use to appear by default.

In addition, the visibility of the **Add Required Roles** and **Add Optional Roles** links was controlled by the **Career Planning** service followed by the **Allow User to Add Job Roles** setting under the **User Profile** service.

How does it work now?

The visibility of the **Role Analysis** link is now controlled by the **Career Planning** service. Hence, the **Role Analysis** link will appear on the profile only when the **Career Planning** service is enabled.

The visibility of **Add Required Roles** and **Add Optional Roles** links will now be controlled only by the **Allow User to Add Job Roles** setting. Hence, these links will appear on Profile only when the **Allow User to Add Job Roles** setting is enabled. By default, this setting is disabled.

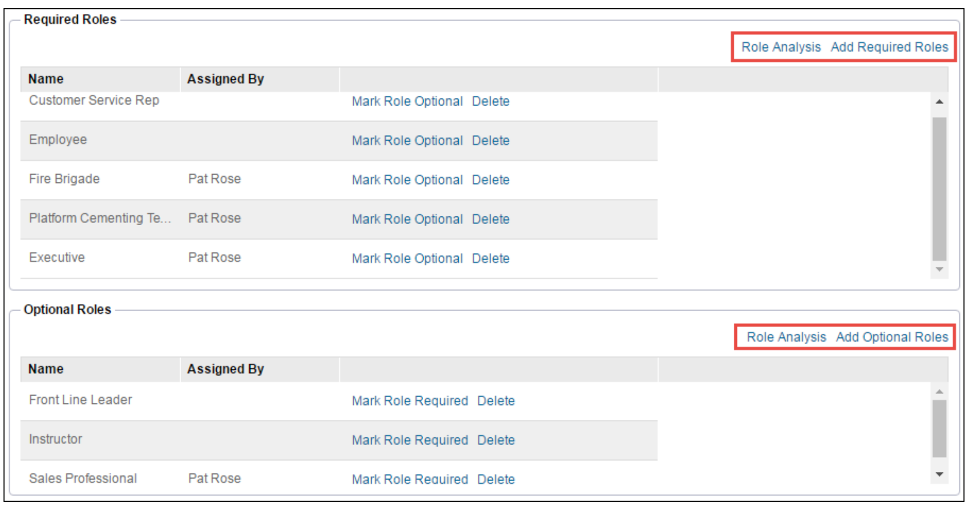


Figure 92: Role Analysis & Add Required/Optional Roles links

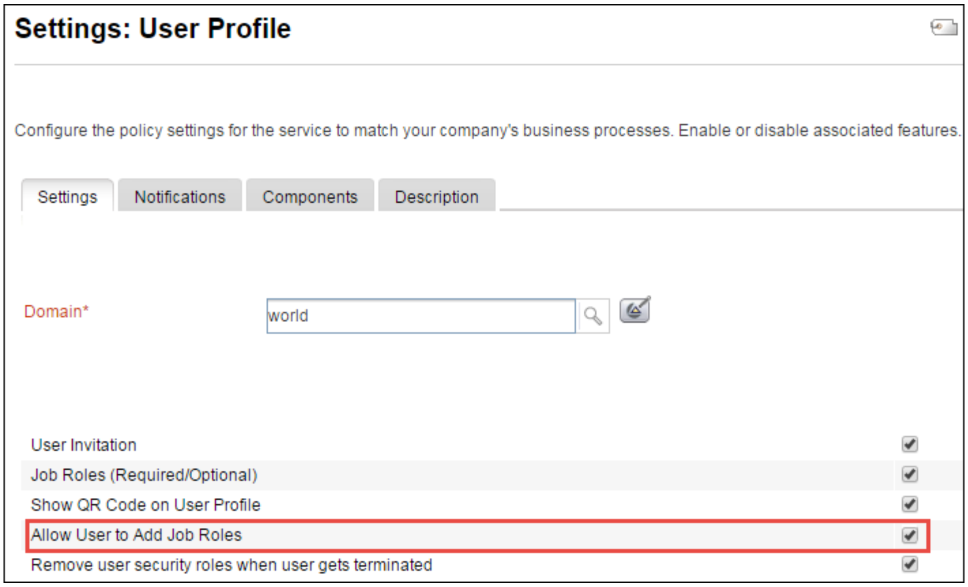


Figure 93: Setting to display Add Job Roles links

Use case

A user with Learning@Work package wants managers to be able to add job roles for their employees, as the business needs change. In addition to this, the managers must be able to remove and/or change any roles that they have assigned from optional to required, and from required to optional. Hence, this enhancement lets the user enable the settings so that managers can perform these activities.

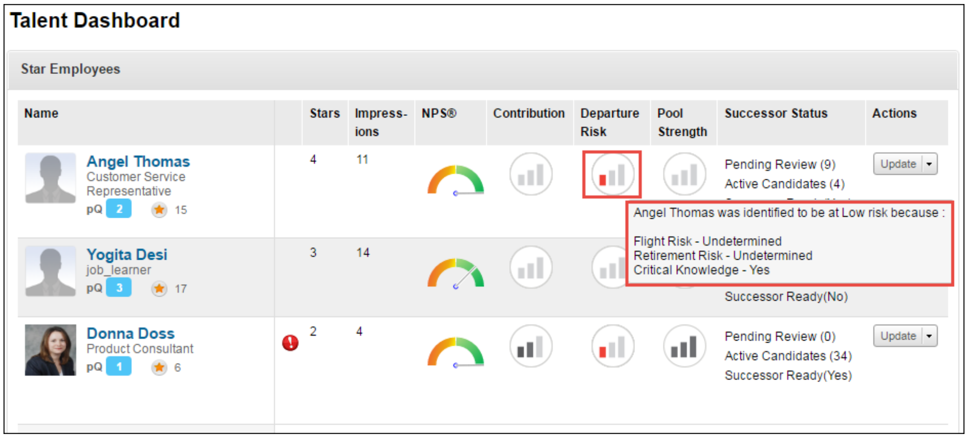
Critical knowledge replaces Relocation preference in calculating Departure Risk

How did it work?

In Talent Dashboard, the **Departure Risk** was calculated using **Flight Risk**, **Retirement Risk**, and **Relocation Preference**. Relocation Preference is not an attribute that is commonly correlated with a departure risk score. The calculation will become more accurate with the exclusion of this attribute.

How does it work now?

From this update, the **Departure Risk** will be calculated using **Flight Risk**, **Retirement Risk**, and **Critical Knowledge**.



The talent admin and manager can now update **Critical Knowledge** field in **Talent Dashboard** through:

- ADMIN > Talent > Talent Dashboard > **Update** under **Actions** corresponding to the employee name
- ADMIN > Talent > Search > Talent Search > **Update** under **Actions** corresponding to the employee name
- MY TEAM > Talent > Talent Dashboard > **Update** under **Actions** corresponding to the employee name

Figure 94: Talent Dashboard

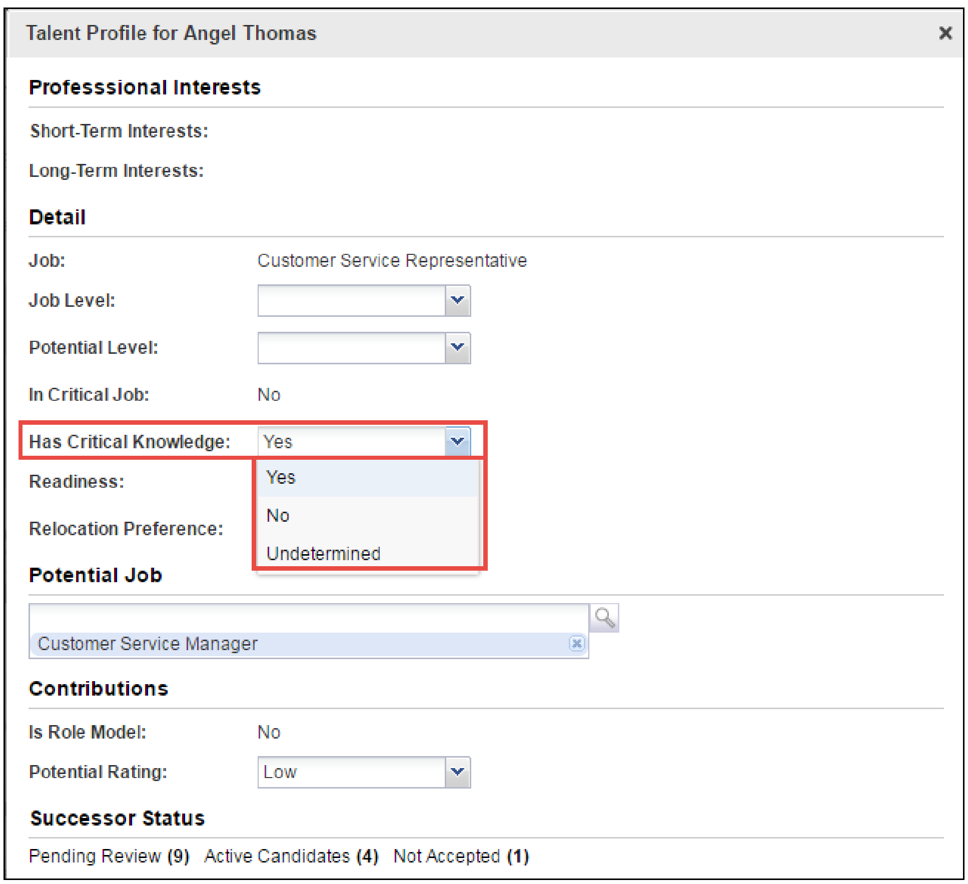


Figure 95: Talent profile dashboard

Use case

An employee with critical knowledge would negatively impact operations if they leave the company, hence this attribute is necessary to be added for calculating departure risk. This attribute is especially helpful when looking at succession planning.

Edit career path names and control path visibility

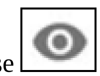
How did it work?

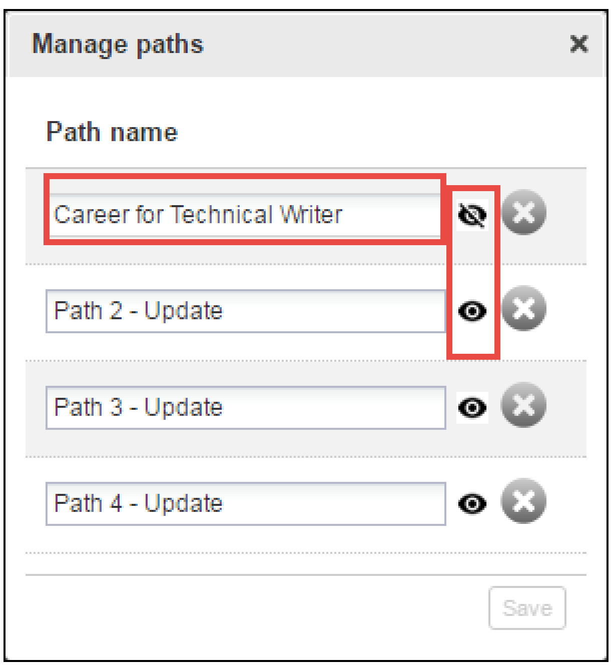
The career path names were not editable and the manager was able to see all the team member's paths.

How does it work now?

From this update, the user can now edit the career path names even after creating them. The user must navigate to **Career Planning** > **Career** > **Manage paths** and enter a valid path name in the text box. The updated path name will reflect on the Talent profile popup for the end user.

In addition to this, the user can also control the visibility of the career path by showing or hiding them from the manager.

On the same **Manage paths** popup, the user can use  icon to control the visibility of the path. On clicking the icon, the icon will turn to  and the path will be hidden from the manager.



The visibility of the path can be controlled during the path creation as well through **Allow manager to view the path** checkbox on the **Add path** popup. By default, this checkbox is enabled, which means the new path will always be visible to the manager.

Figure 96: Edit path name and add privacy setting

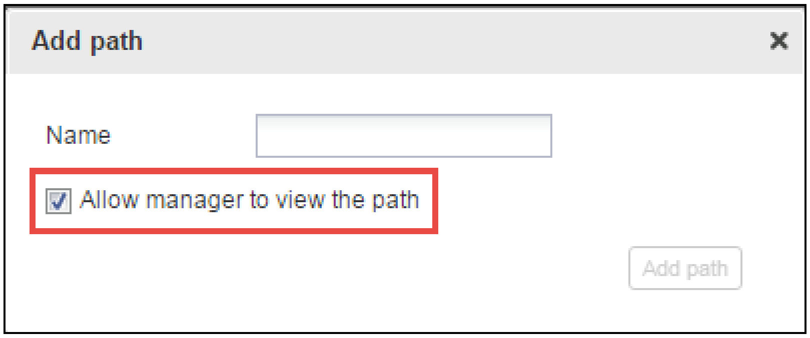


Figure 97: Set visibility while adding a path

Once the user creates a path and sets the visibility, the user's manager will be able to see only the public paths and not the private paths.

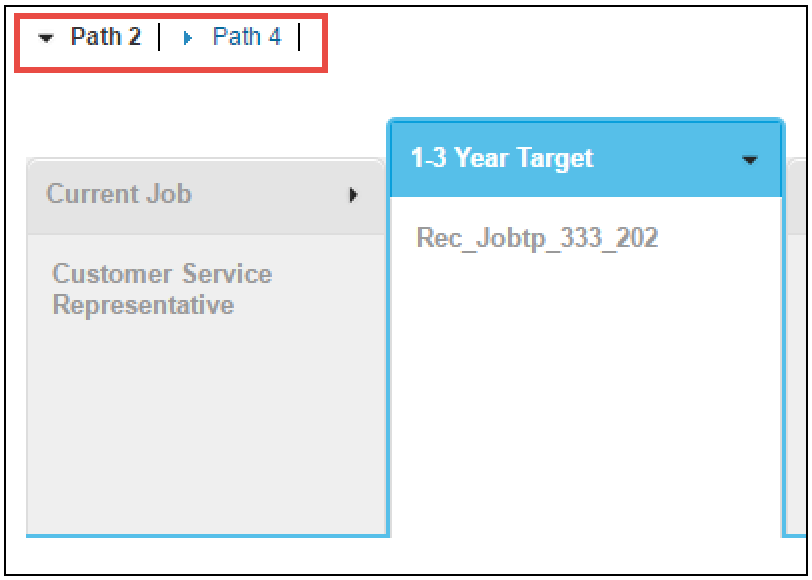


Figure 98: Manager's view on team member's career path

In the Talent profile of the user, the manager and talent admin can see only the public career paths.

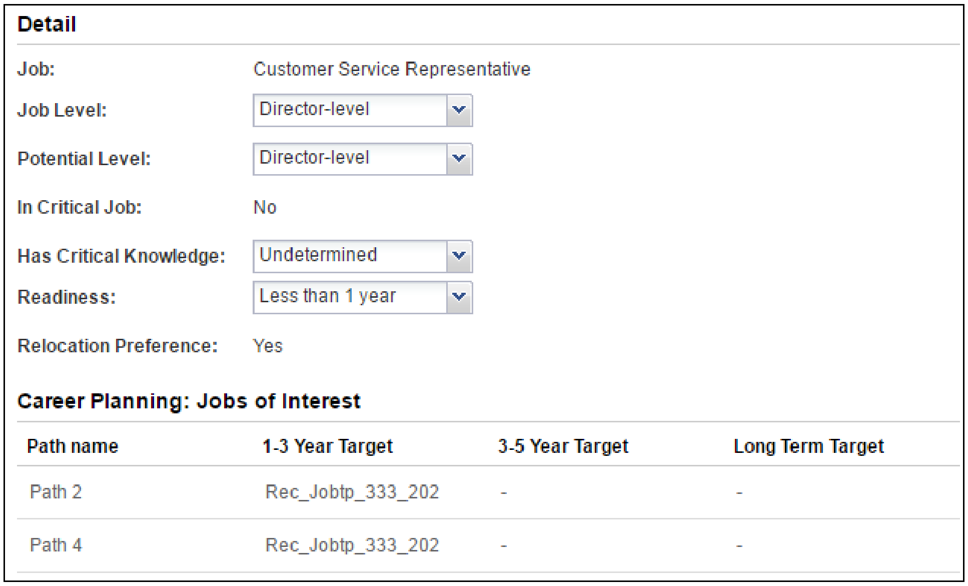


Figure 99: Career path visible to manager & talent admin

Use case

The user now has complete control on their career path, by updating the path name whenever required and by controlling the path visibility.

Name and Description fields of a talent pool are now editable

How did it work?

Prior to this update, once the talent pool was activated, the pool owner or talent admin could not edit pool name and description fields.

How does it work now?

The pool owner or a co-owner can now edit the pool name and description. These fields can be updated at any state except when the pool is in **Closed** state. The updated talent pool name and description will reflect wherever the pool is referenced.

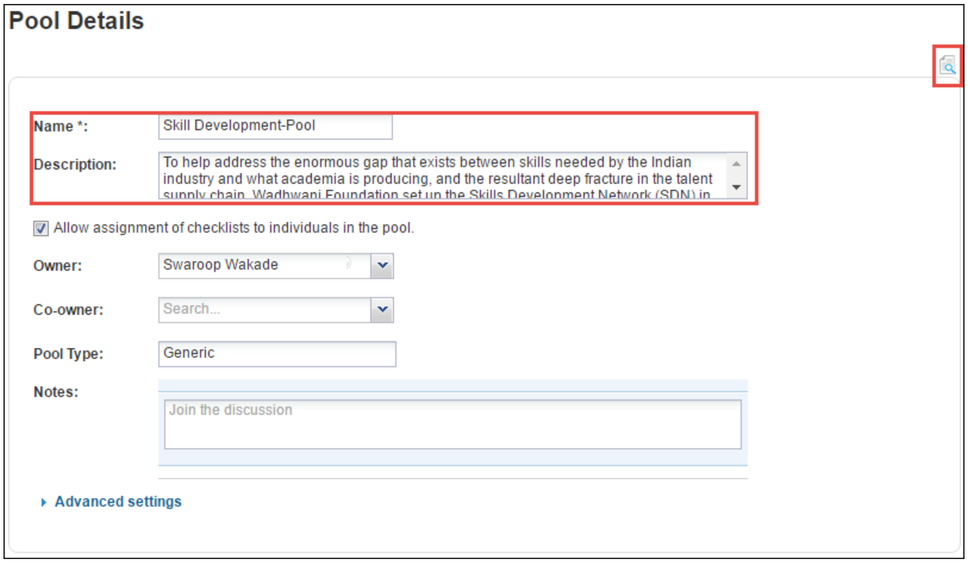
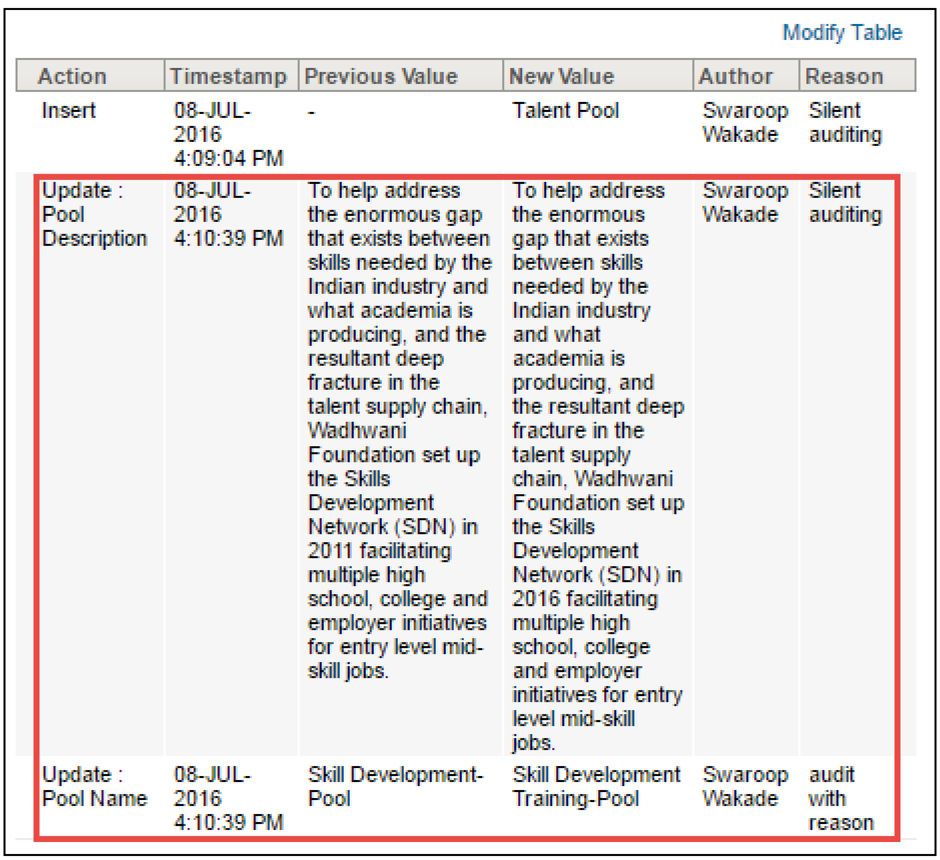


Figure 100: Pool Details

Once the pool owner or co-owner updates the name and/or description, the actions will get audited with silent auditing. In the **TalentPool** component, the **Audit** field for both, **name** and **description** attributes is set to **Silent auditing**. These fields only support silent auditing. On the **Pool Details** page, click **Audit Trail** to view the audit.



Modify Table

Action	Timestamp	Previous Value	New Value	Author	Reason
Insert	08-JUL-2016 4:09:04 PM	-	Talent Pool	Swaroop Wakade	Silent auditing
Update : Pool Description	08-JUL-2016 4:10:39 PM	To help address the enormous gap that exists between skills needed by the Indian industry and what academia is producing, and the resultant deep fracture in the talent supply chain, Wadhwani Foundation set up the Skills Development Network (SDN) in 2011 facilitating multiple high school, college and employer initiatives for entry level mid-skill jobs.	To help address the enormous gap that exists between skills needed by the Indian industry and what academia is producing, and the resultant deep fracture in the talent supply chain, Wadhwani Foundation set up the Skills Development Network (SDN) in 2016 facilitating multiple high school, college and employer initiatives for entry level mid-skill jobs.	Swaroop Wakade	Silent auditing
Update : Pool Name	08-JUL-2016 4:10:39 PM	Skill Development-Pool	Skill Development Training-Pool	Swaroop Wakade	audit with reason

Figure 101: Audit Trail

Use case

The user can now change the naming convention of a talent pool and add additional details to its description with the introduction of this edit feature.

New setting to edit organization and job fields of a position

How did it work?

Once the position or HR admin adds an incumbent to a position, the position's **Organization** and **Job** fields are grayed out. The admin cannot edit these fields.

How does it work now?

From this update, the position admin and HR admin can now edit the **Organization** and **Job** fields even after adding incumbents. This action is governed by the new setting **Enable to allow position Organization and Job fields to be edited after position has been created** under **Succession@Work** > **Position Management**. By default, this setting is enabled. The position and HR admin must navigate to **HR** > **Manage Positions** > search for a position. Click the position name and update the **Organization** and/or **Job** fields. Administrators can update these fields irrespective of position's current status. Once the organization is updated, a notification **Position Organization Changed** is sent to the existing incumbents.

When this setting is disabled, the **Organization** and **Job** fields are shown as non-editable.

Also, when this setting is enabled, the system admin can update the **Organization** and **Job** fields of position through position import, irrespective of the position's current status.

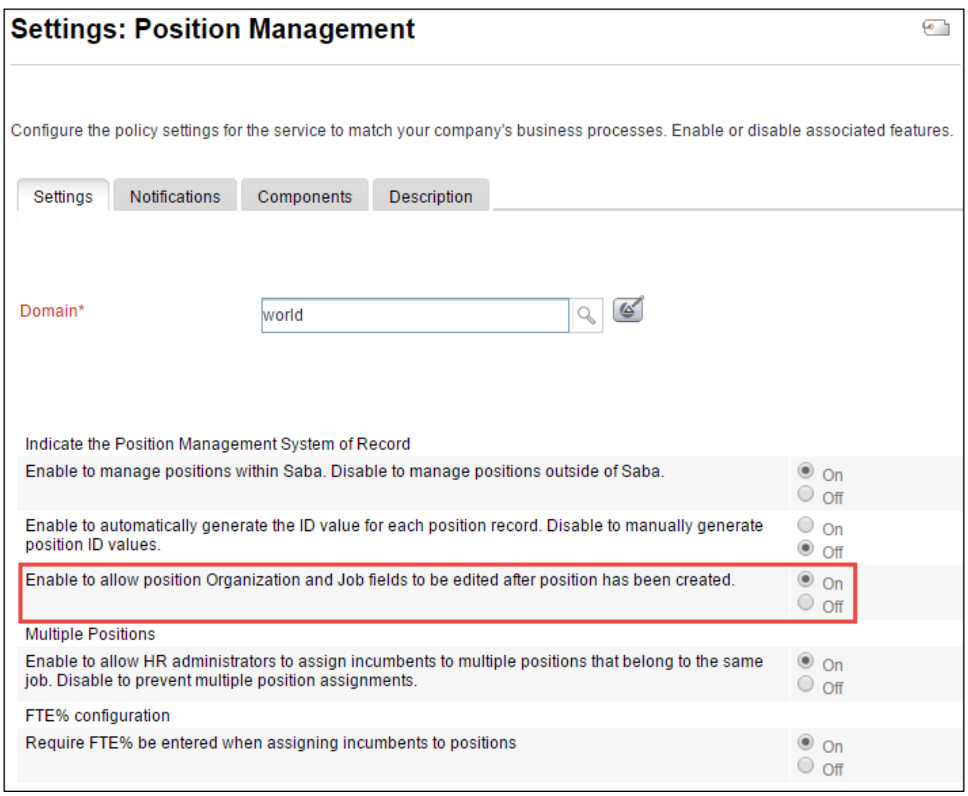


Figure 102: New setting for Position Management

Use case

A user may want to edit a position's **Organization** and **Job** fields directly from the position management page. This is required when Saba Cloud is the system of records for positions, but can be useful even when the system of record lives outside of Saba. This new business rule allows user to enable the editing of these fields to simplify administration.

Terminated employees excluded from data export file for Planning@Work

How did it work?

While configuring Planning@Work in Marketplace, the terminated employees were part of the data export file for person and position hierarchy. This means that once the data is exported to Planning@Work, the chart use to show terminated employees too along with others.

How does it work now?

The data export file that is exported to Planning@Work has now been updated, such that the terminated employees will not be pulled and showed in Planning@Work. This is applicable for export files of both, the person and position hierarchy. In addition to this, the Recruiting candidates' records are also excluded.

Use case

A user using Planning@Work may want to visualize current employees, but do not want to plot terminated employees as that would require the licensing of additional boxes. Hence, through this enhancement, the user now won't be able to view any terminated employees and recruiting candidates in the chart.

Updated dependency of View/Edit Talent Profile link under My Team > Overview

How did it work?

The **View/Edit Talent Profile** link for each team member under **My Team** > **Overview** use to appear only when the **Succession@Work** service is enabled. There was a need to change the dependency of the link from the parent service to its child service. Also, the **View/Edit Talent Profile** link is shown only for the manager's direct team.

How does it work now?

The dependency of **View/Edit Talent Profile** link is now changed. This link will appear only when the **Succession** service under **Succession@Work**, is enabled. The **View/Edit Talent Profile** link will now be shown for manager's alternate team, other teams, and team member's direct reports.

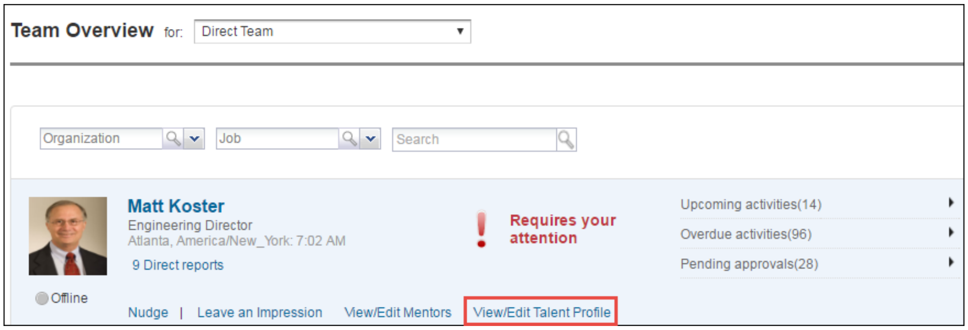


Figure 103: View/Edit Talent Profile link on Team Overview

Use case

The **View/Edit Talent Profile** link lets the manager view or edit the team members' talent attributes, hence this enhancement moves the control of the link to the correct child service **Succession**.

Chapter 9

Recruiting

Topics:

- Assign position to candidates
- Edit labels of candidate profile fields and add custom fields
- Hold filter, sorting and pagination values when navigating back to Jobs page
- New notification event for discussions over a candidate
- Updated layout of Career site

Assign position to candidates

How did it work?

While making a job offer for a candidate only job type and job family gets associated with the candidate. There was no provision to associate a position within a job type to the candidate.

How does it work now?

From this update, the recruiter and hiring manager can now assign a position to the new candidates while making a job offer. A new field **Position** is added to the **Offer Information** tab of **Make offer** wizard. If an HR admin has associated a job to the position (HR > Manage Positions > Position Details > Job), then based on the candidate's job, the position will be shown in the **Position** field. If a job is not mentioned in the **Offer Information** tab, but it has **Job Family**, then the **Position** picker will pick the position that is associated with the job, which falls under the candidate's job family.

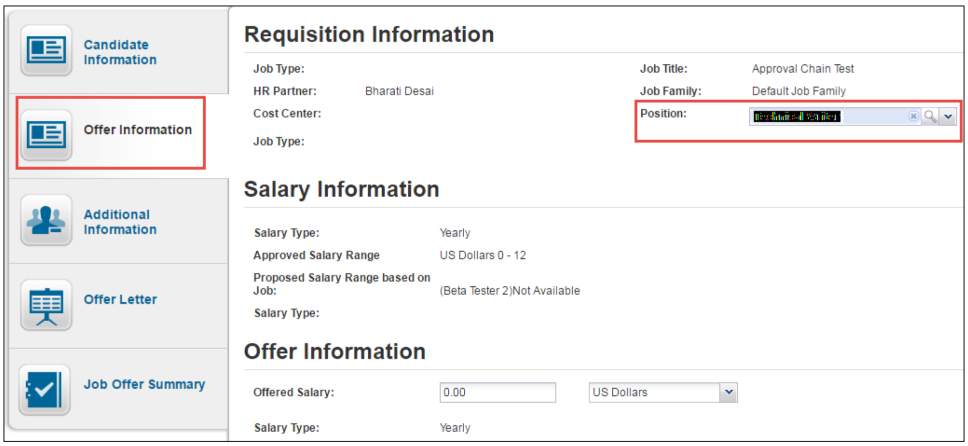


Figure 104: Position field in Make Offer wizard

This field appears on the tab only if the **Display** checkbox in **Recruiting@Work** service > **JobOffer** component > **position** attribute, is selected. By default, this checkbox is not selected.

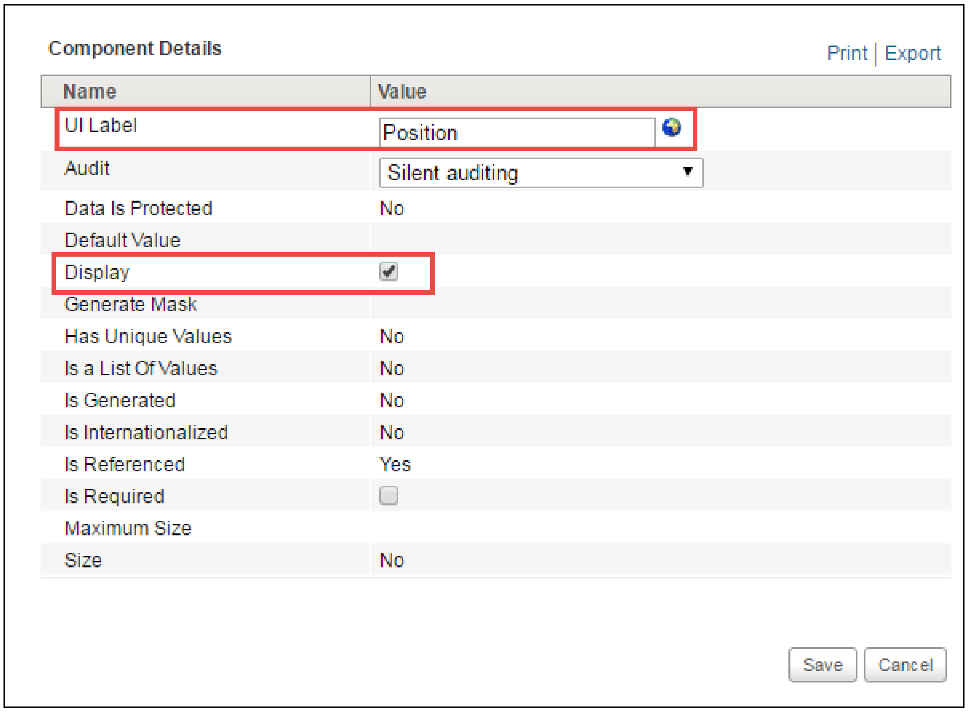


Figure 105: Position attribute in JobOffer component

Once the position is selected, the position only gets mapped to the candidate. HR admin can view the new hired candidates for the position by navigating to **HR** > **Manage Positions** > *<Position-Name>* > **Incumbent Information** tab > **New Hires made for this position** section. The HR admin has to still manually add the new hire as an incumbent once their profile is created in the system, after the joining date.

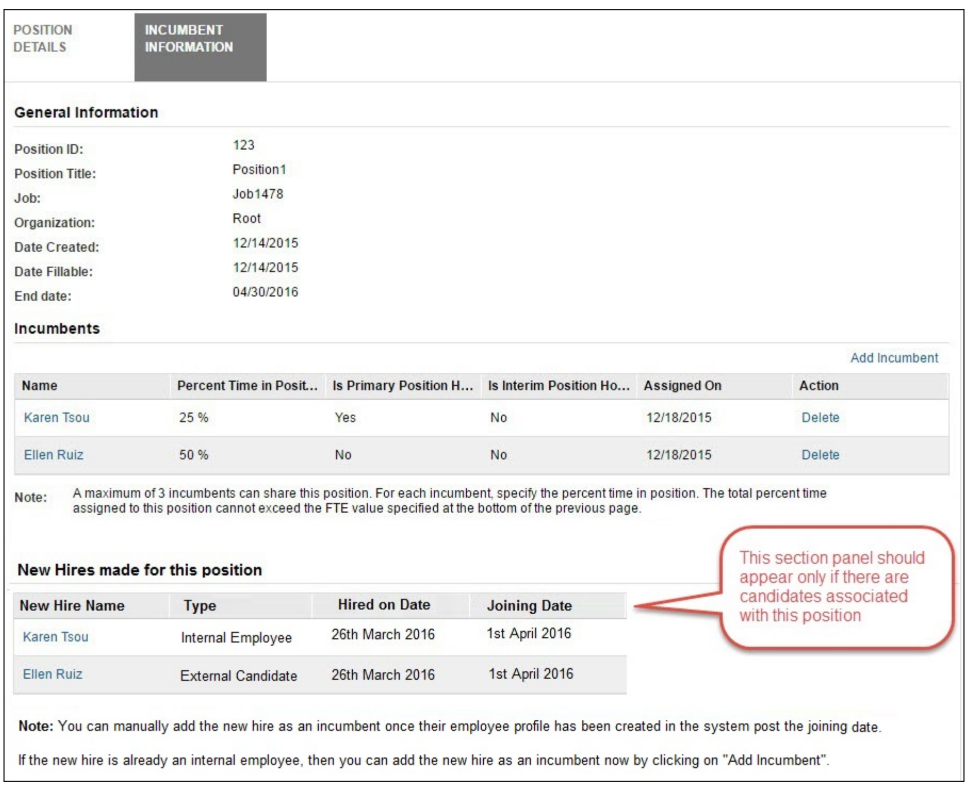


Figure 106: New hire details for the position

Use case

The users using the **Position Management** functionality can effectively use this feature to fill the open positions with candidates (new hires), created in the system.

Edit labels of candidate profile fields and add custom fields

How did it work?

Recruiting admin could not edit the labels of the fields available on the **Candidate Profile Fields** page.

How does it work now?

From this update, the recruiting admin can now edit the label of each field on the **Candidate Profile Fields** page. The admin must click the **Edit** icon corresponding to the field name, update the text and click the Green check mark to save the changes.

Figure 107: Edit candidate's profile fields

This action is available for all the fields on the **Candidate Profile Fields** page. The updated label will appear on the candidate's Edit profile page.

Figure 108: Updated label name

The recruiting admin can now also add custom fields for the candidate. These custom fields will appear on the **Candidate Profile Fields** page only when the system admin enables and configures them in **Services** > **Recruiting@Work +**

Internal Opportunities > **Components** > **External Candidate** component > **Attributes** tab > **Custom Attributes** section. The system admin can change the label and other attributes for these custom fields from here itself.

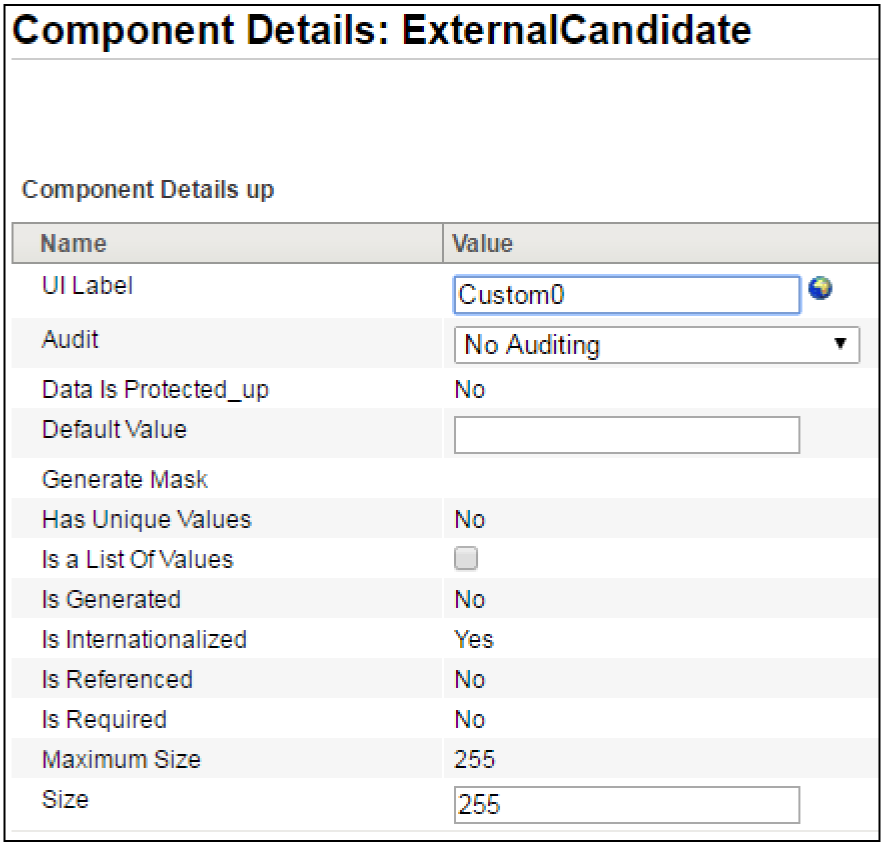


Figure 109: Component details page for custom fields

The recruiting admin will not be able to edit the label names of custom fields from the **Candidate Profile Fields** page.

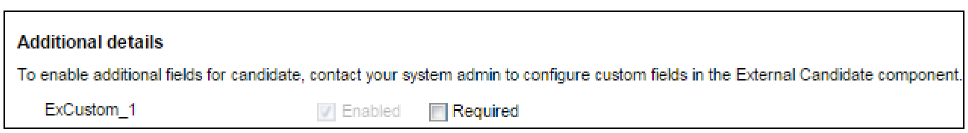


Figure 110: Custom fields on Candidate Profile Fields page

Once the system admin adds or configures the custom fields, these fields will appear under the **Additional details** section on the candidate's Edit profile page.

Note: Once the data type is set for the custom fields or extended custom fields, it is recommended not to update the data type. As a system admin, if you update the data type, it may cause issues while updating the candidate profile because the candidate has already added value based on the older data type.

Note: These custom fields will reflect only on the candidate's profile page and not in Analytics. This enhancement will be available in a future release.

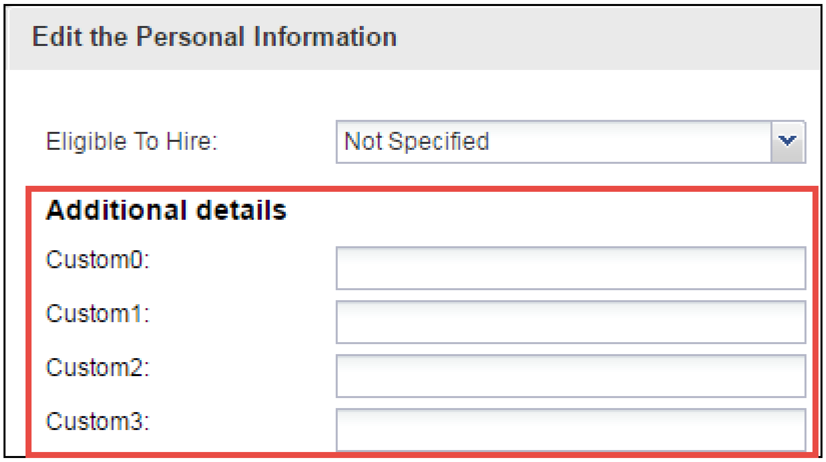


Figure 111: Additional details section

Use case

The regional users can now rename the standard profile fields as well as add new custom or extended fields.

Hold filter, sorting and pagination values when navigating back to Jobs page

How did it work?

When a manager selects any search filters on **My Team** > **Jobs** and navigates to the related requisition details page or hiring team page, then on clicking the browser's **Back** button the selected search filters and pagination values are lost. The manager is navigated to the default landing page and is expected to make the selections again.

This same issue occurs when an end user navigates from **People** > **Jobs**.

How does it work now?

From this update onwards, when a manager or an end user navigates back to **My Team** > **Jobs** or **People** > **Jobs**, respectively from the requisition details page and/or the hiring team page, the selected search filters and pagination values will be retained.

Use case

Pagination, Filter and Sorting values are held and on the click of **Back**, the hiring manager and end user can start from where they had left.

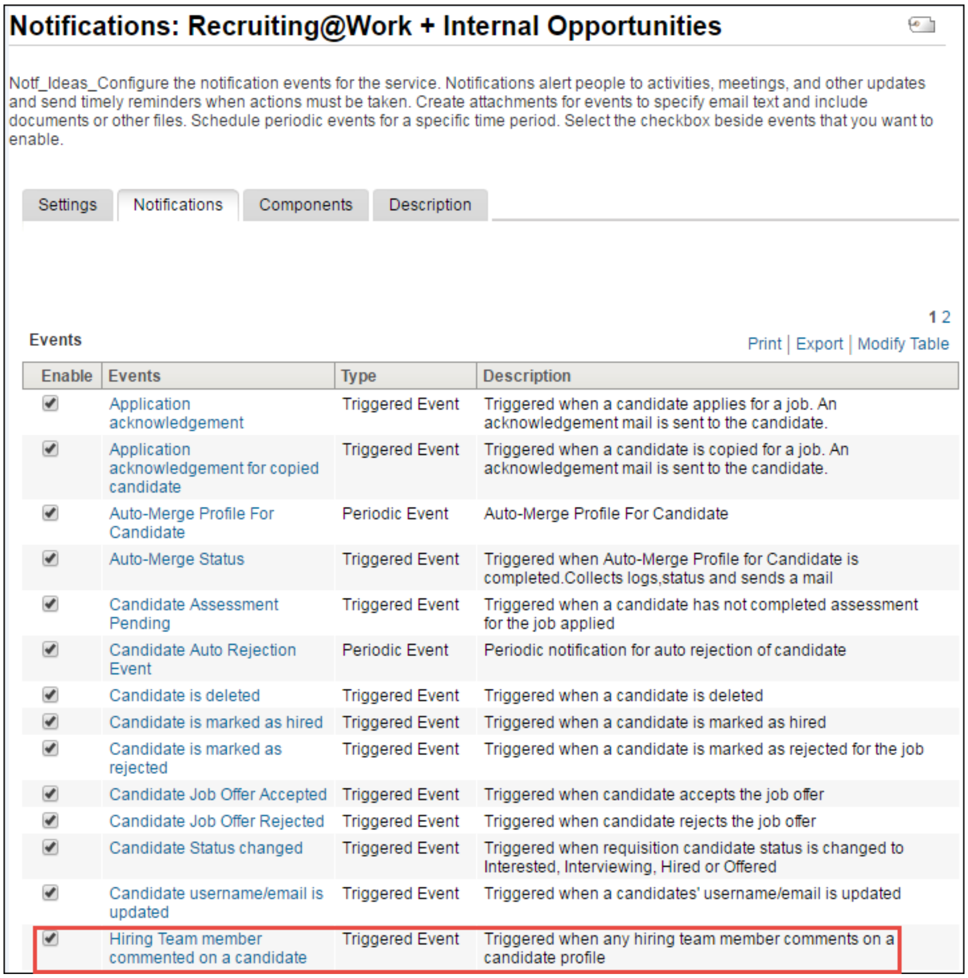
New notification event for discussions over a candidate

How did it work?

The notification **Reply posted for a discussion** under **Discussion Forum** didn't have values in their keywords. Hence, when the Hiring team members comment on a candidate, the notification sent was not in detailed. Hence, there was a need to create a new notification under **Recruiting@Work**, which will have values for all the keywords to be used in this notification.

How does it work now?

In this update, the new notification **Hiring Team member commented on a candidate** has been added for **Recruiting@Work** service. By default, this notification is enabled. This notification will be triggered when any hiring team member comments on a candidate profile.



Notifications: Recruiting@Work + Internal Opportunities

Notf_Ideas_Configure the notification events for the service. Notifications alert people to activities, meetings, and other updates and send timely reminders when actions must be taken. Create attachments for events to specify email text and include documents or other files. Schedule periodic events for a specific time period. Select the checkbox beside events that you want to enable.

Settings | Notifications | Components | Description

1 2

Events

Print | Export | Modify Table

Enable	Events	Type	Description
✔	Application acknowledgement	Triggered Event	Triggered when a candidate applies for a job. An acknowledgement mail is sent to the candidate.
✔	Application acknowledgement for copied candidate	Triggered Event	Triggered when a candidate is copied for a job. An acknowledgement mail is sent to the candidate.
✔	Auto-Merge Profile For Candidate	Periodic Event	Auto-Merge Profile For Candidate
✔	Auto-Merge Status	Triggered Event	Triggered when Auto-Merge Profile for Candidate is completed.Collects logs,status and sends a mail
✔	Candidate Assessment Pending	Triggered Event	Triggered when a candidate has not completed assessment for the job applied
✔	Candidate Auto Rejection Event	Periodic Event	Periodic notification for auto rejection of candidate
✔	Candidate is deleted	Triggered Event	Triggered when a candidate is deleted
✔	Candidate is marked as hired	Triggered Event	Triggered when a candidate is marked as hired
✔	Candidate is marked as rejected	Triggered Event	Triggered when a candidate is marked as rejected for the job
✔	Candidate Job Offer Accepted	Triggered Event	Triggered when candidate accepts the job offer
✔	Candidate Job Offer Rejected	Triggered Event	Triggered when candidate rejects the job offer
✔	Candidate Status changed	Triggered Event	Triggered when requisition candidate status is changed to Interested, Interviewing, Hired or Offered
✔	Candidate username/email is updated	Triggered Event	Triggered when a candidates' username/email is updated
✔	Hiring Team member commented on a candidate	Triggered Event	Triggered when any hiring team member comments on a candidate profile

Figure 112: New notification under Recruiting@Work

By default, this notification email will be sent to recruiters, interviewers, and hiring manager. The system admin can remove or add new recipients to this event.

Note: The system admin can also add HRBP-Recruiting as a recipient.

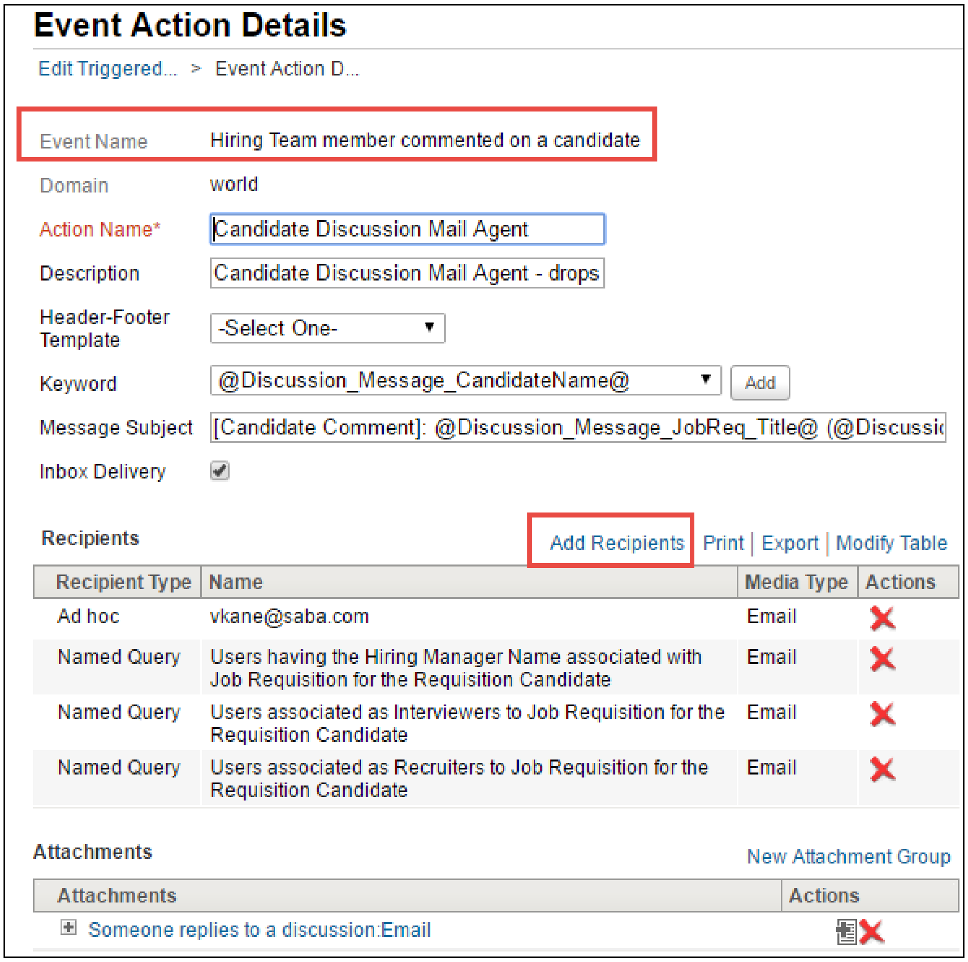


Figure 113: New notification under Recruiting@Work

Now that the notification is configured, as an hiring team member, navigate to the Hiring Team page of the requisition and click Comments box corresponding to the candidate to post comments.

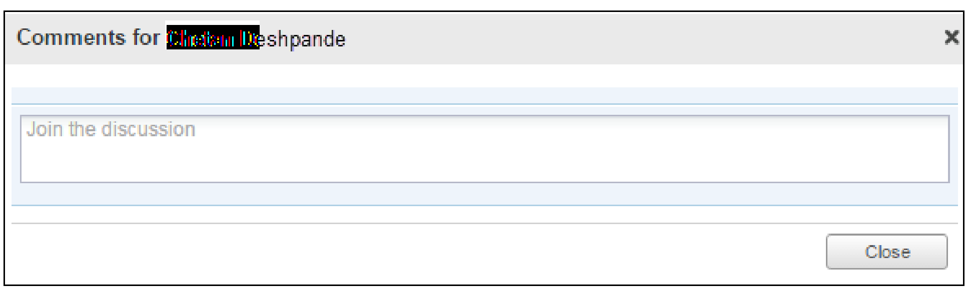


Figure 114: Comment box for candidate

As soon as anyone comments, the following notification will be triggered to the added recipients.

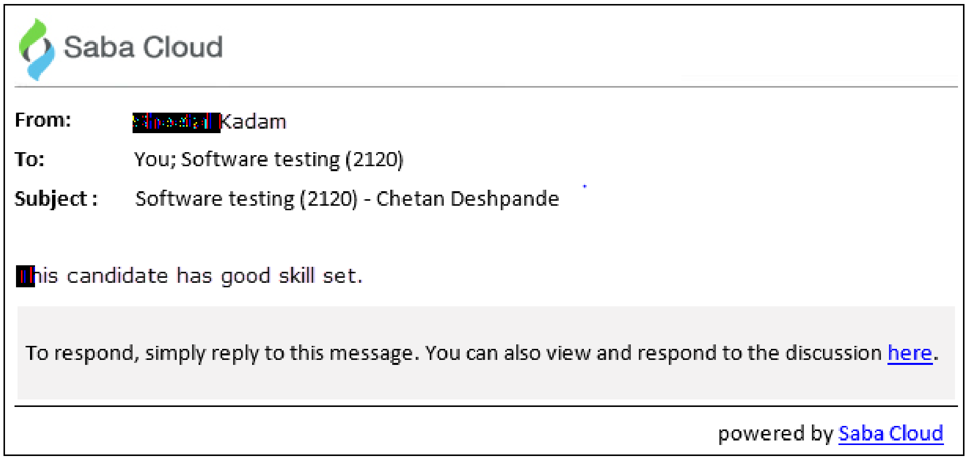


Figure 115: Notification email sent when hiring team member comments on candidate

Use case

The older notification was a generic one used from group discussions and did not have the recruiting specific keywords. Now, the hiring team members can receive notifications whenever any hiring team member comments on a candidate profile.

Updated layout of Career site

How did it work?

There was a need to revamp the Career site to include new fields like location of the open position, number of days from which the requisition was posted and so on.

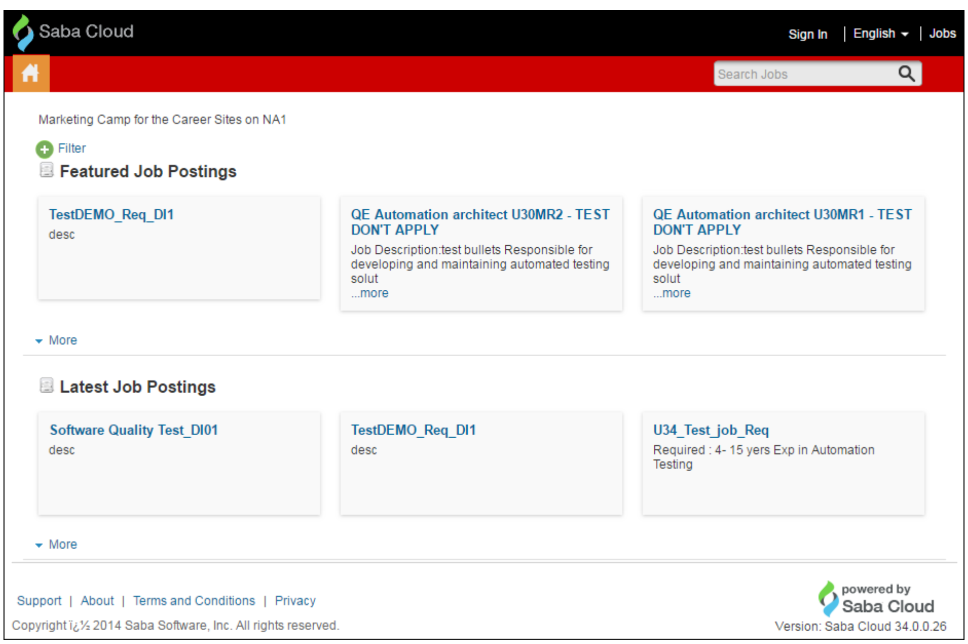


Figure 116: Old view of Career site Home page

Figure 117: Old view of All jobs page

Figure 118: Old view of Job details page

How does it work now?

In this update, the Career site home page, View all jobs page and job details page have been updated.

Career site Home page

The following enhancements are made on the Career site Home page:

1. Added **View all jobs** button above the Category filter that will navigate the candidate to All Jobs page.
2. Added **Location** under the job requisition name.
3. Added number of days from when this job ad has been posted.

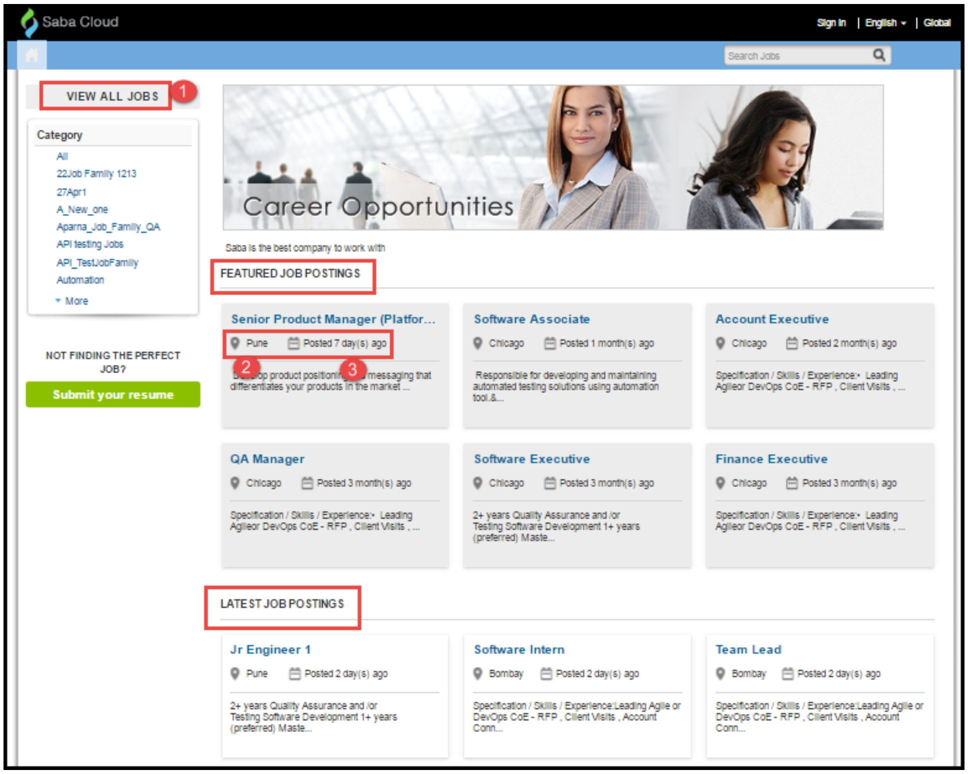


Figure 119: Career site Home page

View All Jobs page

The following enhancements are made on the **View all jobs** page:

- Added **Employment Type** filter to filter the jobs based on the job's employment type.

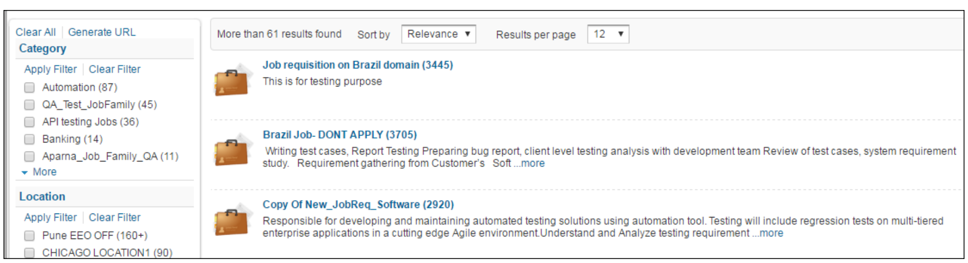


Figure 120: All jobs page

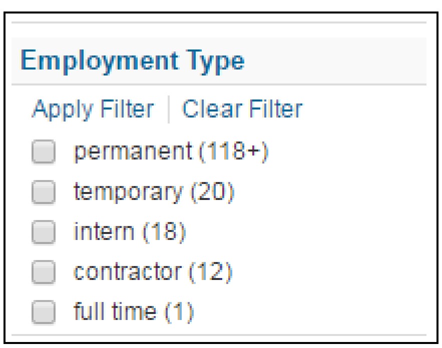


Figure 121: Employment type filter

Job details page

The following enhancements are made on the **Job details** page:

1. **Refer candidates** and **Apply for this job** buttons are updated.
2. Under the job name, added Employment Type, Job Family, Experience, and Salary fields
3. Added **Location** field under the job requisition name.
4. Added number of days from when this job ad has been posted.

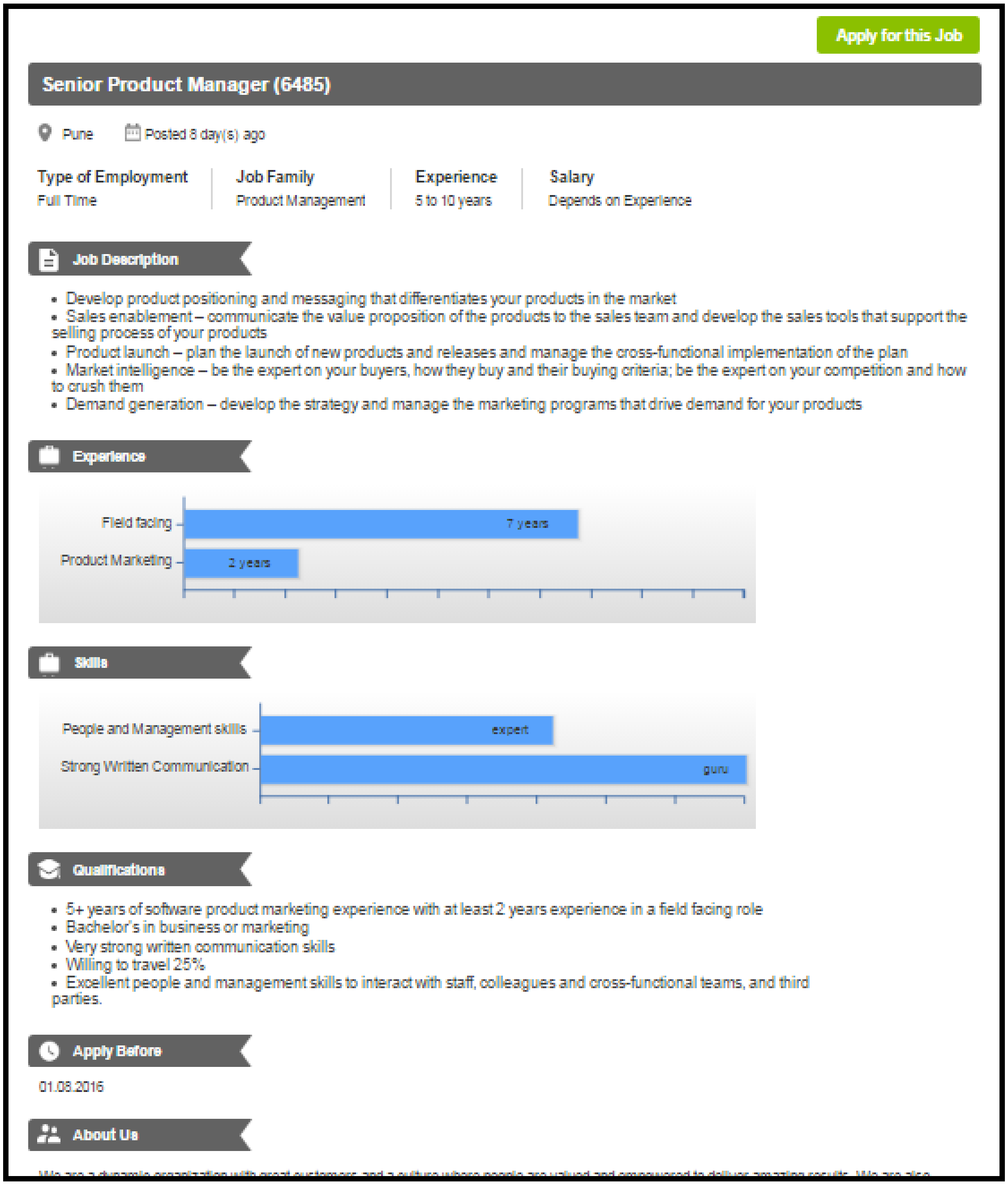


Figure 122: Cool Job Style

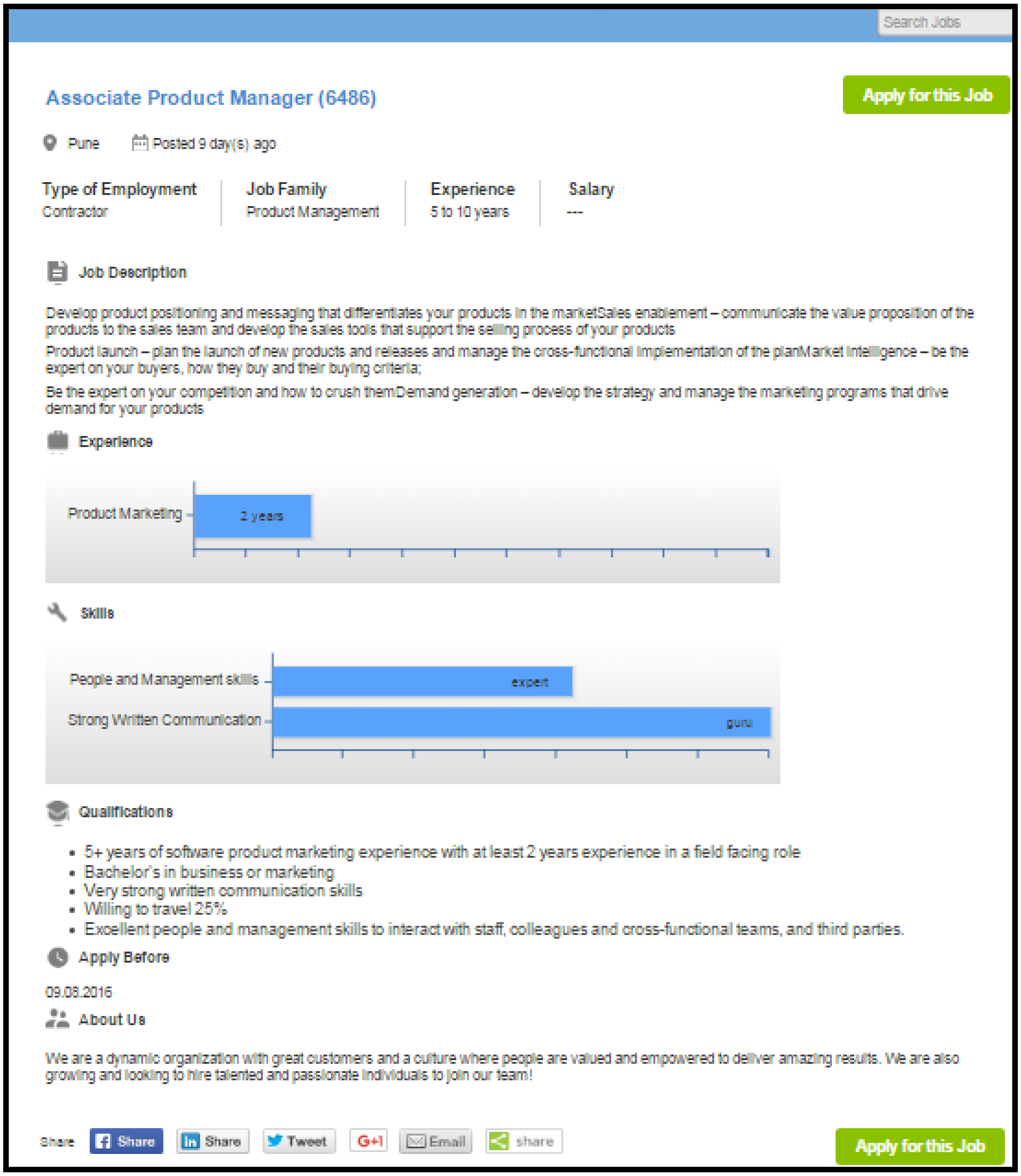


Figure 123: Conservative Job Style

Use case

Candidates can view valuable & informative data in the Career site, which will help them to take better decisions while applying for a job.

Chapter
10

Compensation

Topics:

- Budget Strategy Changes
- Access and review audit records
- Snapshot feature updated

Budget Strategy Changes

How did it work?

Once the budget has been distributed for a draft plan cycle, changes that would affect the budget or budget distribution were not reflected on the Distribute Budget page automatically. Changes were populated only after clicking on the **Distribute for Me** button.

How does it work now?

In this update, the functionality has been modified such that changes made to certain parameters in a plan cycle that would affect the budget or budget distribution will be reflected in real time in the Distribute Budget screen. However, a warning message specific to the impacted area is displayed indicating that once the attempted change is made, Distribution for the Plan component will change.

The following table presents the scenario of changes in parameters and the impact on the components.

Table 43: Budget resets and resulting impact

Use Case	Resets	Impact On
Change to Plan Currency	Budget Amount TIM Retention Amount Distributed Budget	All Plan Components
Change to Exchange Rate batch	Budget Amount Distributed Budget	All Plan Components
Change to Budget Distribution Level	Distributed Budget	All Plan Components
Change to Eligibility Criteria	Budget Amount Budget Audiences TIM Retention Amount Distributed Budget	Plan Component Specific
Change to Budget Strategy	Budget Amount TIM Retention Amount Distributed Budget	Plan Component Specific
Change to Budget Amount	Distributed Budget	Plan Component Specific

Use Case	Resets	Impact On
Change to Budget Audience(s)	TIM Retention Amount Distributed Budget	Plan Component Specific
Change to TIM Retention Amount	Distributed Budget	Plan Component Specific

The example below shows one of the scenarios - a change in Budget Amount that causes the budget distribution to reset:

1. From Compensation module, navigate to **Plan Cycle** and search for the specific **Plan Cycle** that you need to update.
2. The selected plan will launch.
3. From the Component Details section, select **Define Budget Strategy** page.

   In this section, you can change the values for the Budget amount, Target increase or the Average compa-ratio.

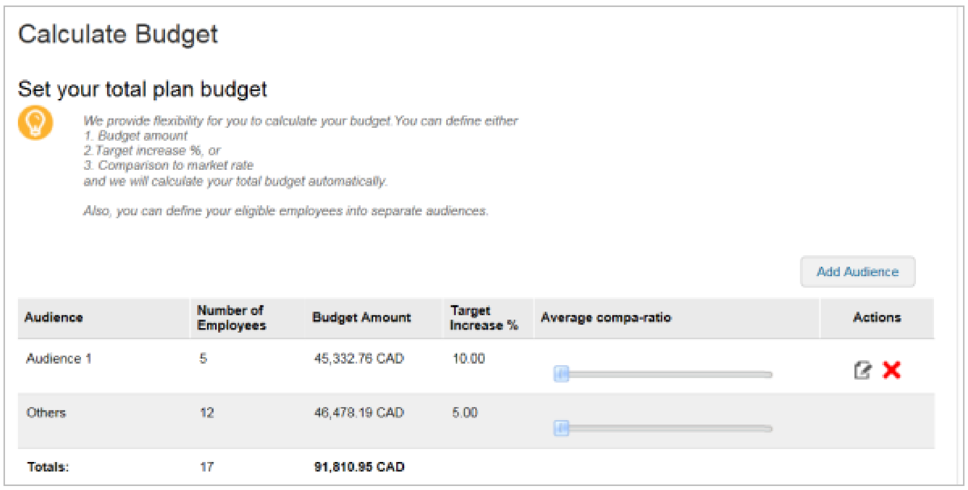


Figure 124: Compensation target increase original value

When you enter a new value to the budget amount, the target increase ratio or the Average compa-ratio, an alert message displays:

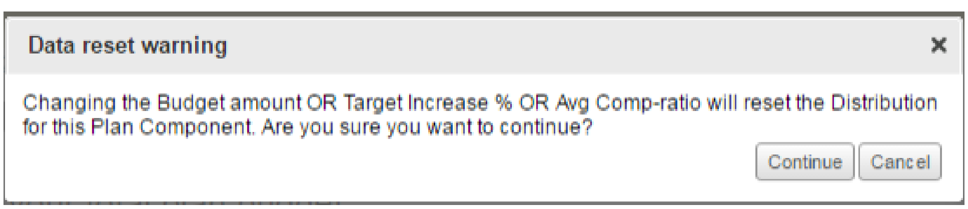


Figure 125: Data reset warning

If you click **Continue**, the new value will be added and all other data will be reset to reflect the new value.

TIM analysis will also be reset as the budget changed, and will be reflected in the Distribute Budget section.

Note: Reset operation is possible only if the plan is in a **draft** state.

Access and review audit records

How did it work?

Prior to this release, managers and other users did not have access to the audit records of an employee's compensation data.

How does it work now?

In this update a new feature is added which allows a manager, approver and other authorized users to access and launch audit records of an employee. By this option, audit records of all Active, Completed and Approved Plan cycles are accessible to managers. However, if the worksheet is in Pending Distribution or Distribution in Progress status, the audit records cannot be accessed.

To access and launch audit records:

As an administrator:

1. From **Compensation** module navigate to **Plan Cycles**>**Allocated Plan Cycles**
2. From the displayed list of Plan cycles, select and launch the plan cycle you need to view or use the filter option to choose a specific plan.
3. From the Worksheet page, click on **Audit log** to launch the Audit log screen.

If you are a manager:

1. Navigate to **My Team** > **Compensation**
2. From the navigation menu choose **Compensation Dashboard** or **Compensation Plans**
3. From **All Plans** or the list of **Plan Cycles**, select and launch the plan cycle you need to review.

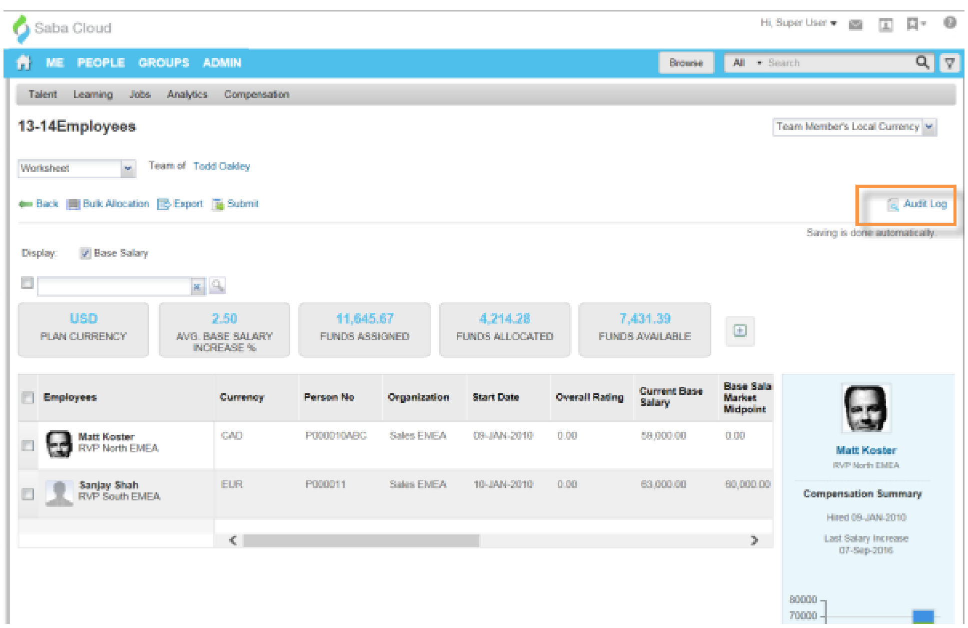


Figure 126: Worksheet with Audit log icon

The Worksheet Audit Log screen displays records of all changes made against the employee by the manager, approver, administrator or a HR business Partner who is authorized to access the worksheet; calculations from worksheet formulas are also accessible through the audit records.

These records are searchable by Employee Name, Manager Name, Library Field Name and Date Range filters and can also be exported to a CSV file using the Export Audit Log link located at the top right corner.

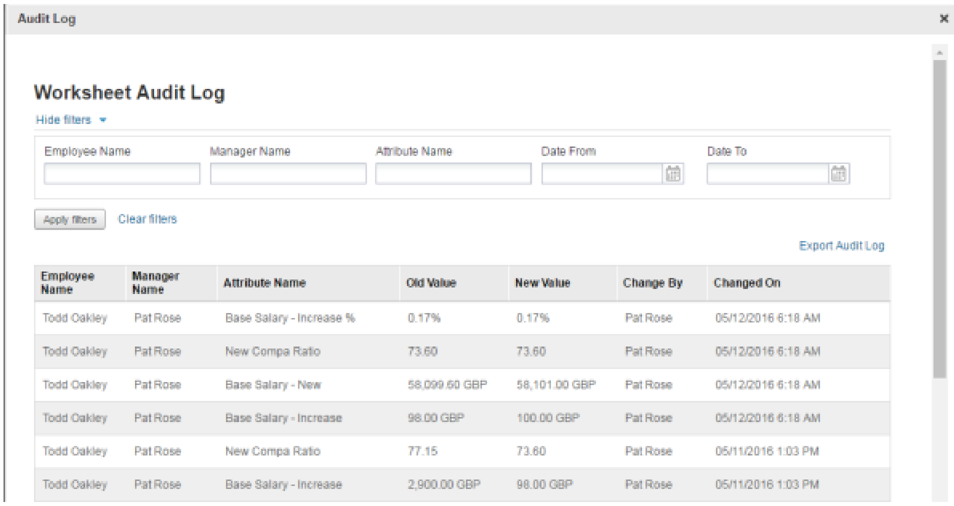


Figure 127: Worksheet Audit Log screen with Export Audit Log option

Use case

Managers and approvers will be able to access the audit records and view all changes made to the compensation data of their employees.

Snapshot feature updated

How did it work?

In the current update, snapshot feature has been enhanced with a few changes.

How does it work now?

Following changes have been made to the snapshot functionality:

Group/Audience selection for Eligibility is not available as a smart list search option.

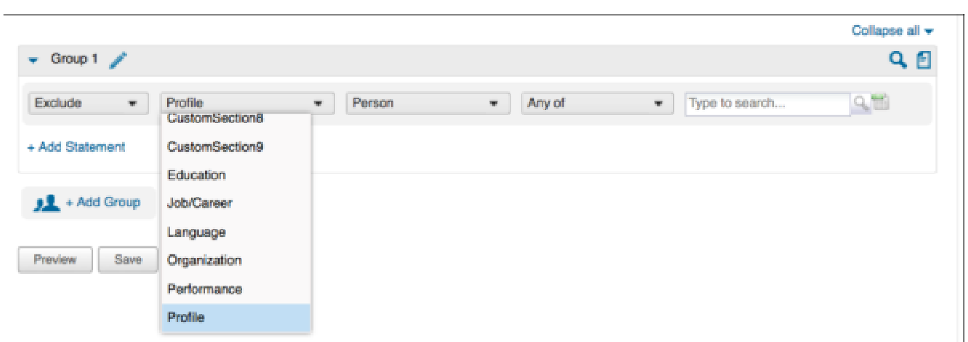


Figure 128: Eligibility selection

If a specific person is named as an Approver for a plan cycle, during activation phase, check data step will verify if the person actually exists in snapshot before it moves the plan cycle to the next step. If the person is not in the snapshot data, an error message will display. The administrator needs to either remove the person from the approval chain, or select a more recent snapshot that contains this person.

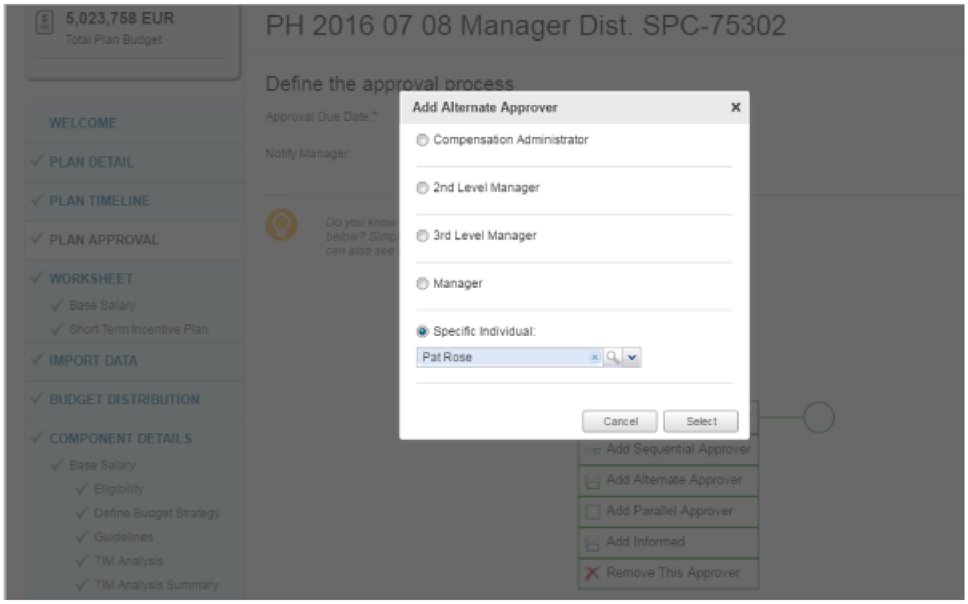


Figure 129: Specific person selected as Approver

Additionally, LOOKUP_DATA() now defaults to excluding all data newer than snapshot date.

Smartlist Criteria **include sub-orgs**- the sub-orgs are fetched from live data instead of snapshot.

Chapter

11

Remote Content Server

Topics:

- Remote Content Server Version 1.4

Remote Content Server Version 1.4

Note: This section is applicable **ONLY** to existing users of Saba Cloud who are using a Remote Content Server (RCS) to store their content.

How did it work?

The prior versions of Remote Content Server (RCS) had issues with multiSCO content's SCO navigation for SCORM 2004 content.

How does it work now?

This update introduces the following new version for the Remote Content Server (RCS):

- Remote Content Server *Version 1.4*

The new version of RCS fixes the multiSCO content's SCO navigation issue for SCORM 2004 content. The content launch now works correctly and allows proper auto-navigation within different SCOs.

If you are using SCORM 2004 multiSCO content, then it is recommended to update your Remote Content Server to Version 1.4.

Note: To avail the updated Remote Content Server zip (**RCS.zip**) file, submit a support request. For assistance, contact your Customer Success Manager.

Deploying the Updated RCS.zip File

To deploy the updated **RCS.zip** file:

1. Navigate to your RCS folder.
2. Back up the existing RCS files and folders.
3. Unzip the new **RCS.zip** file to a temporary location.
4. Copy the updated RCS files and folders to the RCS folder.

   Note: You do not need to restart the Web Server.

Verifying the Remote Content Server Version

To verify the version information of Remote Content Server:

1. Unzip the **RCS.zip** file to a temporary location.
2. Open the **changelog.txt** file. The new version information for RCS is noted in this file.

Impact of new version of Remote Content Server on Content

The new version of RCS does not affect the content launch experience.

Impact of new version of Remote Content Server on Browsers

The new version of RCS affects auto-navigation for multiSCO content on all supported browsers.

Note: This update of Saba Cloud supports both RCS Version 1.3 and Version 1.4.