What's New

Saba Cloud | Update 46 | Mar 2020

Published: 02/04/2020
Part Number: G-SC-U46-1

Contents

Notice

Limitations on Warranties and Liability

Change log

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

Table 1: Summary of changes

Version	Date	Change description	Functional area	Feature
1.0	04-Feb-2020	Initial version	N/A	N/A

New features at a glance by functional area

The following table summarizes the list of features introduced in the March 2020 release and their potential impact on your environment.

- **On by default** does not necessarily 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, and so on.
- NEW indicates a new feature introduced in this update. Others are enhancements or changes to the existing functionality.

UI Enhancements

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Switching back to the old user experience (navigation and Home page)	Y			All

Analytics

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Export a Group report as a Flat list report using Group report's sorting		Analytics Admin		Analytics Admin Analytics user
New Attributes NEW	Y			Analytics Admin Analytics user
Updated Attributes	Y			Analytics Admin Analytics user
New Reports NEW	Y			Analytics Admin Analytics user

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Embedded Dashboards, Reports, or Charts	Y			Analytics Admin Analytics user
Format date in user's locale for custom dimensions				Analytics Admin Analytics user
Insights - What are the trends in self-directed learning?	Y			Learning Admin Analytics Admin Analytics user
Insights - What is the demographic breakup of active self-directed learners?	Y			Learning Admin Analytics Admin Analytics user
Insights - What are my team's trends in self-directed learning?	Y			Managers Analytics Admin Analytics user
Insights - How does my team's activity compare to others?	Y			Managers Analytics Admin Analytics user
Insights - Which is the most used Assessment? NEW	Y			Learning Admin Analytics Admin Analytics user
Histogram chart NEW	Y			Analytics Admin Analytics user
Group bar chart NEW	Y			Analytics Admin Analytics user
Analytics Admin can delete charts created by others	Y			Analytics Admin Analytics user
Organization Hierarchy Reports shareable with Manager and Employee	Y			Analytics Admin Analytics user

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Ability to show the position history data (Inactive Incumbents)		Analytics Admin		Analytics Admin Analytics user
Ability to enable or disable Insights	Y			Analytics Admin
New user experience as the default user interface	Y	System Admin		System Admin Analytics user
Embedded Dashboards, Reports, or Charts	Y			Analytics Admin Analytics user

Ecommerce

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Assign audience types associated with microsite to a logged-in user	Y	System Admin		System Admin External user
Ability to register and enroll the team for a course from the new details page	Y			Manager
Enhancements in the new Assign Learning flow	Y			Manager
New privileges for training unit agreement	Y	System Admin		System Admin Learning Admin - Catalog Builder Learning Admin - Registrar Ecommerce Admin
New Check Out page for External Registrars		System Admin		System Admin Registrar

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Settings to waive required pre-requisites while redeeming the class	Y	System Admin		System Admin Learning Admin - Catalog Builder Learning Admin - Registrar Instructor

Learning

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Ability to view all versions of tests and surveys		Assessment Admin		Assessment Admin
Allow review only after passing the test		Assessment Admin		Assessment Admin End user
Additional privileges for an Assessment Admin role	Y	System Admin		Assessment Admin
Disable SCORM content download from Mobile		Content Admin		End user
Modern content player enhancements	Y	Content Admin		End user
Support for Chrome 80 upgrade		System Admin		All
Copy checklists	Y			Learning Admin
Disable offline evaluation of checklists	Y	Learning Admin		Manager Evaluator
Mark complete all items before marking a checklist complete		Learning Admin		Manager Evaluator
Improved New Order page for Registrars	Y			Registrar

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Notification changes to support custom delivery type	Y	System Admin		End user Manager
Enforce registration of required courses in a certification or curriculum NEW		Learning Admin		End user
Changes to the ability to consume courses only in certification or curriculum	Y	Learning Admin		End user
Filter catalog search results in the enhanced assign learning workflow		System Admin		Manager
Auto-generate PIN for content activity		System Admin		Learning Admin
Changes to a filter under Pending Approvals page	Y			Manager
Auditing support in enhanced class details page	Y			End user Manager
Display 'Discontinued on' date	Y			End user Manager
Enhanced content results pages	Y			End user Manager
Support for manager actions	Y			Manager
Support for recurring courses	Y	System Admin		End user Manager
Changes to the Review and Retake actions for single content WBTs	Y	System Admin		End user

Marketplace

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Preview support for the Ultipro and LinkedIn Learning connectors on page 97	Y	Marketplace Admin		Marketplace Admin, End user
Enhancement to the course category associations for the LinkedIn Learning connector on page 96	Y			Marketplace Admin, End user

me:time

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Support for multiple keywords in Web Feeds	Y			Content Admin
Add new web feeds NEW		System Admin		Content Admin
Changes to web feeds terminology	Y			Content Admin
Allow edit, delete, and other actions for web feeds	Y			Content Admin
Create and manage custom interests NEW		System Admin		Content Admin
Support for me:time content served through CDN	Y	Content Admin		End user
Enhancements to me:time home page	Y			End user
Enhancements to Personal Learning Badges	Y	HR Admin		End user

Meeting

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Changes to start time for new Meetings	Y			End user
Changes to display name of Saba Meetings	Y	System Admin		End user
Convert and download event recordings to MP4 NEW	Y			End user
Saba Meeting branding NEW	Y	System Admin		End user
Saba Meeting Concurrency Report NEW	Y			Meeting Admin
Global search enhancements for Meetings	Y			All
Enhancements to room events	Y			All

Performance

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
New UI for performance reviews now on by default on page 120	Y			Performance Admin, End user, Manager
Ability to have ratings as percentages instead of numbers on page 122		Y		Performance Admin, End user, Manager
Ability to capture goal 'snapshots' when submitting reviews on page 122	Y			Performance Admin, End user, Manager
Copying review cycles or forms now retains internationalization on page 123	Y			Performance Admin
New approval chain check box on page 123	Y			Performance Admin, End user, Manager

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Other viewer's responses' link will be hidden in reviews where it is not applicable	Y			End user, Manager
View evaluations of behavioral indicators and comments for skill assessments	Y			End user, Manager

REST APIs

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Autoenroll API to accept Course ID or Course Number	Y			Developer
Additional search filters for APIs	Y			Developer
Language APIs	Y			Developer
APIs for External Co-Presenter	Y			Developer
Include the default group via Person Create and Update APIs	Y			Developer
Delete a position (or the position incumbent) of a particular person	Y			Developer
Update position incumbent of a person	Y			Developer

Saba Video

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Real-time polling support for Saba videos	Y		Y	End user

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Support for audio content in Saba Video NEW	Y	System Admin		Content Admin Learning Admin End user
New notifications for Saba Videos		System Admin		System Admin Content Admin Collaboration Admin End user

Social

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Ability to download SVG files		System Admin	Y	System Admin End user
Archive messages from Message Center			Y	End user

System

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Additional properties to improve Recommendation engine	Y			System Admin
Import/Export configuration for mobile services	Y			System Admin
Position Management service moved under Foundation service	Y			Position Admin Manager

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Allow localized header footer templates in notification emails				System Admin
Additional options for default sort order of global search results		System Admin		All
Configurable start day of the week NEW				All
Configurable alternate text for the login page logo		System Admin		System Admin
Accessibility self-service option on the Sign in page NEW		System Admin		All
View incumbent position history for the same position NEW				HR Admin
Updated country name of North Macedonia				System Admin
Delete an incumbent from a position NEW	Y			Position Admin HR Admin
Ability to enable or disable the new microsite properties UI	Y			System Admin
Summary email notifications for data imports initiated by Saba connectors on page 138	Y			System Admin
Enhancements to the session template import on page 139				System Admin
Enhancement to support checklist association in the Role import				System Admin
Enhancements to the registration import on page 140				System Admin
Support for auto-generated PIN in data import on page 141				System Admin
Support for auto-generated PIN in data import on page 141				System Admin
Support for custom talent fields in Person profile import on page 142				System Admin
Community membership import to support association of default group on page 143				System Admin

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Activation privilege added to Prescriptive Rule component on page 143				People Admin
Enhancements to the new user sign up page on page 144				People Admin
Protected data should not be visible on Profile or from Talent pool on page 147				System Admin
Ability to restrict criteria-based roles on page 149				People Admin

Talent

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Adjusted logic for the Departure Risk talent attribute	Y			Talent Admin
Bench Count in Job Dashboard consider candidates of active talent pools	Y			Talent Admin
Ability to delete talent pool	Y			Talent Admin Manager

Walkthroughs

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
New walkthroughs NEW	Y			All

Chapter

1

UI Enhancements

Topics:

This section includes topics to guide you through new features and enhancements that affect the UI (user interface).

Switching back to the old user experience (navigation and Home page)

From this update, you will no longer be able to switch back to the old user interface which was earlier possible using **Manage Branding** > **User Experience** > **Disable**.

New UI for performance reviews now on by default

See New UI for performance reviews now on by default on page 120 for more information.

New UI for Saba Analytics as the default user interface

See Saba Analytics - New user interface on page 26 for more information.

Chapter 2

Analytics

Topics:

- Saba Analytics - New user interface
- Export a Group report as a Flat list report using Group report's sorting
- Format date in user's locale for custom dimensions
- Analytics Admin can delete charts created by others
- Histogram chart
- Group bar chart
- Organization Hierarchy Reports shareable with Manager and Employee
- Ability to show the position history data (Inactive Incumbents)
- Ability to enable or disable Insights
- Insights
- New Reports
- New Attributes
- Updated Attributes

This section includes topics to guide you through new features and enhancements under Analytics.

Saba Analytics - New user interface

New user experience as the default user interface

This update onwards, the new user experience will be the default user interface.

Note: The System Admin can switch back to the old user interface using the **System** > **Configure System** > **Microsites** > **<Saba Cloud>** > **Site Properties** > **Web Variables** > **Analytics New Experience** property.

Embedded Dashboards, Reports, or Charts

Prior to this update, the embedded dashboards, reports, or charts using the **Embed** option in the new user interface were executed in the older user interface.

In this update, the embedded dashboards, reports, or charts are now executed in the new user interface.

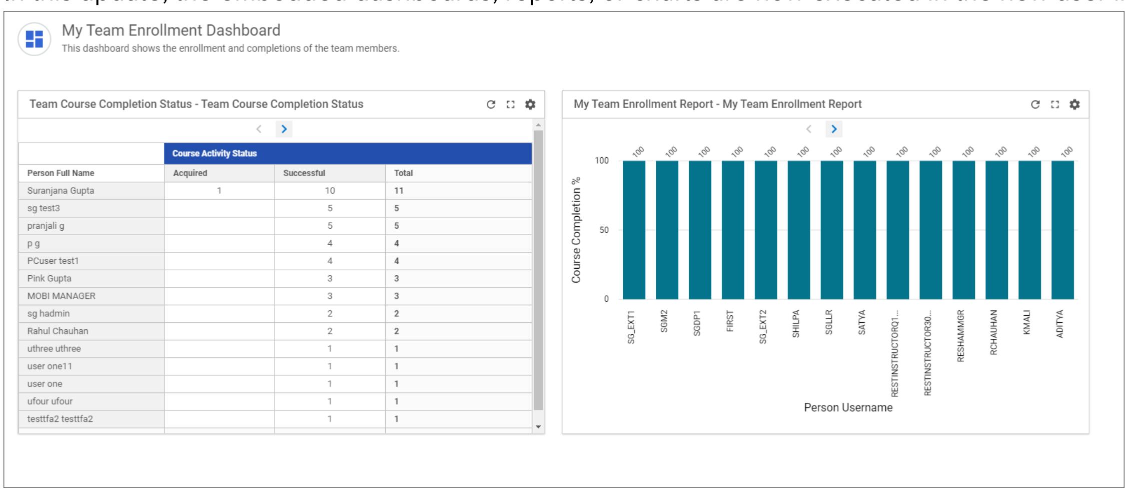


Figure 1: Embedded in the new user interface

Export a Group report as a Flat list report using Group report's sorting

By default, while exporting a Group report as a Flat list report, the data is sorted according to the metric instead of the grouped dimension. You were then required to sort the data again after exporting the output.

In this update, it is now possible to change this behavior by enabling the **Replicate group sorting for Group reports exported as Flat lists** property under **Settings** > **Grouped Report**. After you enable this property, while exporting a Group report as a Flat list report, the data will be sorted according to the Group report's sorting.

Note: By default, this property is disabled.

Format date in user's locale for custom dimensions

When creating a custom dimension with date columns, if you provide a non-date format value such as a string or a number, then the date format in the column changes to dd-mmm-yy. Sometimes this behavior is not desired because the changed format is not a recognizable date format in Microsoft Excel.

You now have an option to change this behavior using the **Analytics** > **Settings** > **Others** > **Enable Mixed Custom Dimension Formatting in user locale** property. Enabling this property allows date values within mixed data type to be formatted as per the logged in user's locale. This brings in consistency between the regular date dimension values and date values within the custom dimensions.

Note: By default, the **Enable Mixed Custom Dimension Formatting in user locale** property is disabled.

Analytics Admin can delete charts created by others

Prior to this update, Analytics Admins were not allowed to delete charts that were created by other users. This update now allows the Analytics Admins to delete charts that were created by other users.

Histogram chart

This update provides a new chart called Histogram chart.

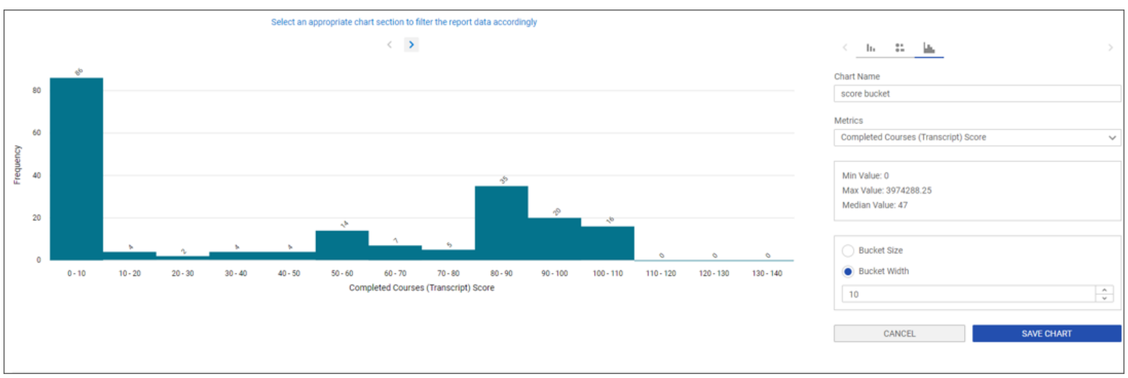


Figure 2: Histogram chart - Example: Represents the distribution of transcript scores of the completed courses

A histogram chart allows accurate representation of numeric data distribution. A histogram chart segregates numeric data into ranges. The height of each bar shows how many fall into each range.

To configure this chart, you first define the bucket using either the Bucket Size or the Bucket Width:

- **Bucket Size:** Allows setting the number of buckets to split the data.

  For example: Setting 5 as the Bucket Size to distribute 0-100 range of data would result in buckets like: 0-20, 20-40, 40-60, 60-80, 80-100 where 0 is the minimum value and 100 is the maximum value.

- **Bucket Width:** Allows setting a fixed width for the bucket to split the data into buckets based on the defined width.

  For example: Setting 25 as the Bucket Width for 0-100 range of data would result in buckets like: 0-25, 25-50, 50-75, 75-100.

Buckets displayed on the chart may not match with the Bucket Size you've defined under the following cases:

- When the minimum value of the Bucket Size is truncated
- The calculated Bucket Width is in decimal
- Report has an empty bucket

Here's an example to help you understand the calculation:

Let's consider an example with 90 as the maximum value and 0 as the minimum value.

Here's the formula used to calculate the Bucket Width:

```
Bucket Width = ((max value + 1) – min value) / Bucket Size
```

Here's how the Bucket Width in the following charts will be calculated:

1. Chart A: Assuming 14 as the Bucket Size. The calculated Bucket Width turns out to be 6.5 which gets converted to 7. Since the Bucket Width is converted to a higher value, the Bucket Size reduces.
2. Chart B: Assuming 11 as the Bucket Size defined. The calculated Bucket Width turns out to be 8.2727 which gets converted to 8. Since the Bucket Width is converted to a lower value, the Bucket Size increases.

Notes:

- Bucket range should be an integer value. A float value will be rounded up to an integer value.
- Custom / Formula metrics are not supported.
- In the bucket range, the lower range is inclusive and the upper range is exclusive.
- The Histogram chart will show null values under (empty) bucket. This will not be considered as the overall Bucket Size part. Hence, if the user has asked for 13 buckets and report has null values the user would get 14 buckets as 1 empty bucket is added.

Group bar chart

This update provides a new chart called Group bar chart. This chart is a kind of bar chart that helps representing and comparing different categories of two or more groups. It allows visualizing multi-hierarchy data in a more comprehensible way.

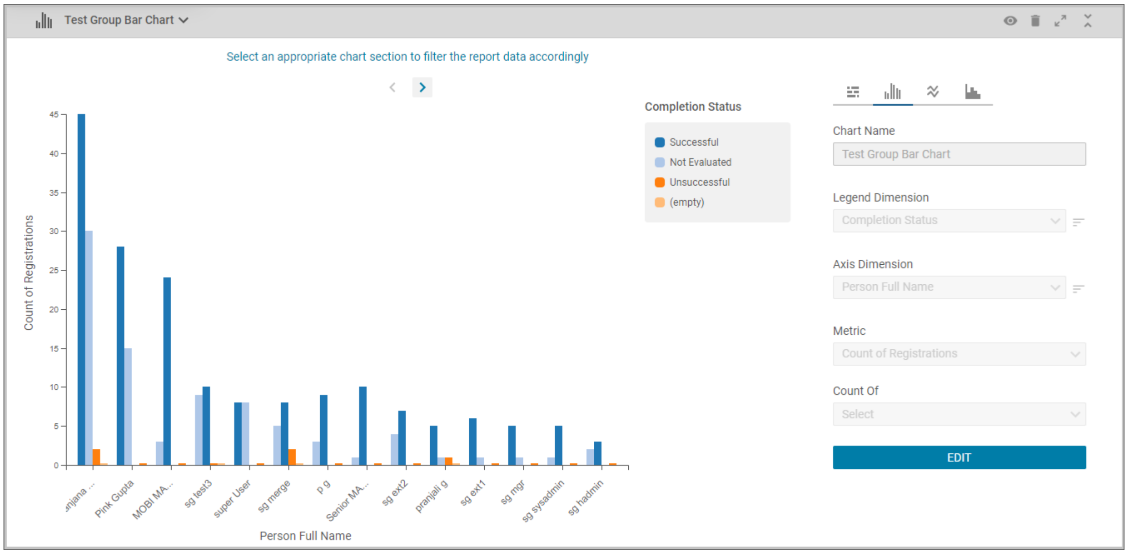


Figure 3: Group bar chart

You use this chart to plot multi-hierarchy (or multi dimension split) data for a specific metric, thus enabling a swift comparison. This chart is very effective in communicating a story on comparing business outcomes across domains, geographies, organizations, people, business, managers, modules, versions and so on.

Note: You cannot use custom metrics in this chart.

To create a Group bar chart, you need to set a legend dimension, an axis dimension and a metric.

Note: Metric is optional. You can use the **Count Of** option on one of the selected dimension.

You can sort the data on the legend and the axis dimension. This chart also allows formatting the LOV color on the legend dimension. To explore the data that this chart represents, you can zoom in / out using the mouse wheel.

Note: Pinch-to-zoom is also supported for mouse pads.

You can also scroll around the axis using the mouse.

Organization Hierarchy Reports shareable with Manager and Employee

Prior to this update, a hierarchy report (with Organization as the hierarchy) could only be shared with **Admin** as the Audience. In this update, you can now also share a hierarchy report (with Organization as the hierarchy) with **Manager** as the Audience.

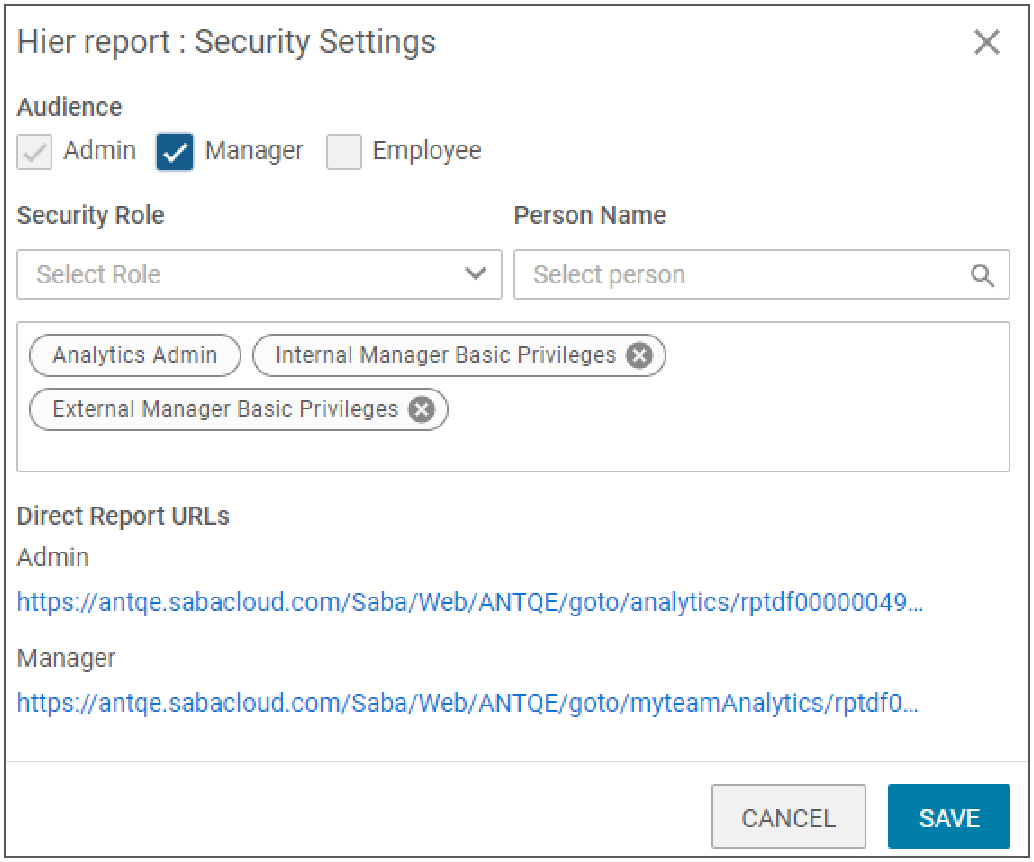


Figure 4: Sharing with Manager

Ability to show the position history data (Inactive Incumbents)

Currently, Analytics does not show inactive incumbent's data in reports which are using Position attributes such as:

- Position Incumbent Start Date
- Position Incumbent End Date
- Position Incumbent Tenure (Days) for Inactive Incumbents

In this update a new configuration called **Show Position History Data (Inactive Incumbents)** is now available under **Settings** > **Configuration** > **Others**.

Note: By default, this configuration is disabled. The Analytics Admin can enable it.

When this configuration is disabled only active incumbent's data is displayed in the report. When you enable this configuration the reports will fetch both active as well as inactive incumbent's data.

After enabling this configuration, if you only want to see active incumbent's data in the report that do not have the above mentioned position attributes, you can add the **Is Active Incumbent**" filter with the value set to Yes.

Note: In case the configuration is disabled and you've added the **Is Active Incumbent** filter with No as its value, the report will not fetch any data.

Ability to enable or disable Insights

The Analytics Admin now has the ability to enable or disable an Insight via **Settings** > **Insights**.

Note: All Insights are enabled by default.

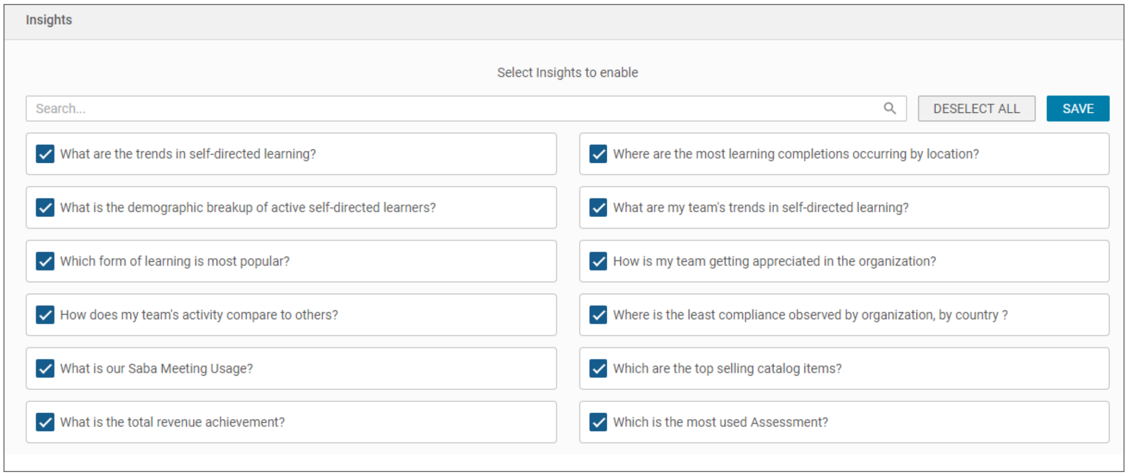


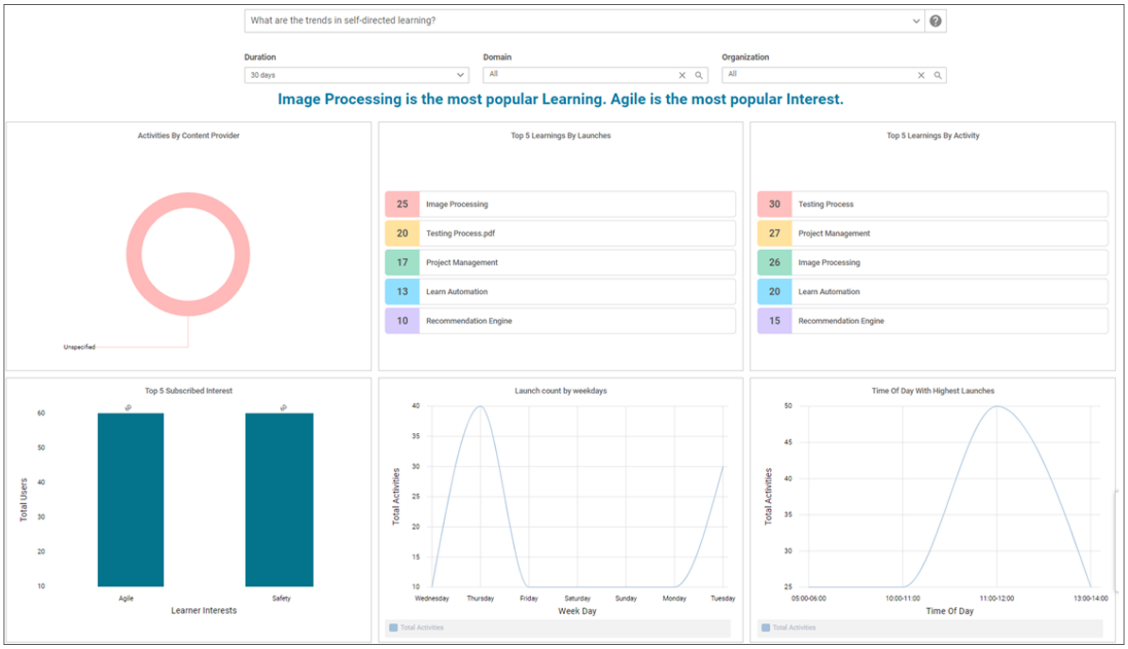
Figure 5: Settings > Insights

Insights

Insights - What are the trends in self-directed learning?

Analytics updates an existing insight called **Which are the trending topics in self-directed learning?** under **Me:time** > **ADD/MANAGER CONTENT** for Learning Administrators. The updated insight is more extensive and informative.

What are the trends in self-directed learning?



This insight helps in getting an overview and deep dive on the **self-directed** content consumption through information such as:

- Content launch and user activity on the content
- Breakup of the consumption by the content provider
- Top subscribed interests along with weekly and hourly content launch trends

You can click anywhere on the charts to get more granular information such as:

- Content title (resource name)
- Person name
- Manager name
- Dates
- Activity name (verb) and so on.

Launch refers to the consumption of the content while Activities refer to all the actions on the content such as launching, sharing, bookmarking, rating, liking, commenting and so on.

Note: The data that you see in this insight is domain specific, depending on your access.

By default, the statement would provide the details for a month (Duration) across all domains and all organizations.

Note: You can filter data using the Domain and Organization filters to see result for specific domain or organization.

This insight holds the following charts:

Top 5 content providers

This chart helps in identifying the top 5 content providers on the basis of content consumption. The percent share distribution is calculated considering these 5 providers only. This helps in planning the content strategy and optimizing the budgets.

Top 5 learnings by launches

This chart lists the top 5 learning titles on the basis of the count of content launches. It helps the Admin identify the most consumed contents to further plan and promote some specific contents. This chart also helps in gauging the interests of larger audience.

Top 5 learnings by activity

This chart indicates the top 5 learning titles on the basis of the count of activities performed on the learning title. These activities not only include the launches but also other actions such as liking, sharing, bookmarking, commenting, pausing, resuming a content and so on. This chart helps in identifying the most engaging contents, where people are not consuming but also performing multiple other actions.

Top 5 subscribed interest

This chart provides the top 5 interests on the basis of the number of people subscribing to an interest. It helps the Admin in curating the content accordingly.

Launch count by weekdays

Leveraging this trend of count of self-directed learning consumption on every weekday, Admins can understand when the users are most active and plan the new content launches or internal campaigns.

Time with highest launches

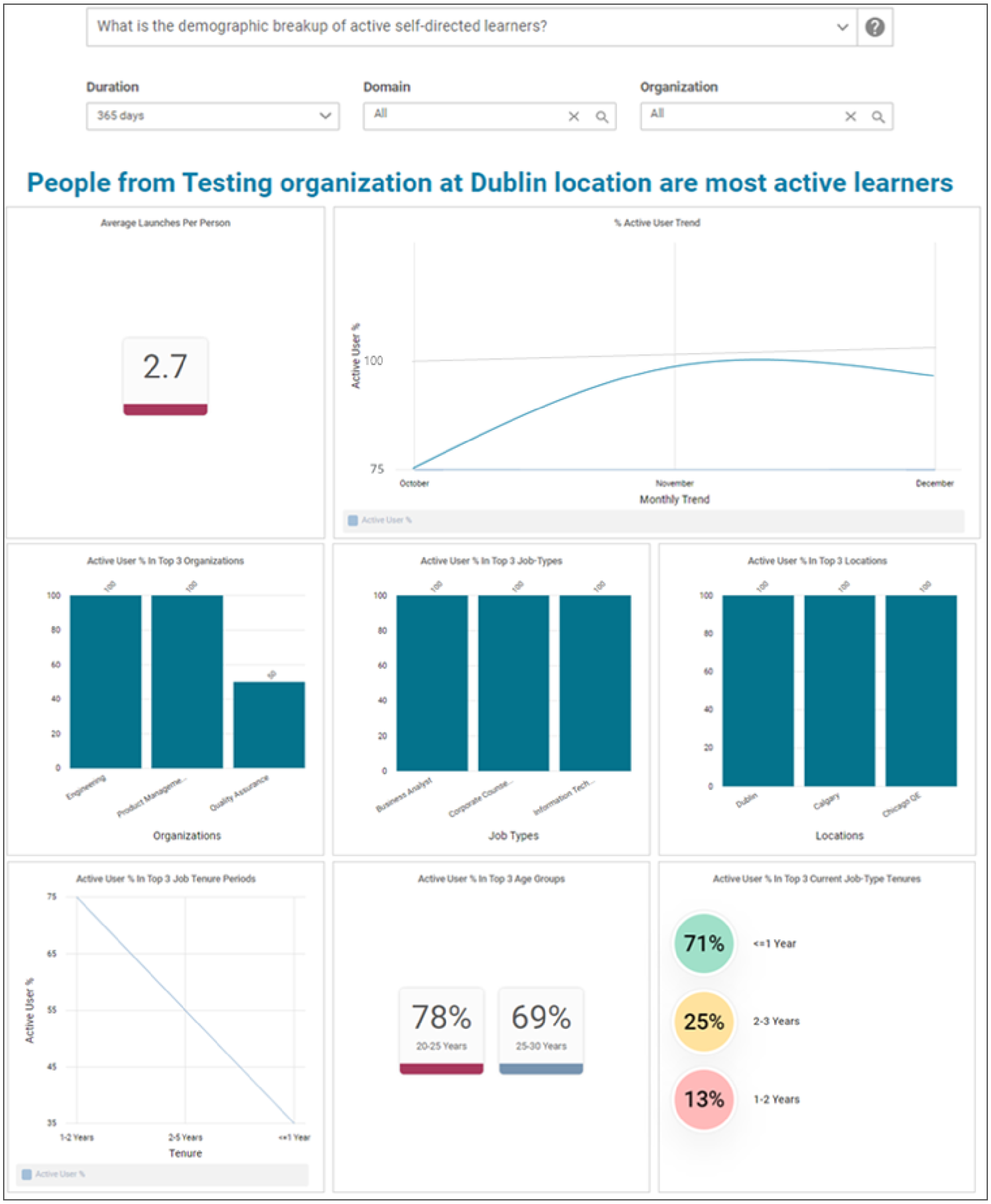
Leveraging this trend of count of self-directed learning consumption at hourly level across the day, Admins can understand when the users are most active and plan the new content launches or internal campaigns.

Note: This is also an out of the box report that can be used to drill down into the Insight chart data.

Insights - What is the demographic breakup of active self-directed learners?

Analytics updates an existing insight called **What is the demographic breakup of active self-directed learners?** under **Me:time** > **ADD/MANAGER CONTENT** for Learning Administrators. The updated insight is more extensive and informative.

What is the demographic breakup of active self-directed learners?



This insight helps in getting an overview and deep dive on the **self-directed** learning consumption, along with the demographic details such as:

- Organization
- Job type
- Location
- Tenure in the company
- Age and Years in current Job Type - of the most active users

You can click anywhere on the charts to get more granular information such as:

- Content title (resource name)
- Person name

- Manager name
- Dates
- Activity name (verb) and so on.

Note: There is no drill down capability on the Tenure and Age charts.

Launch refers only to the consumption of the content while the Activities refer to all the actions on a content such as launching, sharing, bookmarking, rating, liking, commenting and so on. Tenure is calculated based on the **Person Started On** date in the profile.

This insight provides the required details based on the following filters:

- Duration
- Domain
- Organization

Note: The data that you see in this insight is domain specific, depending on your access.

By default, the statement would provide the details for a month (Duration) across all domains and all organizations.

Note: You can filter data using the Domain and Organization filters to see result for specific domain or organization.

Fields such as Tenure period, Age group and Years of last Job-Type change are derived fields and hence drill down will not be possible on charts representing these fields. Also, these fields will not be available in the drill down data grid.

This insight holds the following charts:

Average Launches Per Person

This chart provides an average count of the self-directed learning launches per person for the selected set of people group and time period, defined by the filters. It helps Admin not only identify the average consumption, but also compare various groups on consumption.

Formula:

```
[Count of self-directed learning launches]/[Total count of people]
```

% Active User Trend

This chart indicates the trend of percentage of people active in the selected set of people group and time period, defined by the filters. **Active** user refer to users who have done any activity with self-directed learning such as launching, liking, sharing, bookmarking, commenting, pausing, resuming a content and so on. This helps in gauging if people engagement with self-directed learning is increasing or decreasing.

Formula:

```
[Count of people active with self-directed learning]/[Total count of people]
```

Active User % In Top 3 Job-Types

This chart indicates the leading 3 Job-Types with the highest percentage of active people. **Active** user refer to users who have done any activity with self-directed learning such as launching, liking, sharing, bookmarking, commenting, pausing, resuming a content and so on. This helps in identifying the Job-Types in which people are most active and then plan the next steps.

Formula:

```
[Count of people active with self-directed learning]/[Total count of people]
```

Active User % In Top 3 Locations

This chart indicates the leading 3 locations with highest percentage of active people. **Active** user refer to users who have done any activity with self-directed learning such as launching, liking, sharing, bookmarking, commenting, pausing, resuming a content and so on. This helps in identifying the company locations in which people are most active and then plan the next steps.

Formula:

```
[Count of people active with self-directed learning]/[Total count of people]
```

Active User % In Top 3 Job Tenure Periods

This chart indicates the leading 3 Job Tenure Periods (years spent in company as per Saba Cloud) with the highest percentage of active people. **Active** user refer to users who have done any activity with self-directed learning such as launching, liking, sharing, bookmarking, commenting, pausing, resuming a content and so on. This helps in identifying whether fresh or tenured people in organization are the most active and then plan the next steps.

Formula:

```
[Count of people active with self-directed learning]/[Total count of people]
```

Active User % In Top 3 Age Groups

This chart indicates the leading 3 age groups (considering birth date as per Saba Cloud) with the highest percentage of active people. **Active** user refer to users who have done any activity with self-directed learning such as launching, liking, sharing, bookmarking, commenting, pausing, resuming a content and so on. This helps in identifying how age has an impact on the self-directed learning consumption and then plan the next steps.

Formula:

```
[Count of people active with self-directed learning]/[Total count of people]
```

Active User % In Top 3 Current Job-Type Tenures

This chart indicates the leading 3 Job-Type tenure periods (years spent in the current Job-Type as per Saba Cloud) with the highest percentage of active people. **Active** user refer to users who have done any activity with self-directed learning such as launching, liking, sharing, bookmarking, commenting, pausing, resuming a content and so on. This helps in identifying if the number of years in current job has an impact on the self-directed learning consumption and then plan the next steps.

Formula:

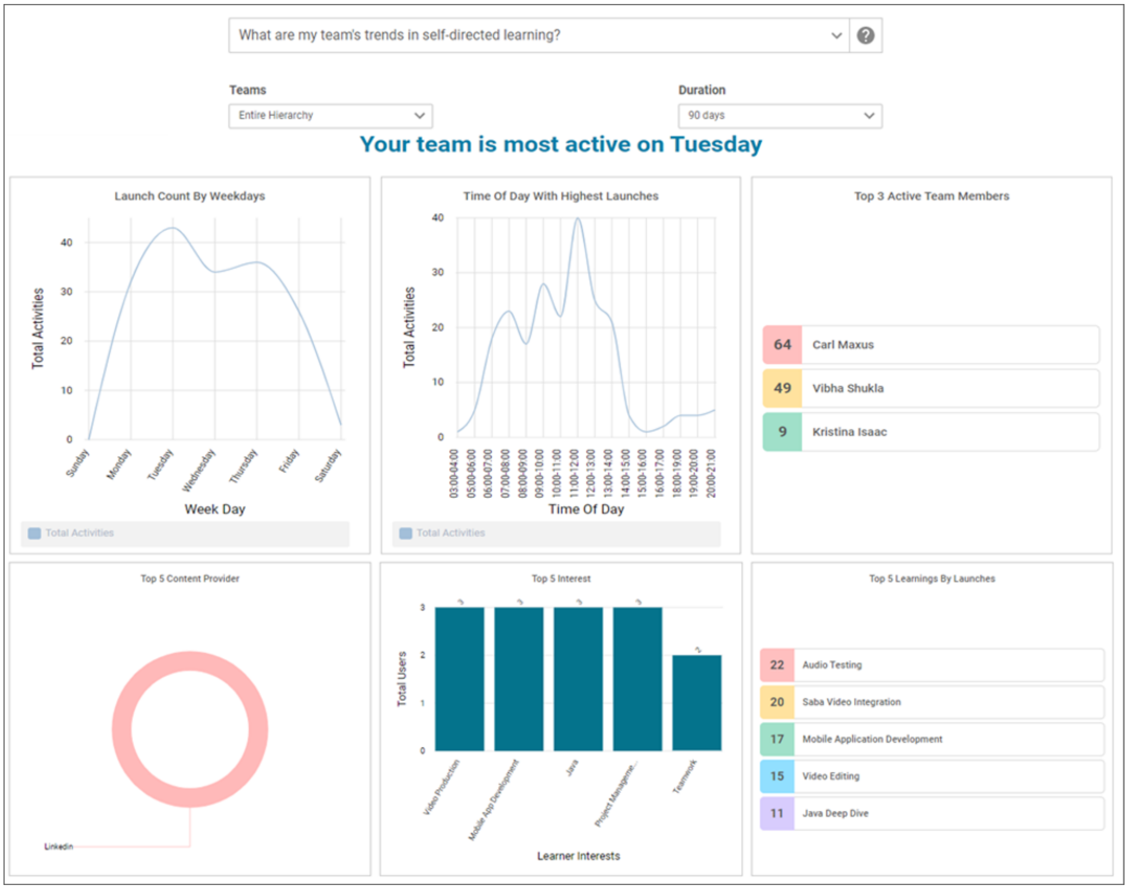
```
[Count of people active with self-directed learning]/[Total count of people]
```

Note: This is also an out of the box report that can be used to drill down into the Insight chart data.

Insights - What are my team's trends in self-directed learning?

Analytics provides a new insight called **What are my team's trends in self-directed learning?** under **My Team >** for managers.

What are my team's trends in self-directed learning?



This insight helps in getting an overview and deep dive on the **self-directed** learning consumption of your team such as:

- Most active team members
- Day and hour level consumption trend
- Breakup of consumption by providers
- Top interests and learnings

You can click anywhere on the charts to get more granular information such as:

- Content title (resource name)
- Person name
- Manager name
- Dates
- Activity name (verb) and so on.

Launch refers only to the consumption of the content while the Activities refer to all the actions on a content such as sharing, bookmarking, rating, liking, commenting and so on.

This insight provides the required details based on the following filters:

- Teams
- Duration

Note: The data that you see in this insight is domain specific, depending on your access.

The showcased information is limited to your direct/indirect reports and time duration from the selected date. By default, the statement would provide the details for a month (Duration).

Note: You can filter data using the Teams filter to see specific result.

This insight holds the following charts:

Launch count by weekdays

Leveraging this trend of count of self-directed learning consumption on every weekday, managers can understand when their team members consume the learning during the week.

Time of day of highest launch

Leveraging this trend of count of self-directed learning consumption at hourly level across the day, managers can understand when their team members consume the learning during the time of the day.

Top 3 active team members

This chart provides the activity count of team mates which helps managers to know who are the three most active team members when it comes to self-directed learning.

Top 5 content providers

This chart helps in identifying the top 5 content providers on the basis of the content consumption in the team. The percent share distribution is calculated considering these 5 providers only. It helps in planning for the content strategy and optimizing the budgets.

Top 5 interests

This chart indicates the top 5 interests a Manager’s team has subscribed for on the basis of the number of people subscribing to an interest. It helps managers in requesting for the content and also gauge how the interests are aligned with the project goals.

Top 5 learnings by launches

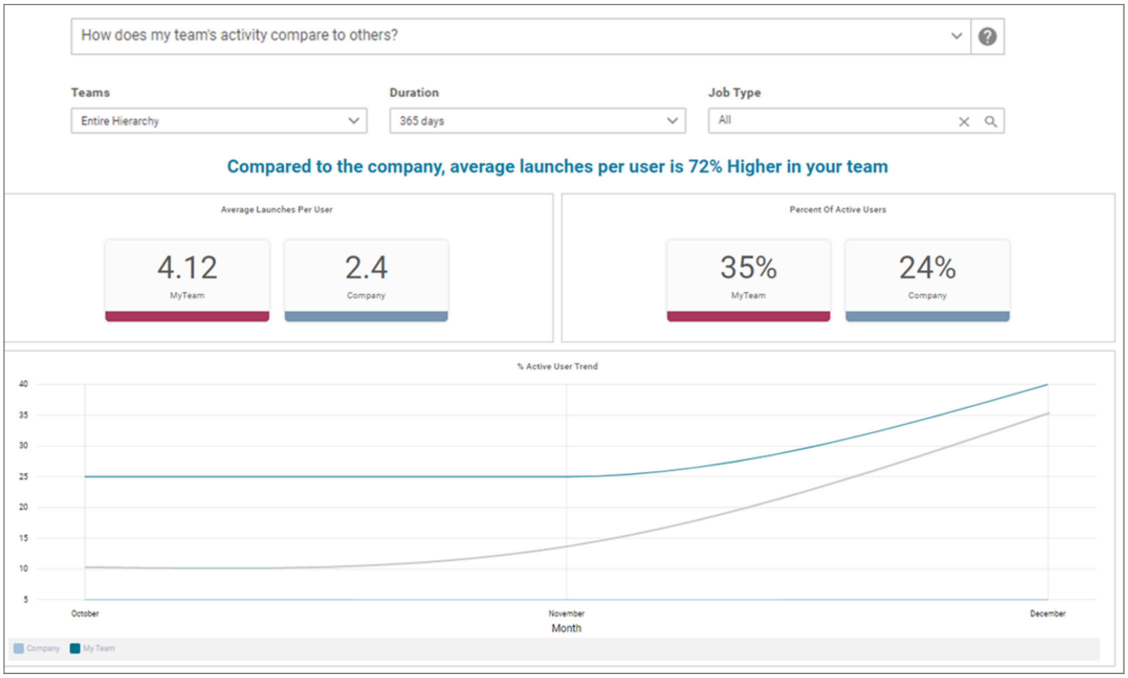
This chart lists the top 5 learning titles on the basis of the count of content launches in the team. It helps managers identify the most consumed contents and then further plan promoting some specific contents. It also helps in gauging if the employee engagement with self-directed learning is aligned with project goals.

Note: This is also an out of the box report that can be used to drill down into the Insight chart data.

Insights - How does my team's activity compare to others?

Analytics provides a new insight called **How does my team's activity compare to others?** under **My Team** > for managers.

How does my team's activity compare to others?



This insight helps in comparing the **self-directed** learning consumption of your team with that of the company as a whole. It uses the average launches per user and percent of active users metrics used to compare.

Refer the **Insight - Team Self Directed Learning Usage Trend** report for more granular information such as:

- Content title (resource name)
- Person name
- Manager name
- Dates
- Activity name (verb) and so on

Launch refers only to the consumption of the content while the Activities refer to all the actions on a content such as sharing, bookmarking, rating, liking, commenting and so on.

This insight provides the required details based on the following filters:

- Duration
- Job Type

Note: The data that you see in this insight is domain specific, depending on your access.

This insight does not support drill down. By default, the statement would provide the details for a month (Duration).

This insight holds the following charts:

Average launches per user

This chart helps in comparing the team's average consumption of self-directed learning with the average consumption of the company as a whole. The manager can gauge how the team is faring against the whole company.

Formula:

```
[Count of self-directed learning launches]/[Total count of people]
```

Percent of active users

This chart provides the percentage of people active in the team with respect to the whole company. **Active** user refer to users who have done any activity with self-directed learning such as launching, liking, sharing, bookmarking, commenting, pausing, resuming a content and so on.

Formula:

```
[Count of people active with self-directed learning]/[Total count of people]
```

% Active User Trend

This chart provides the trend of percentage of people active in the team with respect to the whole company. **Active** user refer to users who have done any activity with self-directed learning such as launching, liking, sharing, bookmarking, commenting, pausing, resuming a content and so on. This helps in assessing if people engagement with self-directed learning in the team is keeping up with the company as a whole.

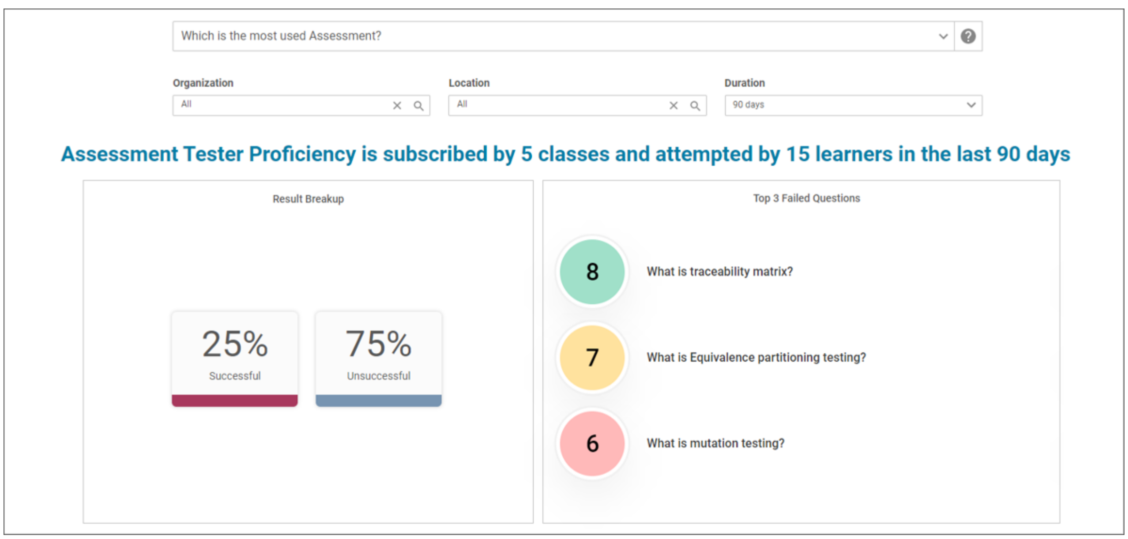
Formula:

```
[Count of people active with self-directed learning]/[Total count of people]
```

Insights - Which is the most used Assessment?

Analytics provides a new insight called **Which is the most used Assessment?** under **Admin** > **Learning** > for Learning Administrators.

Which is the most used Assessment?



This insight identifies the most frequently used assessment and highlights the success and failure rate (%) of the same. It also features those 3 questions which have the highest failed response count. You can use filters such as Organization, Location and Time Duration for a more focused answer. You can also click on the result section to get more contextual details on the assessment result such as:

- Username
- Class Name
- Attempt and Result Summary

Clicking on the failed question provides:

- Class name
- Location

- Organization
- Incorrect Answer% and Total Head Count

Note: Question with neutral type response is not considered as a failed question.

This insight provides the required details based on the following filters:

- Organization
- Location
- Duration

Note: The data that you see in this insight is domain specific, depending on your access.

By default, the statement would provide the details for three months (Duration).

This insight holds the following charts:

Result breakup

This chart provides the percentage of successful and unsuccessful test attempts for the particular assessment. This number helps in identifying if the assessment needs any rework on the questions and design or if there are gaps in the training.

Top 3 failed questions

These are top 3 questions which have been answered incorrectly the maximum number of attempts. This helps in identifying the training gaps or redesign the questions in the assessment.

There are also out of the box reports that can be used to drill down into the Insight chart data:

- Insight - Saba Assessment's Frequently Failed Question Details
- Insight - Saba Assessment's Attempt Details

New Reports

Mobile Adoption Dashboard

This dashboard provides a ready comparison of all the mobile application activities along with additional mobile adoption information.

This dashboard is shared with the following security roles:

- Analytics Admin
- System Admin

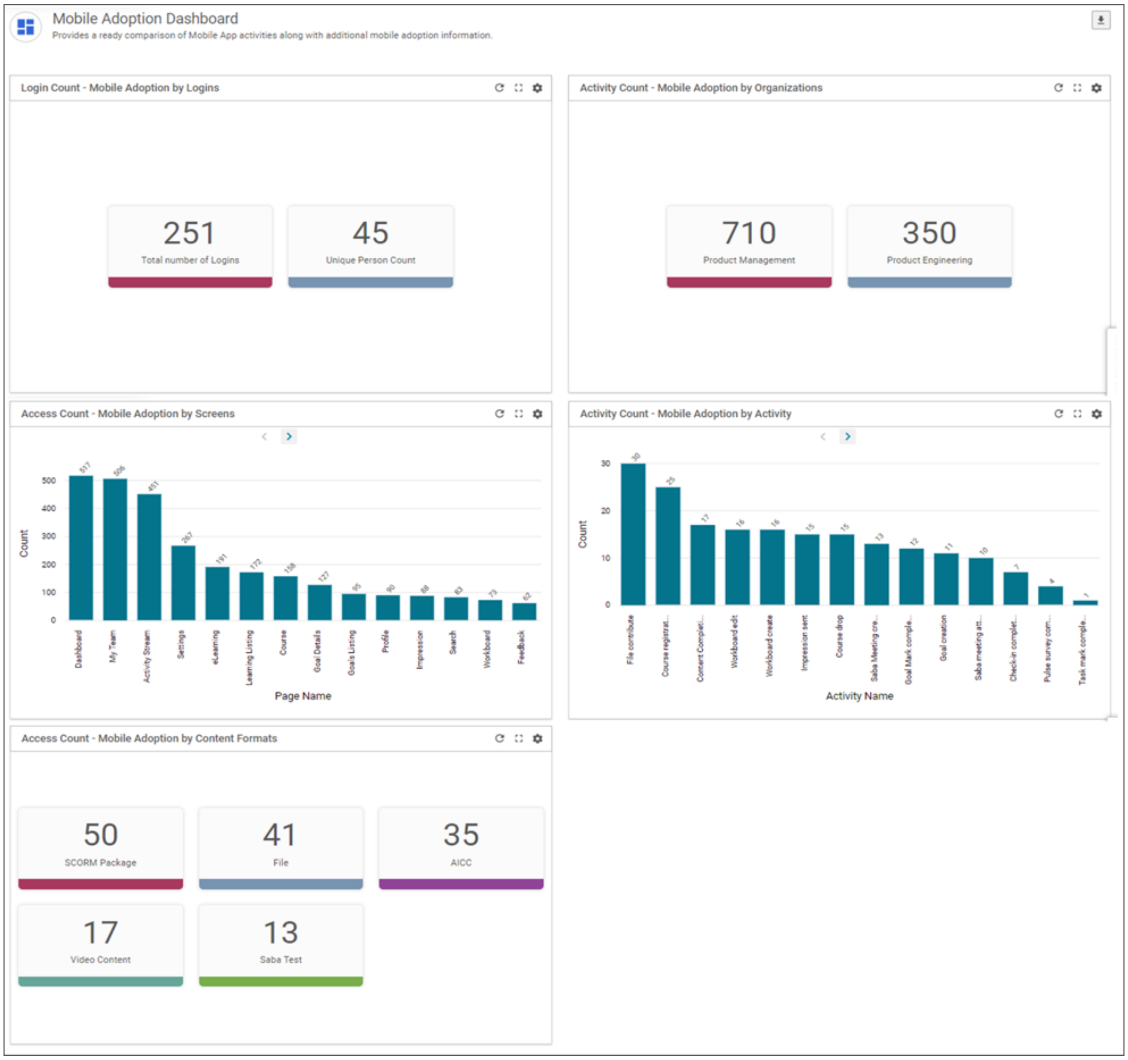


Figure 6: Mobile Adoption Dashboard Example

This dashboard holds the following charts:

Login Count – Mobile Adoption By Login

This chart provides the count of total logins through mobile along with the total unique users during the time frame of the filter. If a user logs in 3 times through mobile, than the count under **Total number of logins** would be 3 but the count under **Unique person count** would be 1. This charts helps in accessing how committed the users are, in using the mobile application and thus helping in Mobile investment strategy.

Activity count – Mobile Adoption by Organization

This chart provides the count of activities performed on the mobile application in the top 3 organizations of the company. If there are lesser than 3 organizations in the company, the number of tiles would reflect the same. Refer **Activity Count – Mobile Adoption By Activity** for the list of activities considered for this count.

Access Count – Mobile Adoption by Screens

This chart provides the access count of the respective screens in the mobile application. This helps Admin with valuable information of screen names where users are most active with on the mobile application.

Activity Count – Mobile Adoption by Activity

This chart provides the count of various activities users are doing on the mobile application. It helps Admin with valuable information of the most performed or preferred activities on the mobile application.

Access Count – Mobile Adoption by Content Formats

This chart helps identifying the most accessed content type by providing the access count of all type of contents.

Certification / Curricula Detailed Status

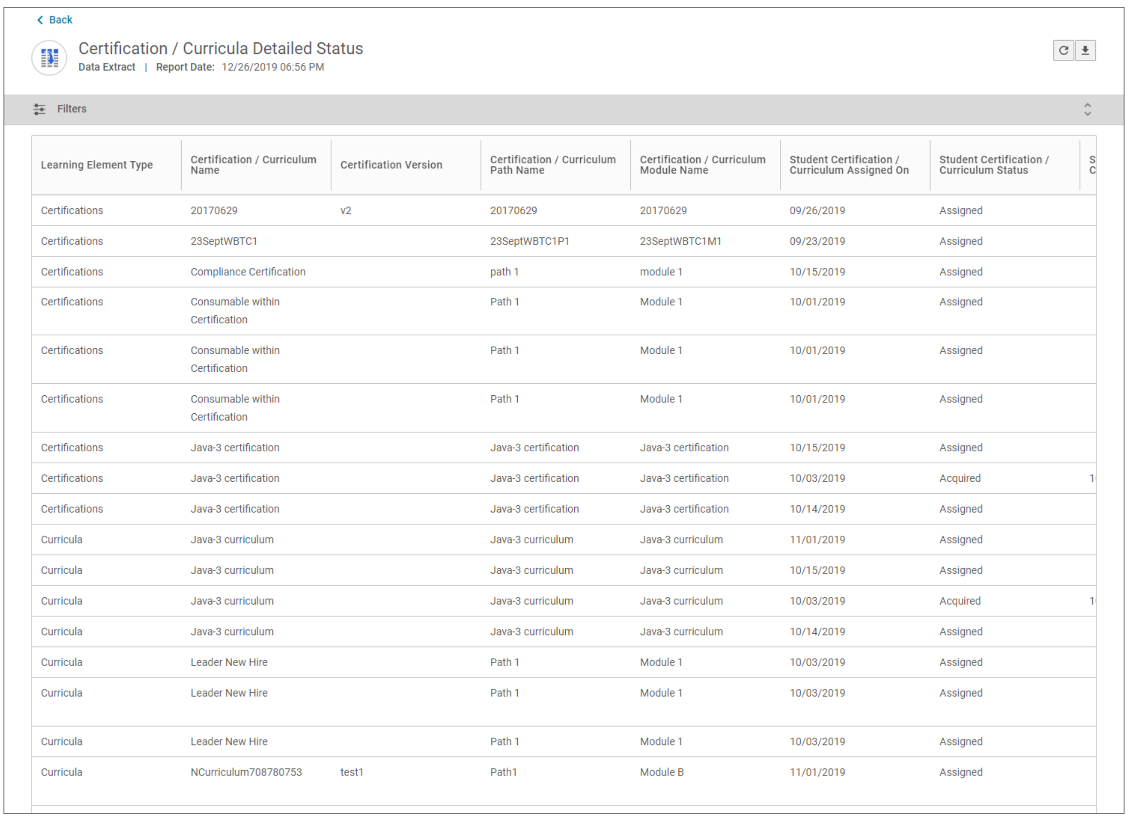
This report provides the details of the certification and curricula assigned to the learners.

This report needs the following services:

- Learning
- Certification
- Curricula

This report is shared with the following security roles:

- Analytics Admin
- Learning Admin - Catalog Builder
- Human Capital Admin



Learning Element Type	Certification / Curriculum Name	Certification Version	Certification / Curriculum Path Name	Certification / Curriculum Module Name	Student Certification / Curriculum Assigned On	Student Certification / Curriculum Status	S C
Certifications	20170629	v2	20170629	20170629	09/26/2019	Assigned	
Certifications	23SeptWBTC1		23SeptWBTC1P1	23SeptWBTC1M1	09/23/2019	Assigned	
Certifications	Compliance Certification		path 1	module 1	10/15/2019	Assigned	
Certifications	Consumable within Certification		Path 1	Module 1	10/01/2019	Assigned	
Certifications	Consumable within Certification		Path 1	Module 1	10/01/2019	Assigned	
Certifications	Consumable within Certification		Path 1	Module 1	10/01/2019	Assigned	
Certifications	Java-3 certification		Java-3 certification	Java-3 certification	10/15/2019	Assigned	
Certifications	Java-3 certification		Java-3 certification	Java-3 certification	10/03/2019	Acquired	1
Certifications	Java-3 certification		Java-3 certification	Java-3 certification	10/14/2019	Assigned	
Curricula	Java-3 curriculum		Java-3 curriculum	Java-3 curriculum	11/01/2019	Assigned	
Curricula	Java-3 curriculum		Java-3 curriculum	Java-3 curriculum	10/15/2019	Assigned	
Curricula	Java-3 curriculum		Java-3 curriculum	Java-3 curriculum	10/03/2019	Acquired	1
Curricula	Java-3 curriculum		Java-3 curriculum	Java-3 curriculum	10/14/2019	Assigned	
Curricula	Leader New Hire		Path 1	Module 1	10/03/2019	Assigned	
Curricula	Leader New Hire		Path 1	Module 1	10/03/2019	Assigned	
Curricula	Leader New Hire		Path 1	Module 1	10/03/2019	Assigned	
Curricula	NCurriculum708780753	test1	Path1	Module B	11/01/2019	Assigned	

Figure 7: Certification / Curricula Detailed Status Example

Report Details

This section provides high-level details of the Certification / Curricula Detailed Status report.

Filters

This report uses the following mandatory filters:

1. Student Certification / Curriculum Assigned On

This report uses the following optional filters:

1. Is Terminated
2. Student Certification / Curriculum Assigned On
3. Person Country / Region
4. Person Domain

Dimensions

This report uses the following dimensions:

1. Learning Element Type
2. Certification / Curriculum Name
3. Certification Version
4. Certification / Curriculum Path Name
5. Certification / Curriculum Module Name
6. Student Certification / Curriculum Assigned On
7. Student Certification / Curriculum Status
8. Student Certification / Curriculum Acquired On
9. Certification / Curriculum Discontinued From
10. Certification / Curricula Learning Item Number
11. Certification / Curricula Learning Item Name
12. Certification / Curricula Learning Item Status
13. Certification / Curricula Learning Item Date Marked Completed
14. Person First Name
15. Person Last Name
16. Person Username
17. Person Person No
18. Person E-mail
19. Person Domain
20. Person Job Type Name
21. Person Status
22. Person Country / Region
23. Equivalent Course ID
24. Equivalent Course Title
25. Is Equivalent Course Completed

Compliance Status Report

This report provides user compliance details for a specific course for enrolled as well as not-enrolled users. It gives details such as user name, personal and organization details, course details, course completion status, dates and transcript score.

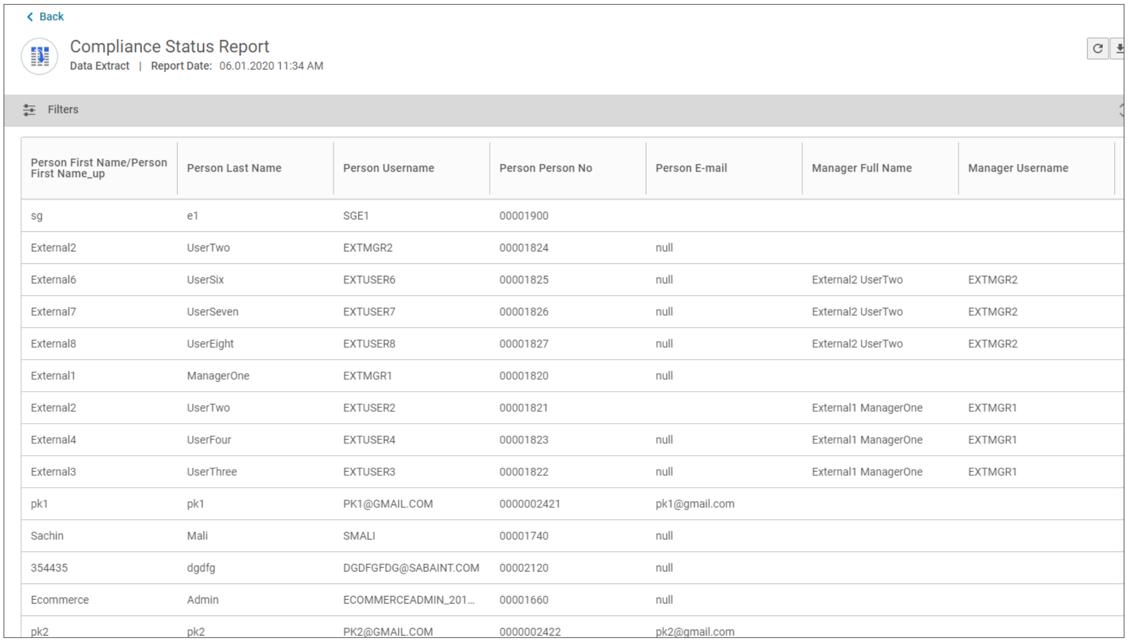
This report needs the following services:

- Learning
- Courses

This report is shared with the following security roles:

- Analytics Admin
- Learning Admin - Catalog Builder

- Human Capital Admin



Person First Name/Person First Name_up	Person Last Name	Person Username	Person Person No	Person E-mail	Manager Full Name	Manager Username
sg	e1	SGE1	00001900			
External2	UserTwo	EXTMGR2	00001824	null		
External6	UserSix	EXTUSER6	00001825	null	External2 UserTwo	EXTMGR2
External7	UserSeven	EXTUSER7	00001826	null	External2 UserTwo	EXTMGR2
External8	UserEight	EXTUSER8	00001827	null	External2 UserTwo	EXTMGR2
External1	ManagerOne	EXTMGR1	00001820	null		
External2	UserTwo	EXTUSER2	00001821		External1 ManagerOne	EXTMGR1
External4	UserFour	EXTUSER4	00001823	null	External1 ManagerOne	EXTMGR1
External3	UserThree	EXTUSER3	00001822	null	External1 ManagerOne	EXTMGR1
pk1	pk1	PK1@GMAIL.COM	0000002421	pk1@gmail.com		
Sachin	Mali	SMALI	00001740	null		
354435	dgdfg	DGDFGFDG@SABAINT.COM	00002120	null		
Ecommerce	Admin	ECOMMERCEADMIN_201...	00001660	null		
pk2	pk2	PK2@GMAIL.COM	0000002422	pk2@gmail.com		

Figure 8: Compliance Status Report Example

Report Details

This section provides high-level details of the Compliance Status Report.

Filters

This report uses the following mandatory filters:

1. Course Title
2. Is Terminated
3. Completion Status (Not editable)

This report uses the following optional filters:

1. Person Domain
2. Person Organization name
3. Person Location Name
4. Person Status

Note: It is strongly recommended to use multiple optional filters (such as Person Organization, Location, Status, and so on) to restrict the report data of users who are not enrolled for the selected course.

Dimensions

This report uses the following dimensions:

1. Person First Name
2. Person Last Name
3. Person Username
4. Person Person Number
5. Person Email
6. Manager Full Name
7. Manager Username
8. Manager Email
9. Person Start Date

10. Person Status
11. Person Organization name
12. Person Location Name
13. Course Id
14. Course Title
15. Completion Status
16. Completed Courses (Transcript) Status
17. Completed Courses (Transcript) Date Marked Complete
18. Completed Courses (Transcript) Ended/Completed On Date
19. Registration Date
20. Completed Courses (Transcript) Score

Mobile Adoption by Screens

This report provides the adoption count for the access comparison of the screens via the mobile application.

This report is shared with the following security roles:

- Analytics Admin
- System Admin

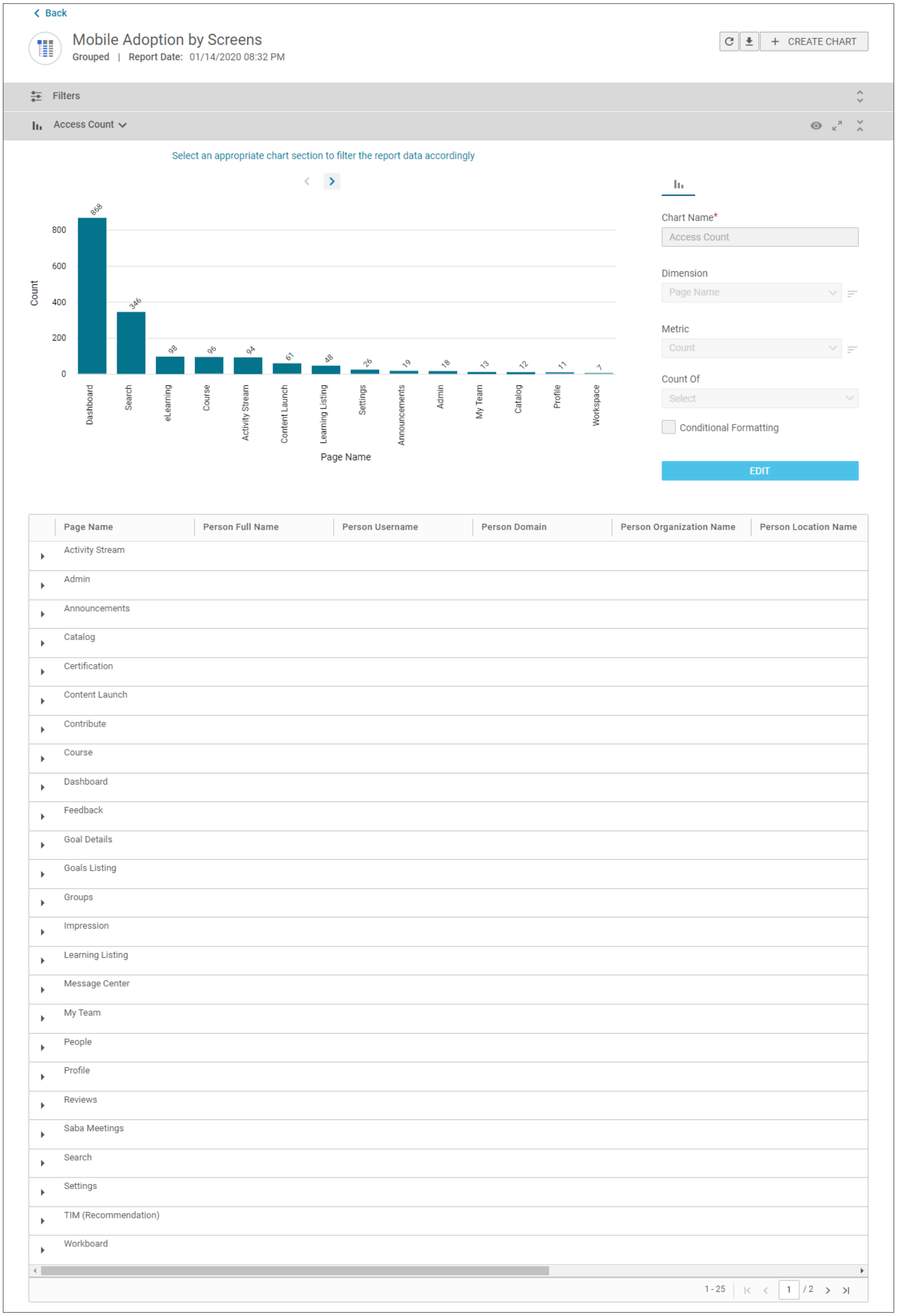


Figure 9: Mobile Adoption by Screens Example

Report Details

This section provides high-level details of the Mobile Adoption by Screens report.

Filters

This report uses the following mandatory filters:

1. Module Accessed On
2. Module Type
3. Is Terminated

This report uses the following optional filters:

1. Person Domain
2. Person Organization name

Dimensions

This report uses the following dimensions:

1. Page Name
2. Person Full Name
3. Person Username
4. Person Domain
5. Person Organization name
6. Person Location Name
7. Person Job Type Name
8. Module Accessed On

Metrics

This report uses the following metrics:

1. Access Count

Mobile Adoption by Activity

This report provides the adoption count for the usage comparison of screens via the mobile application.

This report is shared with the following security roles:

- Analytics Admin
- System Admin

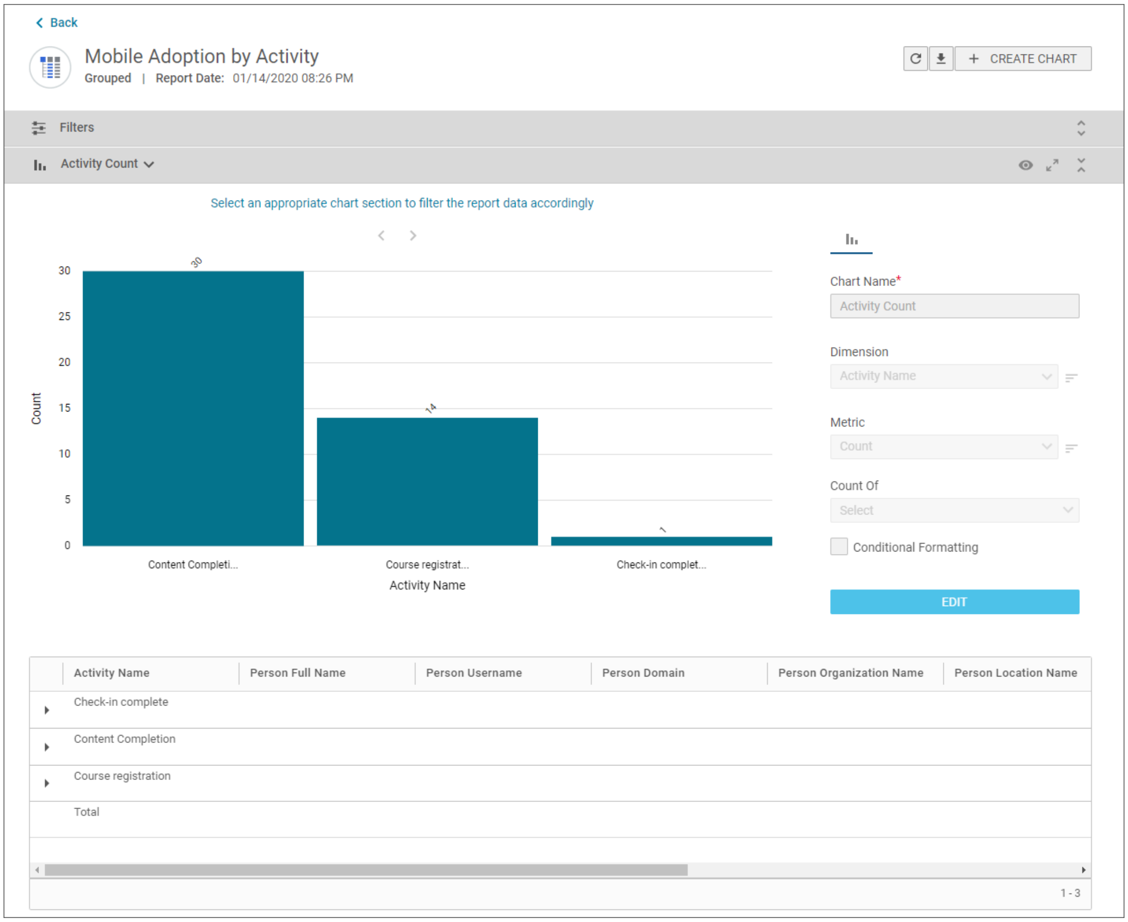


Figure 10: Mobile Adoption by Activity Example

Report Details

This section provides high-level details of the Mobile Adoption by Activity report.

Filters

This report uses the following mandatory filters:

1. Module Accessed On
2. Module Type
3. Is Terminated

This report uses the following optional filters:

1. Person Domain
2. Person Organization name

Dimensions

This report uses the following dimensions:

1. Activity Name
2. Person Full Name
3. Person Username
4. Person Domain
5. Person Organization name
6. Person Location Name
7. Person Job Type Name

8. Module Accessed On

Metrics

This report uses the following metrics:

1. Access Count

Mobile Adoption by Logins

This report provides login count comparison for different device types such as Mobile, Desktop, Tablets and so on.

This report is shared with the following security roles:

- Analytics Admin
- System Admin

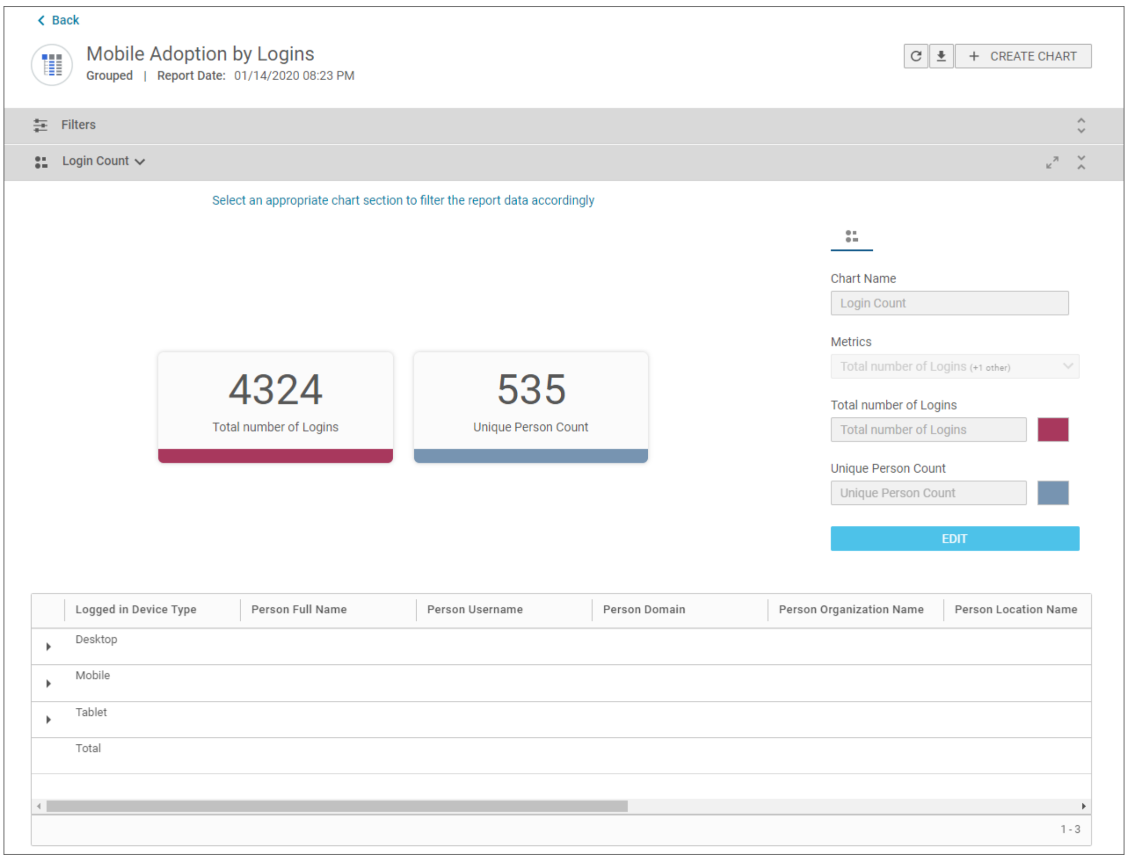


Figure 11: Mobile Adoption by Logins Example

Report Details

This section provides high-level details of the Mobile Adoption by Logins report.

Filters

This report uses the following mandatory filters:

1. Login Date
2. Is Terminated

This report uses the following optional filters:

1. Logged In Device Type
2. Person Domain
3. Person Organization name

Dimensions

This report uses the following dimensions:

1. Logged In Device Type
2. Person Full Name
3. Person Username
4. Person Domain
5. Person Organization name
6. Person Location Name
7. Person Job Type Name
8. Login Date

Metrics

This report uses the following metrics:

1. Total Number of Logins
2. Unique Person Count

Mobile Adoption by Organizations

This report indicates the top organizations with highest mobile application activities.

This report is shared with the following security roles:

- Analytics Admin
- System Admin

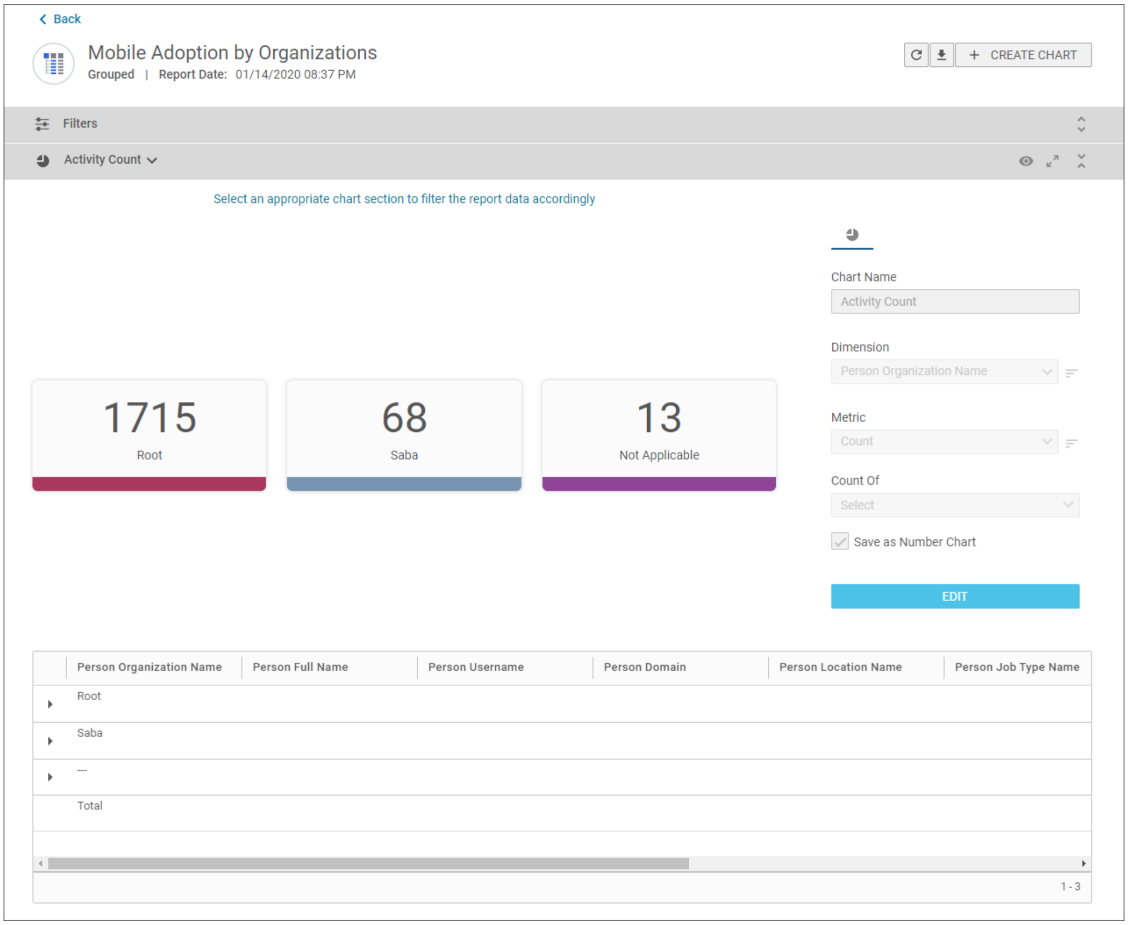


Figure 12: Mobile Adoption by Organizations Example

Report Details

This section provides high-level details of the Mobile Adoption by Organizations report.

Filters

This report uses the following mandatory filters:

1. Module Accessed On
2. Is Terminated

This report uses the following optional filters:

1. Person Domain
2. Person Organization name

Dimensions

This report uses the following dimensions:

1. Person Organization name
2. Person Full Name
3. Person Username
4. Person Domain
5. Person Location Name
6. Person Job Type Name
7. Module Type
8. Module Accessed On

Metrics

This report uses the following metrics:

1. Access Count

Mobile Adoption by Content Formats

This report indicates the content formats with the highest launches via the mobile application.

This report is shared with the following security roles:

- Analytics Admin
- System Admin

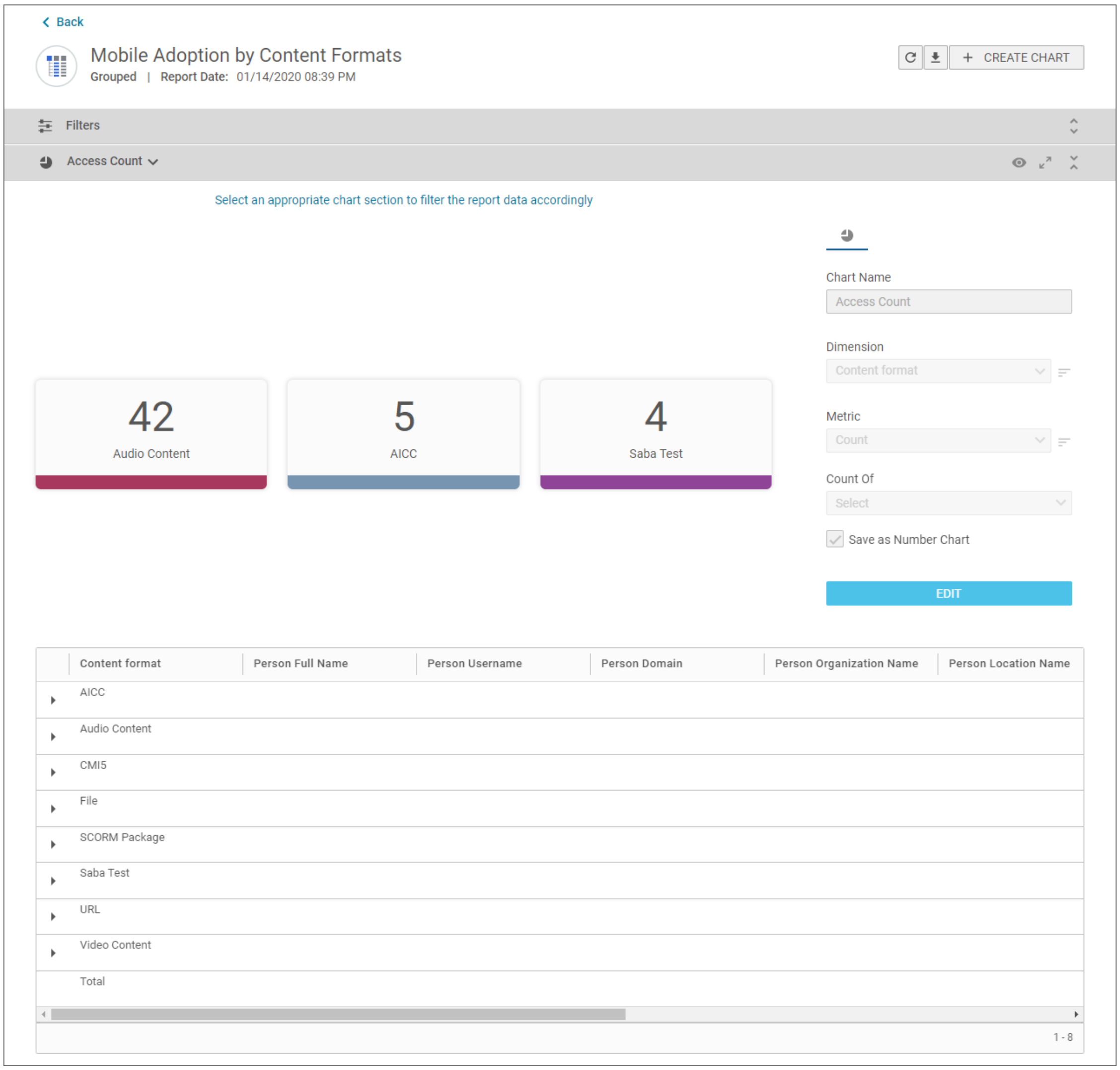


Figure 13: Mobile Adoption by Content Formats Example

Report Details

This section provides high-level details of the Mobile Adoption by Content Formats report.

Filters

This report uses the following mandatory filters:

1. Module Accessed On
2. Module Type
3. Content Format
4. Is Terminated

This report uses the following optional filters:

1. Person Domain
2. Person Organization name

Dimensions

This report uses the following dimensions:

1. Content Format
2. Person Full Name
3. Person Username
4. Person Domain
5. Person Organization name
6. Person Location Name
7. Person Job Type Name
8. Module Accessed On
9. Module Type

Metrics

This report uses the following metrics:

1. Access Count

Insights - Reports

Insight - Self Directed Learning Usage Trend

This report presents an usage trend of the self-directed learning taken by the learners.

This report needs the following services:

- Saba Discovery
- me:time
- Learning Record Store Reporting

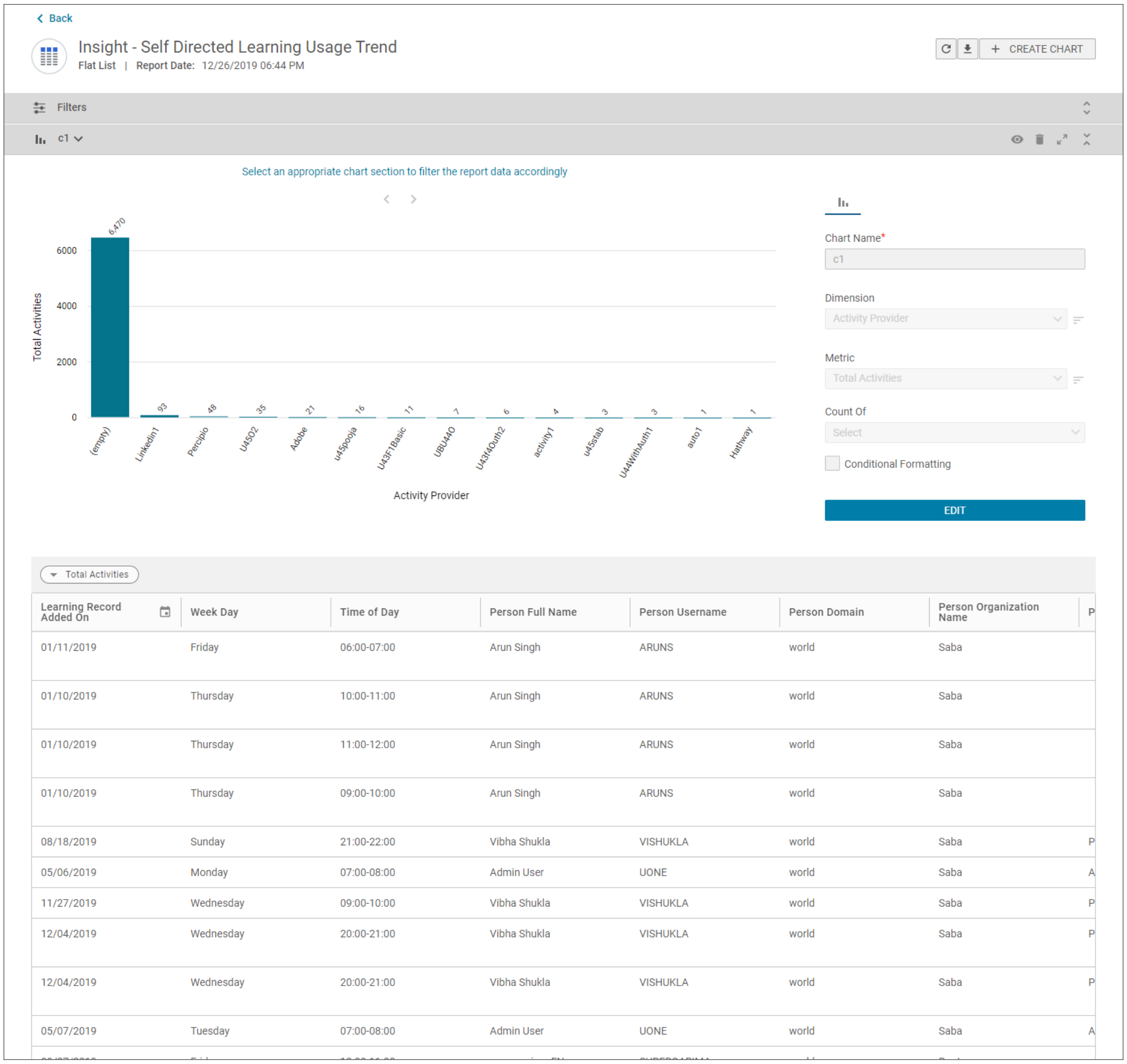


Figure 14: Insight - Self Directed Learning Usage Trend Report

Report Details

This section provides high-level details of the Insight - Self Directed Learning Usage Trend Report.

Filters

This report uses the following mandatory filters:

1. Learning Record Added On
2. Is Terminated

This report uses the following optional filters:

1. Person Domain
2. Person Organization name
3. Verb

Dimensions

This report uses the following dimensions:

1. Learning Record Added On
2. Week Day
3. Time Of Day

4. Person Full Name
5. Person Username
6. Person Domain
7. Person Organization name
8. Person Location Name
9. Person Job Type Name
10. Manager Full Name
11. Manager Username
12. Resource Name
13. Resource Type
14. Verb
15. Activity Provider

Metrics

This report uses the following metrics:

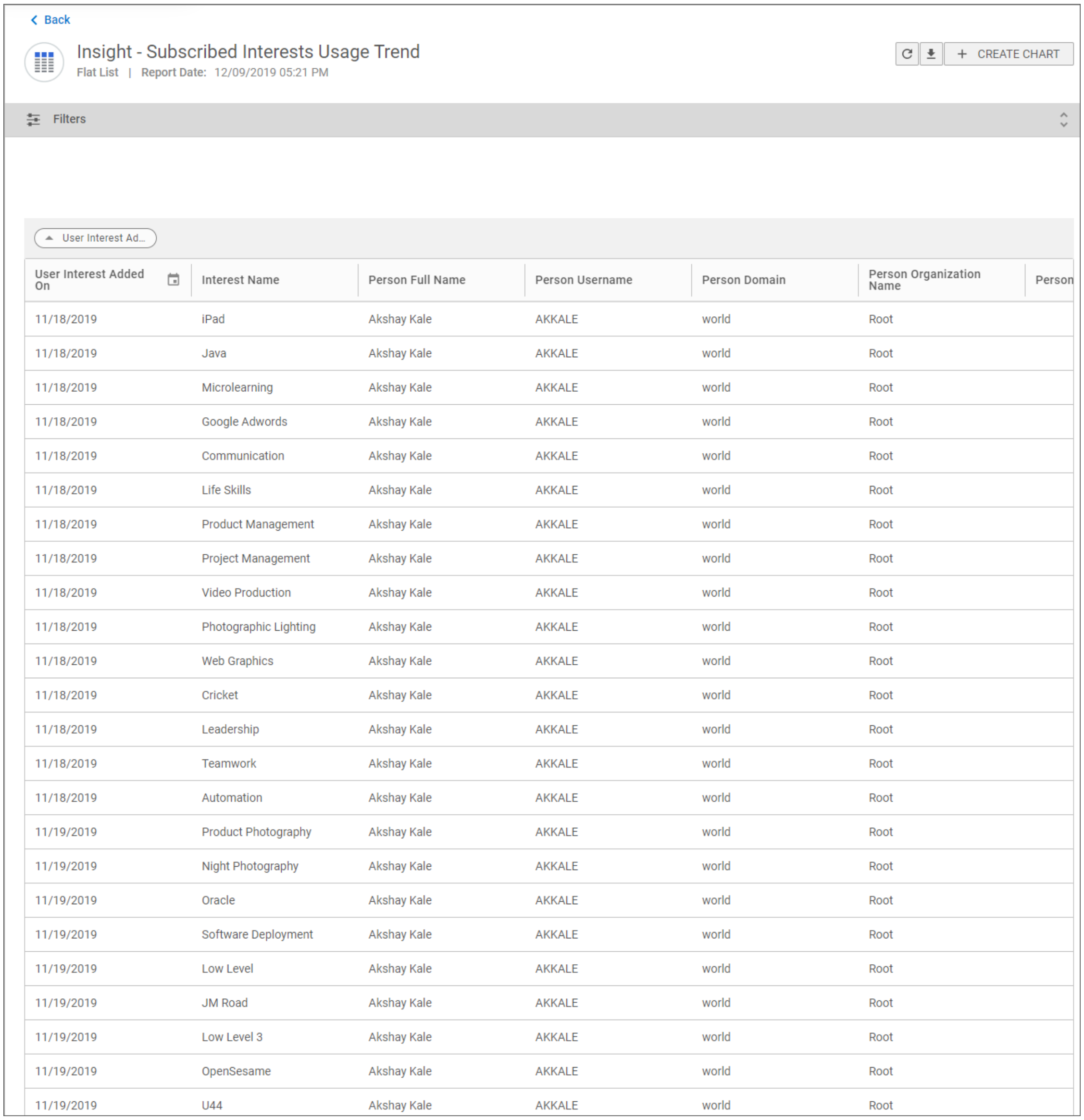
1. Total Activities

Insight - Subscribed Interests Usage Trend

This report presents an usage trend of the user interests subscribed by the learners.

This report needs the following services:

- Saba Discovery
- me:time
- Learning Record Store Reporting



User Interest Added On	Interest Name	Person Full Name	Person Username	Person Domain	Person Organization Name	Person
11/18/2019	iPad	Akshay Kale	AKKALE	world	Root	
11/18/2019	Java	Akshay Kale	AKKALE	world	Root	
11/18/2019	Microlearning	Akshay Kale	AKKALE	world	Root	
11/18/2019	Google Adwords	Akshay Kale	AKKALE	world	Root	
11/18/2019	Communication	Akshay Kale	AKKALE	world	Root	
11/18/2019	Life Skills	Akshay Kale	AKKALE	world	Root	
11/18/2019	Product Management	Akshay Kale	AKKALE	world	Root	
11/18/2019	Project Management	Akshay Kale	AKKALE	world	Root	
11/18/2019	Video Production	Akshay Kale	AKKALE	world	Root	
11/18/2019	Photographic Lighting	Akshay Kale	AKKALE	world	Root	
11/18/2019	Web Graphics	Akshay Kale	AKKALE	world	Root	
11/18/2019	Cricket	Akshay Kale	AKKALE	world	Root	
11/18/2019	Leadership	Akshay Kale	AKKALE	world	Root	
11/18/2019	Teamwork	Akshay Kale	AKKALE	world	Root	
11/18/2019	Automation	Akshay Kale	AKKALE	world	Root	
11/19/2019	Product Photography	Akshay Kale	AKKALE	world	Root	
11/19/2019	Night Photography	Akshay Kale	AKKALE	world	Root	
11/19/2019	Oracle	Akshay Kale	AKKALE	world	Root	
11/19/2019	Software Deployment	Akshay Kale	AKKALE	world	Root	
11/19/2019	Low Level	Akshay Kale	AKKALE	world	Root	
11/19/2019	JM Road	Akshay Kale	AKKALE	world	Root	
11/19/2019	Low Level 3	Akshay Kale	AKKALE	world	Root	
11/19/2019	OpenSesame	Akshay Kale	AKKALE	world	Root	
11/19/2019	U44	Akshay Kale	AKKALE	world	Root	

Figure 15: Insight - Subscribed Interests Usage Trend Report

Report Details

This section provides high-level details of the Insight - Subscribed Interests Usage Trend Report.

Filters

This report uses the following mandatory filters:

1. User Interest Added On
2. Is Terminated

This report uses the following optional filters:

1. Person Domain
2. Person Organization name
3. Interest name

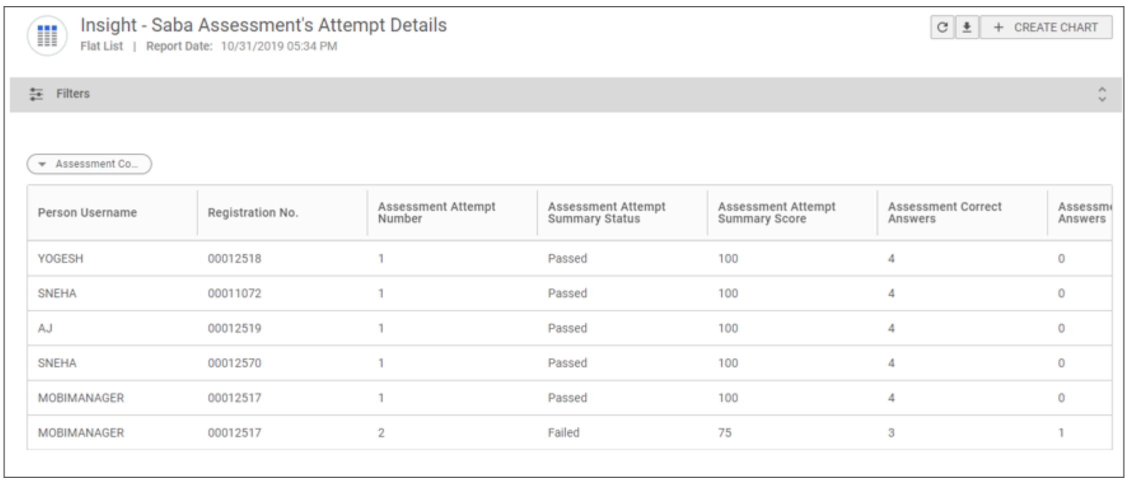
Dimensions

This report uses the following dimensions:

1. Learning Record Added On
2. Interest name
3. Person Full Name
4. Person Username
5. Person Domain
6. Person Organization name
7. Person Location Name
8. Person Job Type Name
9. Manager Full Name
10. Manager Username

Insight - Saba Assessment's Attempt Details

This report provides attempt details of the most used assessment identified by the Assessment insight.



Person Username	Registration No.	Assessment Attempt Number	Assessment Attempt Summary Status	Assessment Attempt Summary Score	Assessment Correct Answers	Assessm Answers
YOGESH	00012518	1	Passed	100	4	0
SNEHA	00011072	1	Passed	100	4	0
AJ	00012519	1	Passed	100	4	0
SNEHA	00012570	1	Passed	100	4	0
MOBIMANAGER	00012517	1	Passed	100	4	0
MOBIMANAGER	00012517	2	Failed	75	3	1

Figure 16: Insight - Saba Assessment's Attempt Details Report

Report Details

This section provides high-level details of the Insight - Saba Assessment's Attempt Details Report.

Filters

This report uses the following mandatory filters:

1. Assessment Attempted On Date

This report uses the following optional filters:

1. Is Terminated
2. Assessment Title
3. Person Location Name
4. Person Organization Name

Dimensions

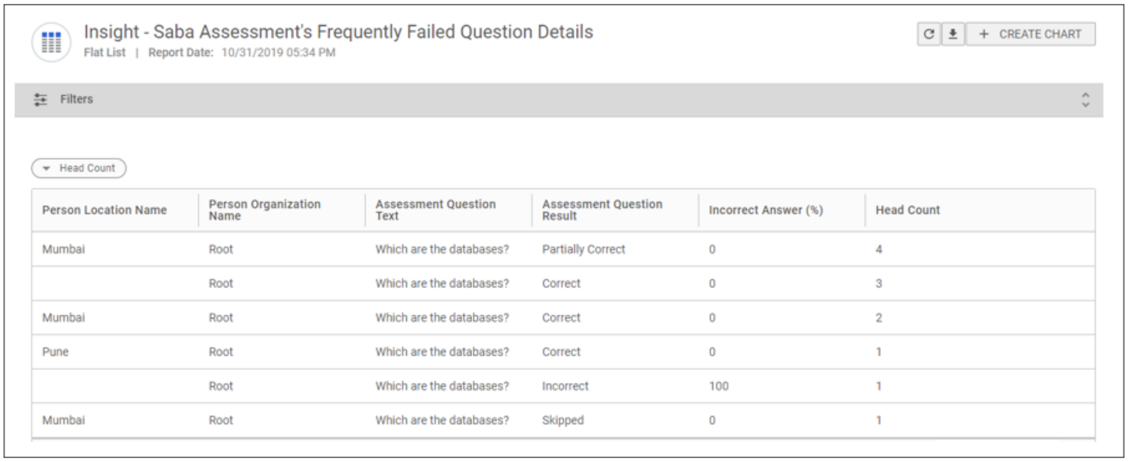
This report uses the following dimensions:

1. Person Username
2. Registration No.
3. Assessment Attempt Number
4. Assessment Attempt Summary Status

5. Assessment Attempt Summary Score
6. Assessment Correct Answers
7. Assessment Incorrect Answers
8. Assessment Partially Correct Answers

Insight - Saba Assessment's Frequently Failed Question Details

This report provides attempt details of questions of most used assessment identified by Assessment insight.



Person Location Name	Person Organization Name	Assessment Question Text	Assessment Question Result	Incorrect Answer (%)	Head Count
Mumbai	Root	Which are the databases?	Partially Correct	0	4
	Root	Which are the databases?	Correct	0	3
Mumbai	Root	Which are the databases?	Correct	0	2
Pune	Root	Which are the databases?	Correct	0	1
	Root	Which are the databases?	Incorrect	100	1
Mumbai	Root	Which are the databases?	Skipped	0	1

Figure 17: Insight - Saba Assessment's Frequently Failed Question Details Report

Report Details

This section provides high-level details of the Insight - Saba Assessment's Frequently Failed Question Details Report.

Filters

This report uses the following mandatory filters:

1. Assessment Attempted On Date

This report uses the following optional filters:

1. Is Terminated
2. Assessment Title
3. Person Location Name
4. Person Organization Name

Dimensions

This report uses the following dimensions:

1. Person Location Name
2. Person Organization Name
3. Assessment Question Text
4. Assessment Question Result
5. Incorrect Answer (%)
6. Head Count

New Attributes

Adoption

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

Table 2: Adoption Details

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Mobile Adoption	Page Name	Dimension	Yes	Name of the page/screen visited via Mobile App
Mobile Adoption	Activity Name	Dimension	Yes	Name of the activity performed via Mobile App

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

Learning

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

Table 3: Learning Details

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
CE Plan Details	Course Title	Dimension	No	Course Title for course used to earn credits
CE Plan Details	Course Version	Dimension	No	Course Version for course used to earn credits
CE Plan Details	Registration Date	Dimension	No	Registration Date for course/class used to earn credits
CE Plan Details	Completion Date	Dimension	No	Completion Date for course used to earn credits

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
CE Plan Details	Score	Dimension	No	Score for course used to earn credits
CE Plan Details	Grade	Dimension	No	Grade for course used to earn credits
CE Plan Details	Course Credits	Dimension	No	Credits earned from the course
CE Plan Details	Instructor Credit	Dimension	No	Boolean attribute to show if credits earned are Instructor Credits
CE Plan Details	Held CE Plan Status	Dimension	No	Status of the CE Plan assigned to the learner
CE Plan Details	CE Plan Assigned On	Dimension	No	Date on which CE Plan was assigned to the learner
Courses	Course Assigned By (All Sources) Description	Dimension	No	Description of the Source through which courses was assigned to the leaner. **Note:** This attribute supports full data only when used in Data Extract report. For other report types it will show only first 1000 characters.
CE Plan Details	Earned Course Credits	Metric	No	Credits earned from the course. This metric is different from the existing CE Plan Earned Credits, as it shows credits considered for CE Plan over all.
CE Plan Details	Field Of Study for Earned Credits	Dimension	No	This attribute shows FOS against which credits are earned by course. One course can provide credits against one or more FOS. Similarly, when no FOS is specified in CE Plan but completed course provides credits for FOS, then this attribute shows that FOS. This attribute is different from the existing CE Plan Field of Study attribute, as it shows available FOS in CE Plan. It is not based on credits earned.

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Course Request	Learning Course Request Requestor Location	Dimension	No	Location of the Person who requested the course
Course Request	Learning Course Request Requestor Country	Dimension	No	Home Country of the Person who requested the course
Resource Assignment	Equipment Status	Dimension	No	Status showing resource readiness or the source of the equipment

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

Performance

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

Table 4: Performance Details

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Review Section	Section Skill Behavior Indicator Rating Value	Metric	No	Average rating value for behavior indicator for a skill added to review section
Check-In Tasks	Task On User's Manager Name	Dimension	No	Name of the manager for users added under Task On
Check-In Tasks	Task On User's Manager Email	Dimension	No	Email of the manager for users added under Task On

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

Profile

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

Table 5: Profile Details

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Person Details	Person Roles Owner	Dimension	No	Full name of the person assigned as owner for the job role assigned to a learner
Person Details	Person Roles Owner Username	Dimension	No	Username of the person assigned as owner for the job role assigned to a learner
Person Details	Person Accounting Code	Dimension	No	Accounting code displayed on the Profile of the External User
Person Skills	Is Expert Skill	Dimension	No	Shows value Yes if the held Skill has been marked as Expert under People Admin > Skills
Position	Position Incumbent Start Date	Dimension	No	Date on which Position was assigned to a User. To view Inactive Positions enable "Show Position History Data (Inactive Incumbents)" from **Settings** > **Configuration**.
Position	Position Incumbent End Date	Dimension	No	Date on which Position became Inactive for a User. To view Inactive Positions enable "Show Position History Data (Inactive Incumbents)" from **Settings** > **Configuration**.
Position	Position Incumbent Tenure (Days)	Dimension	No	Duration (in days) between the Start and End date of the Position, In case of Active Position it will be till the current date. To view Inactive Positions enable "Show Position History Data (Inactive Incumbents)" from **Settings** > **Configuration**.

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

Social

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

Table 6: Social Details

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Person Feedback	Person Feedback Date	Dimension	No	The date on which person Rated or Liked a social object
Blogs/Workspace/ChannelVideo	Total Blogposts	Metric	No	Total number of Blogposts added by user
Blogs/Workspace/ChannelVideo	Total Workspace Pages	Metric	No	Total number of pages added by user in a workspace
Blogs/Workspace/ChannelVideo	Total Channel Videos	Metric	No	Total number of videos uploaded by user to a channel
Comments	Comments Added By	Dimension	No	Full name of the person who has added comments on social object
Comments	Comments Added On	Dimension	No	Date on which comments were added to a social object
Comments	Total Comments Posted	Metric	No	Total number of comments posted by user
Contribution Summary	Contributed On	Dimension	No	Date on which user contributed a social object
Ideas	Idea Internal ID	Dimension	No	Saba Internal ID for an Idea, to be used for creating URL

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

System

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

Table 7: System Details

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Prescription Rules	Job Role Name	Dimension	No	Name of the Job Role added as part of the Prescriptive Rule requirement
Prescription Rules	Security Role Name	Dimension	No	Name of the Security Role added as part of the Prescriptive Rule requirement

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

Attributes that support full description

In this update, the following attributes now support full description. This means that they show first 1000 characters in Flatlist, Grouped or Crosstab report. When they are added to Data Extract report and CSV is exported from that report, you can get all the data entered into these fields from the UI.

Table 8: Attributes Details

Parent Entity Name	Entity Name	Attribute Name
Learning	Module Details	Content Question Text
Learning	Assessment Results	Assessment Question Text
Learning	Survey And Evaluations	Question Text
Learning	Anonymous Survey	Question Text
Pulse 360	Pulse Custom Survey	Survey Question Text
Pulse 360	Anonymous Pulse Custom Survey	Survey Question Text

Updated Attributes

Social

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

- Video Owner Name is now renamed to Video Container Name
- Video Owner Type is now renamed to Video Container Type

Adoption

This section describes the attributes that have been updated under the Adoption reports model in the Saba application.

- Access Count is now renamed to Count

Chapter

3

Ecommerce

Topics:

- Ability to register and enroll the team for a course from the new details page
- Assign audience types associated with microsite to a logged-in user
- Enhancements in the new Assign Learning flow
- New privileges for Training Unit Agreement (TUA)
- New Check Out page for External Registrars
- Settings to waive required prerequisites while redeeming the class

This section includes the following topics that will guide you through the new features and improvements under Ecommerce.

Ability to register and enroll the team for a course from the new details page

Prior to this update, the External and Internal Manager could register and enroll the team for a course only through the **Assign Learning** and **Enhanced Assign Learning** team actions.

As an External and Internal Manager, you can now register and enroll your team for a course through the new course details page.

The following configurations are required:

- **Learning Beta** service under the **Learning** service must be enabled.
- **Show Assign Learning Views for Manager** setting under the **Learning** service must be set to **Show the old and new enhanced user interface** or **Show only the new enhanced user interface**.

The new course details page now shows the new actions **Buy for Team** or **Enroll for Team** based on your role. You can now register your direct, alternate, organization, and other teams for a course while browsing the catalog. The External Managers, with **Ecommerce** service enabled, may see the **Buy for Team** action and Internal Managers can see the **Enroll for Team** action. This is also applicable to the Organization Manager and Position Manager.

The above actions lead the manager to the **Enhanced Assign Learning** flow where the course is preselected. You have to only select your team and proceed with the order.

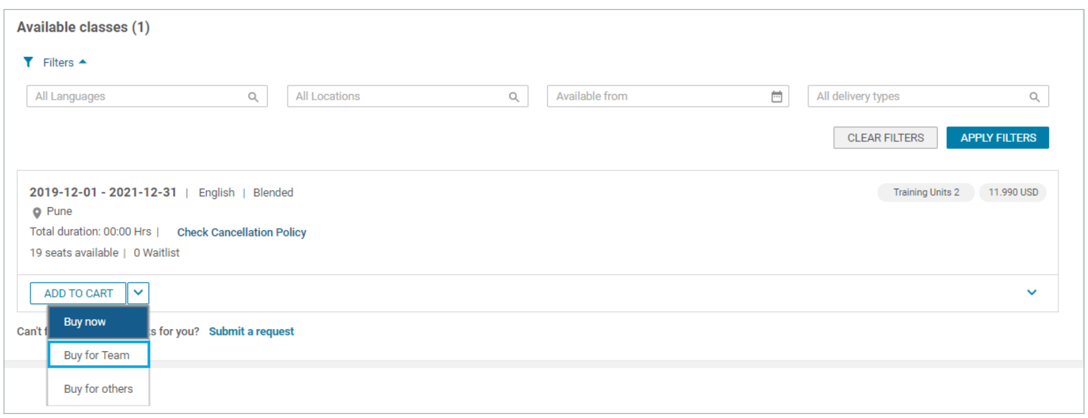


Figure 18: Buy for Team

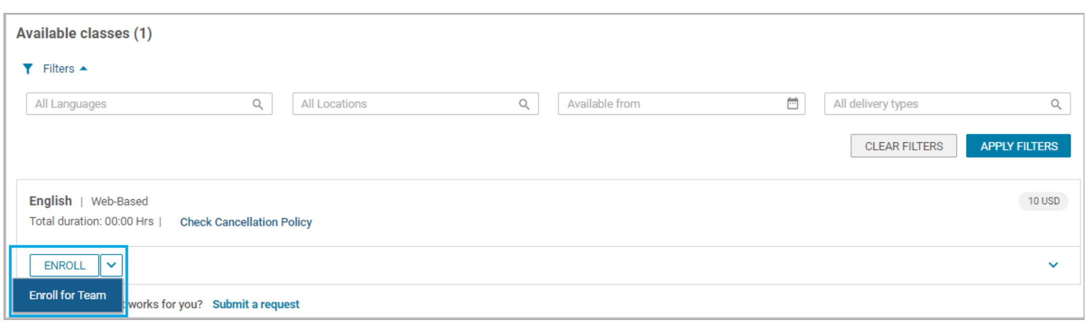


Figure 19: Enroll for Team

Assign audience types associated with microsite to a logged-in user

Prior to this update, when an external user logs into the application, all the audience types and sub types associated with that microsite were by default assigned to the user. Due to this, all the audience types were available on the guest catalog. Also, after logging in, the user could buy the learning item only if he or she has that audience type.

A new property **Associate audience type** has been added in the **Ecommerce** tab for a microsite. By default, this check box is enabled. When enabled, all the audience types added in the **Audience Types and Sub Types** section of the microsite are assigned to the guest user after logging in. This property works only when the **Enable guest catalog** check box is enabled.

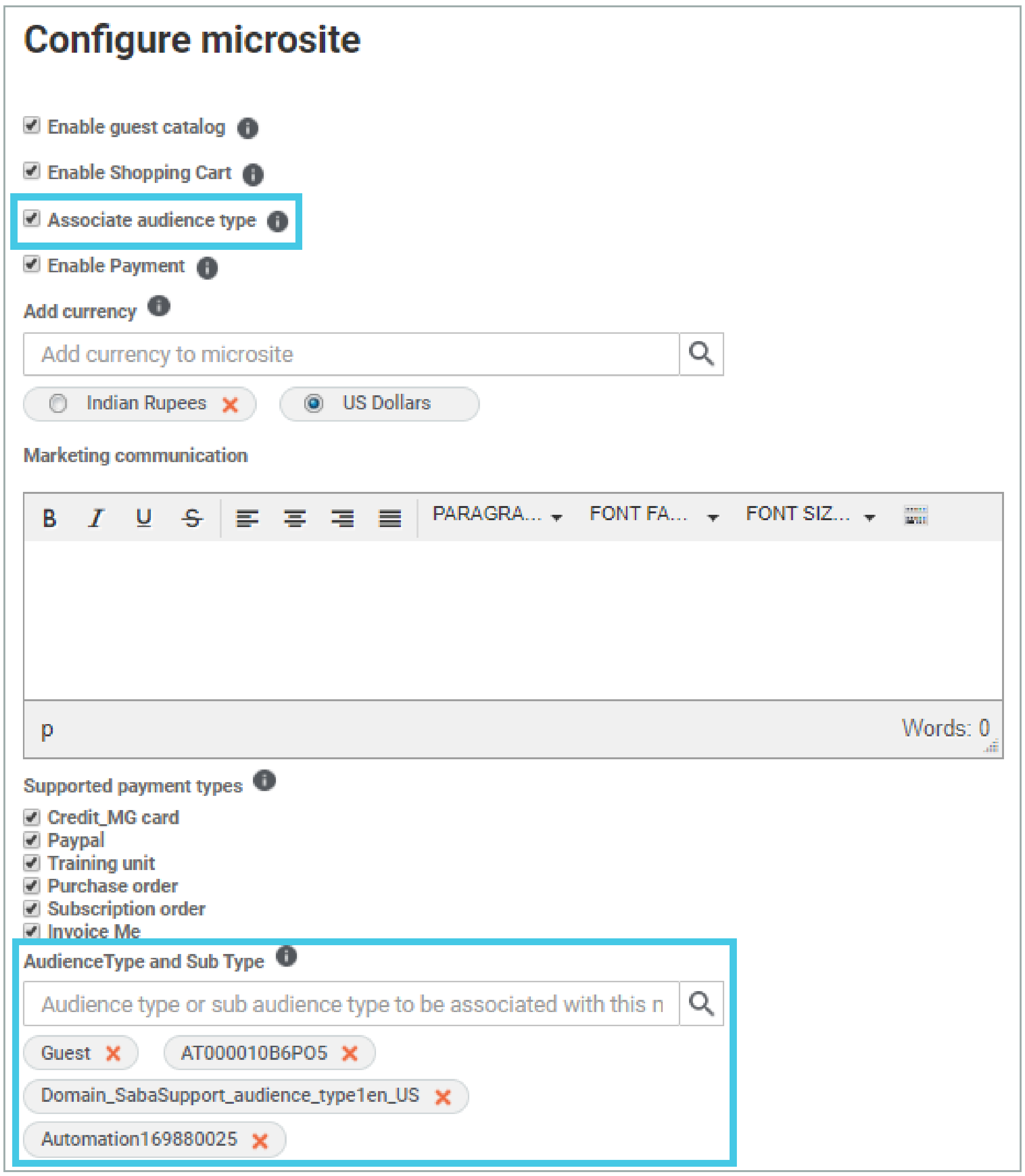


Figure 20: Associate audience type

Enhancements in the new Assign Learning flow

The following enhancements are made in the new Assign Learning flow for managers:

- The following new filters are added in the **Select Learning Item** section:
  - Language
  - Sort By with the following options:
    - A-Z
    - Z-A
    - Relevance
    - Recently Added
    - Recently Modified
    - Rating (high to low)
    - Rating (low to high)
    - Most Shared
    - Most Commented

  Note: These filters also appear in the **Enhanced New Order** page for Registrars.

- Teams are now displayed as tabs in the **Add Person** section. The Organization Manager and Position Manager can now see their teams under the **Organization** and **Other Teams** tabs, respectively.

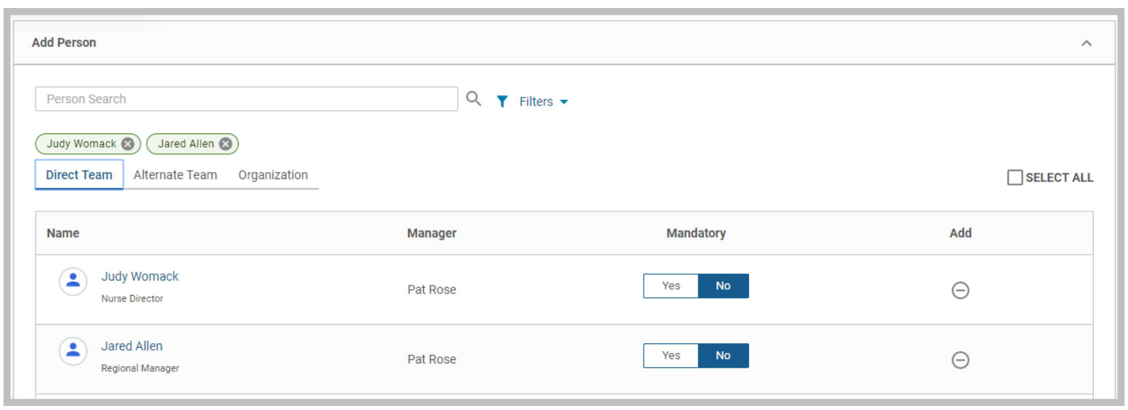


Figure 21: Add Person section

- The Organization Manager can now add up to 200 items as the cart limit is increased to 200.
- In **Overview**, if you drill down to the direct reports of your team member and click **Enhanced Assign Learning**, then the indirect team members appear in the **Add Person** section and the team member appears as a manager.

New privileges for Training Unit Agreement (TUA)

Prior to this update, there were no privileges to edit any data in a TUA.

The following new privileges have been introduced under the TU component:

- Can change TUA ID Number - Allows you to update the training unit agreement number.
- Can change TUA custom fields - Allows you to update the custom fields under the **Other Information** section of TUA.

If you have the **Can change expiry date** privilege, then these privileges are enabled for you.

By default, these privileges are assigned to the following security roles:

- Learning Admin - Catalog Builder
- Learning Admin - Registrar
- Ecommerce Admin

New Check Out page for External Registrars

Prior to this update, a new Check Out page was introduced that was simple, clean, and responsive with an aim to simplify the desktop experience. The responsive UX was optimized for a variety of screen sizes and resolutions. This page was available only for learners and managers.

The Check Out page is now available for External Registrars as well.

Notes:

- This page is available only when the **Checkout Beta** service within the **Ecommerce** service is enabled. By default, the service is disabled. To enable this feature, submit a support request.

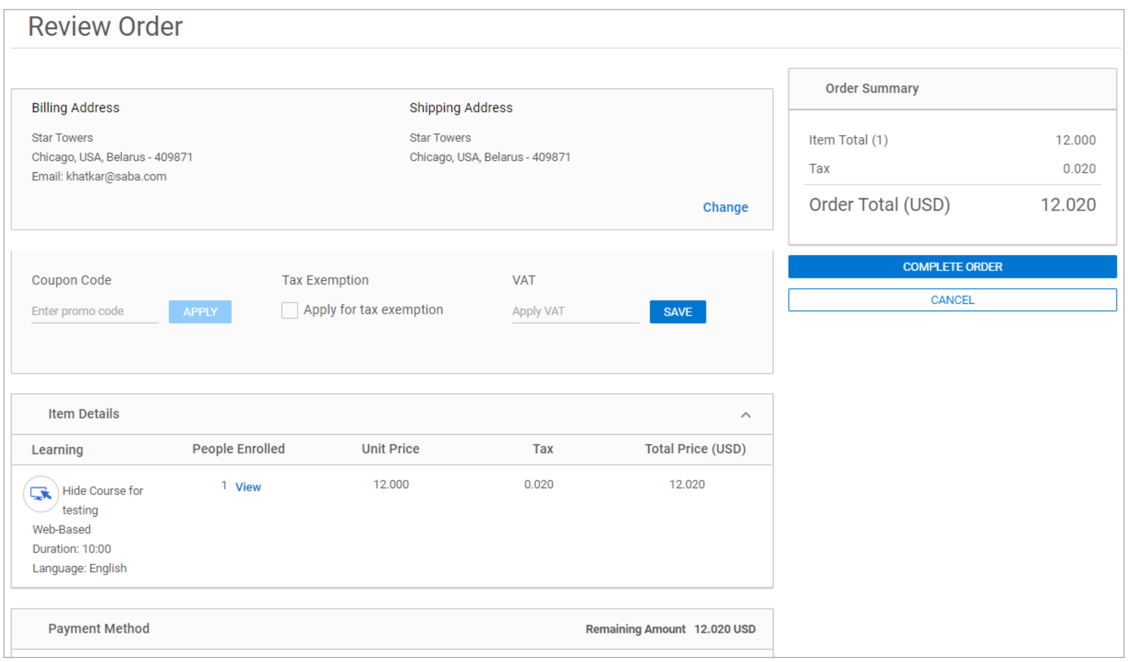


Figure 22: Check Out page for Registrars

If the Learning Administrator has configured Additional Expenses section for a course, then it will appear in Order page. The **Additional Expenses** section within **Item Details** allows you to select the options per person. You can either select one of the options and use it for all the person or select options per person. While making the selections per person or for all persons, you can notice the change of price in the **Item Details** and **Order Summary** section.

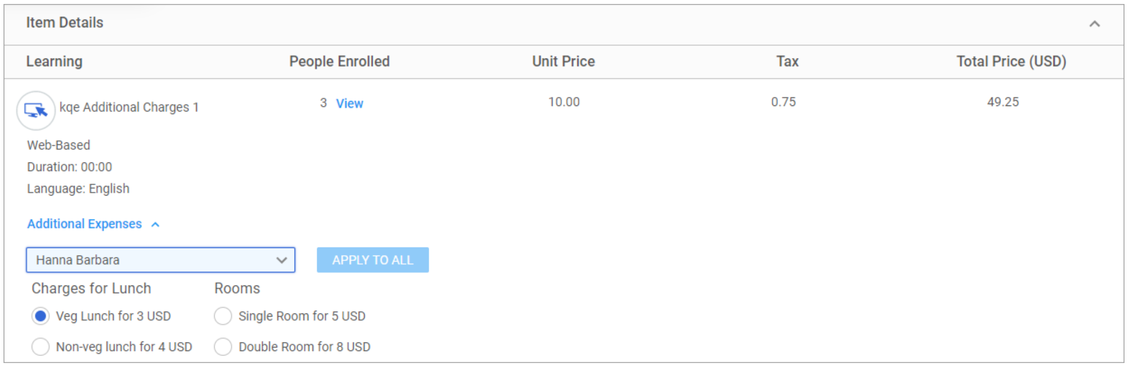


Figure 23: Additional Expenses section for Registrars

Settings to waive required prerequisites while redeeming the class

Prior to this update, the prerequisites of a class were not considered in the Redeem flow.

The following settings are introduced in the **Redemption Order** under the **Ecommerce** service that waives the required prerequisites of a class while redeeming:

- Learner can waive required pre-requisite

  Allows a learner to redeem a class without checking the prerequisites of the class. By default, it is enabled.

- Admin can waive required pre-requisite

  Allows a Registrar, Catalog Admin, and Instructor to change the learner for redemption orders without checking the required prerequisites of that class. By default, it is enabled.

Chapter 4

Learning

Topics:

This section includes topics to guide you through new features and improvements under Learning.

Assessment

Ability to view all versions of tests and surveys

Prior to this update, the Assessment Admin can view only the latest version of the tests and surveys using the **Advanced Search** on the **Manage Test & Survey**.

A new check box **Include all versions of tests/surveys** is introduced in Advanced Search filters that displays all the available versions of the tests and surveys. By default, this check box is unselected. If the older version of the test and surveys is not referred anywhere, then it appears with a **Deprecated** status. The only actions you can perform on the deprecated tests and surveys are Preview and Export as PDF.

Note: This check box is applicable only to the tests and surveys of Learning.

Figure 24: View all versions of tests and surveys

Additional privileges for an Assessment Admin role

The Assessment Admin now has the following additional privileges. These privileges are by default assigned to the admin.

Table 9: Additional Privileges

Component	Privileges
Analytics Report Definition	Create
ContentFolder	Can View Protected Data
	Change Domain
	Delete
	Edit
	New
	View

Component	Privileges
MenuVisibility –Learning Admin	Can access Learning->Manage Assessment
	Can access Learning->Manage Assessment->Manage Playmode Template
	Can access Learning->Manage Assessment->Manage Scales
	Can access Learning->Manage Assessment->Manage Test and Survey
	Can access Learning->Manage Assessment->Survey Question Pool
	Can access Learning->Manage Assessment->Test Question Pool
PlaymodeTemplate	New
	Edit
	View
	Delete
	Can View Protected Data
System	Can Access Content Manager's Desk Role

Allow review only after passing the test

Prior to this update, the **Allow Review** player control in the test properties had only two options, such as **ALWAYS** and **NEVER** that allowed user to either review the questions after submission of test or not. By default, it was set to **NEVER**.

A new option **ON PASS** has been added to the **Allow Review** player control. If selected, it allows you to review the questions only after you pass the test. The **Review** button appears on the test only after you score more than or equal to the passing score. The Assessment Administrator can still preview the questions. When the **ON PASS** player control is enabled, the **Allow Immediate Feedback** will be disabled. It will be enabled only when **Allow Review** is set to **ALWAYS**.

Note: Currently, this option appears only for the Learning tests.

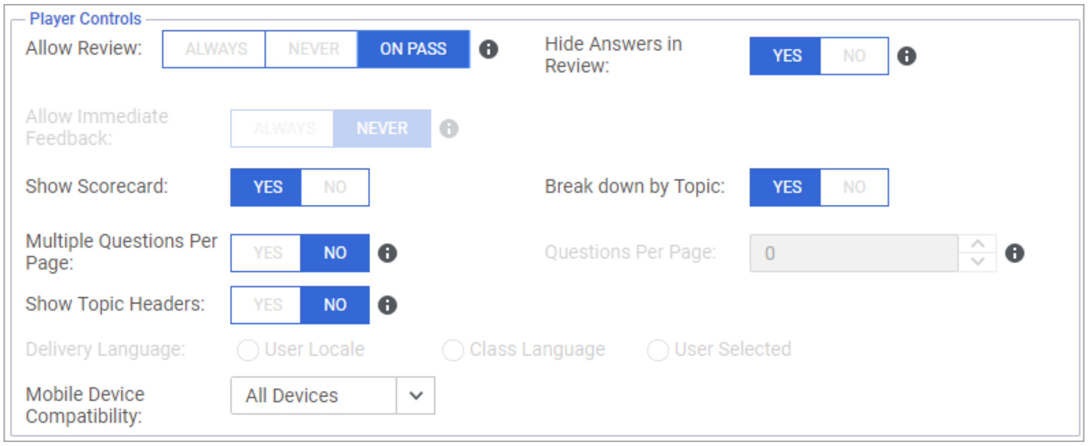


Figure 25: New option for Allow Review

Content

Disable SCORM content download from mobile

Prior to this release, SCORM type content that was imported into Saba Cloud was always available for download from the Saba Cloud mobile app. Content Administrators had no option to disable the ability for users to download such content from the mobile app.

With this update, Content Administrators can configure the ability for users to download SCORM 1.2 content from the mobile app. Saba Cloud now provides the following new checkbox while editing a SCORM 1.2 content:

- **Disable Download for Mobile App**

  If this checkbox is selected, then users will not be provided with a 'Download' action in the Saba Cloud mobile app for downloading SCORM content. The online content launch will continue to be supported. However, any SCORM content powered by a Content Distribution Network (CDN) may be affected.

  By default, the checkbox is cleared, which means users can download SCORM content from the mobile app.

  To view the checkbox, navigate to **Admin** > **Learning** > **Manage Content** > **Content Library**, search for a SCORM type content and edit it. The **Content Details** page displays the new checkbox as shown below.

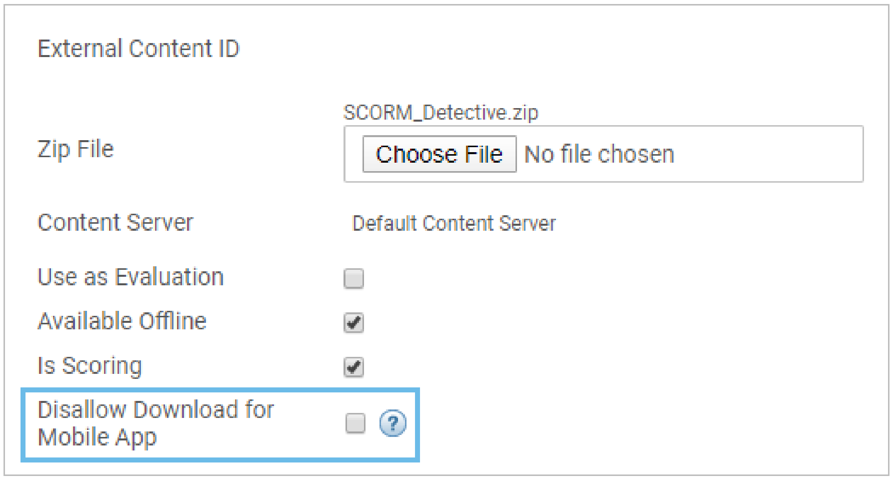


Figure 26: Disallow Download for Mobile App

Modern content player enhancements

The Modern Content Player is enhanced to include the following capabilities:

- The Content TOC in the Modern Player is now controlled by the template property **Show Table of Contents**. By default, this property is selected (enabled) for the following:
  - Modern Content Player Template
  - Template where the 'Player view' field is set to 'Modern'
- Any MP4 file is now played inline in the IE11 browser that uses an in-built HTML5 video player.
- The Modern Player is now opened in such a way that it utilizes the entire space available in the browser so that the content has enough height to view on smaller screens. It occupies the header and the footer area of Saba Cloud as well.
- The Modern Player honors the launch mode (New Window or Inline) set in the player template, irrespective of whether CDN is enabled or not on the content server. This also applies to Vanity Domain enabled environments.
- When content is opened in a new window and then closed, the Modern Player does not close the learning activity automatically only if:
  - the browser is IE11
  - content type is URL or File
  - content requires sign-off
- Videos in SCORM content, where auto-play is enabled, now play automatically in Chrome and Firefox browsers.

Support for Chrome 80 upgrade

Saba Cloud provides support to handle the following changes in Chrome browser version 80.

Cookie-related change

Before the Chrome browser upgrade, the flag **SameSite by default cookies** was disabled by default. That is, cookies defaulted to 'SameSite=None'.

After Chrome 80 browser upgrade, **SameSite by default cookies** is enabled by default. That is, cookies now default to 'SameSite = LAX'.

If you have content that meets all the following conditions, then the content may not launch correctly:

- The content creates cookies
- Content is hosted on a remote server
- The cookies are not marked 'SameSite=None'
- The content is played within an iFrame (Inline) in Saba Cloud

By default, cookies are set to 'SameSite = None' by Saba Cloud servers, thereby allowing cookies to be sent across different domains. So, if your content is hosted on a Saba Cloud server, then the browser cookie change does not affect your content.

If your content is hosted on a remote server, then you can either:

- Ask your content developer to create cookies as 'SameSite=None', or
- Open the content in a new window player template instead

The following content is not affected by this change:

- Content that is completely hosted on the Saba servers. For example, SCORM Package.
- Content that opens in a new window
- Content that does not create any cookies

Sync XHR change

Before the Chrome browser upgrade, the flag **Allows synchronous XHR requests in page dismissal** was enabled by default. When a learner went through any e-learning content, the content communicated tracking data such as score, status, current location, and so on, back to Saba Cloud when the page was being navigated away from or closed by the user.

After Chrome 80 browser upgrade, **Allows synchronous XHR requests in page dismissal** is disabled by default. That is, Chrome 80 disallows synchronous XHR requests during page dismissal when the page is being navigated away from or closed by the user. Resultantly, when SCORM content is exited from the content player close or browser window close (in case of new window launch mode), it does not roll-up.

After the browser upgrade, perform any of the following:

- Ask users or your IT department to enable the following setting for the Chrome browser:
  - chrome://flags/#allow-sync-xhr-in-page-dismissal
- Navigate to **Admin** > **System** > **Configure System** > **Microsites** > **Saba Cloud** > **Site Properties** > **Content**, and set the following properties:
  - Relax the requirement of LMSFinish for triggering completion check for SCORM 1.2 only (0=No, 1=Yes) = 1
  - Relax the requirement of ExitAU for triggering completion check for AICC only (0=No, 1=Yes) = 1

  Note: However, this will also mean that Saba Cloud will try to determine completion every time the content sends score or status, and in some cases, it may prematurely mark the content complete. Therefore, ensure you revert back both the property values to '0' when done.

The following content is not affected by this change:

- Content that sends no communication to the LMS. For example, URL, File.
- Content that only sends server-to-server communication to LMS. For example, xAPI, LTI, REST API. As a result, content from LinkedIn Learning, Udemy, HMM, and similar vendors are excluded.

Learning Activity

Copy checklists

As checklists are being more extensively used by many organisations, often, a Learning Administrator needs to create a new checklist that is similar to the one that already exists. Rather than having to create the new checklist from scratch, creating a copy of the checklist at the click of a button saves time. This also helps to copy any descriptions, instructions, and attachments from an existing checklist to the new one.

With this update, Learning Administrators can create a copy of an existing checklist by clicking either the **Copy** menu in the **Actions** column or by clicking the **Copy** button on the checklist details page.

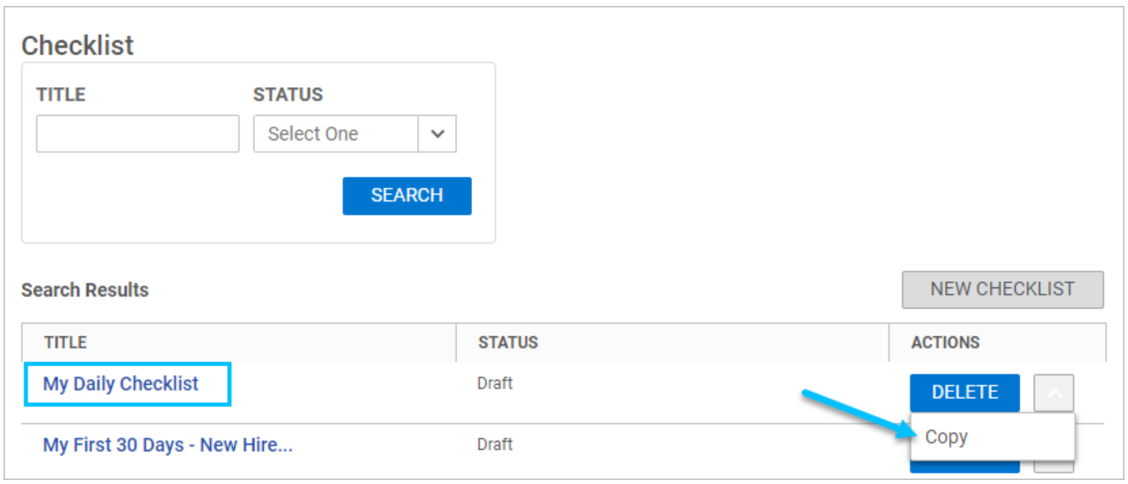


Figure 27: Copy action for checklist

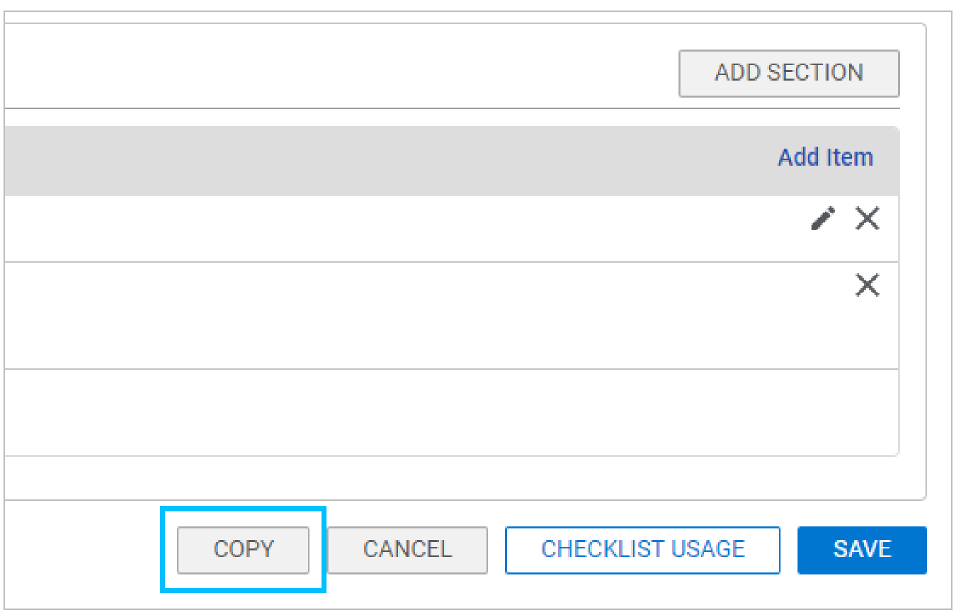


Figure 28: Copy button for checklist

Saba Cloud creates the copy of the checklist and opens the checklist details page. The copy is always created in the 'Draft' state. The copy has a new ID and a name similar to the name of the original checklist appended by '-Copy' as shown below.

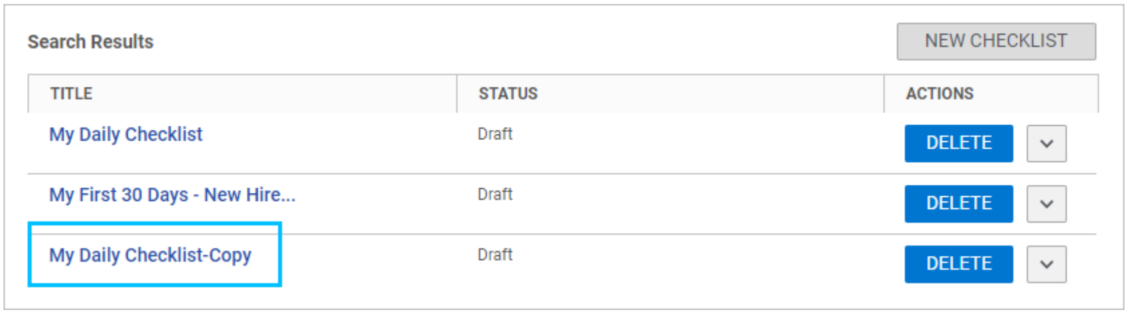


Figure 29: Checklist copy created

Disable offline evaluation of checklists

Prior to this update, Saba Cloud did not provide the ability to disable evaluation of checklists offline. So, when an evaluator downloaded the checklist for offline evaluation, the checklist was being locked for evaluation for all evaluators of the checklist, and there was no way to unlock it until the evaluator who downloaded it, uploaded it back to Saba Cloud, or someone with privileges to unlock the checklist, unlocked it manually.

This update now provides Learning administrators the ability to configure offline evaluation of checklists while creating a checklist using the following new checkbox:

- **Enable Offline Evaluation**

  By default, this checkbox is selected. If selected, then the checklist is available to evaluators for offline evaluation and they can view the **Download Checklist** and **Upload Checklist** buttons.

  If this checkbox is cleared, then evaluators cannot evaluate the checklist offline.

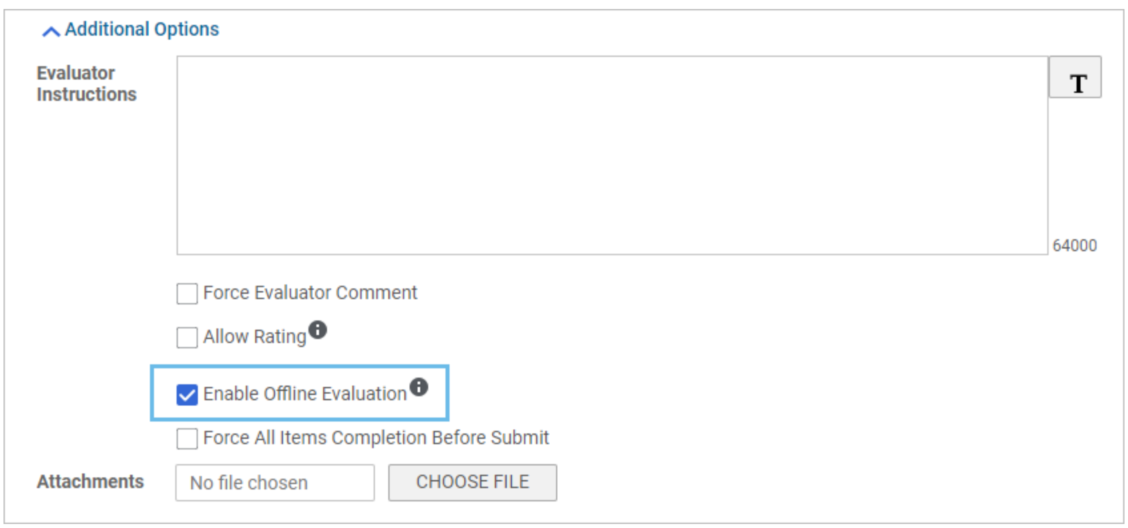
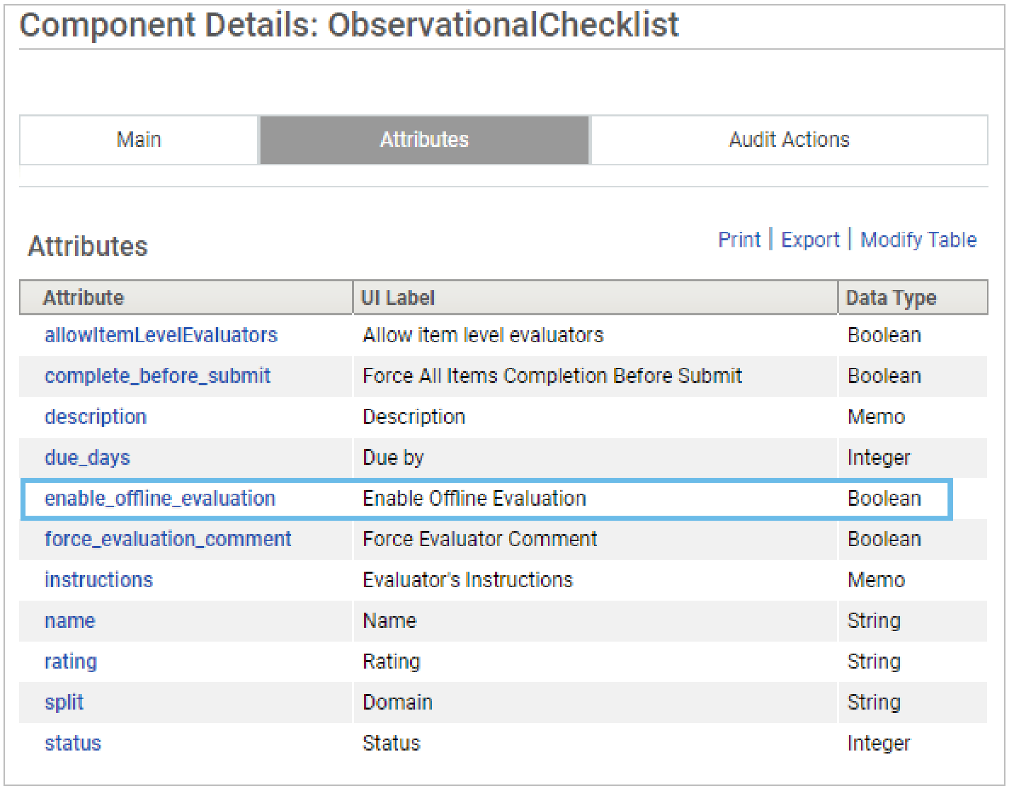


Figure 30: Offline evaluation of checklists

The checkbox can be configured only when the checklist is in a *Draft* state. Once the checklist is assigned to learners, that is, once the checklist is activated, the **Enable Offline Evaluation** checkbox cannot be modified for that checklist.

The **Observational Checklist** component is enhanced to include the 'enable_offline_evaluation' attribute. The visibility and default value of the **Enable Offline Evaluation** checkbox on the checklist page is controlled by this attribute.


Component Details: ObservationalChecklist

Main | Attributes | Audit Actions

Attributes

Print | Export | Modify Table

Attribute	UI Label	Data Type
allowItemLevelEvaluators	Allow item level evaluators	Boolean
complete_before_submit	Force All Items Completion Before Submit	Boolean
description	Description	Memo
due_days	Due by	Integer
enable_offline_evaluation	Enable Offline Evaluation	Boolean
force_evaluation_comment	Force Evaluator Comment	Boolean
instructions	Evaluator's Instructions	Memo
name	Name	String
rating	Rating	String
split	Domain	String
status	Status	Integer

Figure 31: 'enable_offline_evaluation' attribute

Effect on existing checklists

For all existing *Active* checklists prior to this update, the checkbox is selected (enabled) by default and not editable.

Mark complete all items before marking a checklist complete

Prior to this update, Saba Cloud allowed partial completion of checklists, that is, evaluators could mark a checklist complete even if some items in the checklist were pending evaluation. If evaluators marked a checklist complete inadvertently before marking all items in it, there was no way to revert the change.

This update adds a new configuration that ensures all items in the checklist are marked complete before marking the checklist complete. Now, Learning administrators have the ability to configure the following new checkbox to control this behavior:

- **Force All Items Completion Before Submit**

  By default, this checkbox is cleared, which means evaluators need not evaluate and mark complete all items before marking the checklist complete.

  If this checkbox is selected, then evaluators must mark complete all items in the checklist before marking the checklist complete.

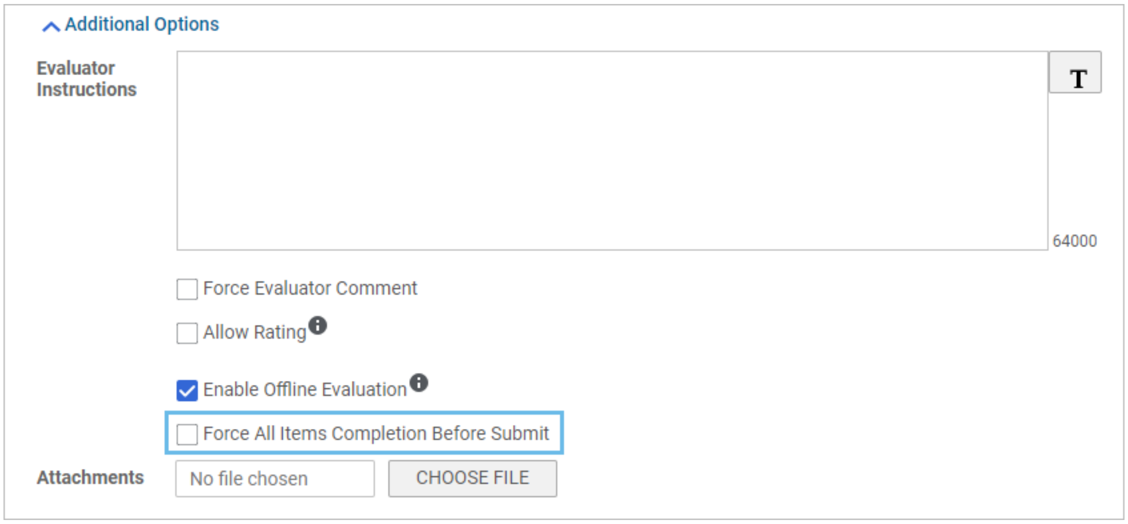
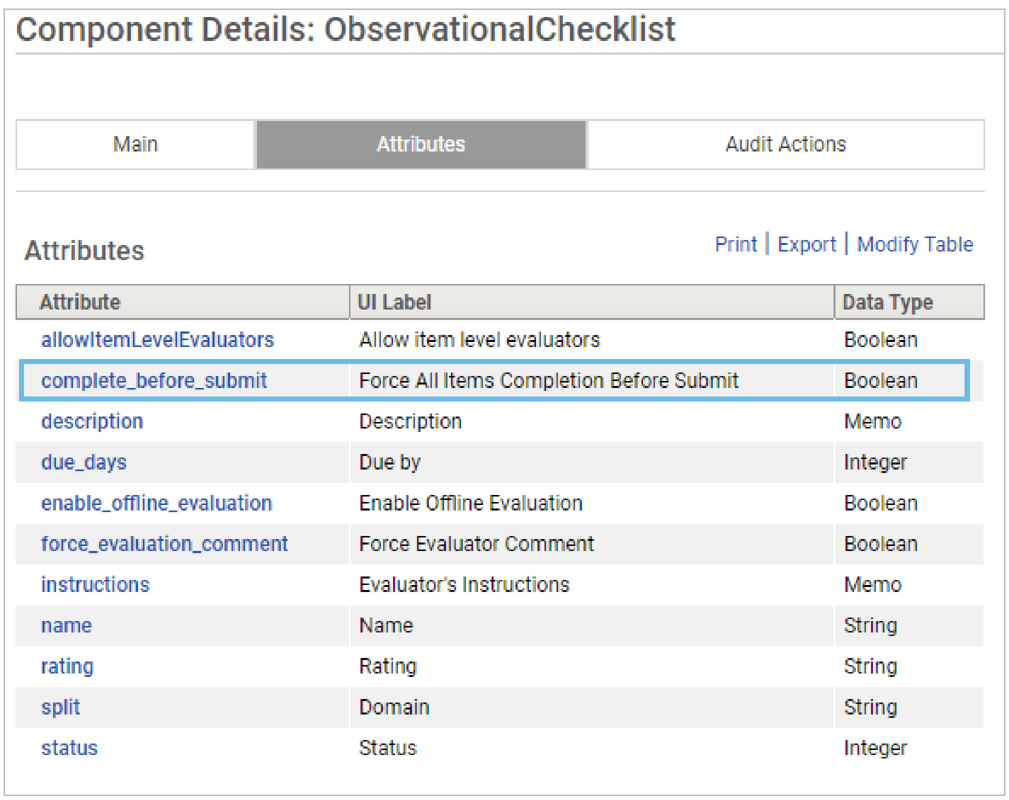


Figure 32: Mark complete all items during evaluation

The checkbox can be configured only when the checklist is in a *Draft* state. Once the checklist is assigned to learners, that is, once the checklist is activated, the **Force All Items Completion Before Submit** checkbox cannot be modified for that checklist.

The **Observational Checklist** component is enhanced to include the 'complete_before_submit' attribute. The visibility and default value of the **Force All Items Completion Before Submit** checkbox on the checklist page is controlled by this attribute.



Component Details: ObservationalChecklist

Main | Attributes | Audit Actions

Attributes

Print | Export | Modify Table

Attribute	UI Label	Data Type
allowItemLevelEvaluators	Allow item level evaluators	Boolean
complete_before_submit	Force All Items Completion Before Submit	Boolean
description	Description	Memo
due_days	Due by	Integer
enable_offline_evaluation	Enable Offline Evaluation	Boolean
force_evaluation_comment	Force Evaluator Comment	Boolean
instructions	Evaluator's Instructions	Memo
name	Name	String
rating	Rating	String
split	Domain	String
status	Status	Integer

Figure 33: 'complete_before_submit' attribute

Effect on existing checklists

For all existing *Active* checklists prior to this update, the checkbox is cleared by default.

Changes to a filter under Pending Approvals page

Prior to this update, the **Pending Approvals** page for managers displayed the **Start date on or after** date filter when the **Activity Type** was selected as 'Registration'.

With this update, the **Start date on or after** date filter label on the **Pending Approvals** page is changed to **Registration date after**. This filter searches for the class registrations pending approval based on the registration date and not the class start date as before.

Note: The filter uses the > (greater than) condition. So, if you specify today's date for this field, then the search does not display any classes registered today and are pending manager approval.

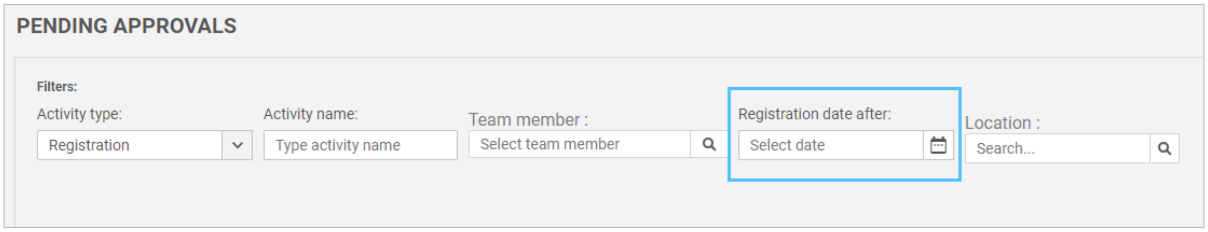


Figure 34: Filter label change

Improved New Order page for Registrars

Prior to this update, the Registrars could assign the learning items in bulk to the selected learners through the **New Order** menu (under **Registrar Desktop**) which is a 4-5 steps process.

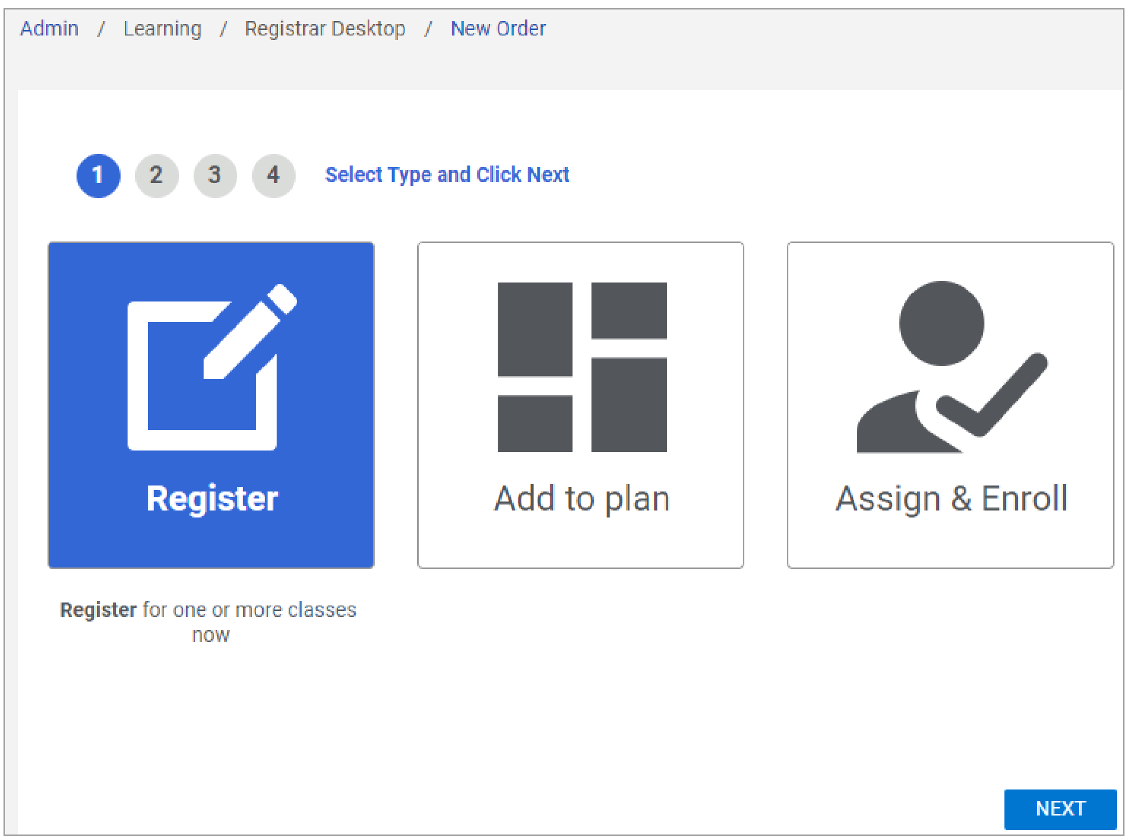


Figure 35: Existing New Order Wizard

The same **New Order** workflow is now improved where the entire process from selecting the type to registering for the class, certification, or curriculum is presented on the same page. The new **Enhanced New Order** menu appears under **Learning** > **Registrar Desktop**. The **Enhanced New Order** menu is controlled by the **Can access Learning->Registrar Desktop->Enhanced New Order** privilege on the **Menu Visibility-LearningAdmin** component. This new privilege is by default enabled for Ecommerce Admin, Registrar, and Super User. These roles can see both the links. If you want to use only one of the links, please contact your System Administrator to disable one of the privileges.

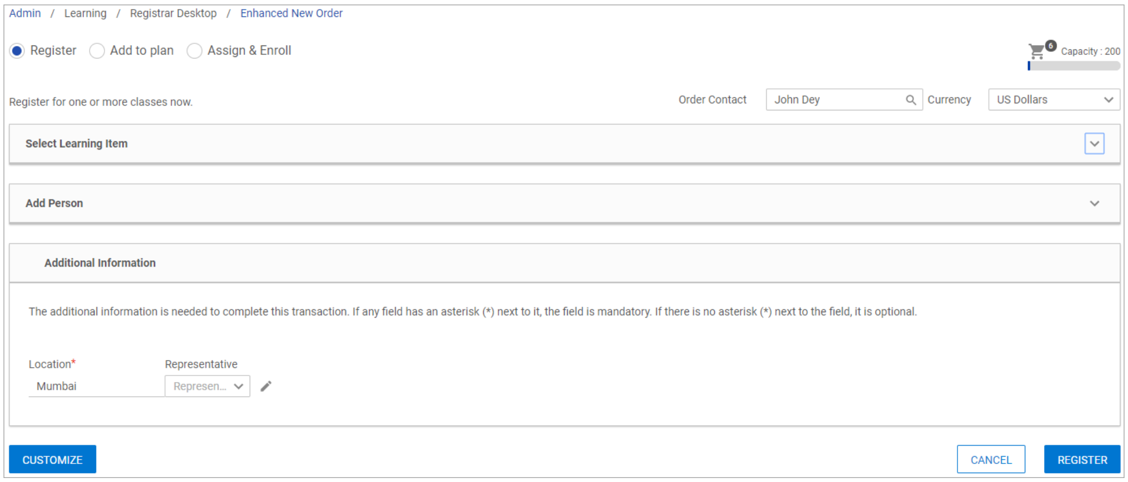


Figure 36: Improved New Order page

Though the functionality is similar to the old workflow, there are some benefits for using this new menu:

1. Single page screen for selecting the type, learning item and people, thus saving your time by navigating through wizard.
2. Simplified layout.
3. Selected learning items and persons appearing in chips that are easy to read and delete, if not required.
4. Clear indication of errors and warnings when you select one or many persons. The selected person chip appears in **red** if there is an **error**, in **yellow** if there is a **warning**, and **green** if there is no conflict. You can either click the person chip to view the error and warning or use the **View Errors & Warnings** link.

   Figure 37: View Errors & Warnings

5. Ability to customize your order based on the selected learning item or selected person. If you have selected multiple learning items, you can choose between people whom the learning can be assigned and vice-versa.

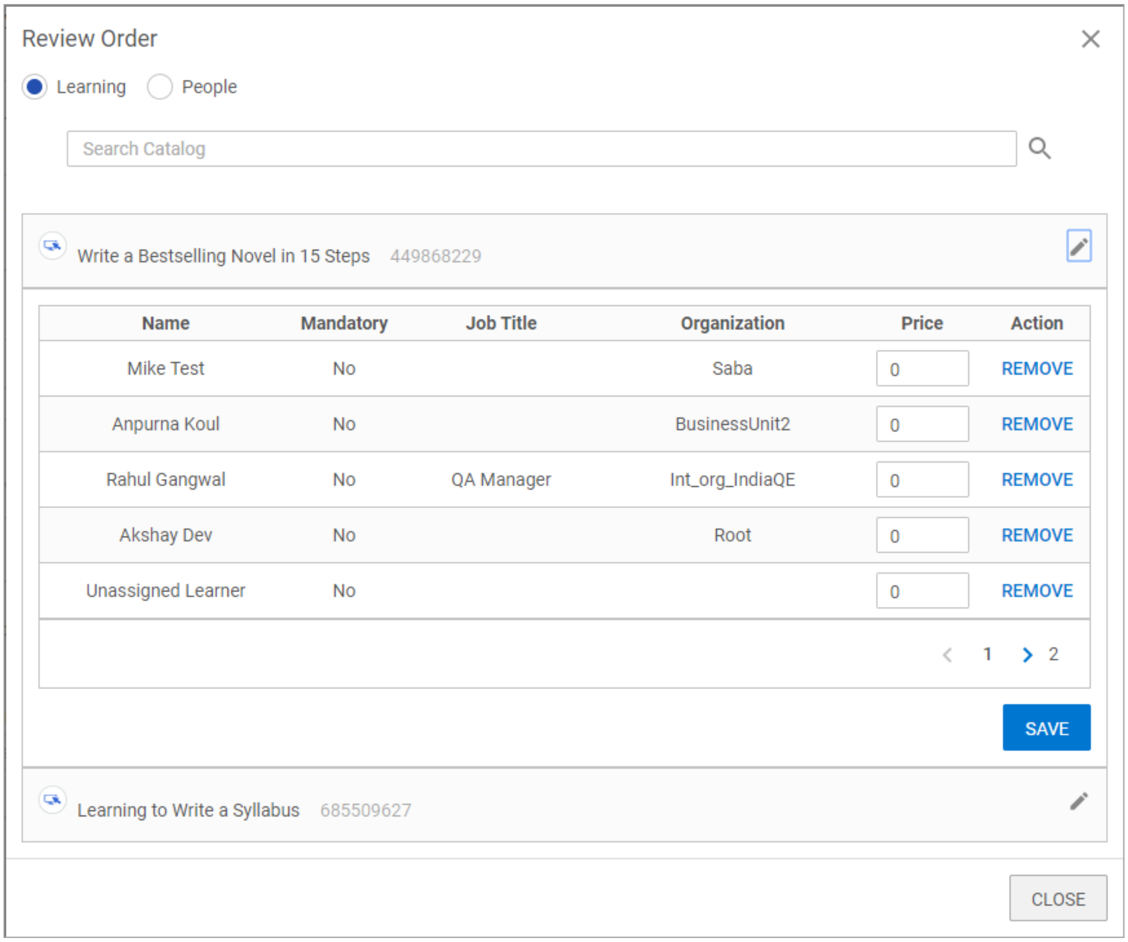


Figure 38: Customize Selections Based on Learning and Team

6. When you are enrolling a person for a certificate or a curriculum without providing the due date, Saba Cloud populates the date based on the value of the **Target Days** field (**Completion Criteria** section) of the certificate or curriculum.

Notification changes to support custom delivery type

With this update, the following existing notification event is now enhanced to support custom 'Scheduled' delivery types:

- **Instructor-Led Class Commencement Reminder as per Registration**

  Triggered X days before an Instructor-led class commences, based on learner registrations for the class, where X is defined in the Reminders field of an event.

If this notification is configured, then Saba Cloud now triggers notifications emails to designated users related to classes based on the custom 'Scheduled' delivery type.

To configure this notification, System Administrators can navigate to **Admin** > **System** > **Configure System** > **Services** > **Learning** > **Catalog** > **Classes**, and edit the 'ILT Class' service.

Enforce registration of required courses in a certification or curriculum

Prior to this update, users could complete registration for a certification or curriculum despite not registering for all required courses in the required modules.

Saba Cloud now provides the ability to configure a certification or curriculum so that it ensures users compulsorily register for all required courses in the required modules of the certification or curriculum before completing its registration.

Learning Administrators can configure the following new checkbox under the **Registration Rules** section to enforce this behavior:

- **Enforce registration of required number of courses for required modules**

  If the checkbox is selected, then it is mandatory for users to register for the required number of courses for all required modules in the certification or curriculum. Additionally, you can select more than the required items to register for the certification or curriculum.

  However, this does not enforce the completion of the required modules in sequence.

  By default, this checkbox is not selected.

  Note: This checkbox is automatically enabled when the **Enforce Module Sequencing** checkbox is enabled. If **Enforce Module Sequencing** is enabled, then Saba Cloud gives preference to the enforce module sequencing related errors and not those for the **Enforce registration for required number of courses of required module**.

  If the checkbox is enabled for a certification or curriculum, then Saba Cloud also restricts People Administrators from registering users to the certification or curriculum if the required number of courses are not selected.

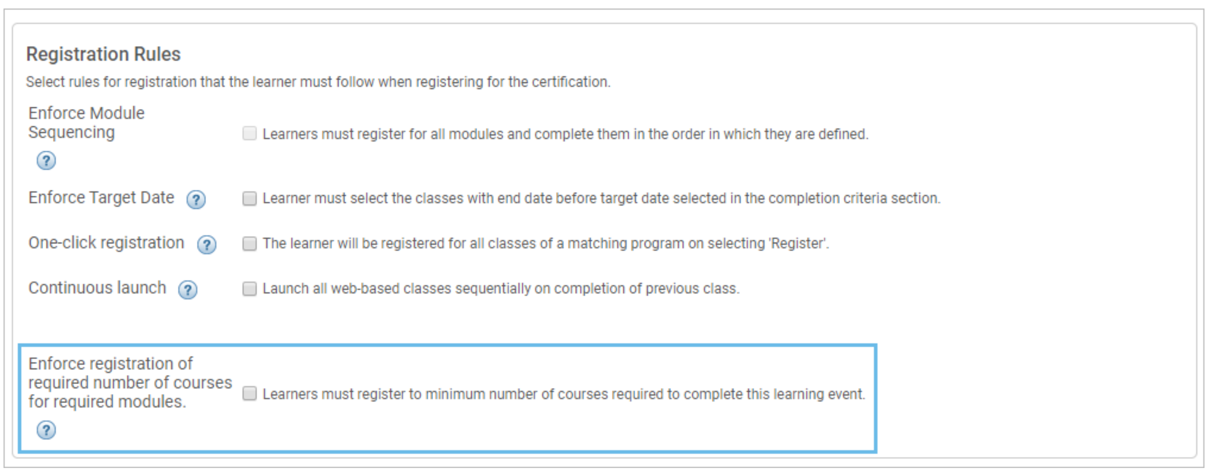


Figure 39: Enforce registration checkbox

The following table denotes the effect of the two checkboxes on sequencing and registration of a certification or curriculum.

Table 10: Effect of the new checkbox

'Enforce Module Sequencing' checkbox	'Enforce registration of required number of courses for required modules' checkbox	Enforce sequencing of required modules?	Enforce registration of mandatory courses in required modules?
Enabled	Enabled (auto)	Yes	Yes

'Enforce Module Sequencing' checkbox	'Enforce registration of required number of courses for required modules' checkbox	Enforce sequencing of required modules?	Enforce registration of mandatory courses in required modules?
Disabled	Enabled	No	Yes
Disabled	Disabled	No	No

If the new checkbox is enabled for a certification or curriculum and if a user tries to complete registration by selecting lesser number of course than the required number, then Saba Cloud generates an error.

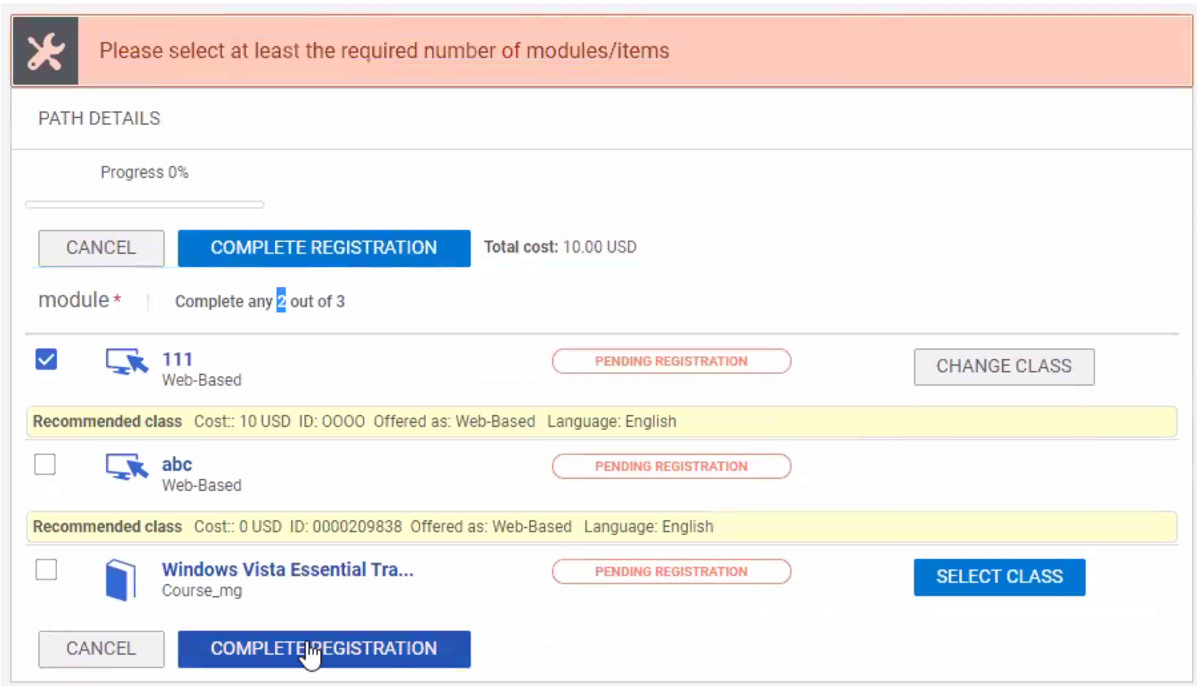


Figure 40: Error during registration

Effect on existing data

For certifications and curricula that are created before this update with **Enforce Module Sequencing** enabled, the **Enforce registration for required number of courses of required module** checkbox is disabled by default.

Changes to the ability to consume courses only in certification or curriculum

Prior to this update, if the **Consume only within Certification/Curriculum** checkbox for a course was cleared (unchecked) and if the course was saved, then there was no option to edit the checkbox anytime later for that course. So, if Learning Administrators forgot to select this checkbox while creating a course, then they had to discontinue the old course and create a new one.

Now, Learning Administrators can select the **Consumable only within Certification/Curriculum** checkbox for an existing course by editing the course anytime later, only if the course is not associated with other objects such as roles, prescriptive rules, sign-up rules, and group learning.

If the course is associated with even one of the noted objects, then Saba Cloud does not allow editing the checkbox because otherwise, these objects would continue to push the course to learners who matched the criteria and cause violation of the 'Consumable only within Certification/Curriculum' field.

To make the checkbox editable, you must first remove all associations. The checkbox description changes to indicate this behavior.

Note: After removal of the association between the course and its associated objects, the registrations that were created through these objects would still continue to exist. This update does not provide an automated way to removing these registrations.

To view the associations, click the **Click here** link at the end of the checkbox description. A popup page displays the course associations.

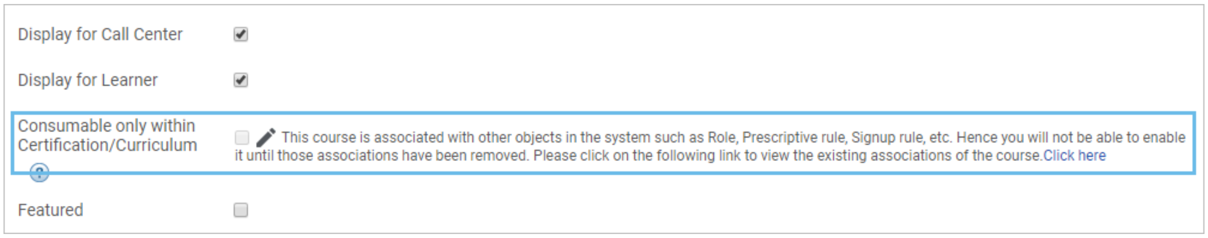


Figure 41: Checkbox is not editable

Note: Saba Cloud does not display the link to view associations from the course genie (quick course) workflow. You must switch to the 'Advanced Edit' view to view the associations.

Limitation

Currently, the ability to select the **Consumable only within Certification/Curriculum** checkbox by editing an existing course is not applicable to courses that were assigned through the 'Assign Course' step of the course genie (quick course) workflow. When a course is assigned to learners, audience types, or groups through the course genie workflow, Saba Cloud internally creates a prescriptive rule and processes that rule for assignment. This internal prescriptive rule cannot be edited or removed. Thereby, to prevent any future assignments through the course genie workflow, Saba Cloud does not allow editing of the checkbox for courses that were assigned through the course genie.

If a course has any associations through the course genie workflow, then such assignments are listed in the popup page that appears when you click the **Click here** link. However, you cannot remove such associations.

Filter catalog search results in the enhanced assign learning workflow

Prior to this update, managers could bypass the 'Display for Learner' and 'Display for Call Center' fields on a course or class when enrolling their team members through the enhanced assign learning workflow.

This update provides the ability to filter catalog search results based on the catalog configuration so that internal, external, alternate, position, and organization managers can be restricted to view a subset of classes while assigning learning to their team members through the enhanced assign learning workflow.

System Administrators can configure the following new setting under **Learning** > **Catalog** service:

- **Search catalog for manager**

  Select the required filter for catalog search results in the assign learning workflow. You can select one of the following options:

  - None (default)

    Setting this value displays all classes to managers in the enhanced assign learning workflow, irrespective of the values of 'Display for Learner' or 'Display for Call Center' fields of the classes.

  - Display for Learner

    Setting this value displays only those classes to managers in the enhanced assign learning workflow, which have their 'Display for Learner' field enabled.

- Display for Call Center

  Setting this value displays only those classes to managers in the enhanced assign learning workflow, which have their 'Display for Call Center' field enabled.

To configure this setting, System Administrators can navigate to **Admin** > **System** > **Configure System** > **Services** > **Learning** > **Catalog**.

To assign learning to team members though the enhanced assign learning workflow, managers can navigate to **My Team** > **Team Actions** > **Enhanced Assign Learning**.

Auto-generate PIN for content activity

Prior to this update, if the content PIN was enabled for content modules, then Learning Administrators had to manually add the content PIN while attaching content to a course, delivery type, or class.

With this update, Saba Cloud provides support to auto-generate a random PIN for content attachments in courses, delivery types, and classes.

System Administrators can configure the following new setting under **Learning** > **Catalog** > **Courses**:

- **Auto-generate random PIN code for content added as a learning activity**

  This setting controls the automatic generation of a random PIN code when content is added as a learning activity to a course, delivery type, or class.

  Note: This setting works only if the 'Display' field of **PIN** attribute is enabled for the 'Content Module' component.

  By default, this setting is disabled, which means the PIN has to be added manually for each content added as a learning activity.

  If enabled, then Saba Cloud generates a 6-digit random PIN for each content added as a learning activity. Learning Administrators can edit the random PIN value if required.

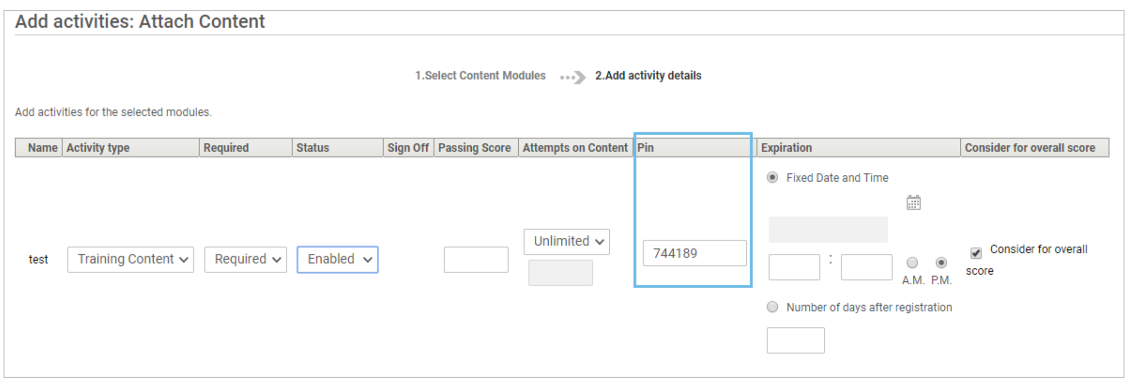


Figure 42: Auto-generate PIN for content

Enhanced Course and Class Details Pages

Auditing support in enhanced class details page

Prior to this update, the enhanced class details page did not support auditing.

This update adds auditing support to the enhanced class details page. Click the **Audit Trail** icon in the page header to view the audit trail details in a popup page.

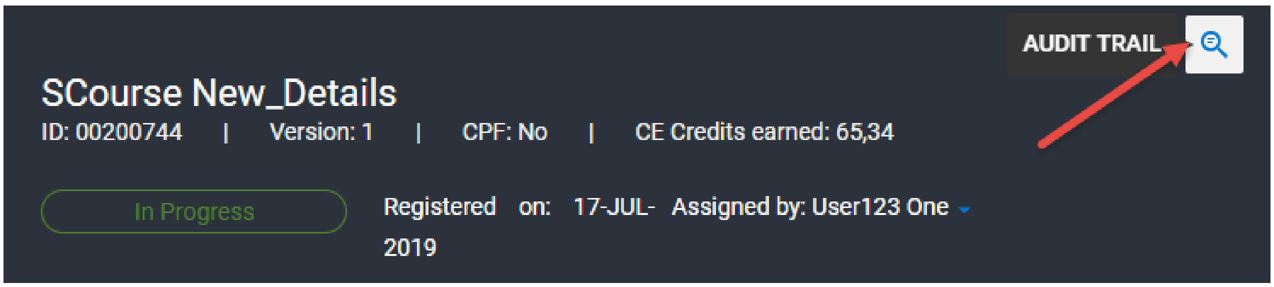
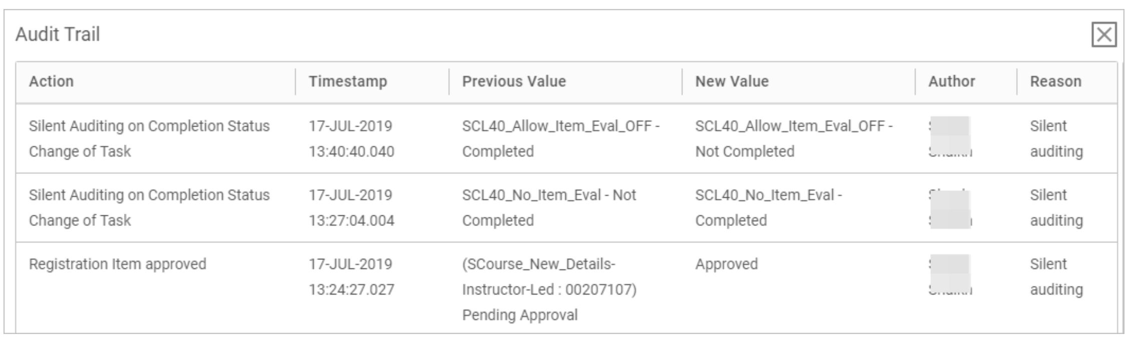


Figure 43: Audit trail icon



Audit Trail

Action	Timestamp	Previous Value	New Value	Author	Reason
Silent Auditing on Completion Status Change of Task	17-JUL-2019 13:40:40.040	SCL40_Allow_Item_Eval_OFF - Completed	SCL40_Allow_Item_Eval_OFF - Not Completed	[illegible]	Silent auditing
Silent Auditing on Completion Status Change of Task	17-JUL-2019 13:27:04.004	SCL40_No_Item_Eval - Not Completed	SCL40_No_Item_Eval - Completed	[illegible]	Silent auditing
Registration Item approved	17-JUL-2019 13:24:27.027	(SCourse_New_Details- Instructor-Led : 00207107) Pending Approval	Approved	[illegible]	Silent auditing

Figure 44: Audit trail details

Display 'Discontinued on' date

With this update, the enhanced course and class details pages now display the **Discontinued on** date in the header of the page for completed and discontinued courses.

See the following figure.

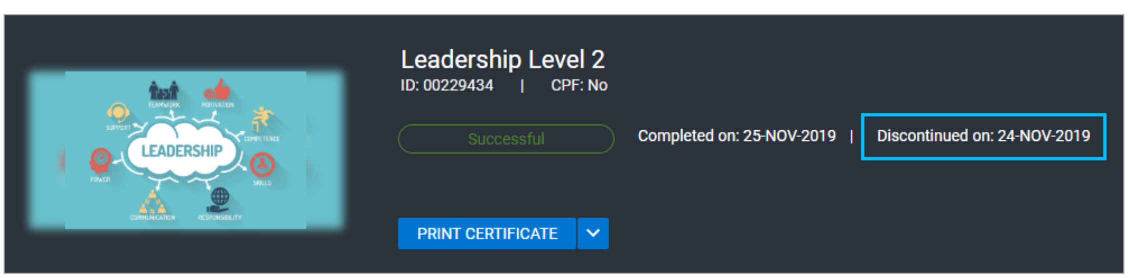


Figure 45: Discontinued on date

Enhanced content results pages

This update enhances the content results (scorecard) and attempt history pages that appear from within the enhanced course and class details workflow so they now provide the same user experience as the enhanced pages.

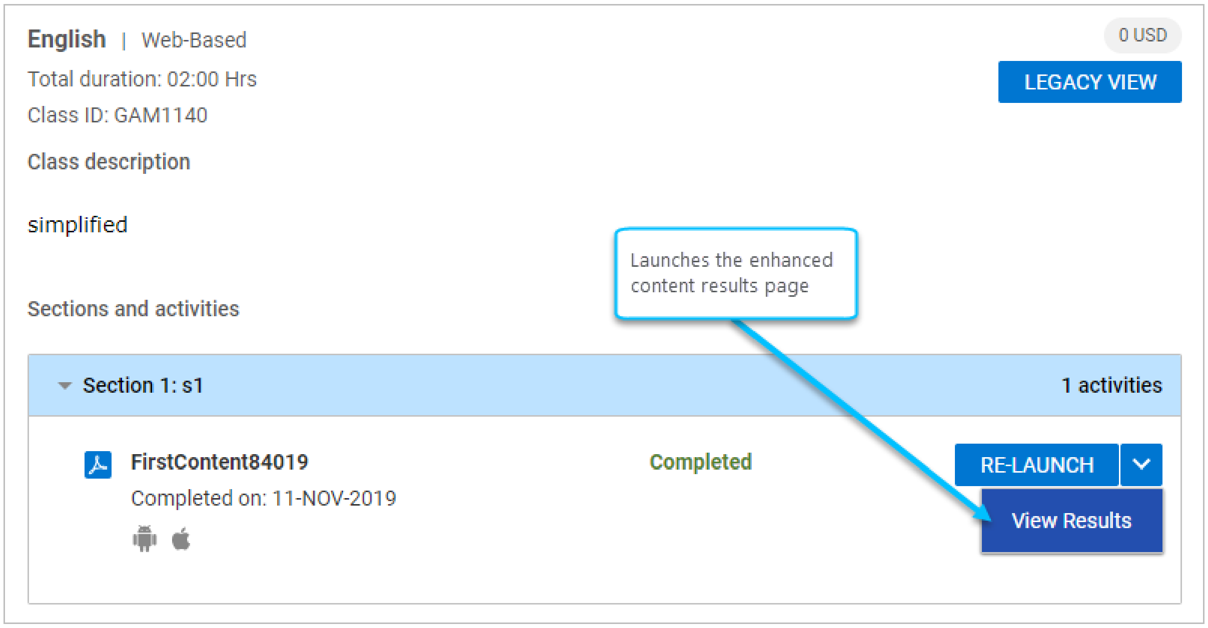


Figure 46: Launch the enhanced content results page

Clicking the **View Results** action displays the following enhanced scorecard page for content.

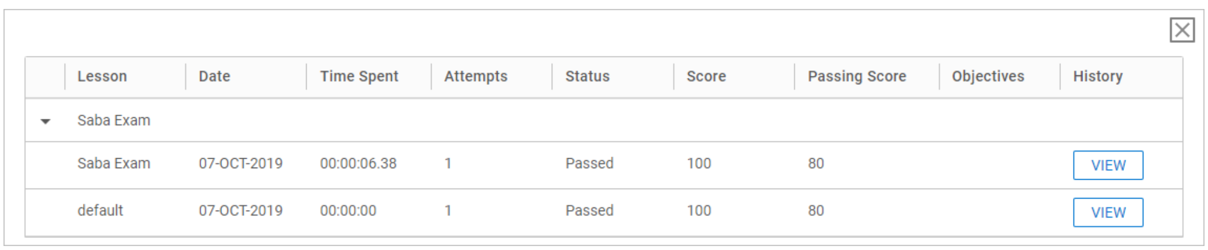


Figure 47: Enhanced content results page

Clicking the **View** button for a content item displays the enhanced **History** page for that item as shown below.

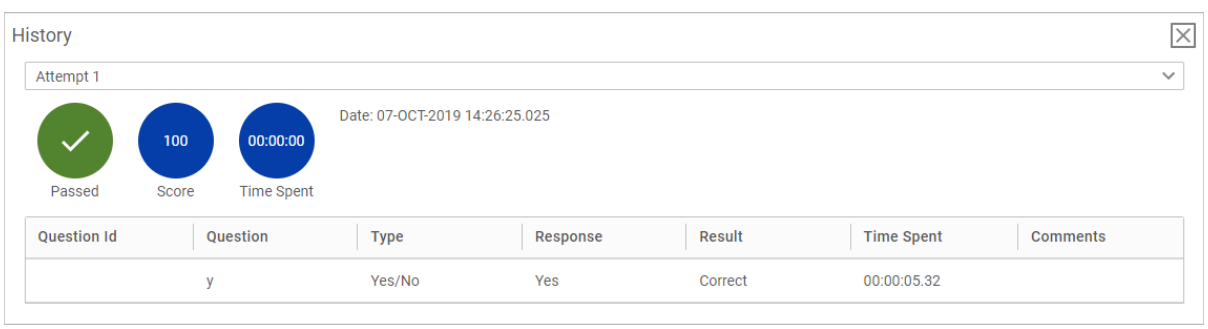


Figure 48: Enhanced attempt history page

When there are multiple attempts on the content item, you can select each attempt from the drop-down list to view results per attempt.

Support for manager actions

Prior to this update, the course and class details pages did not support any actions related to managers. Managers could only view their team member's enhanced course and class details page.

With this update Managers, Alternate Managers, Organization Managers, and Position Managers can now perform the following actions on their team member from the members' enhanced course and class details pages:

- Share a class or course and view its rating
- Mark a class complete
- View details of learning activities in a class and assess them, if the user is one of the evaluators
- View results for a content that is at least once accessed by the team member
- Approve or reject any pending approval requests, if the user is the current approver in the approval chain
- Drop registration
- Print certificate
- Export certificate

Note: Similar to the availability of an action on the legacy course and class details pages, the availability of an action on the enhanced course and class details pages depends on whether the corresponding services, settings, or privileges are enabled for the manager.

Currently, managers cannot perform the following actions from the enhanced course and class details pages. They need to switch to the Legacy view to perform them.

- Cannot enroll a team member
- Cannot change the status of a completed courses
- Cannot view the approval chain

Support for recurring courses

Prior to this update, the enhanced course and class details pages were not available for recurring courses.

With this update, the enhanced course and class details pages are now available for recurring courses as well. The enhanced pages display the following additional section specifically for recurring courses:

- **Course history**

  This section displays the historical life cycle of a learner for a specific recurring course to include various stages such as course assignment, progress, acquisition, expiration, and re-acquisition.

  Both, end users and their managers, can view the new section.

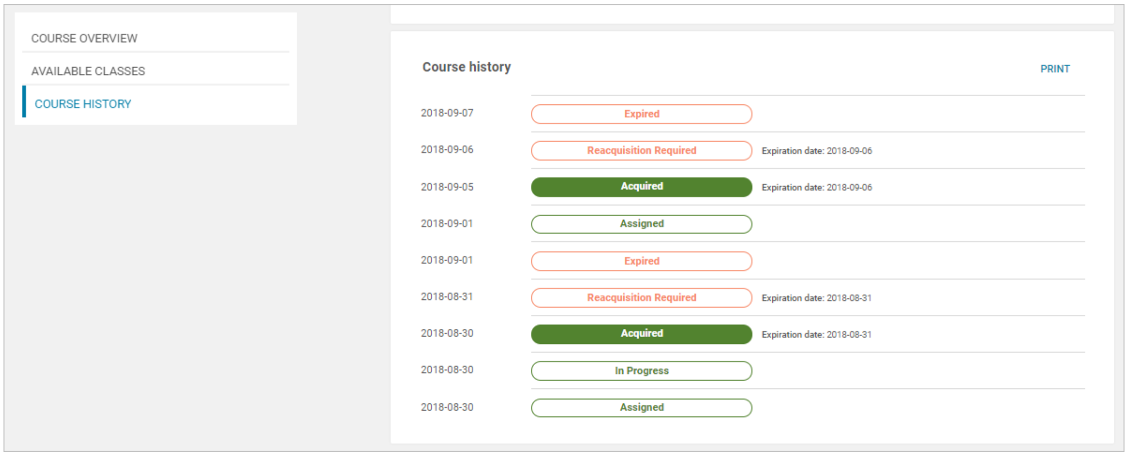


Figure 49: Course history section for recurring courses

Changes to the Review and Retake actions for single content WBTs

Prior to this update, the enhanced course and class details pages displayed the **Review** and **Retake** actions in the header for completed WBTs with a single content. However, users found it ambiguous to understand the actions and their repercussions on their registration, thereby leading to the creation of false registrations.

This update enhances the usability of the workflow by replacing the separate **Review** and **Retake** actions in the header by a single **Launch** action for completed WBTs with recurring registration in the enhanced course and class details pages only.

On clicking the **Launch** button, Saba Cloud displays a confirmation page that indicates the action and its results as follows:

- If you want to enroll again, resulting in a new transcript to show an additional completion of this course, click **Retake**. That is, when you click **Retake**, Saba Cloud registers you again for the same class and lets you attempt all learning items in the class to complete the class again. Once completed, Saba Cloud creates a new entry for transcript.
- If you are looking to review the material of the course, without enrolling again, click **Relaunch**. When you click **Re-launch**, Saba Cloud allows you to launch the content again for the same completed class and let you further review and reattempt the content. Additionally, if you achieve a better score on the reattempt, then Saba Cloud considers the better score, if the "Show Best Attempt Score on Learner Transcript' setting is enabled.

  Note: However, unlike **Retake**, this action does not result into a new registration and a new completion for the same class.

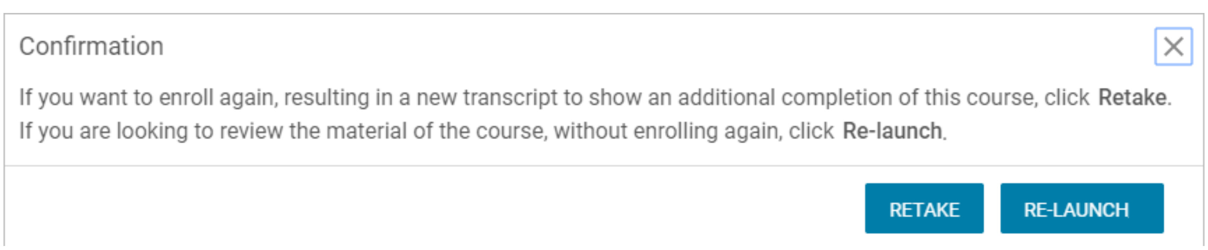


Figure 50: Retake and Relaunch actions for single content WBT classes

The **Re-launch** action is not displayed in the popup for completed WBTs with multiple content. It is displayed only at the content level.

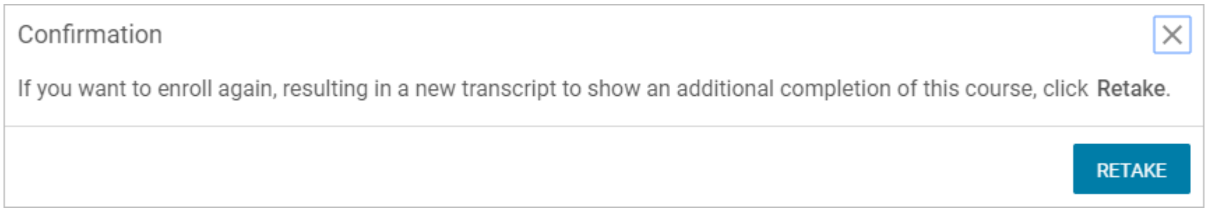


Figure 51: No Re-launch for WBT class with multiple contents

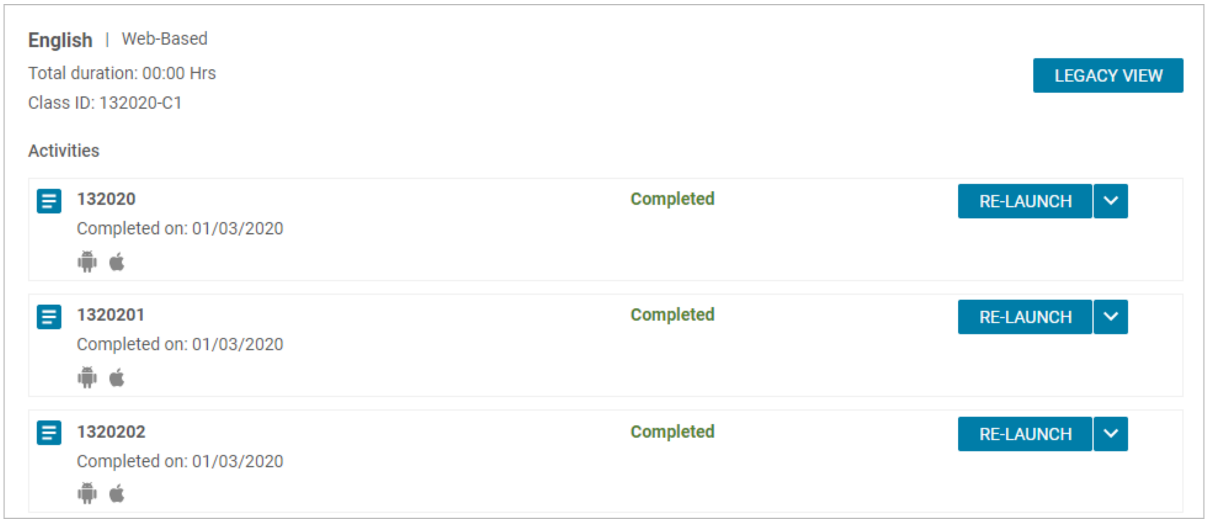


Figure 52: Re-launch action for each content

Note: This change does not affect the Legacy course and class details pages.

Chapter 5

Marketplace

Topics:

- Enhancement to the Ultipro export options
- Enhancement to the course category associations for the LinkedIn Learning connector
- Preview support for the Ultipro and LinkedIn Learning connectors

This section includes the following topics that will guide you through the new features and improvements under Marketplace.

Enhancement to the Ultipro export options

The export feature for Ultipro has been enhanced with the following changes:

- Configure Export screen will only show custom fields that are actually enabled.
- On the Configure Export screen, the custom field labels will show as they appear on the component.
- The following Saba labels are renamed to match UltiPro labels:
    - Service Account Username - UltiPro Service Account Username
    - Service Account Password - UltiPro Service Account Password
    - Service Account API Key - UltiPro Service Account User API Key
    - Client Key - UltiPro Consumer API Key
    - Integration URL - UltiPro Integration URL

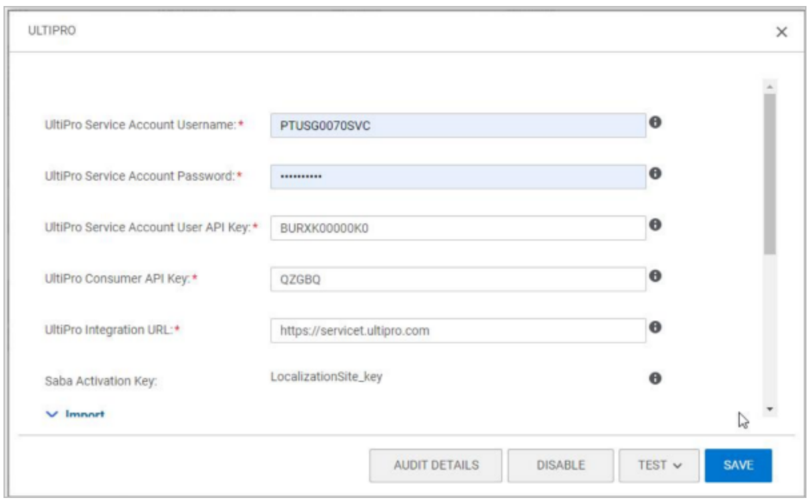


Figure 53: Ultipro Connector configure screen

Enhancement to the course category associations for the LinkedIn Learning connector

Prior to this update, it was not easy for learners to browse LinkedIn Learning content. The learners had to click on the lowest category in the hierarchy to see the relevant courses. Now we have associated LinkedIn Learning courses to all the levels in the hierarchy. As a result, learners do not see a blank page when they click on any of the higher categories.

Now, the association is available at every level:

LinkedIn Learning > **Business** > **Professional Development** > **Communication**

Figure 54: Course category listing

Note: Existing LinkedIn Learning clients need to restore the default mapping on the connector to see the changes.

Preview support for the Ultipro and LinkedIn Learning connectors

Prior to this release, Ultipro and LinkedIn Learning connectors did not support the Preview options for configuration mapping steps during setup.

In this update, the Preview option has been added to these connectors.

Ultipro

During configuration of the Ultipro connector users can update the mappings from Saba to Ultipro field entries. Prior to this release, once they made changes to the mapping, users could not check the data for accuracy and any other issues as a result. This was resulting in delays in the configuration process.

Now, with the Preview option, you can view all the changes you have made by clicking the **Preview** button. You can go back and change any mapping as necessary based on the preview data, and run the preview again until all fields are verified. The preview page shows a maximum of 50 records.

Click on any attribute and click **Save**. This activates the **Publish** button. Only after you publish your mapping, the connector will be ready for use.

The **Preview** button is located in the **Configure mapping** window.

Note: In Ultipro, the **Preview** option is available for all imports except Person Import.

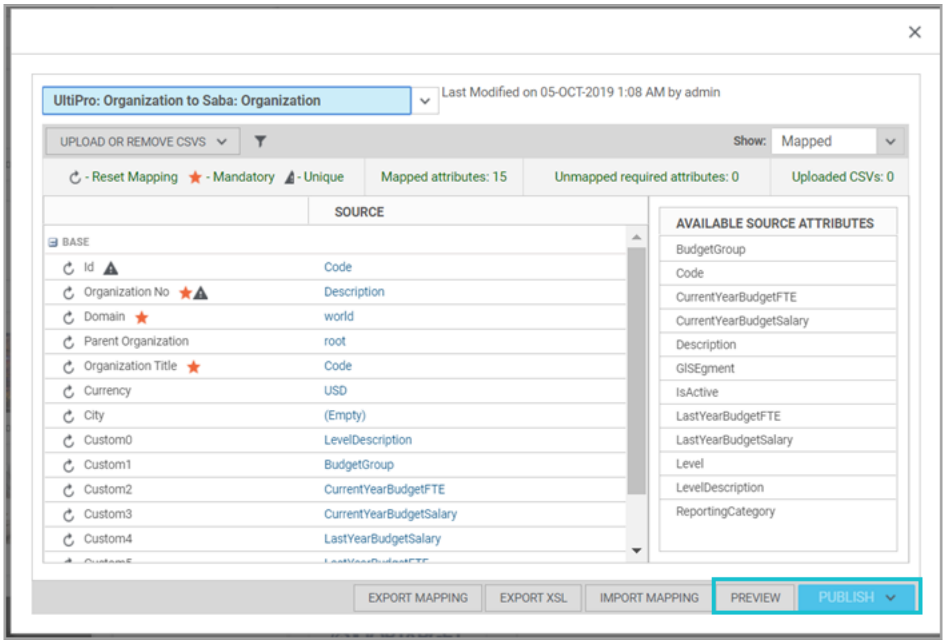


Figure 55: Ultipro to Saba Mapping with Preview option

LinkedIn Learning

The Preview option is now available for the LinkedIn Learning connector as well. The steps to save the changes, publishing the changes and access the preview option are the same as in Ultipro.

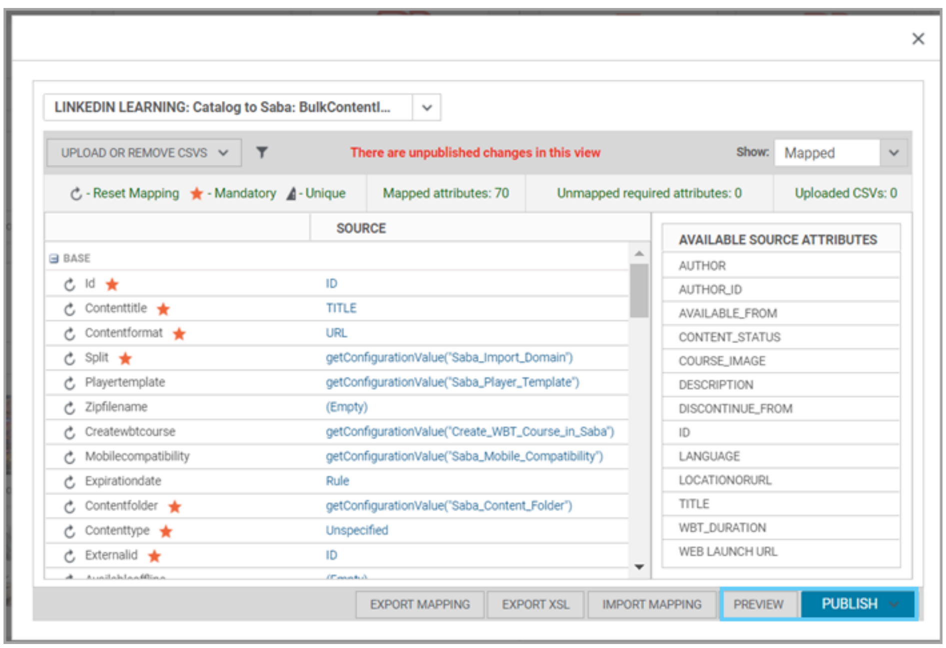


Figure 56: LinkedIn Learning to Saba Mapping with Preview option

Chapter 6

me:time

Topics:

This section guides you through the new **me:time** feature in Saba Cloud.

Support for multiple keywords (search terms) in web feeds

Prior to this update, the Web Feed configuration allowed specifying only a single keyword in combination with sites for an interest to retrieve external Web-based content.

With this update, the Web Feed configuration now allows mapping multiple keywords (search terms) to an interest. You can include or exclude content based on whether you specify search terms in **Include** or **Exclude** fields.

You can map one or more search terms to an interest as follows.

- For **Include**, you can specify up to 5 search terms.
- For **Exclude**, you can specify up to 10 search terms.

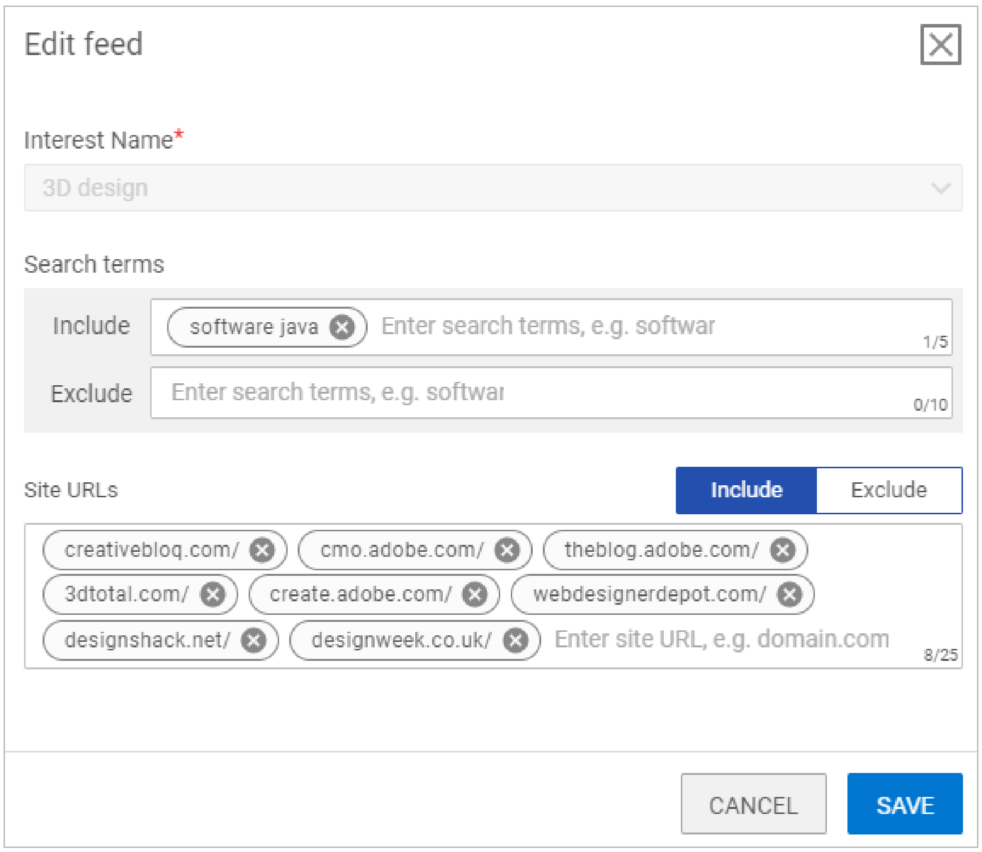


Figure 57: Web feed configuration

This updates also enhances the **Site URLs** field to include up to 25 site URLs.

Add new custom web feeds

Prior to this update, Saba Cloud provided only a set of pre-defined web feeds. Content Administrators did not have the ability to add new web feeds to the Web feed configuration.

With this update, Saba Cloud allows Content Administrators to add new custom web feeds so they can create a more personalized feed of external content based on specific keywords. Such web feeds are categorized as 'Custom' web feeds. Whereas, the predefined web feeds are categorized as 'Default' web feeds.

Note: This feature is available only if the following is configured by your System Administrator:

- **me:time** service is enabled
- **Web Curated** sub-service is enabled
- **Content Curation** properties are set for the microsite

To create a new web feed, click the **Add Feed** button on the **Manage Web Feeds** page.

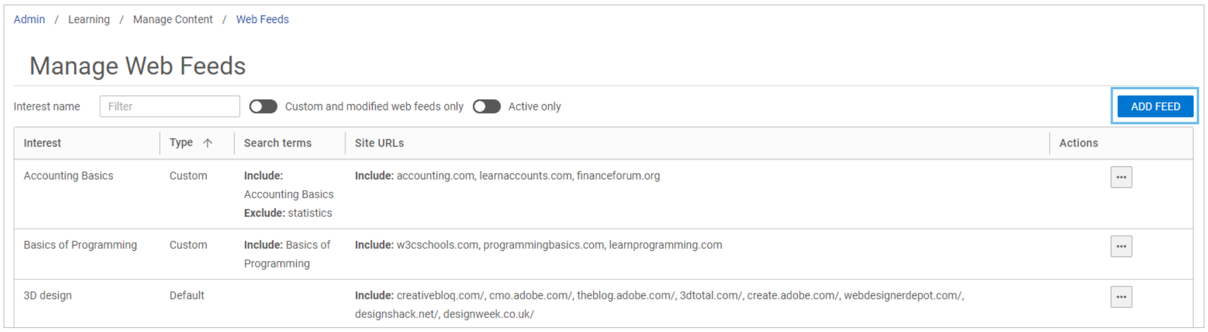


Figure 58: Add new web feed

In the **Add feed** popup page, specify the following details and click **Save**:

Table 11: Add feed details

Field Name	Description
Interest Name	Specify the required interest name. You can either select from the list of existing interests that appear in the dropdown as you type in, or you can add a new interest name by pressing enter after typing the new name. The specified interest name is automatically added as a search term in the **Search terms** 'Include' field.
Search terms (keywords)	Specify one or more search terms for an interest. • For **Include**, you can specify up to 5 search terms. The interest name is added as a search term by default. You can retain it or delete it as required. • For **Exclude**, you can specify up to 10 search terms.

Field Name	Description
Site URLs	Either specify one or more site URLs to include or exclude. • To include a URL, select the **Include** tab. When you specify URLs in the feed under **Include**, Saba Cloud fetches data from the site URLs whose domains match the specified ones. For example, if you specify mymentor.com,workplace.com in this field, then articles are fetched from these two specified sites only. • To exclude URLs, select the **Exclude** tab. When you specify URLs in the feed under **Exclude**, Saba Cloud excludes results from domains specified in this field. **Note:** You can specify up to 25 site URLs.

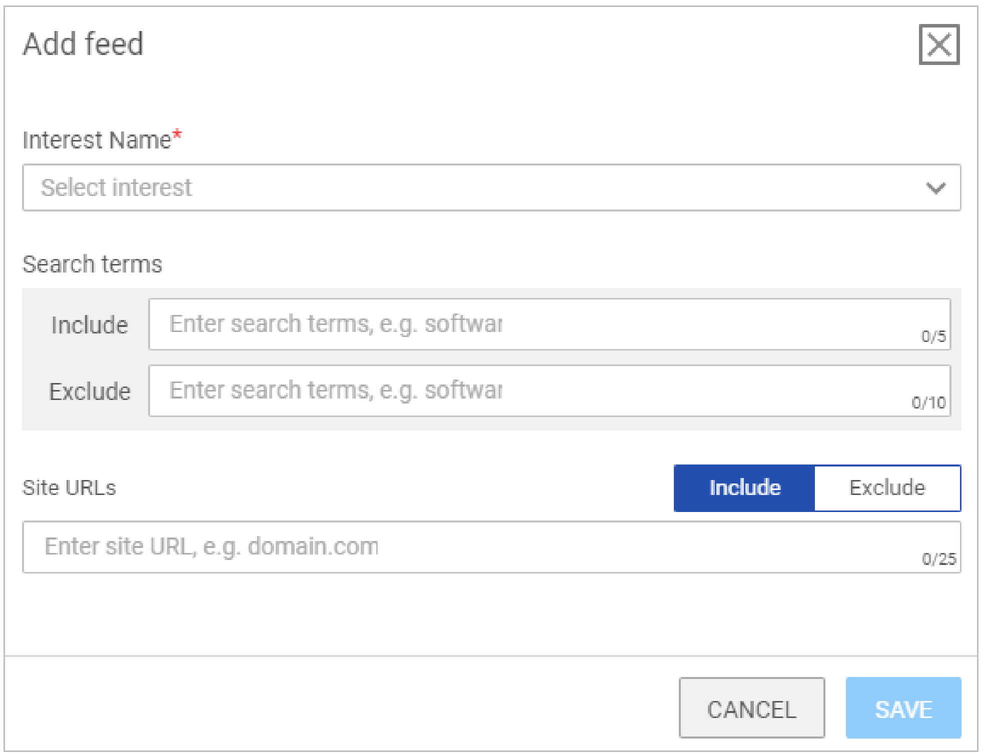


Figure 59: Add feed details

You can edit, activate, deactivate, and delete custom web feeds. You cannot delete default web feeds, though. For more details, see actions on web feeds.

Restrict number of custom web feeds

The number of new custom web feeds that a Content Administrator can create depends on your Saba Cloud system configuration. Your Saba Cloud 'admin' user can configure the site to restrict the total number of custom web feeds that can be created.

Note: To increase or decrease this limit, submit a request. For more details, contact Saba support.

Once the limit is reached, the **Add Feed** button is disabled and you cannot create new custom web feeds.

This limit does not apply to the pre-defined (default) web feeds.

Changes to web feeds terminology

This update changes the following terminology related to web feeds.

Table 12: Changes to terminology

Old term	New term
Keywords	Search terms
Domains	Site URLs

Edit, delete, and other actions for web feeds

Prior to this update, Saba Cloud provided only a set of pre-defined web feeds. Content Administrators had no privileges to perform any actions on these web feeds.

In addition to the ability to add custom web feeds, this update now allows Content Administrators to perform various actions on web feeds. This ensures administrators can maintain control over the web feed configuration and provide a rich source of curated content to suite their learners requirements.

The availability of an action depends on the type of web feed. The following table describes the actions that Content Administrators can perform on web feeds:

Table 13: Web feed actions

Action	Description
Edit	Edit a web feed to modify the search terms and site URLs associated with an interest. Editing a web feed configuration does not remove the existing content or interests from me:time. It only affects the type of content fetched in the next run of the periodic event. You can edit both Custom and Default web feeds.
Delete	Delete a custom web feed if it is no longer required. Deleting the custom web feed configuration does not remove the existing content or interests from me:time. However, on the next run of the periodic event that fetches the external Web content, content related to the deleted feed are not fetched. You can delete a Custom web feed. However, you cannot delete a Default and Default (modified) web feed.

Action	Description
Activate	A predefined web feed is always created in the 'Active' state. Similarly, when you add a custom web feed, it is created in the 'Active' state. You can activate an 'inactive' Custom or Default web feed any time later.
Deactivate	Deactivate a web feed temporarily. Deactivating the web feed configuration does not remove the existing content or interests from me:time. However, on the next run of the periodic event that fetches the external Web content, content related to the deactivated feed are not fetched. You can deactivate both Custom and Default web feeds.
Restore default	Editing a 'Default' web feed, changes its web feed type to 'Default (modified)'. You can restore the default values anytime later.

Create and manage custom interests

Prior to this update, interests could be generated only through content association such as via content connectors, bulk content import, pre-defined web feeds, and by me:time SMEs. Content Administrators did not have the ability to create any new interests and web feeds.

With this update, Saba Cloud introduces the new **Manage Interests** menu under **Manage Content**, which now allows Content Administrators to create, edit, and delete custom interests. They can also use this menu to view existing interests such as pre-defined ones and those fetched from supported third-party content vendors such as LinkedIn Learning and OpenSesame.

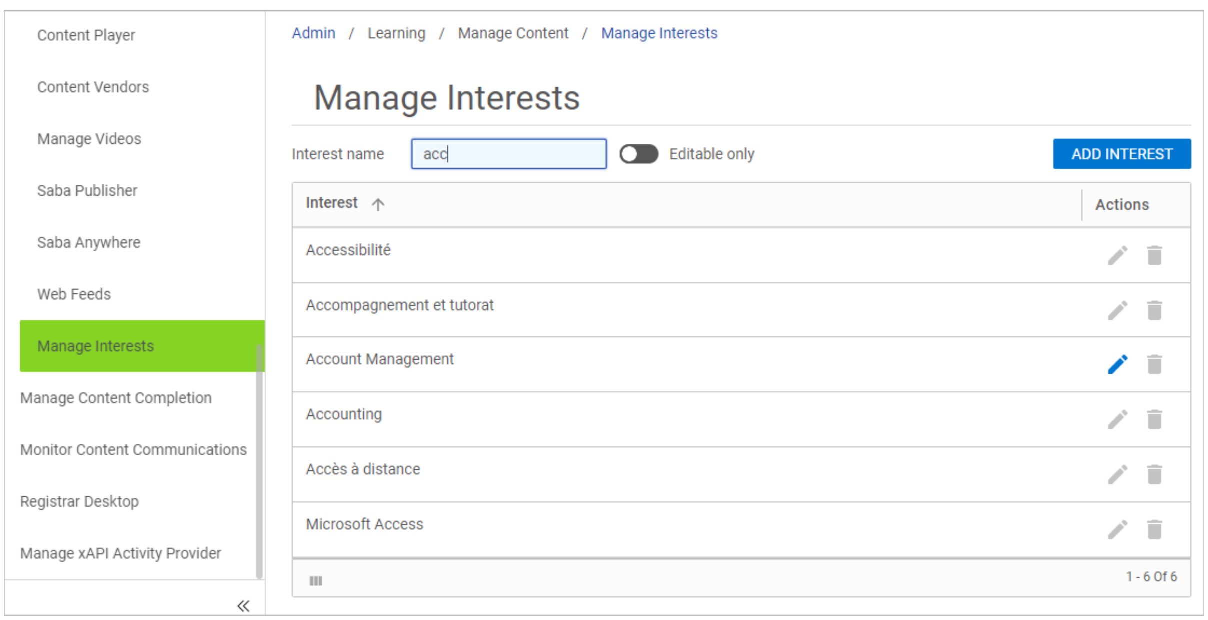


Figure 60: Manage Interests

From the **Manage Interests** page, Content Administrators can perform the following:

- Create new interests

  To create a new interest, click the **Add Interest** button.

  Note: The interest name can include up to 25 characters.

  Figure 61: Add interest

- Search for interests

  Specify the required string in the **Interest name** field and press Enter. To search for only editable interests, select the **Editable only** slider, and then search.

- Edit existing custom interests

  To edit a custom interest, click the edit icon besides the required interest, make the required change to the interest name, and click **Save**.

  Note: You cannot edit pre-defined and vendor-sourced interests.

- Delete existing custom interests

  To delete a custom interest, click the delete icon besides the required interest and click **Delete**.

  Note:

  - You cannot delete a custom interest if it is associated with a web feed.
  - You cannot delete pre-defined and vendor-sourced interests.

Support for me:time content served through CDN

Prior to this update, me:time did not support content that was served using a Content Delivery Network (CDN).

This update adds support to launch me:time content that is served using a Content Delivery Network (CDN).

The content launches in the Modern content player. It can launch either inline or in a new window based on the content player template set on the content.

Note: To launch SCORM package type me:time content over a CDN, it is recommended to use the 'New Window Standard Template'.

Enhancements to the me:time home page

Prior to this update, the **me:time** home page displayed two sections, **In progress** and **Completed** to display your recently launched in-progress me:time content and a quick summary of all your completed me:time content respectively.

This update enhances the **me:time** home page visually. As part of this change, the **In progress** and **Completed** sections are now merged into a single section as illustrated below.

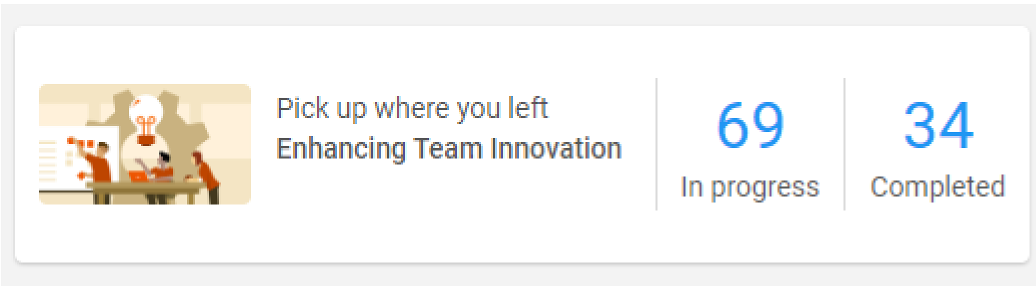


Figure 62: New section to display summary of in-progress and completed content

This new section displays a visual summary of your in-progress and completed me:time content. Clicking the in progress part takes the user to the **All in-progress content** page while clicking the completed part takes them to the **All completed content** page.

It also displays your most recently launched content so you can resume where you left off.

Enhancements to Personal Learning Badges

Prior to this update, when users marked a me:time content as complete, they received a Personal Learning Badge as a reward for their achievement. HR administrators could only update points and status of a Personal Learning Badge. But, they did not have the ability to configure and control how the Personal Learning Badge was awarded to users.

This update enhances the Personal Learning Badge as follows:

- Introduces the **Items to complete** field for the badge.

  HR administrators can now define the number of unique content items that users need to complete in order to earn a Personal Learning Badge. A minimum of one to a maximum of 20 content items are allowed. For example, if you specify 3 in this field, then users receive one Personal Learning Badge on marking complete three unique me:time content items. Completing the same content item again is not considered in the count for achieving the badge.

  Note: For new me: time users, the default value for this field is set to 5. For existing me: time users, the default value for this field is set to 1. This is required for backward compatibility of existing users who received a Personal Learning Badge on completion of a single me:time content.

  When a user is yet to achieve a Personal Learning Badge, the **me:time** rewards portlet indicates this number as shown below.

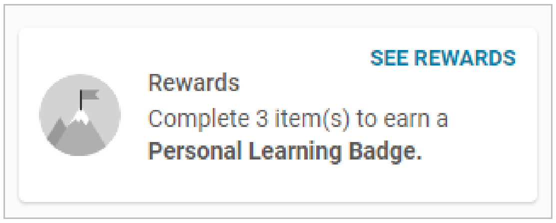


Figure 63: Number of content items to be completed

Editing the 'Items to complete' field

Saba Cloud does not allow HR Administrators to decrease the value of the **Items to complete** field if even a single user is in the process of completing the badge achievement criteria. For example, if the field is set to 3 and if a user has already completed one content, then if the HR Administrator tries to decrease the value of the field, then Saba Cloud displays an error message. However, HR Administrators can increase the value of this field any time, irrespective of whether a user is in the process of completing the badge achievement criteria or not. If the value is increased, then users have to complete the me:time content items as per the revised value to achieve the badge.

Effect of changing the badge status

If HR Administrator changes the status of the Personal Learning Badge to 'Inactive', then Saba Cloud clears tracking of all current eligible me:time completions of users for earning the badge. For example, suppose the **Items to complete** field is set to 3 and a user completed 2 content items. Now, the HR Administrator changes the status of the badge to 'Inactive', and then changes it back to 'Active'. If the same user completes one more content after this status change, then they do not receive the badge for this content completion because their previous completions before the status change are not considered.

- Provides the ability to edit the **Badge Icon** field

  HR administrators can now edit the badge icon. They can choose a supported file and upload it as the badge icon.

The following image illustrates both the fields.

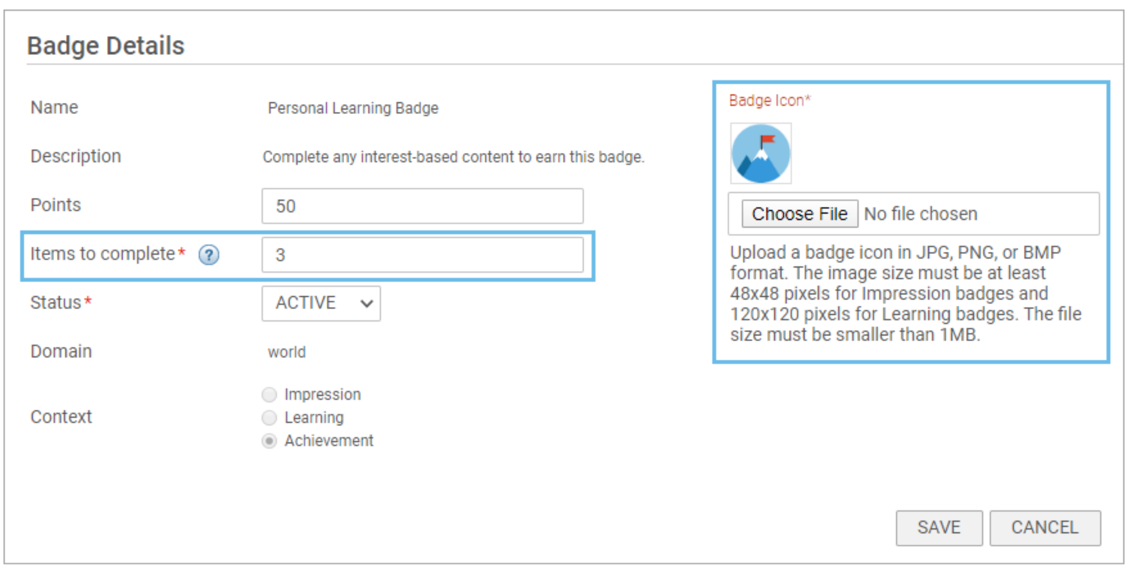


Figure 64: Enhancements to the Personal Learning Badges

Chapter

7

Meeting

Topics:

This section includes topics to guide you through new features and improvements under the **Meeting** administrator tab in Saba Cloud.

Saba Meeting also includes additional new features and enhancements. For details, refer to the Saba Meeting What's new in online community.

Changes to start time for new meetings

This update introduces the following changes to the **Start Time** field of meetings.

Start time now displays the next nearest 30 minutes interval

Prior to this update, when users created a new meeting from the **Meetings** portlet on the **Home** page, the **Start Time** field would display the current system time of the logged in user, which added an extra step for users to adjust the start time.

Now, when users create a new meeting by clicking the **Create New Meeting** button on the **Meetings** portlet, the start time is now set to the next nearest 30 minutes interval. For example, if the current time for Jeremy is 12:32 PM and he tries to create a new meeting, then the **Start Time** field now displays 1:00 PM.

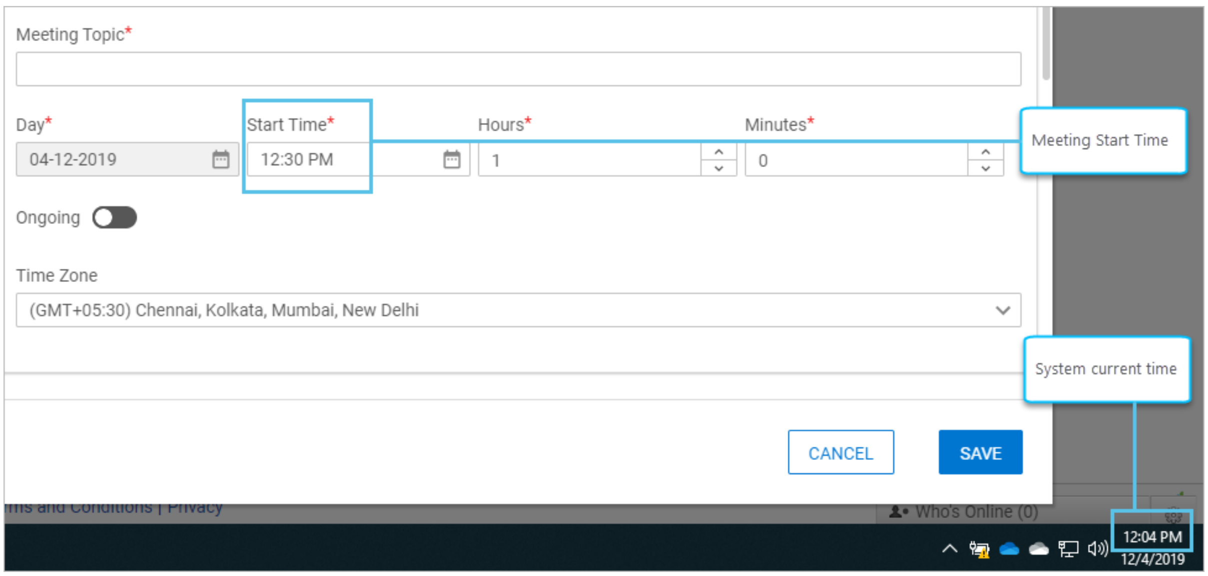


Figure 65: Start Time field

Whereas, if users try to create a meeting at precisely 30 minutes of an hour, then the start time is displayed as is. For example, if Jeremy creates a new meeting at 4:30 PM, then the **Start Time** field displays 4.30 PM only.

Start time now follows 24-hour format as well

Prior to this update, the **Start Time** field of meetings supported only the 12-hour time format and displayed start time accordingly for all locales.

Now, Saba Meeting follows the time format property value set for a locale by your Saba Cloud administrator. So, if the time format for a locale is set to the 24-hour format, then the **Start Time** field displays the time accordingly in a 24-hour format for users logged in to Saba Cloud with that locale.

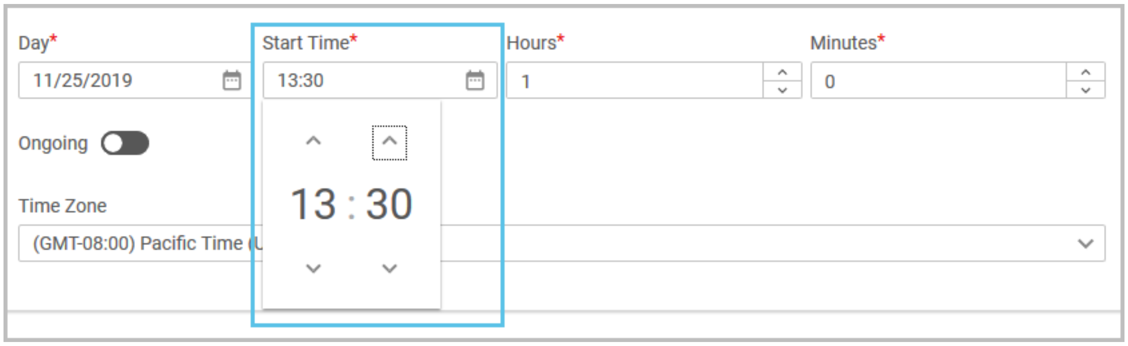


Figure 66: Start Time in 24-hour format

This change can be seen while creating or updating meetings from all applicable work flows in Saba Cloud.

Changes to the display name of Saba Meetings

Prior to this update, the 'Saba Meeting Profile' section of the user's full profile supported a **Display Name** field. This field was similar to a nickname and separate from the first name, last name, and username field's in the user profile. In scenarios where this field was modified, the changes did not reflect on the other name fields of the profile and vice versa, which lead to inconsistency between them.

To avoid such inconsistencies, the separate **Display Name** field has been removed from the 'Saba Meeting Profile' section of the user's full profile, and instead aligned to use the existing name fields in a user's profile.

The display name can now be configured based on the following new setting under **User Profile**:

- **Saba Meeting Display Name**

  Select a profile field to use for display name in Saba Meeting. You can select either from:

  - Profile Full Name
  - Profile First Name

  The default value is 'Profile Full Name'.

System Administrators can configure this setting by navigating to **System** > **Configure System** > **Services** > **Foundation** > **User Profile**.

For example, if a user's first name is 'Peter' and last name is 'Parker', and if the setting is configured to 'Profile Full Name', then the display name that appears for Saba Meeting is 'Peter Parker'.

Any time the first name or last name changes in future, the same change is reflect automatically in the display name of Saba Meeting. For Saba Cloud-Saba Meeting integrated environments, the changes are automatically reflected on the Saba Meeting side as well.

The following figure illustrates the 'Saba Meeting Profile' section of a full profile without a separate **Display Name** field.

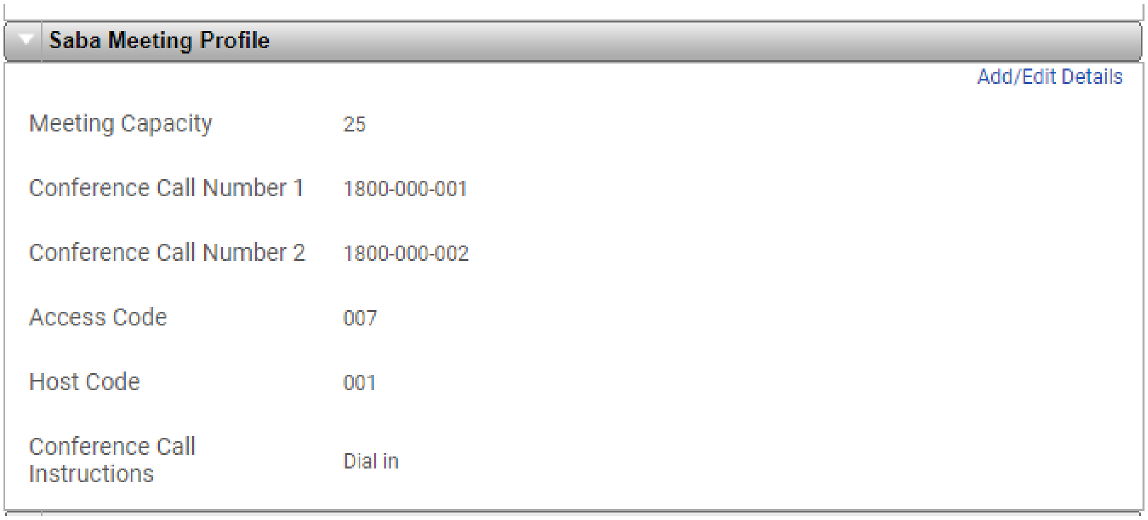


Figure 67: No 'Display Name' field

Effect on existing users

This change affects existing users where the display name for Saba Meeting was explicitly set using the **Display Name** field. After this update, all such display names will change to reflect the default behavior of the new setting.

Convert and download event recordings to MP4

Prior to this update, the **Me** > **Meetings** > **Meeting Recordings** page in Saba Cloud displayed the **Playback** action either in the actions dropdown list or as a button, which allowed users to stream Saba Meeting event recordings.

Saba Cloud now allows event leaders to convert event recordings for Saba Meeting classrooms, meetings, and Webinars to MP4 format and download them for offline viewing as well only if the ability to convert event recordings to MP4 is enabled for the configured domain on the corresponding Saba Meeting management server.

Note: By default, the ability to convert event recordings to MP4 is disabled on the Saba Meeting management server. To enable the ability, submit a request. For more details, contact Saba support.

When the ability to convert event recordings to MP4 is enabled for Saba Meeting, and if leaders click the **Playback** action for a meeting recording, then they now see a popup page with the following additional actions:

- **Playback**

  Streams the Saba Meeting event recording online.

- **Convert to MP4**

  This action is displayed only if the MP4 recording does not exist. Clicking this action triggers the process of converting the recording to MP4 and you can see the conversion progress percentage. The action is disabled once the conversion starts. You can stream the recording using the **Playback** action even when the conversion is in progress.

- **Download MP4**

  This action is displayed only if an MP4 recording already existed, or if the conversion (which was triggered by clicking **Convert to MP4**) is completed. Clicking this action allows you to download and save the MP4 recording for offline viewing. You can stream the recording using the **Playback** action even when the downloaded MP4 is available.

The following figures illustrate the various Playback options.

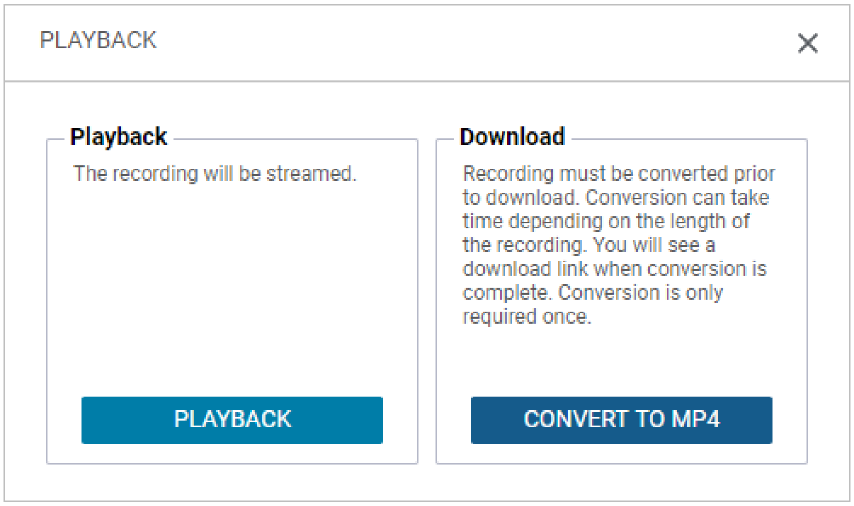


Figure 68: Options before starting the conversion

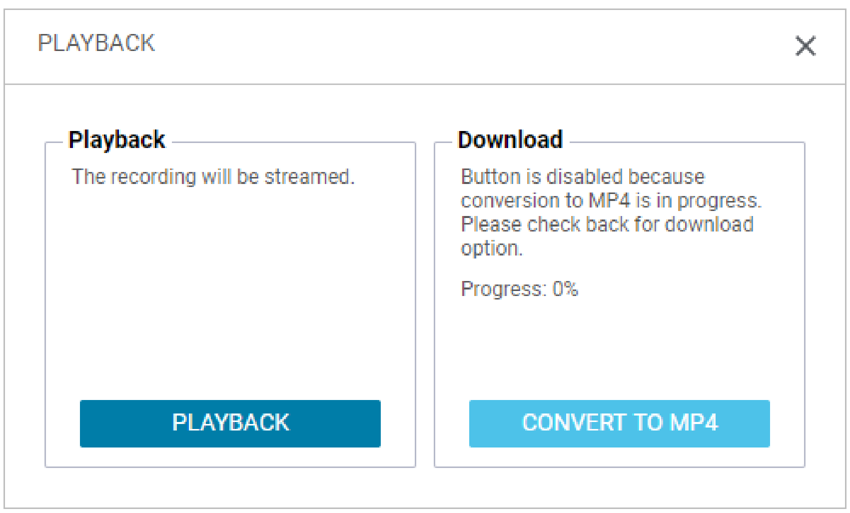


Figure 69: Options when conversion is in progress

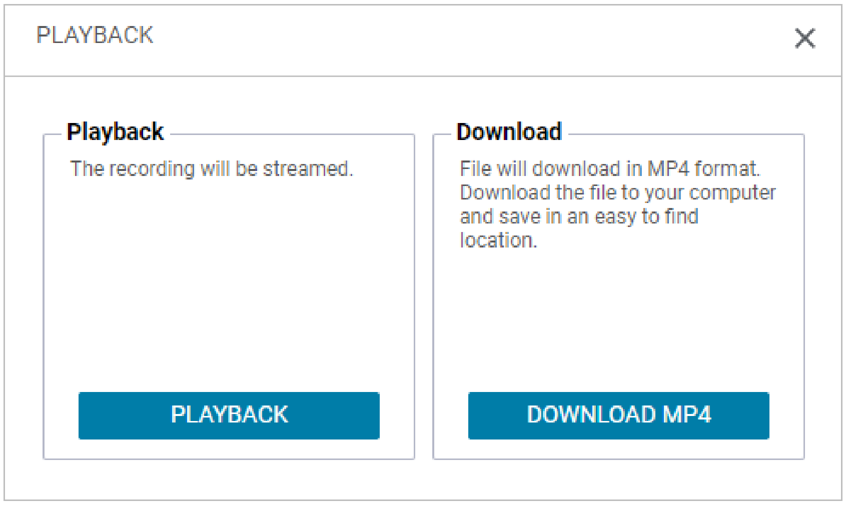


Figure 70: Options when conversion is complete

When the ability to convert event recordings to MP4 is disabled for Saba Meeting, the **Playback** action works as before and simply streams the Saba Meeting event recording.

Affected areas

This enhancement is applicable only to the following navigation path:

- All places where the playback option is available
- Meeting details page

Saba Meeting branding

Prior to this update, the Saba Meeting client branding could be configured by Meeting Administrators using the **Admin** > **Meeting** > **Manage Branding** menu. Unlike the ability to configure branding of other areas of the Saba Cloud interface, System Administrators did not have the capability to configure Saba Meeting client branding.

This update allows System Administrators to configure branding for the Saba Meeting client by introducing the **Saba Meeting Branding** menu under **Admin** > **System** > **Manage Branding**. Clicking this link displays the **Saba Meeting Branding** page.

Note: This page is displayed only if the 'User Experience' feature is enabled for Saba Cloud.

System Administrators can configure the following branding elements of the Saba Meeting client from the new menu:

- Loading image
- Simple logo
- Saba Meeting logo, and
- Banner image

Each branding element has its own Save, Reset, and Test Event action. Once you save your changes, you can preview them by clicking the **Test Event** button.

Note:

- Clicking **Save**, applies the branding changes to all client launches.
- Clicking **Reset**, resets the branding element to its system-defined default value.

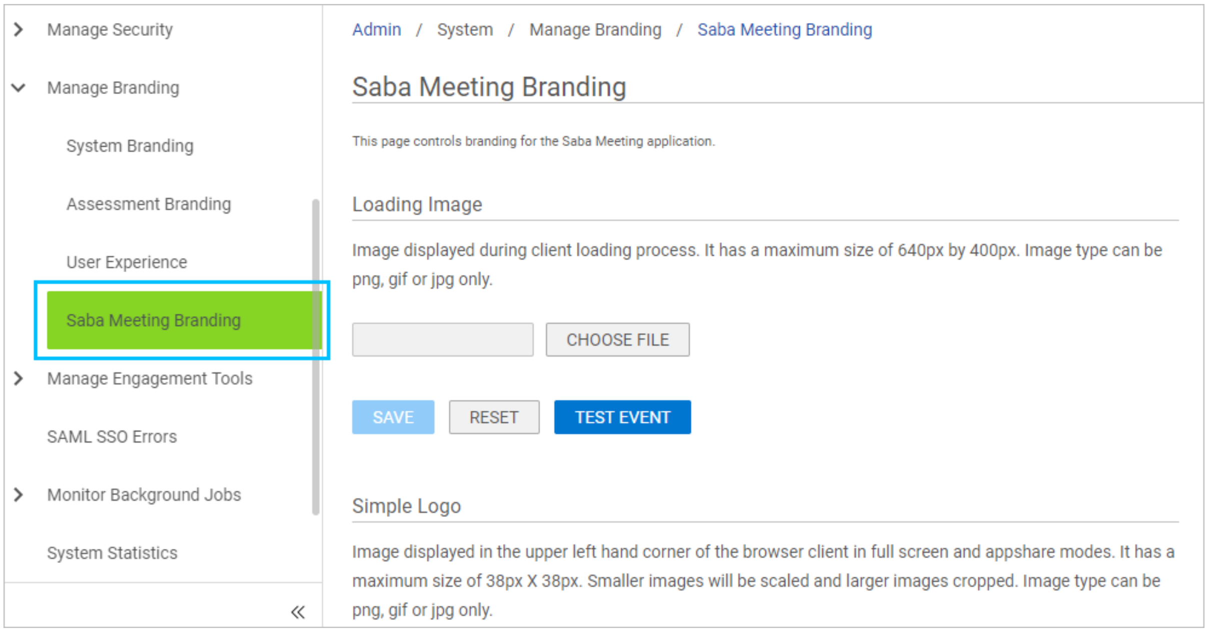


Figure 71: Saba Meeting Branding

Any Saba Meeting branding changes via the new **Saba Meeting Branding** interface:

- are applicable across all microsites.
- are applicable to all locales.
- override any existing branding elements.

The **Admin** > **Meeting** > **Manage Branding** menu that was available to Meeting Administrators is obsoleted and will no more be available for configuration after this update.

Saba Meeting Concurrency Report

This update introduces the new **Saba Meeting Concurrency Report** report for Saba Meeting Insights:

The report presents a graphical summary of concurrent usage trends of different types of events attended by users in Saba Cloud in a given time period.

To access this report, users must have the following roles assigned to them:

- Virtual Event Administrator or Virtual Event Developer
- Analytics Admin

To access the report, click **Admin** > **Meetings** > **Insights** > **What is Saba Meeting Concurrency?**.

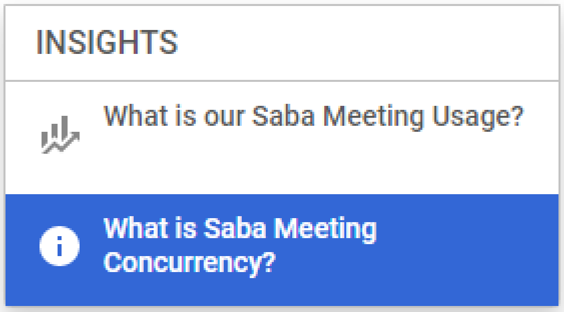


Figure 72: Insights - What is Saba Meeting Concurrency?

The **Saba Meeting Concurrency Report** report page opens.

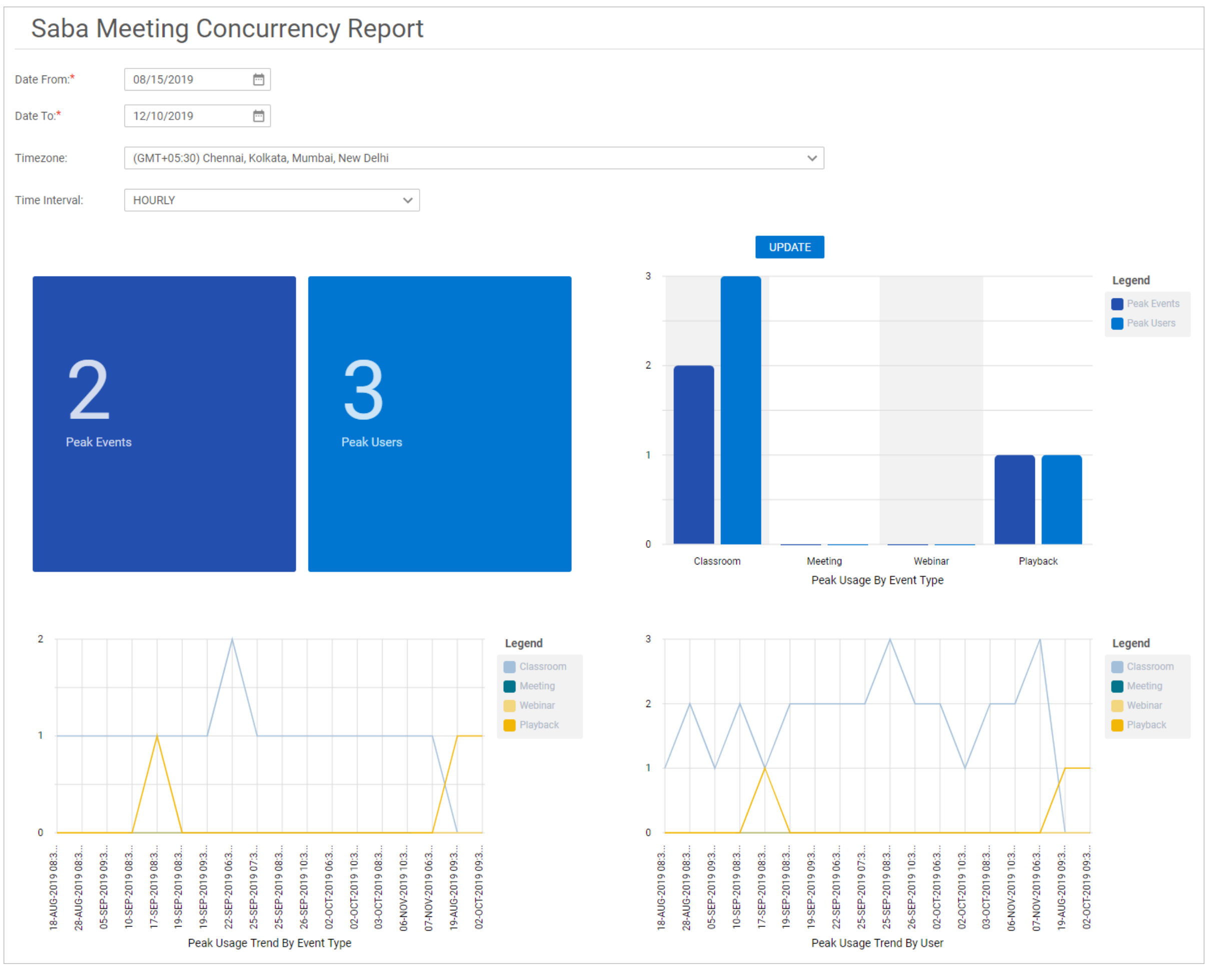


Figure 73: Saba Meeting Concurrency Report

The report uses the following filters:

- Date From
- Date To
- Timezone
- Time Interval

To run the report, select the required filters and click **Update**.

The report presents data in the following charts:

- Total peak events
- Total peak users
- Peak Usage By Event Type
- Peak Usage Trend By Event Type
- Peak Usage Trend By User

Global search enhancements for Meetings

This update enhances the Saba Cloud global search for Meetings and events so that it displays consistent results.

Users can now find via global search the following public meetings and meetings where they are invited:

- Upcoming meetings
- Past meetings with recordings
- Meeting recordings

Users cannot find via global search the following events:

- Room events
- Ongoing meetings and events
- Past or present Virtual classroom sessions
- Private meetings and recordings where they are not invited
- Past meetings and events without recordings

Note: After these changes, users cannot search for Virtual Classroom Saba Meeting events from global search. However, the classroom search work as is, where users can access the events from the classroom details page.

Enhancements to room events

Prior to this update, room events and group room events had the following behavior discrepancies in Saba Cloud:

- My Room events for users and groups were displayed in the following areas:
  - Me > Meetings > Ongoing tab
  - Meetings portlet > Ongoing events sub-portlet
  - Calendar

This update enhances the behavior of room and group room events in Saba Cloud such that:

- For room events, all users except the Leader will now be un-enrolled.
- For group room events, all users except the Leader and the Presenter will now be un-enrolled.

Resultantly, My Room events for users and groups are no more displayed in the following areas:

- Me > Meetings > Ongoing tab

- Meetings portlet > Ongoing events sub-portlet
- Calendar

Attendance reports for an event continue to display all users enrolled to the event.

Chapter 8

Performance

Topics:

This section includes the following topics that will guide you through the new features and improvements under Performance.

New UI for performance reviews now on by default

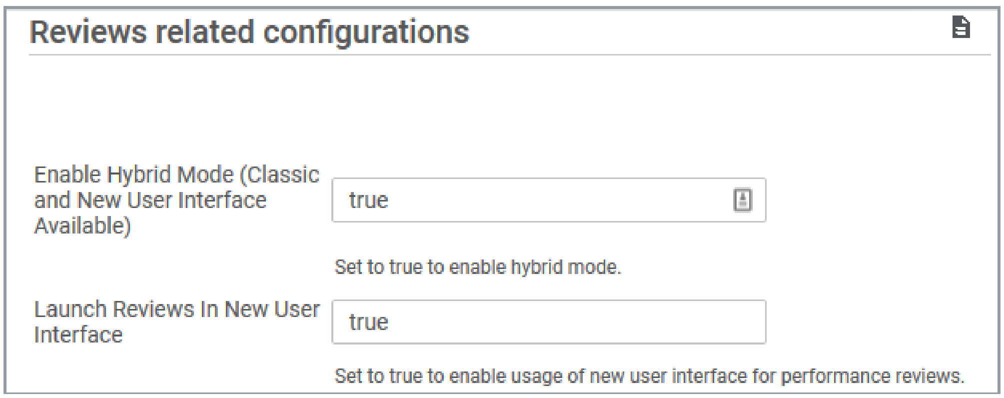
In U44, the new UI for performance reviews was introduced. This new UI enables managers to complete reviews quicker and more effectively and has a modern look and feel.

In U45, by default, in the non-prod environment all reviews opened in the new UI and classic UI was not available (false + true) and for the prod environment all reviews opened in the classic UI and the new UI was not available (false + false). However, you had the option to:

- keep the classic review UI
- enable the new review UI
- enable a hybrid mode, which would open either classic or new UI depending on your preference

In this release, the new UI is on by default where all reviews open in the new UI and the classic UI is not available (false + true).

To configure the UI options, navigate to **System Admin** > **Configure System** > **Microsites** > **Saba Cloud** > **Site Properties** > **Reviews**.



Here is what happens when you set the various options:

If Enable Hybrid Mode is...	And Launch Reviews in New User Interface is...	Then...
false	false	All reviews open in the classic UI. New UI is not available.
true	false	All reviews open in the classic UI. New UI is not available.
false	true	All reviews open in the new UI. Classic UI is not available.
true	true	All reviews open in the New UI by default, but users also have the option to open a review in the Classic UI.

Note: The Classic UI will no longer be available in U48.

FAQ

1. How do I enable my end users to view the review in the classic UI as well as the new UI?

Set the **Enable Hybrid Mode** switch to true.

2. Will we encounter any data loss if we use the new UI?

No.

3. Do I have to enable the new UI?

No. You can switch back to the classic UI by setting the **Launch Reviews in New Interface** switch to false. However, in U48, the classic UI will no longer be available. See the schedule on the Customer Community.

4. Can I switch from the classic UI to the new UI in between review cycles?

Yes. You can use either the classic UI or the new UI. There is no technical or functional limitation in doing so.

5. Will the PDF have different data between the classic UI and the new UI?

No. At this time, the PDF has the same information in both the classic UI and the new UI.

6. Is there any change to the Performance Admin UI?

No. Performance Administrators can view individual reviews using the new UI if it has been enabled. Otherwise, the administrator UI is unchanged.

7. Are all the user roles supported in the new UI (such as reviewer, assessor, reviewee, approver, Review Owner, and so on)?

Yes.

8. How do I report or provide feedback?

You can enter your feedback in the Customer Community.

9. Where did the Talent Review section go?

The talent review section is no longer available within the form, but can be opened by the Review Owner directly from the cover page. Note that any instruction text configured for this section is not displayed at the moment. In a future release, we are looking into moving the talent review section back within the form again.

10. Where did the Overall Summary views go?

In the new UI, there is no option to view ratings by reviewer (or assessor) type and audience type. All ratings are now displayed on the cover page.

11. Why can't I add new goals from scratch in the new UI?

Our belief is that during a review process, the reviewee should be reviewed on goals they have been working on during the past review cycle. If a goal is only added during the review process itself, the reviewee won't have had a chance to act on this goal. Therefore, in the new UI it is only possible to add goals to a review that are already available on the reviewee's My Plan page. If you do want to add a new goal to an ongoing review, add the goal to the My Plan page first and then add it to the review form.

12. Where did the Review Next Steps option go?

The Review Next Steps option is no longer available. Instead, the Future Goals section can be used to log things the reviewee should work on during the next review cycle.

13. Where did the rating grid go?

The rating grid is no longer available in the new UI. The reason is that this rating grid didn't work well for skills using behavior indicators; in this case, the grid did not provide any clarity to which skill each behavior indicator belonged. In the new UI, each skill now discloses its behavioral indicators (if configured) and provides the ability to rate the skill through these indicators. However, we do appreciate the clarity the rating grid provided for customers just using skills without behavioral indicators, and we will be looking at reintroducing similar functionality in a future release.

14. Will there be more enhancements to the new UI?

We will continue to improve the user experience based on feedback and industry best practices.

Ability to capture goal 'snapshots' when submitting reviews

When reviews containing goals are submitted or released, they will now capture a snapshot of the goals as they were at the time of submission.

In the classic UI

When you view the goal details in the review after it has been submitted, you will see goal information from the time of submission even if the goal has been updated outside of the review.

In the new UI

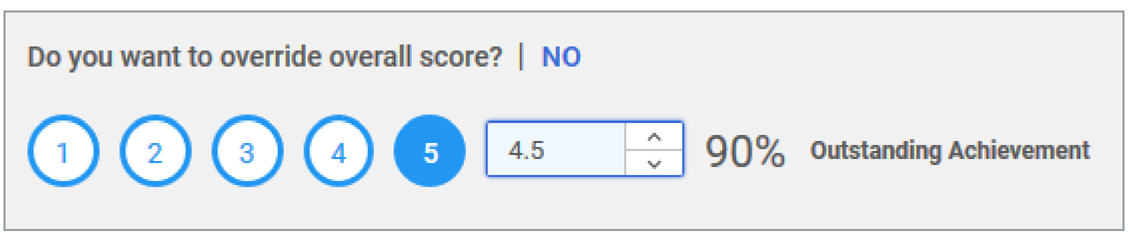
When you view the goal details in the review after it has been submitted, you will see two tabs: one with the goal information from the time of submission, and one with the current goal details.

Disabled by default

This feature will need to be enabled before it can be used and will only affect reviews that are submitted while the feature is turned on. It can be enabled by going to **Admin** > **System** > **Configure System** > **Microsites** > **Saba Cloud** > **Site properties** > **Reviews**. See Enable Goal 'snapshot' feature for more details.

Ability to have ratings as percentages instead of numbers

In the new UI for review cycles, you can now have ratings as percentages instead of numbers. For example: 1 = 20%, 2 = 40%, 3 = 60%, 4 = 80%, and 5 = 100%.



Note: If you have a rating scale where 1 is the minimum rating and 5 is the maximum, then the lowest score an employee could have is 1 and there is no possibility of a score of 0. Saba Performance converts a score of 1 to 20%, not 0%, since 1/5 = 0.20.

By default, review ratings are shown as numbers. This is a global setting and applies to all reviews created after changing this setting. To change it to percentages, navigate to **System Admin** > **Configure System** > expand **Performance** > **Reviews** and set **Display review rating as percentage** to **On**.

Copying review cycles or forms now retains internationalization

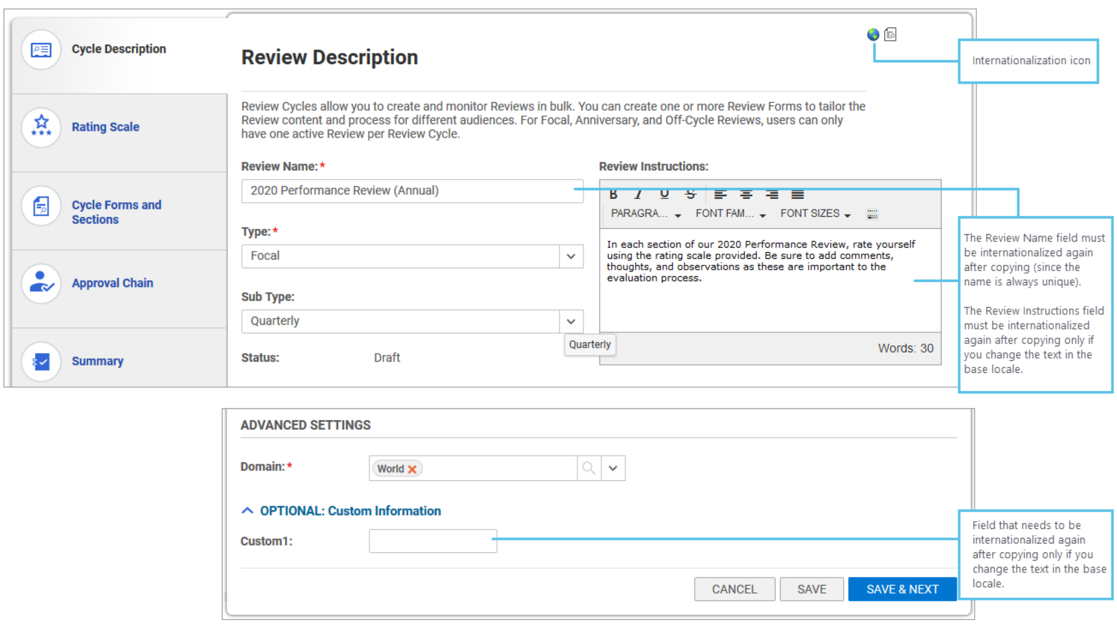
Prior to this update, if you copied a review cycle or a form that included translations for other languages, Saba Performance would not copy the internationalization to the copied review cycle or form.

In this update, Saba Performance copies the internationalization to the copied review cycle or form.

Note:

- The Review Name or Form Name must be unique. If you internationalized the Review Name or Form Name in the original review, you must redo this step.
- If you make changes to other fields (Review Instructions and any Custom fields), then you must redo this internationalization step. If you don't make any changes to the instructions or custom fields, then the internationalization is kept.

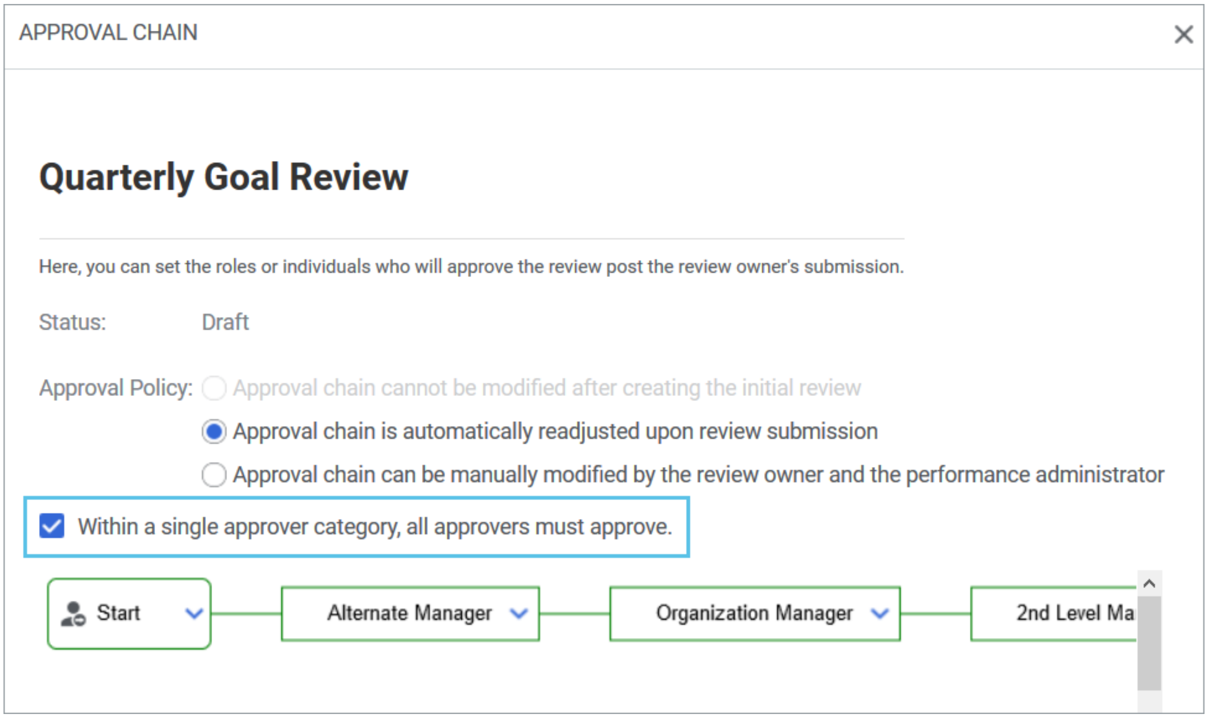
After saving the Cycle Description and Review Details, you can see the Internationalization icon and use it to customize the translations.



New approval chain check box

Prior to this update, all approvers in a particular category were required to approve (for example, all alternate managers), in order to move the review approval to the next step.

In this update, if the **Within a single approver category, all approvers must approve** check box is cleared, only one person needs to approve to move the review to the next step. For example, if there is more than one Alternate Manager, only one needs to approve to move the review to the next step. If selected, all Alternate Managers would have to approve to move it to the next step.



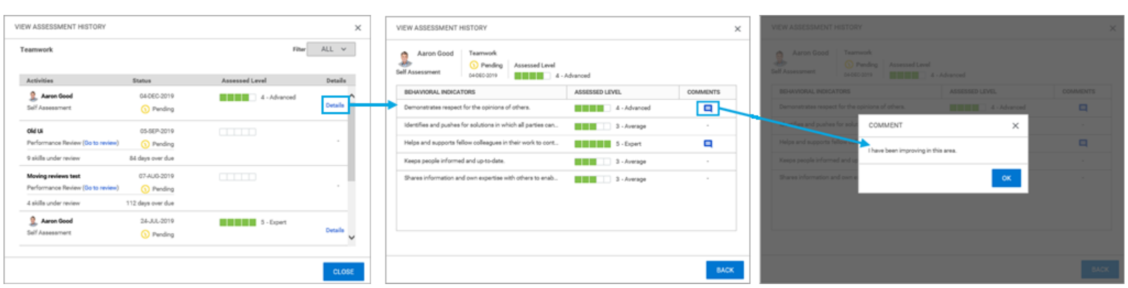
'Other viewer's responses' link will be hidden in reviews where it is not applicable

When completing reviews, reviewers will no longer see the link for "Other Reviewer's Responses" in circumstances where it is not applicable to them. For example, the link will be hidden when:

- there is only one person reviewing a category in a review
- the reviewer doesn't have authorization to see responses by other reviewers

View evaluations of behavioral indicators and comments for skill assessments

When viewing a skill assessment history, you will now also be able to see the evaluations for any associated behavioral indicators, along with any comments.



See Get started > Set up my skills > Assessment History for more details.

Chapter

9

Saba Video

Topics:

This section includes topics to guide you through new features and improvements under Saba Video.

Real-time polling support for Saba videos

When watching Saba videos, users could just end up accidentally closing the browser tab or window rather than clicking the close button on the content player. This would result in the loss of all progress made by users in watching the video. Prior to this update, there was no support to handle such abrupt closure scenarios for Saba videos.

With this update, Saba Cloud provides support for real-time polling of Saba videos.

Note: The real-time polling for Saba videos is enabled by default. Only Saba Cloud 'admin' users can configure the properties related to this feature. For more details, contact Saba support.

They can set the default value for polling time interval as well. When real-time polling is enabled, the data for Saba videos watched, bookmarked, and completion is preserved, which in turn, enables handling of situations of abrupt closure where users accidentally close a video before watching it completely.

Support for audio content in Saba Video

Audio acts as a great medium for learning. People listen to audio books, audio podcasts, and so on, and good support for audio enables learning on-the-go for today's busy professionals.

Prior to this release, the Saba Video feature supported import of video files only. It did not support import of audio files.

This update now provides support for importing audio files as part of the Saba Video feature.

Note: This feature is available only if the **Saba Video** service is enabled by your System Administrator.

This enhancement affects the following workflows in Saba Cloud:

- Importing content to the Saba content library
- Adding content activity through the Quick Course wizard
- Managing Saba videos dashboard

Support to import Audio Content to content library

This update introduces the new 'Audio Content' format for content. To import audio files, Content Administrators can now select 'Audio Content' option from the **Content Format** dropdown list. The **Content Provider** is automatically set as 'Saba Video' as illustrated below.

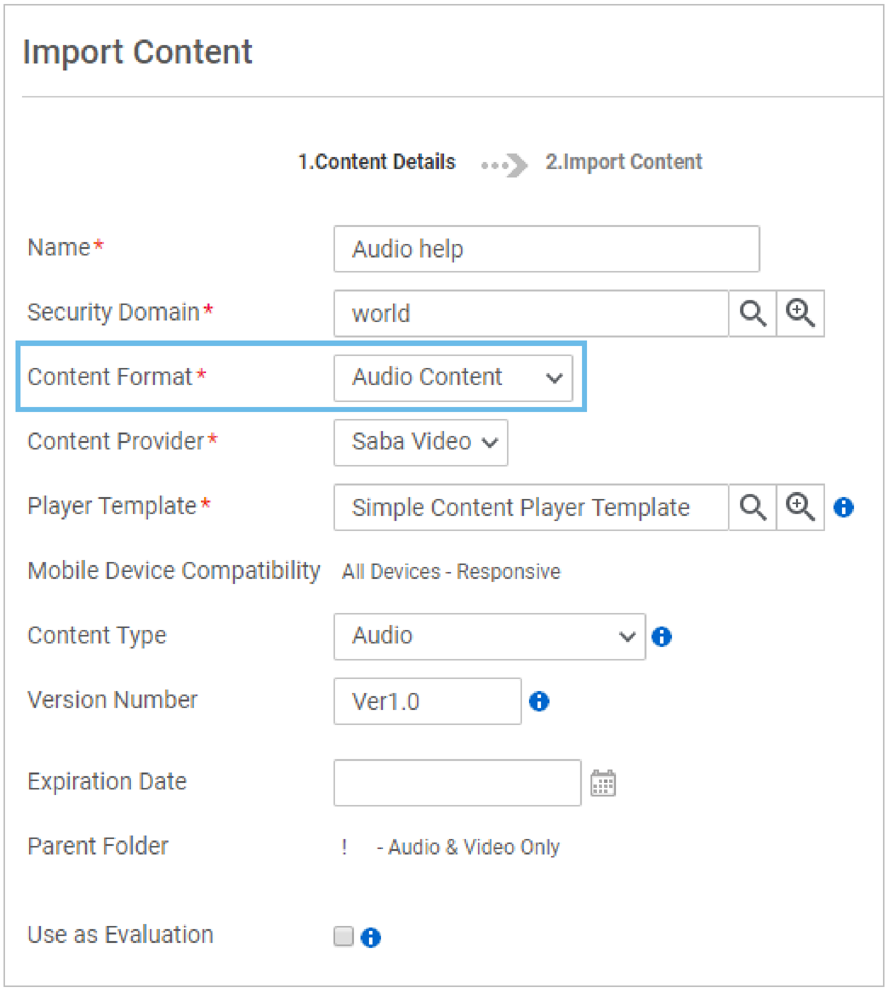


Figure 74: Audio Content format support

The 'Audio Content' format' works similar to 'Video Content' format, except for the following:

- Allows import of *mp3*, *wav*, and *wma* audio formats only
- Displays only 'Saba Video' in the **Video Provider** dropdown list
- Displays a default thumbnail for imported audio files

Clicking **Next** displays the following 'Import Content' step for audio, where you can select a supported audio file and specify the completion criteria.

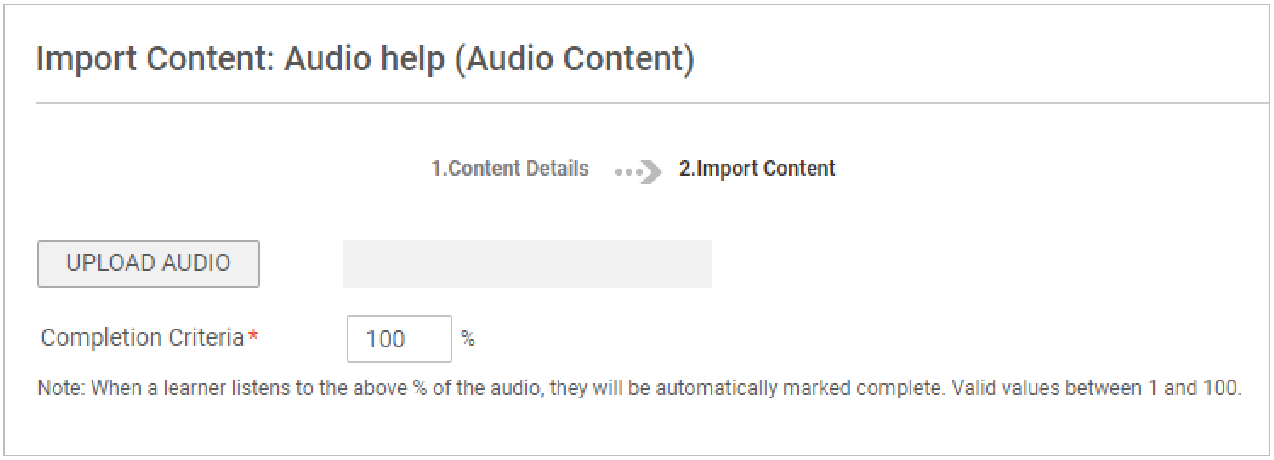


Figure 75: Audio import

Clicking the **Upload Audio** displays the following enhanced screen for uploading audio file.

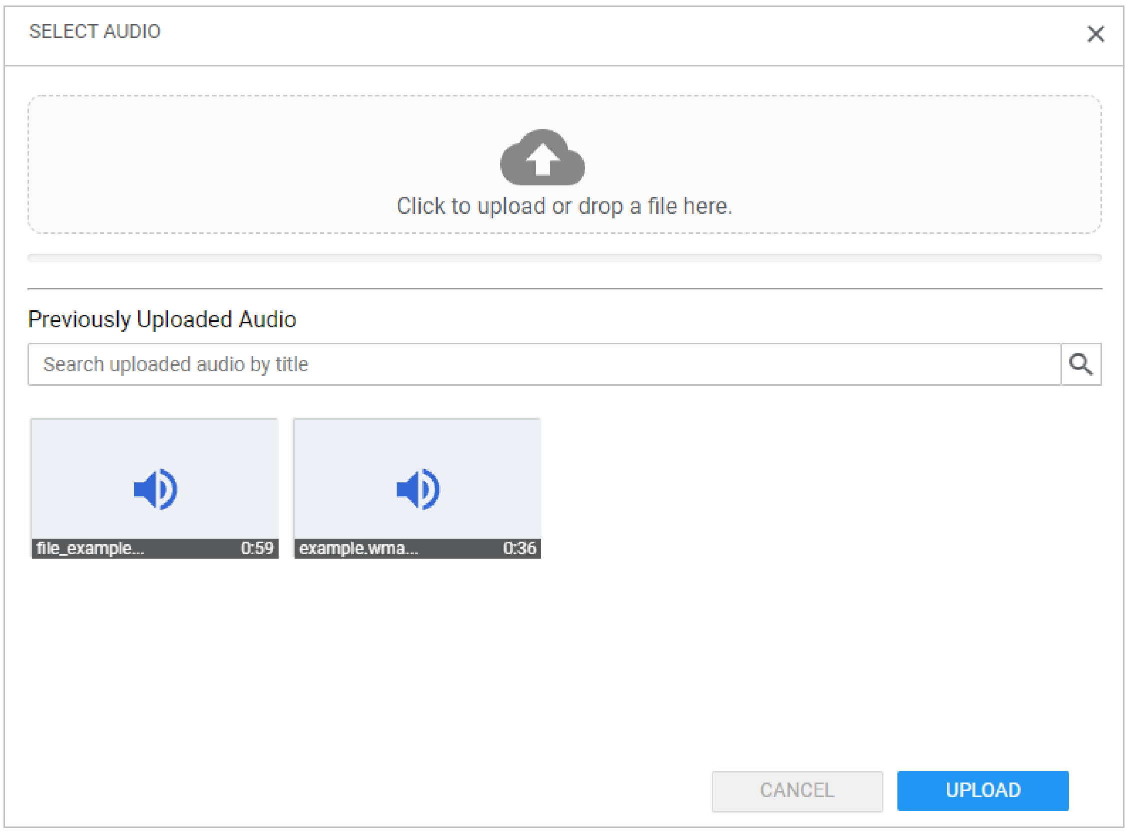


Figure 76: Upload Audio

Support for Audio Content in the Quick Course wizard

The Quick Course wizard is also enhanced to support the Audio Content format. Learning Administrators can now select the new **Audio** option for adding a content activity to the class. The **Content Provider** is set as 'Saba Video'. You can choose a supported audio file and upload it as a content activity.

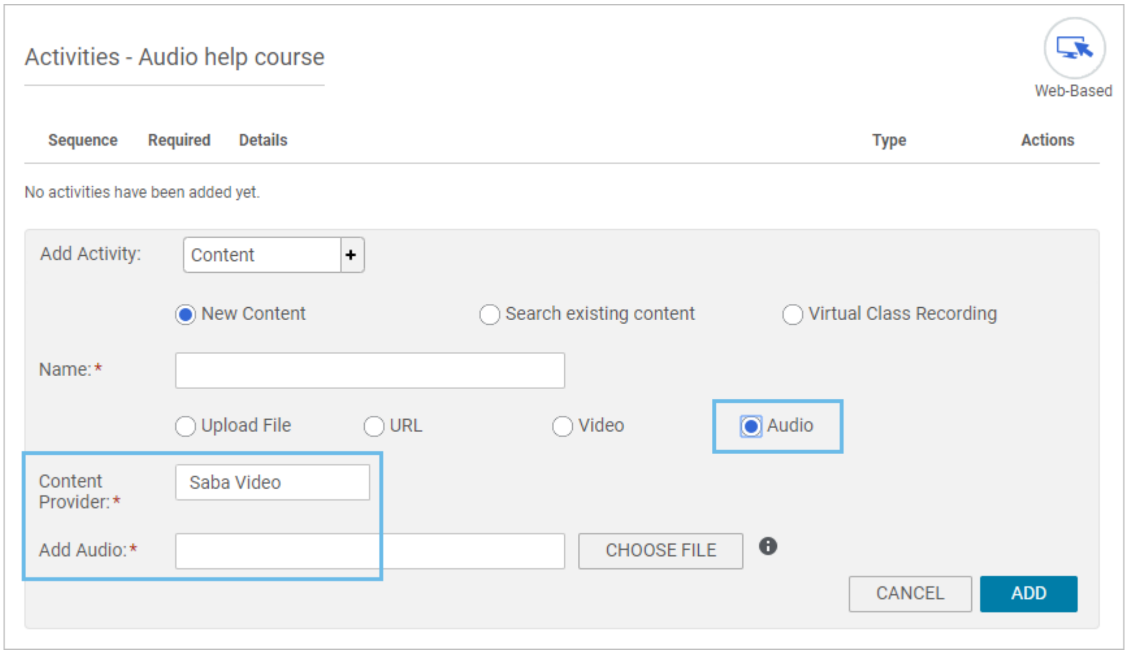


Figure 77: Support for Audio Content in the Quick Course wizard

To add audio content to a quick online course, navigate to **Admin** > **Learning** > **Manage Learning Catalog** > **Learning Catalog** > **New Catalog Item** > **Online Course**.

Support for Audio Content in the Manage Videos dashboard

The **Manage Videos** page now supports the Audio Content files as well. Learning Administrators and System Administrators can search for audio files imported as part of Saba Videos and view their statistics.

Saba Cloud provides the following actions for audio files:

- Manage Subtitles
- Delete

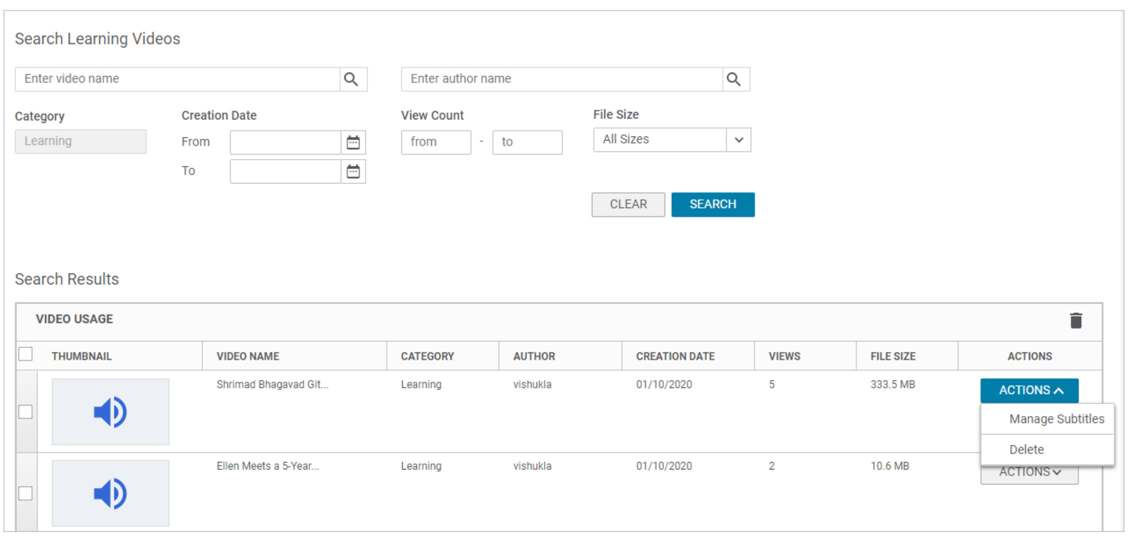


Figure 78: Support for audio files in Manage Videos page

To manage audio content as a Learning Administrator, navigate to **Admin** > **Learning** > **Manage Content** > **Manage Videos**.

To manage audio content as a System Administrator, navigate to **Admin** > **System** > **Saba Videos** > **Manage Videos**.

New notifications for Saba Videos

Prior to this update, the 'Saba Video Notification' periodic event worked correctly with the predefined named query. However, if the notification was configured with ad hoc recipients, then it triggered notification emails based on the set frequency to all such ad hoc recipients irrespective of whether their Saba Video storage limit had crossed the threshold limit set for Saba Videos.

To support sending Saba Video storage limit email notifications correctly to ad hoc recipients, this updates introduces the following new notification events for Saba Videos under **Foundation** > **System** service:

Table 14: New notification events for Saba Videos

Notification Event	Description	Type
Check Saba Video storage limit periodically	This notification periodically checks the storage limit for Saba Videos. When the storage consumption reaches the limit mentioned in the Saba Video configuration site level property, then it triggers the 'Saba Video storage limit exhausted' notification. This notification is applicable to System, Content, and Collaboration admin security roles as well as any ad hoc recipients configured in the event.	Periodic
Saba Video storage limit exhausted	This notification is triggered by the 'Check Saba Video storage limit periodically' periodic event when the Saba Video account has reached its predefined storage limit.	Triggered

By default, both the notifications are disabled.

System Administrators can configure these notifications by navigating to **Admin** > **System** > **Manage Notifications** > **Events**.

Note: This change does not affect the existing 'Saba Video Notification' event. However, it is recommended to configure this notification event only with the predefined named query. If you want to send out Saba Video storage limit notification emails to ad hoc users, then use the new notifications, instead.

For more details, refer to the Saba Cloud *Notifications Reference Guide* in community.

Chapter 10

Social

Topics:

This section includes the following topics that will guide you through the new features and improvements under Social:

Ability to download SVG files

Prior to this update, a user could only view the SVG files in the browser leading to security vulnerability as such files can be easily tampered with.

You can now download SVG files provided the following configurations are set:

- The **Enable CSRF security?** site property must be enabled. By default, it is disabled.

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

- Mention **svg** in the **File Format need to be Downloaded** in **Social** site property.

  Note: To add this file type, contact your System Administrator. Navigate to **System** > **Configure System** > **Microsites** > ***<microsite-name>*** > **Site properties** > **Social** and update the property.

Archive messages from the Message Center

The Message Center shows email notifications, requests, and private messages. It includes maximum email notifications either due to the **Deliver notification emails to Inbox** service because you may not have added your email ID **OR** the **Inbox Delivery** setting is enabled for the notification event. This leads to maximum number of messages in your Inbox.

Messages older than one year will be archived. If you want to delete those messages, submit a support request. For assistance, contact Saba support.

Preview workspace pages for mobile devices

After designing a page in your workspace, you can now preview to see how it appears on your iOS mobile devices. Click the **Mobile Preview** button on a page (in edit mode) and select the devices (iPhone and iPad) to see how the content appears on the selected device. This helps you to structure the content so that it appears properly in all the devices, before publishing.

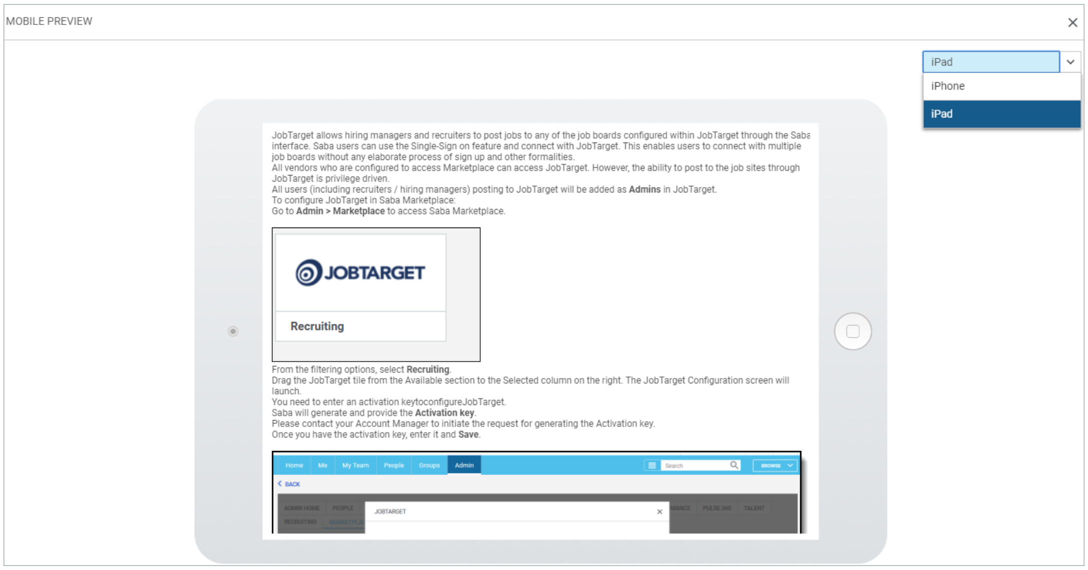


Figure 79: Preview page for iOS mobile devices

Chapter

11

System

Topics:

This section includes the following topics that will guide you through the new features and improvements under System.

Data Integration

Summary email notifications for data imports initiated by Saba connectors

Saba Cloud connectors synchronize data into Saba on a daily basis. Prior to this update, the System Admin had to check the data import logs daily to ensure unexpected errors were not occurring. To avoid this, in this update, a new summary notifications of all connector imports has been added.

A new periodic notification event named- **Daily summary of Saba Connector Initiated Data imports** is added.

To configure the notification event:

System Admin > **Manage Notification** > **Events**

System Admin > **Configure System**

This event consists of a default action – **Daily summary of Saba Connector Initiated Data Imports Action**.

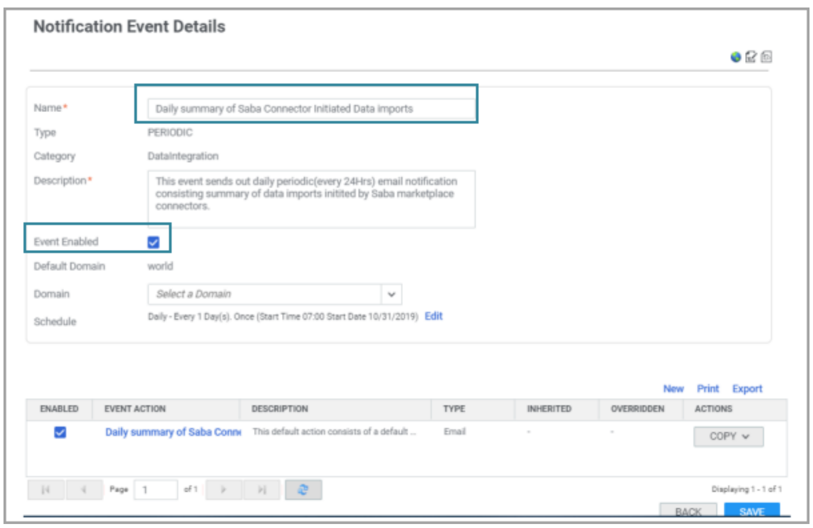


Figure 80: Summary email Notification Event

The periodic notification can be enabled or disabled as needed by selecting or deselecting the check box.

You can provide the email addresses as adhoc recipients.

When enabled, a summary email will be sent to the recipients about daily import statistics of connectors **for last 24 hours only**. Frequency of this periodic notification will be set to Daily and cannot be modified or configured.

If this notification event is enabled, then the configured recipients would receive a **Daily summary of Saba Connector Initiated Data Imports** as shown below:

Notification: Daily summary of Saba Connector Initiated Data imports

Timezone: Coordinated Universal Time(UTC)

Object Name	File Name	Status	Start Time	End Time	Total Records Processed	Pre-Process Error	Inserted	Updated	Failed	Warnings	Error String
ADP WORKFORCE NOW											
JobType	adpworkforce_jobtype751630f2-75be-4dd0-a91c-d03040352db5.csv	COMPLETED	2019-10-30 12:47	2019-10-30 12:47	27	0	0	0	27	0	-
ADP											
Person, Internal	adp_intp97434f02-c17a-45f8-addb-acb18b640de9.csv	COMPLETED	2019-10-30 08:29	2019-10-30 08:30	16472	0	3	17	16452	16911	-
JobType	adp_jobtype9ab3d036-70ed-485e-86b2-2cbb3a7481fe.csv	COMPLETED	2019-10-30 12:02	2019-10-30 12:02	904	0	0	903	1	1	-
Location	adp_locationa0e40e74-db57-4c90-b250-dce2d4a9c09f.csv	COMPLETED	2019-10-31 06:57	2019-10-31 06:57	242	0	0	242	0	86	-
LINKEDINLEARNING											
Bulk Content Import	linkedin_learning06c284d9-0a71-4761-ba11-30d3ad6b9545.csv	COMPLETED	2019-10-30 00:09	2019-10-30 00:13	27	0	2	24	1	39	-
Bulk Content Import	linkedin_learning20d1fa98-b073-4b12-9940-9df2cf43b152.csv	COMPLETED	2019-10-31 00:12	2019-10-31 00:21	18	0	0	18	0	26	-

Figure 81: The daily summary of Saba Connector initiated Data imports

Enhancements to the session template import

Prior to this update, Session Template import only supported creating new session templates. It was not possible to update existing session templates.

It is now possible to update Session Templates.

- Remove an existing session and add a session to an existing template.
- Delete a session template.
- Update the name or security domain of a session template.

Object Type :Session Template Format: csv (delimited)

Key: **Bold**=Value is required

CSV HEADER	NAME	DOMAIN	TYPE	NO_OF_WEEKS	SESSION_WEEK	SESSION_DAY	START_TIME	END_TIME	SESSION_ACTION	NEW_NAME	NEW_DOMAIN	ACTION
DATA TYPE	String(255)	String(255)	String(25)	Integer	Integer	String(25)	String(25)	String(25)	String(25)	String(25)	String(25)	String(25)
DESCRIPTION	Name of session template	Domain	weekly/adhoc	field required when type is weekly	Field required when type is	Day Of session	Start Time (HH:MM)	End Time (HH:MM)	Use action as "DELETE" to remove session	New Name of session template	New Domain of session template	Use "DELETE" for removing session
SAMPLE RECORD	Template1	world	weekly	2	1	Monday	10:00	17:00	DELETE	template_new	saba	DELETE

NO_OF_WEEKS field is required if **TYPE** is **weekly**.

SESSION_WEEK field is required if **TYPE** is **adhoc**.

Note :

1. Do not modify CSV Header labels. The labels are case sensitive.
2. You can change the column order.
3. You can remove optional columns.
4. You can extend association fields (columns in BLUE) up to as many as required.
5. Start time and end time are in 24 hours format
6. Import configuration has option "Drop Existing Sessions" to work either in incremental mode or complete list mode. When Drop Existing Sessions is set as true, session passed in record are saved as it is on template. When it is off sessions passed in record are either added or removed (provided DELETE action) from session template, keeping other sessions intact

Figure 82: Session Template

Note: Changing from Weekly to Adhoc and vice-versa is not supported.

Additional details:

1. NAME and DOMAIN combination is the unique ID for this import.
2. NEW_NAME field has been added to enable the name change of an existing session template.
3. NEW_DOMAIN field will be used to change the domain of existing session template.

Enhancement to support checklist association in the Role import

Role data import has been updated. A new association for checklist has been introduced to the Role import.

To access and download the Role import template:

1. Navigate to: **System** > **Manage Integrations** > **Integration Studio** > **New UI Import**
2. Select **Role** from Object Name and click **Download Sample**.

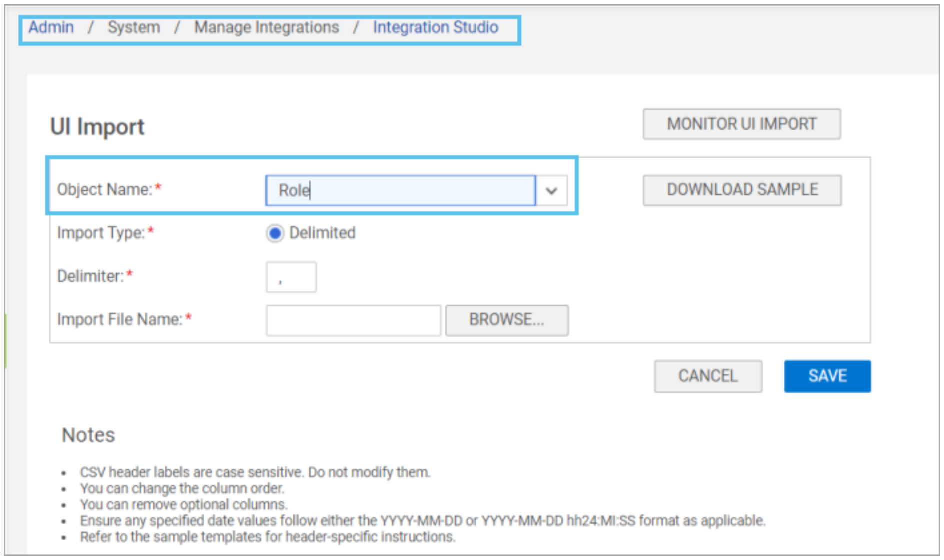


Figure 83: Access to the Role template

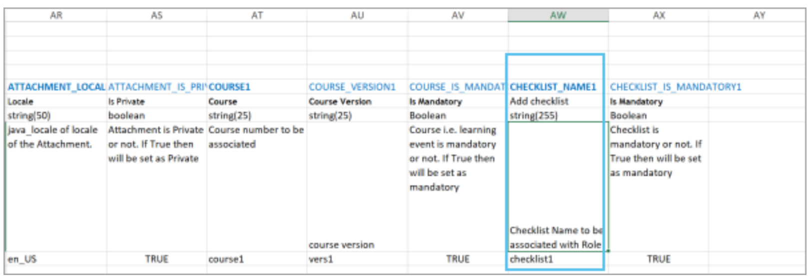


Figure 84: Role template with CHECKLIST column added

Enhancements to the registration import

Registration import has been enhanced with additional options to improve the user experience.

To access and download the Registration import template:

1. Navigate to: **System** > **Manage Integrations** > **Integration Studio** > **New UI Import**
2. Select **Registrations** from Object Name and click **Download Sample**.

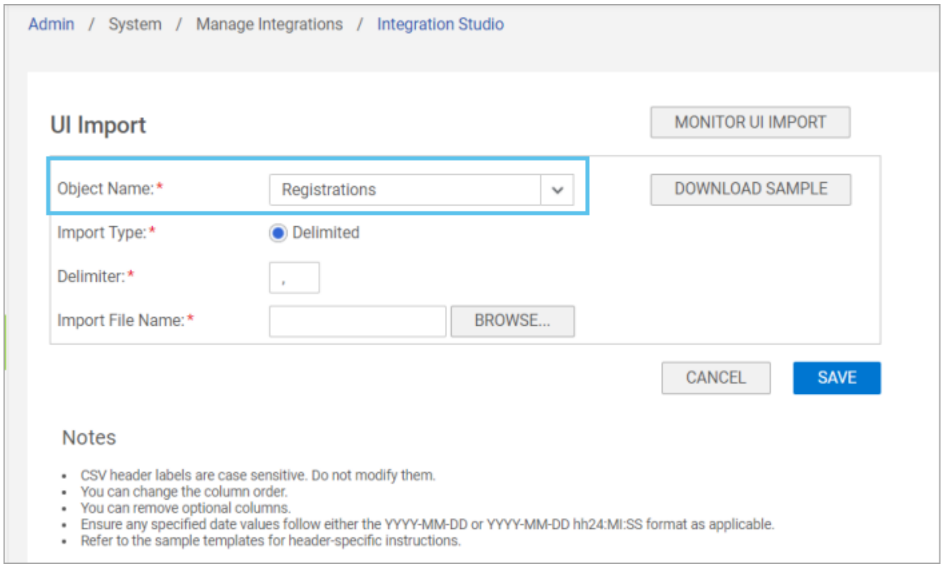


Figure 85: Access to the Registration template

Support for the following Actions have been added to registration Import:

- Order custom fields are now added to registration import.
- When a new registration is created, the custom fields can be directly set for the order. When a registration is updated using the REGISTRATION_NO column, the corresponding order's custom fields will get updated even if the order has multiple registrations.
- For new orders, the total cost for the order will display. For updates, if a valid total cost is passed and is different from current order total, the updated order total will display.
- User can now add a note at an item level and the order level.
- Person number can also be used as Unique identifier for Learner, Base_customer and Source_user fields.
- Orders can now be dropped without a charge. By default, the drop charge is applied for cancelling orders via registration import. In addition, Reason for drop can now be provided for orders being cancelled.
- Courses assigned through Prescriptive Rules, can now be removed by the UNASSIGN action along with COURSE and COURSE_VERSION fields.

Support for auto-generated PIN in data import

Course, Instructor Led Training (ILT), Web Based Training (WBT) imports, Virtual Classroom (VC) offering and Blended Offering data import will now support auto-generation of Content PIN if the associated business rule is enabled.

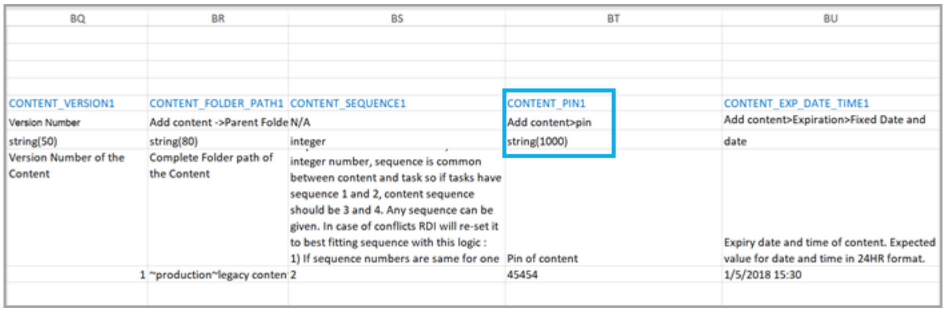
Note: The **Auto-generate random PIN code for content added as a learning activity** business rule (BR) must be enabled for the auto-generation of PIN.

In addition, you need to specify the term AUTO_GENERATE_PIN in the CONTENT_PIN column. If you do not specify any value for CONTENT_PIN, then the value will be left blank.

In the update mode, if you specify this value and if the current value for the Content PIN is blank, it will be auto-generated. If it already has a value, the PIN will not be auto-generated.

To access and download the WBT offering import template:

1. Navigate to: **System** > **Manage Integrations** > **Integration Studio** > **New UI Import**
2. Select **WBT Offering** from Object Name and click **Download Sample**.



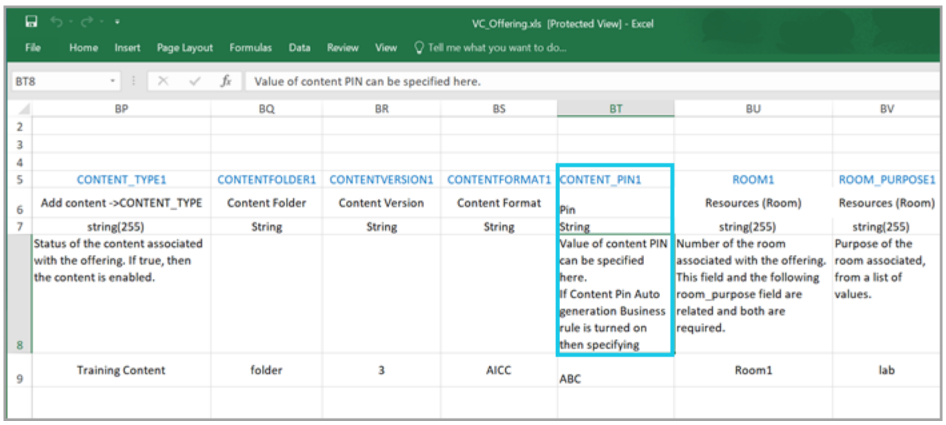
BQ	BR	BS	BT	BU
CONTENT_VERSION1	CONTENT_FOLDER_PATH1	CONTENT_SEQUENCE1	CONTENT_PIN1	CONTENT_EXP_DATE_TIME1
Version Number	Add content ->Parent Folde	N/A	Add content>pin	Add content>Expiration>Fixed Date and
string(50)	string(80)	integer	string(1000)	date
Version Number of the Content	Complete Folder path of the Content	integer number, sequence is common between content and task so if tasks have sequence 1 and 2, content sequence should be 3 and 4. Any sequence can be given. In case of conflicts RDI will re-set it to best fitting sequence with this logic : 1) If sequence numbers are same for one	Pin of content	Expiry date and time of content. Expected value for date and time in 24HR format.
1	~production~legacy conten	2	45454	1/5/2018 15:30

Figure 86: Content PIN column showing in WBT offering data import template

You can access and download the other templates in the same manner from:

System > **Manage Integrations** > **Integration Studio** > **New UI Import**

Select the appropriate template from the Object Name and download.



	BP	BQ	BR	BS	BT	BU	BV
2							
3							
4							
5	CONTENT_TYPE1	CONTENTFOLDER1	CONTENTVERSION1	CONTENTFORMAT1	CONTENT_PIN1	ROOM1	ROOM_PURPOSE1
6	Add content ->CONTENT_TYPE	Content Folder	Content Version	Content Format	Pin	Resources (Room)	Resources (Room)
7	string(255)	String	String	String	String	string(255)	string(255)
8	Status of the content associated with the offering. If true, then the content is enabled.				Value of content PIN can be specified here. If Content Pin Auto generation Business rule is turned on then specifying	Number of the room associated with the offering. This field and the following room_purpose field are related and both are required.	Purpose of the room associated, from a list of values.
9	Training Content	folder	3	AICC	ABC	Room1	lab

Figure 87: Content PIN column showing in VC offering data import template

Support for custom talent fields in Person profile import

New talent fields that were part of UI option are now added to Person Profile data import template. Users can now import the values of the additional talent profile fields using data import.

The following fields have been added to support this option:

- NBOX_PLOTTING_FIELD1
- NBOX_PLOTTING_FIELD2
- NBOX_PLOTTING_FIELD3
- NBOX_PLOTTING_FIELD4
- NBOX_PLOTTING_FIELD5

To access and download the Person Profile import template:

1. Navigate to: **System** > **Manage Integrations** > **Integration Studio** > **New UI Import**
2. Select **Person Profile** from Object Name and click **Download Sample**.

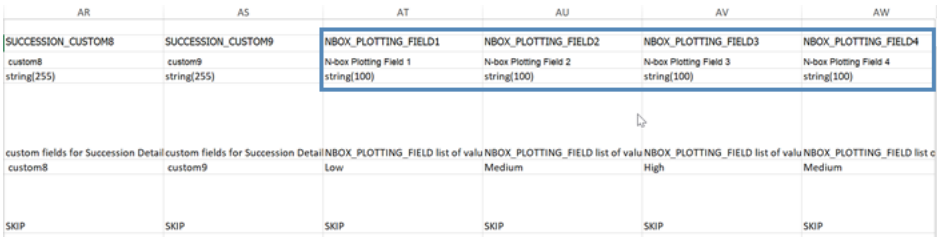


Figure 88: Person Profile data import template with NBOX plotting fields

Community membership import to support association of default group

It is often necessary to update the default group of users in bulk. Prior to this update, this was only possible by the end user by going to their preferences and making the changes. Making the changes in bulk using data import was not possible.

Now, setting of default group or changing of default group in bulk by the Admin is possible using data import.

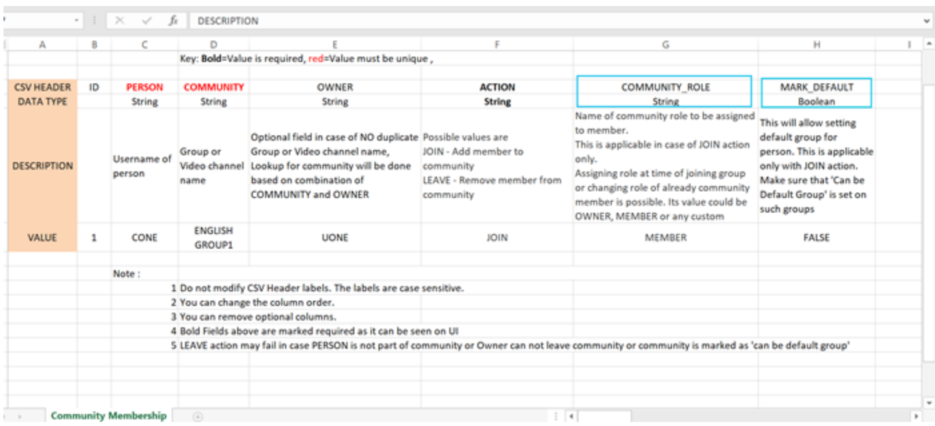


Figure 89: Set default group in bulk

People

Activation privilege added to Prescriptive Rule component

A new privilege called Activate has been added to the Prescriptive Rule component for security roles. This privilege allows a user to change the Prescriptive Rule (PR) status from Draft to Activate status. Prior to this update, only the user who had the Edit privilege on a PR could change it to the Active status. Now, the user will need both **Activate** and **Edit** privileges on the PR component to change the status to Active status. The Activate privilege is now available to all security roles that already have the Edit privilege on a PR.

System > **Manage Security** > **Security Roles** > **Component tab** > **Prescriptive Rule**

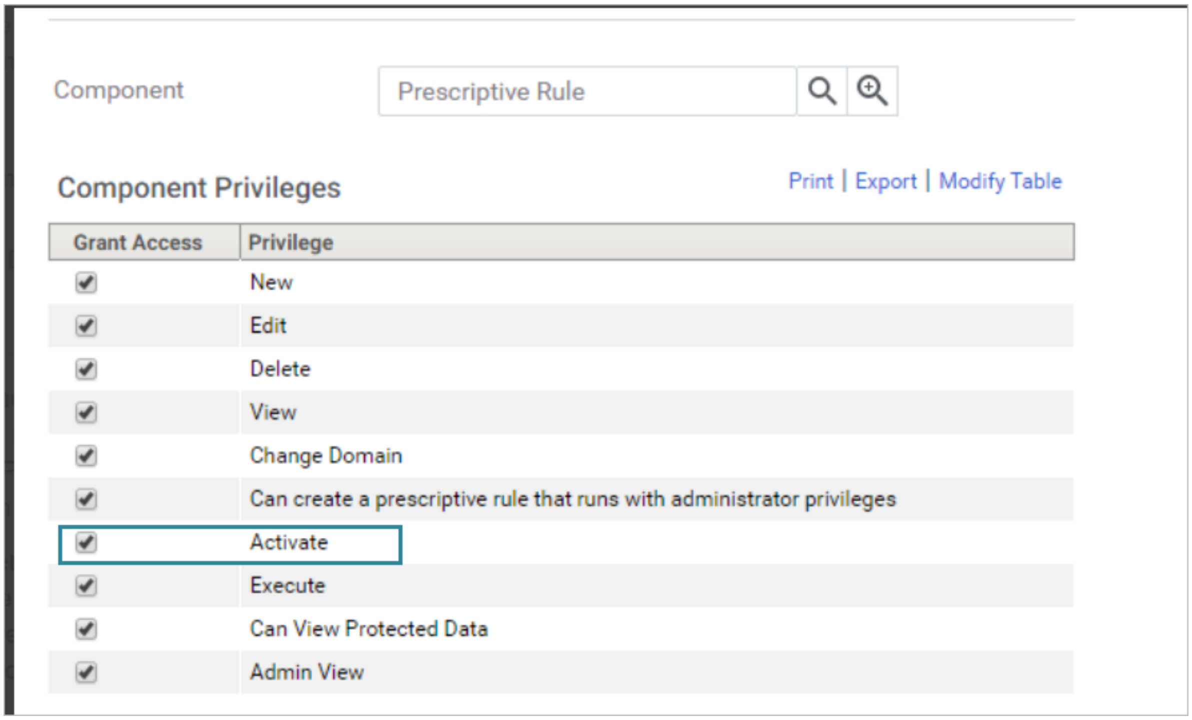


Figure 90: Activate Component Privilege

When the PR status change is initiated, the system checks whether the person initiating this change has the privilege. If the privilege exists, the system allows the change; if not, the status will not change and an error message is shown.

Enhancements to the new user sign up page

The New User Sign up page has been enhanced with the following additions:

Time Zone

The default time zone in the New User Sign up page is now configurable instead of defaulting to Greenwich Mean Time (GMT). The time zone must be specified exactly. It not, it will default to GMT. Refer to the Time zones list provided under **System**> **People**>**Configure a new user sign up Page** .

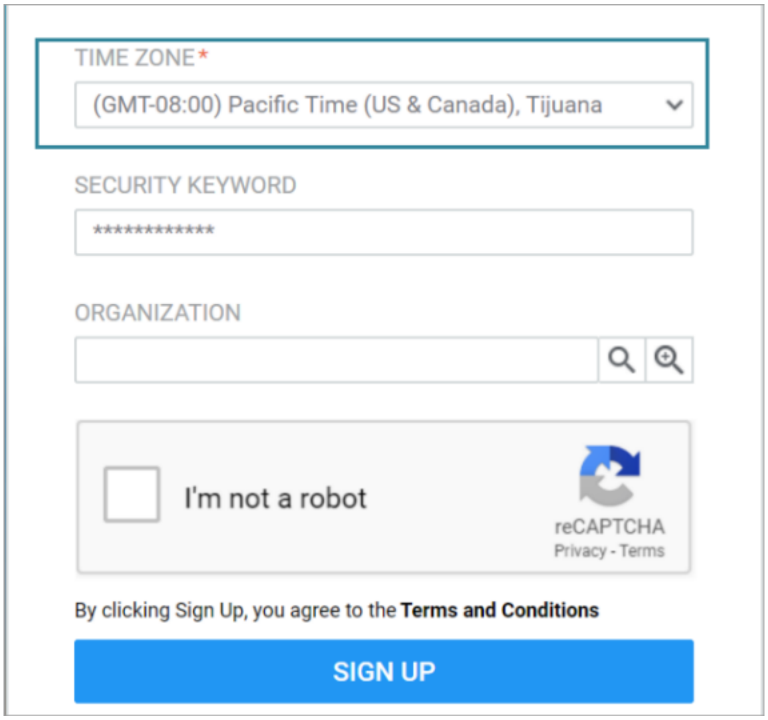


Figure 91: Time Zone showing the user's time zone

A new Microsite property is introduced:

System > **Configure System** > **Microsite** > **Site Properties** > **New User**

Property name: **Timezone default**

The default value for timezone. For example: (UTC -08-00) Pacific Time (US & Canada)

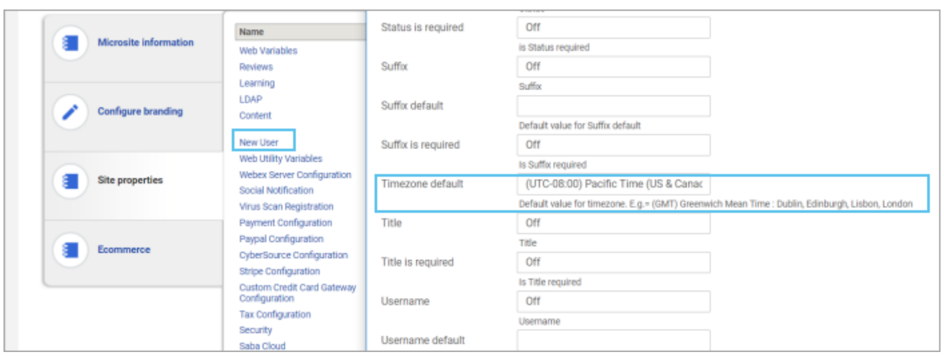


Figure 92: Site properties to configure Timezone Default

Note: Text of Timezone should be in system default locale. If it is not in system default locale, then the timezone will be defaulted to (GMT) Greenwich Mean Time: Dublin, Edinburgh, Lisbon, London.

Label configuration

Currently on the Sign Up page, the field labels for user input are not configurable. To provide support to configure field label based on specific needs Saba Cloud now allows user to configure all fields labels either as Person Internal component or Person External component for each Microsite.

The new Microsite property introduced:

System > **Configure System** > **Microsite** > **Site Properties** > **Sign Up**

Property Name: **Label Configuration**

The values can be internal or external. If the value is Internal, labels of Person, Internal component attributes are used. If the value is External, labels of Person, External component attributes are used.

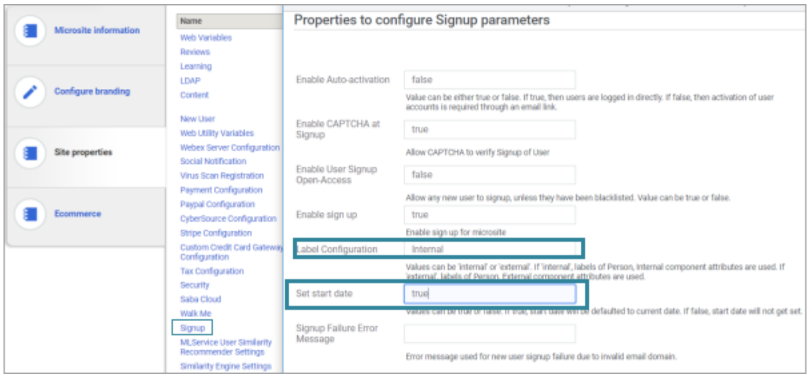


Figure 93: Site properties to configure Sign up parameters

Start Date

Prior to this update, when a new user registered using the Sign Up feature, there was no option from the UI to enter a start date.

Now, to populate start date as the current date, a new property **Set start date** has been introduced.

System > **Configure System** > **Microsite** > **Site Properties** > **Sign Up**

Property Name: **Set start date**

Description: Values can be **true** or **false**. If the value is set to true, start date defaults to the current date. If it is set to false, start date is not set.

Sign Up Screen Text Message

The option to configure and display Sign Up page text is now available.

Microsite > **Configure Branding** > **Sign up Screen Text Message**

This field supports plain text as well as HTML code.

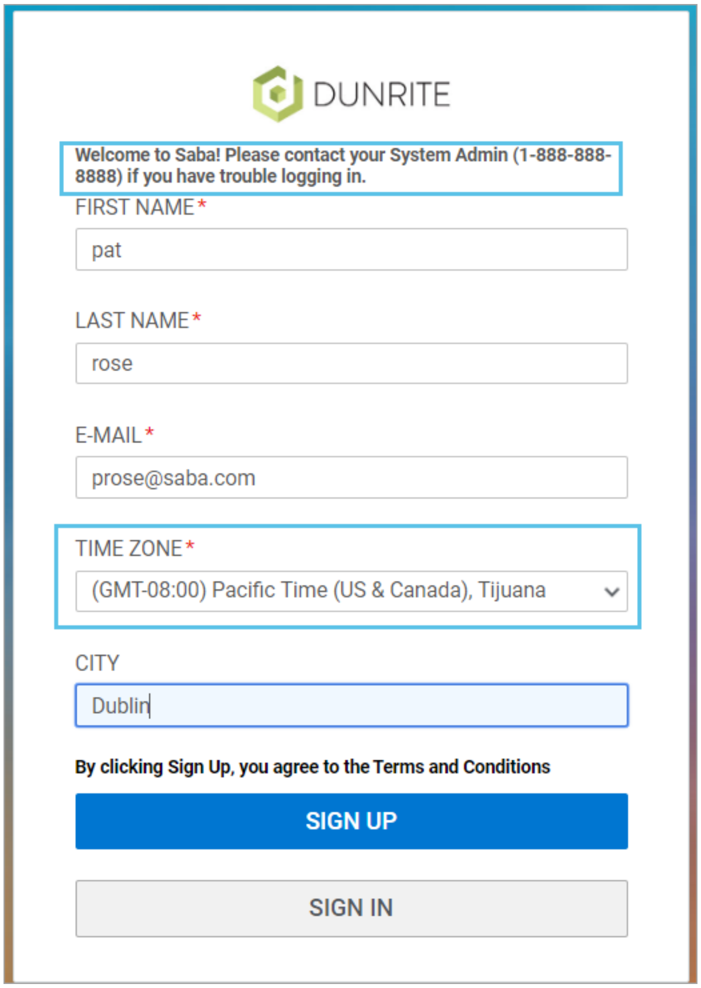


Figure 94: Sign up screen text message display

Protected data should not be visible on Profile or from Talent pool

Prior to this release, managers were able to view a Person's data from the Profile section. But could not see the same information if the data was marked as protected in the **Component** > **Person** > **Internal**.

Figure 95: Profile showing person's ethnicity

However, the manager could still find a person to add to talent pools based on an Ethnicity criterion via **My Team** > **Talent** > **Talent Pools** > <**specific talent pool**> **Find Candidates**. This was causing some concerns for certain users.

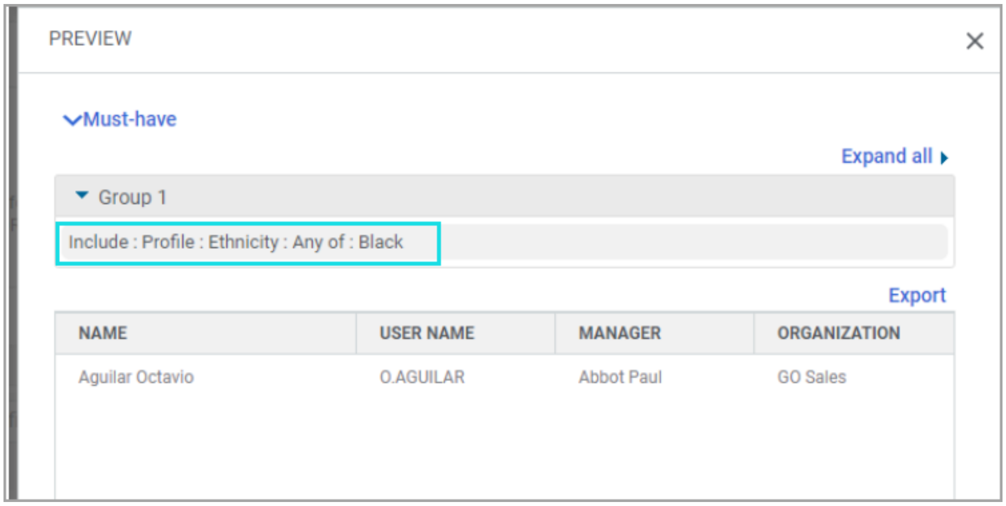


Figure 96: Talent pool search result

If the data elements in the profile are protected, a manager cannot view the protected information in the Profile and cannot search for candidates whose profile data is protected.

For example, if the data field Ethnicity is marked as protected under the component Person, Internal section, then the manager can no longer see the ethnicity in the profile or search for and add the person to the talent pool based on the protected data.

In addition to Ethnicity, the following profile fields are also supported for protected data:

- First Name
- Last Name
- User Name
- Person Number
- Custom Fields 0 to 9
- Company
- Location
- Manager
- Started On
- Person Type
- Locale
- Is Manager
- Job Title
- Home Domain
- Status
- Gender
- DOB (Date of Birth)
- Religion
- Terminated On
- Internal Work History
- External Work History
- City
- State
- Country
- Zip

Ability to restrict criteria-based roles

Prior to this release, for the criteria-based security roles, it was not possible to take away certain privileges. For example, if a user is granted the criteria based HR Partner or Learning Admin privilege, this user could change Certificate of completion templates, which may not always be desired.

In this update, the Menu Visibility component has been added to the components searchable under criteria based security roles. If you want to remove the ability to perform certain actions, you can hide the corresponding menus using this component.

Admin > **System** > **Configuration** > **Manage Security** > **Security Roles** > **Components** > **Menu**

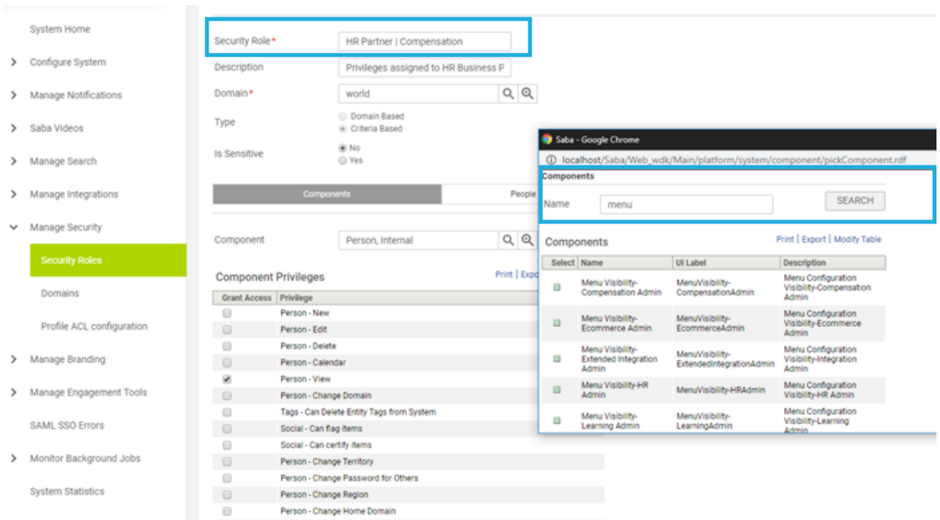


Figure 97: menu visibility for HR partner role

Note: Even if the menus are hidden from the menu visibility components from HR partner roles, if the menus are visible for the other roles held by the users, the menus will appear.

HR

This section includes the following topics that will guide you through the new features and improvements under HR:

Delete an incumbent from a position

If any incumbents are mistakenly added to a position, then the **Delete** action helps in removing such incumbents. As an HR Administrator or Position Administrator, you can delete an incumbent only if you have the **Delete** privilege on the **PositionIncumbent** component. By default, this privilege is assigned to the Super User, Human Capital Admin, and Position Administrator security roles.

A **Delete** action appears in the **Incumbent Information** tab corresponding to the incumbent. Click **Delete** and then click on the confirmation to delete the incumbent from the position. By default, this action is audited with Silent auditing, so it is captured in the Audit Trail. The notification **Position Incumbent Removed** is triggered on deletion. This action appears for all non-closed positions.

Note: A new notification **Position Incumbent Updated** is added, which is triggered when you update an incumbent's details.

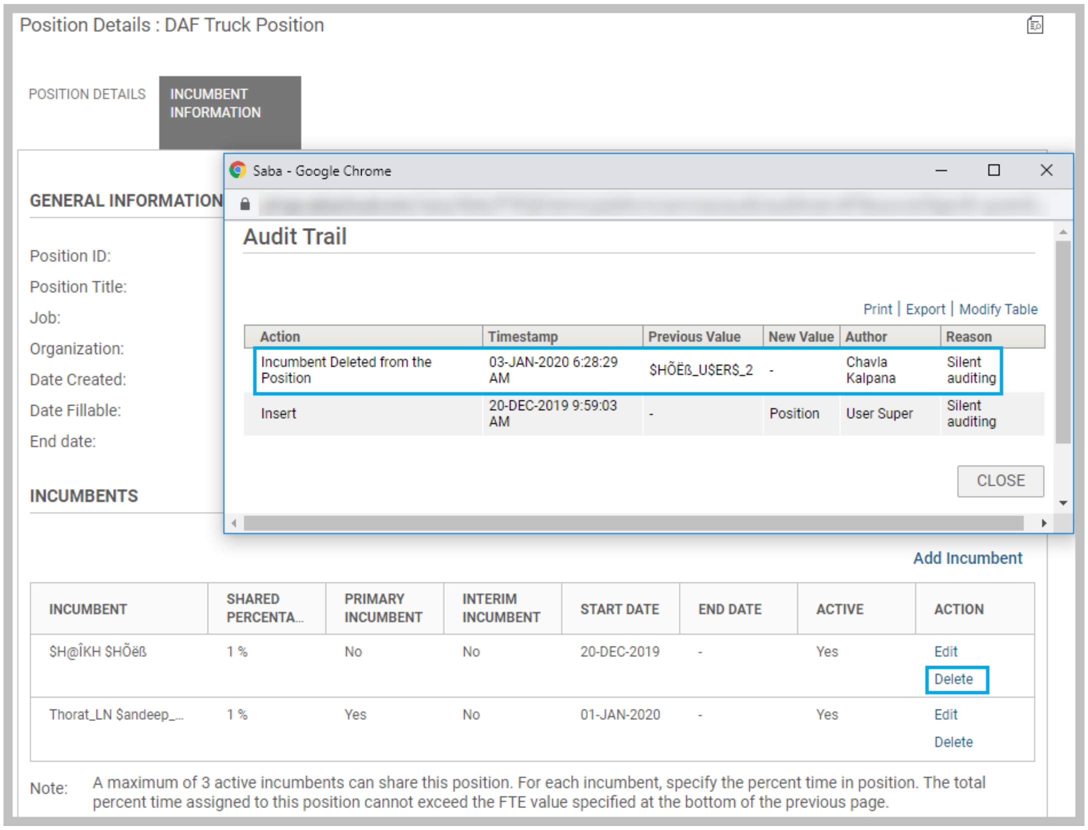


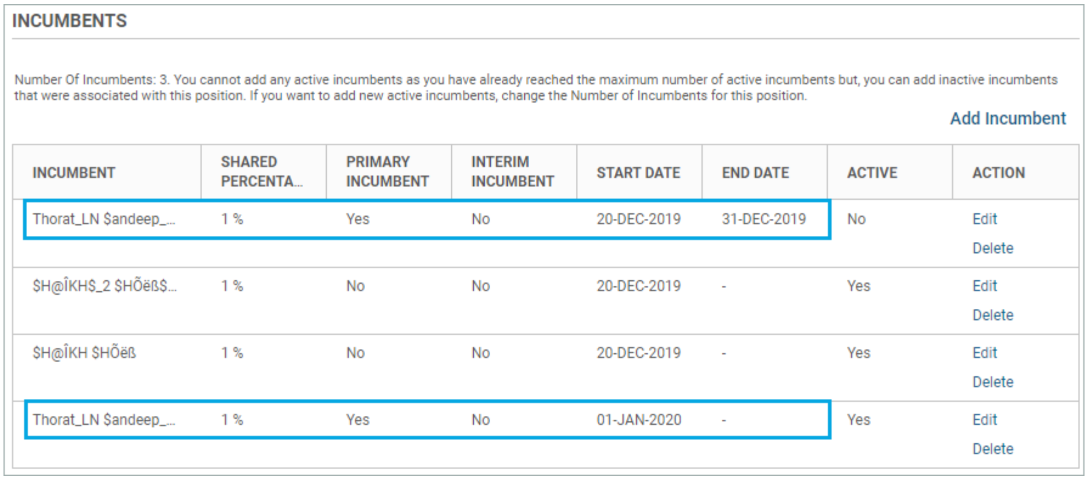
Figure 98: Delete Incumbent

View incumbent position history for the same position

Prior to this update, when an incumbent was added again to the same position, the previous date range was getting overlapped with the new date.

Now, when an incumbent is added again for the same position, the position history is retained and a new record is created in the **Incumbent Information** tab. This helps you to keep track of the incumbent's historic details.

Tip: While adding the same incumbent, ensure that the new date range doesn't overlap with the previous date range.



INCUMBENTS

Number Of Incumbents: 3. You cannot add any active incumbents as you have already reached the maximum number of active incumbents but, you can add inactive incumbents that were associated with this position. If you want to add new active incumbents, change the Number of Incumbents for this position.

Add Incumbent

INCUMBENT	SHARED PERCENTA...	PRIMARY INCUMBENT	INTERIM INCUMBENT	START DATE	END DATE	ACTIVE	ACTION
Thorat_LN $andeep_...	1 %	Yes	No	20-DEC-2019	31-DEC-2019	No	Edit Delete
$H@ÎKH$_2 $HÕëß$...	1 %	No	No	20-DEC-2019	-	Yes	Edit Delete
$H@ÎKH $HÕëß	1 %	No	No	20-DEC-2019	-	Yes	Edit Delete
Thorat_LN $andeep_...	1 %	Yes	No	01-JAN-2020	-	Yes	Edit Delete

Figure 99: Incumbent Position History

Global Search

Additional options for default sort order of global search results

The global search in Saba Cloud is heavily used by users across an organization. Administrators need to have more flexibility and control on the way the search results are displayed to users.

Prior to this update, System Administrators could configure the global search results to be sorted in the order of "Relevance", "A-Z, or "Z-A" by default.

With this update, Saba Cloud enhances the **Default sort order of search results** site property to allow System Administrators to configure the default sort order for global search results with the following additional options:

- Recently Added
- Recently Modified

  The default value is "Relevance".

Note: The new options are not supported in the 'Job Openings' search context. That is, even if the 'Recently Added' or 'Recently Modified' sorting option is set as the default value for the site property, the search results default to 'Published On' in the 'Job Openings' context.

System Administrators can configure the site property by navigating to **Admin** > **System** > **Configure System** > **Microsites** > ***<sabasite>*** > **Site Properties** and clicking **Global Search**.

The default sorting option is applicable to the following workflows:

- Global search results page
- Global search results page from guest catalog
- Category-based search via Browse catalog
- Filtered results after facets are applied on the learning catalog page

  Note: The default sort order is retained even when a filter is applied to the search results.

REST API

New REST APIs

Language APIs

The following REST APIs are now available for retrieving, creating and updating languages:

- FIND DETAILS OF THE LANGUAGE
- GET ALL LANGUAGES
- GET DETAILS OF A PARTICULAR LANGUAGE
- GET THE DETAILS OF A PARTICULAR LANGUAGE WITH SEARCH FIELDS
- CREATE A NEW LANGUAGE
- UPDATE THE DETAILS OF A LANGUAGE

FIND DETAILS OF THE LANGUAGE

Overview

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

Requires OAuth

No

Method

GET

URL

https://<*hostname-api.sabacloud.com*>/v1/language?q=(:criteria_field%3D%3D:field_value)&count=:count&startPage=:startPage

Example:

https://<*hostname-api.sabacloud.com*>/v1/v1/language?q=(created_on%3Dge%3D2019-11-04)

Calling Options

Table 15: Calling Options

Name	Description	Default Value	Data Type	Required?
criteria_field	The search criteria i.e. the field name such as: • id • name • isEnabled • isDefault • created_on • updated_on	name	string	Yes
field_value	The search value for the specified search criteria.	Hindi	string	Yes
count	The number of records per page.	10	string	No
startPage	The start page number for the list of records.	1	string	No

Return Values


```
{
    "totalResults":1,
    "hasMoreResults": false,
    "startIndex": 1,
    "itemsPerPage": 10,
    "results": [
       {
          "name": "Hindi",
          "created_on": "2019-11-05T09:43:24.000+0530",
          "updated_on": "2019-11-05T10:22:48.000+0530",
          "id": "lange000000000000028",
          "isEnabled": true,
          "href": "http://localhost/Saba/api/component/language/lange000000000000028"
       }
}
```


GET ALL LANGUAGES

Overview

Returns all languages for which the user has access.

Requires OAuth

No

Method

GET

URL

https://*<hostname-api.sabacloud.com>*/v1/language?count=:count&startPage=:startPage

Calling Options

Table 16: Calling Options

Name	Description	Default Value	Data Type	Required?
count	The number of records per page.	10	string	No
startPage	The start page number for the list of records.	1	string	No

Return Values


```
{
   "totalResults": 44,
   "hasMoreResults": true,
   "startIndex": 1,
   "itemsPerPage": 10,
   "results": [
      {
         "name": "Hindi",
         "created_on": "2019-11-07T05:15:21.000+0000",
         "updated_on": "2019-11-07T05:15:21.000+0000",
         "id": "lange000000000000028",
         "isDefault": false,
         "isEnabled": true,
         "href": "https://<hostname-api.sabacloud.com>/v1/language/lange000000000000028"
      },
      {
         "name": "Arabic",
         "created_on": "2019-11-07T05:15:21.000+0000",
         "updated_on": "2019-11-07T05:15:21.000+0000",
         "id": "lange000000000000029",
         "isDefault": false,
         "isEnabled": true,
         "href": "https://<hostname-api.sabacloud.com>/v1/language/lange000000000000029"
      },
      {
         "name": "Czech",
         "created_on": "2019-11-07T05:15:21.000+0000",
         "updated_on": "2019-11-07T05:15:21.000+0000",
         "id": "lange000000000000026",
         "isDefault": false,
         "isEnabled": true,
         "href": "https://<hostname-api.sabacloud.com>/v1/language/lange000000000000026"
      },
      {
         "name": "Thai",
         "created_on": "2019-11-07T05:15:21.000+0000",
         "updated_on": "2019-11-07T05:15:21.000+0000",
         "id": "lange000000000000027",
         "isDefault": false,
         "isEnabled": true,
         "href": "https://<hostname-api.sabacloud.com>/v1/language/lange000000000000027"
      },
```

```
        {
            "name": "English",
            "created_on": "2019-11-07T05:15:21.000+0000",
            "updated_on": "2019-11-07T05:15:21.000+0000",
            "id": "lange000000000000001",
            "isDefault": true,
            "isEnabled": true,
            "href": "https://<hostname-api.sabacloud.com>/v1/language/lange000000000000001"
        },
        {
            "name": "Danish",
            "created_on": "2019-11-07T05:15:21.000+0000",
            "updated_on": "2019-11-07T05:15:21.000+0000",
            "id": "lange000000000000002",
            "isDefault": false,
            "isEnabled": true,
            "href": "https://<hostname-api.sabacloud.com>/v1/language/lange000000000000002"
        },
        {
            "name": "German",
            "created_on": "2019-11-07T05:15:21.000+0000",
            "updated_on": "2019-11-07T05:15:21.000+0000",
            "id": "lange000000000000003",
            "isDefault": false,
            "isEnabled": true,
            "href": "https://<hostname-api.sabacloud.com>/v1/language/lange000000000000003"
        },
        {
            "name": "Greek",
            "created_on": "2019-11-07T05:15:21.000+0000",
            "updated_on": "2019-11-07T05:15:21.000+0000",
            "id": "lange000000000000004",
            "isDefault": false,
            "isEnabled": true,
            "href": "https://<hostname-api.sabacloud.com>/v1/language/lange000000000000004"
        },
        {
            "name": "Spanish",
            "created_on": "2019-11-07T05:15:21.000+0000",
            "updated_on": "2019-11-07T05:15:21.000+0000",
            "id": "lange000000000000005",
            "isDefault": false,
            "isEnabled": true,
            "href": "https://<hostname-api.sabacloud.com>/v1/language/lange000000000000005"
        },
        {
            "name": "Finnish",
            "created_on": "2019-11-07T05:15:21.000+0000",
            "updated_on": "2019-11-07T05:15:21.000+0000",
            "id": "lange000000000000006",
            "isDefault": false,
            "isEnabled": true,
            "href": "https://<hostname-api.sabacloud.com>/v1/language/lange000000000000006"
        }
    ],
    "facets": []
}
```

GET DETAILS OF A PARTICULAR LANGUAGE

Overview

Returns complete information about a language based on the language ID that is passed as a parameter value.

Requires OAuth

No

Method

GET

URL

https://*<hostname-api.sabacloud.com>*/v1/language/:id

Calling Options

Table 17: Calling Options

Name	Description	Default Value	Data Type	Required?
id	Language ID or language Name (such as name%3DHindi)	lange000000000000001	string	Yes

Return Values


```
{
    "name": "Hindi1",
    "created_on": "2019-11-05T18:21:39.000+0530",
    "updated_on": "2019-11-05T18:21:39.000+0530",
    "id": "lange000000000001039",
    "isDefault": false,
    "isEnabled": true
}
```


GET THE DETAILS OF A PARTICULAR LANGUAGE WITH SEARCH FIELDS

Overview

Returns complete information about a language based on the language ID that is passed as a parameter value.

Requires OAuth

No

URL

https://*<hostname-api.sabacloud.com>*/v1/language/:id:(:searchFields)

Calling Options
Table 18: Calling Options

Name	Description	Default Value	Data Type	Required?
id	Language ID or language Name (such as name%3DHindi)		string	Yes
searchFields	Indicate what additional details needs to be returned. Acceptable values are (case-sensitive)		string	No

Return Values

```
{
    "name": "Hindi",
    "id": "lange000000000000028"
}
```

CREATE A NEW LANGUAGE

Overview

Allows creating a new language.

Requires OAuth

No

URL

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

Calling Options
Table 19: Calling Options

Name	Description	Default Value	Data Type	Required?
name	The name of the language	Urdu	string	Yes
isEnabled	Value to set language enabled	true	string	No

Note: The isDefault field is not supported and will be ignored, if passed.

Request Body

```
{
    "name": "Hindi",
    "isEnabled":true
}
```

Return Values

```
{
    "id": "lange000000000001039",
    "displayName": "Hindi",
    "href": "http://localhost/Saba/api/component/language/lange000000000001039"
}
```

UPDATE THE DETAILS OF A LANGUAGE

Overview

Allows updating an existing language based on the language ID.

Requires OAuth

No

URL

https://*<hostname-api.sabacloud.com>*/v1/language/:id

Calling Options

Table 20: Calling Options

Name	Description	Default Value	Data Type	Required?
id	language ID or language name (such as name%3DHindi)	lange000000000000001	string	Yes
name	The name of the language	Hindi	string	Yes
isEnabled	Accepts true or false	true	string	No

Request Body

```
{
    "name": "Hindi",
    "isEnabled":true
}
```

APIs for External Co-Presenter

The following REST APIs are now available for retrieving, creating and updating languages:

- GET ALL EXTERNAL CO-PRESENTERS OF VC OFFERING
- ASSIGN EXTERNAL CO-PRESENTERS TO VC OFFERING
- DELETE EXTERNAL CO-PRESENTERS FROM VC OFFERING

GET ALL EXTERNAL CO-PRESENTERS OF VC OFFERING

Overview

Retrieves all the co-presenters of the specified VC offering.

Requires OAuth

No

Method

GET

URL

https://<*hostname-api.sabacloud.com*>/v1/learning/resourceassign/:offeringId/external-co-presenter

Calling Options

Table 21: Calling Options

Name	Description	Sample Value	Data Type	Required?
offeringId	Offering's ID	virtc000000000201503	string	Yes

Return Values


```
[
    {
        "fname": "fnextinst2",
        "lname": "lnextinst2",
        "login": "extinst2@outside.com"
    },
    {
        "fname": "fnextinst",
        "lname": "lnextinst",
        "login": "extinst@outside.com"
    }
]
```


ASSIGN EXTERNAL CO-PRESENTERS TO VC OFFERING

Overview

Assigns external co-presenters to the specified vc offering.

Requires OAuth

No

Method

POST

URL

https://*<hostname-api.sabacloud.com>*/v1/learning/resourceassign/:offeringId/external-co-presenter

Calling Options

Table 22: Calling Options

Name	Description	Sample Value	Data Type	Required?
offeringId	Offering's ID	virtc000000000201503	string	Yes
externalUsers	List of external users	`[{"fname":"first Name", "lname":"last Name", "login":"user@outside.com"}]`	string	Yes

Request Body

```
[
    {
        "fname": "fnextinst2",
        "lname": "lnextinst2",
        "login": "extinst2@outside.com"
    },
    {
        "fname": "fnextinst",
        "lname": "lnextinst",
        "login": "extinst@outside.com"
    }
]
```

DELETE EXTERNAL CO-PRESENTERS FROM VC OFFERING

Overview

Deletes the external co-presenter from a specified VC offering based on the Login ID of external co-presenter.

Requires OAuth

No

URL

https://*<hostname-api.sabacloud.com>*/v1/learning/resourceassign/:offeringId/external-co-presenter/:loginId

Calling Options

Table 23: Calling Options

Name	Description	Sample Value	Data Type	Required?
offeringId	Offering ID or offering number	virtc000000000201503	string	Yes
loginId	Login ID of external co-presenter	user@outside.com	string	Yes

Update position incumbent of a person

The UPDATE POSITION INCUMBENT OF A PERSON REST API is now available for updating a position incumbent of a particular person.

Overview

Updates a position incumbent of a particular person based on the person's ID and the position incumbent's ID that are passed as parameter values.

Requires OAuth

No

Method

PUT

URL

https://*<hostname-api.sabacloud.com>*/v1/people/:personId/positions/:positionIncumbentId

Calling Options

Table 24: Calling Options

Name	Description	Sample Value	Data Type	Required?
positionIncumbentId	Position Incumbent's ID	poinc000000000001330	string	Yes
personId	ID of the Person to whom the position is to be assigned.	emplo000000000200908	string	Yes

Name	Description	Sample Value	Data Type	Required?
positionsIncumbent	Position incumbent details.	{"start_date":"2020-01-06", "end_date":"2020-01-08", "position_id":{"id": "postn000000000001323", "displayName":"User One Position"}, "primary":true,"isInterim":true, "active":true,"shared_percent":20}	string	Yes

Request Body

```
{
  "start_date": "2020-01-06",
  "end_date": "2020-01-08",
  "position_id": {
    "id": "postn000000000001323",
    "displayName": "User One Position"
  },
  "primary": true,
  "isInterim": true,
  "active": true,
  "shared_percent": 20
}
```

Updated REST APIs

Autoenroll API to accept Course ID or Course Number

The autoenroll API (GET EXISTING REGISTRATION DETAILS OR AUTO ENROLL USER AND GET REGISTRATION DETAILS) now allows registering a learner in a course and returns the launch URL. It now accepts courseID or course number (along with course version) to register a learner in a course.

URL

https://<*hostname-api.sabacloud.com*>/v1/learning/enroll/:learner/<:offering or **:courseID**>/autoenroll

Examples

https://<*hostname-api.sabacloud.com*>/v1/learning/enroll/emplo000000000001000/dowbt000000000038912/autoenroll

https://<*hostname-api.sabacloud.com*>/v1/learning/enroll/emplo000000000001000/cours000000000241909/autoenroll

URL (User-friendly)

You can use a user-friendly URL which accepts the **username** instead of the internal Employee's ID and **course number** instead of the internal Offering's or Course's ID.

https://*<hostname-api.sabacloud.com>*/v1/learning/enroll/:username/:courseno/autoenroll

Examples

https://*<hostname-api.sabacloud.com>*/v1/learning/enroll/uone/wbtclass001/autoenroll

Calling Options

Table 25: Calling Options

Name	Description	Sample Value	Data Type	Required?
learner	Person's ID or Username or Person_No	em-plo000000000001000	string	Yes
offering	Offering's ID or the unique offering number	dowbt000000000002644	string	Yes
courseID	If a CourseID or a course number along with the course version is passed, this API finds an active offering for a self-paced delivery mode and uses that for registration.	cours000000000241909	string	Yes
deliveryType	Delivery type of the offering. **Note:** deliveryType is optional for course, however, if the course has only one class then deliveryType can be used to enroll for that class. By default only web-based will be considered.	web-based	string	No
version	Version of the course		string	No
type	This is an identifier for the user friendly URL that helps indicate whether a course number or an offering number is being passed in the API. By default its value is considered as **offering**	course	string	No

Request Body


```
{"version": null, "type": "course", "deliveryType":"instructor-led"}
```


This API now also allows retrieving complete learning assignment details, using **fullAssignmentDetail=true** as the query param. When you pass this parameter complete learning assignment details will be returned:

https://<hostname-api.sabacloud.com>/v1/learning/enroll/uone/testcourse01/autoenroll**?fullAssignmentDetail=true**

Return Values (when fullAssignmentDetail=true)


```
[ {
  "registrationStatus" : 100,
  "orderNo" : "0000248910",
  "completionStatusDesciption" : "Not Evaluated",
  "orderId" : "intor000000000285660",
  "registrationStatusDesciption" : "Registered",
  "orderStatus" : 100,
  "regId" : "regdw000000000067438",
  "completionDate" : null,
  "completionStatus" : 100,
  "orderStatusDesciption" : "Confirmed",
  "createdOn" : "2019/11/07T13:35:27UTC",
  "learningAssignments" : [ {
    "completionStatus" : 100,
    "regId" : "regdw000000000067438",
    "regModId" : "regmd000000000031938",
    "title" : "a1",
    "compStatusDesc" : "Not Completed",
    "maxAttempts" : 0,
    "learnerAttempts" : 0,
    "additionalAttempts" : 0,
    "contentFileExtension" : null,
    "sectionId" : null,
    "sectionName" : null,
    "signedOff" : false,
    "instructors" : null,
    "classRooms" : null,
    "contentInfo" : null,
    "vendorType" : null,
    "vendorUrl" : null,
    "type" : 200,
    "assignmentId" : "taskd000000000003621",
    "actions" : [ ],
    "hasNextActivity" : false,
    "offeringId" : null,
    "offeringName" : null,
    "launchURL" : null,
    "hasPin" : false,
    "expirationDate" : null,
    "studentId" : "emplo000000000200908",
    "classId" : "dowbt000000000031314",
    "section" : {
      "updateMetadata" : null,
      "displayName" : null,
      "createdon" : null,
      "createdby" : null,
      "updatedon" : null,
      "updatedby" : null,
      "name" : null,
      "associatedto" : null,
      "welcomemessage" : null,
```

```
    "successclosemessage" : null,
    "failclosemessage" : null,
    "description" : null,
    "timestamp" : null,
    "componentName" : "Activity Section",
    "id" : null,
    "primaryKey" : null,
    "locale" : null,
    "auditReason" : "audit with reason"
  },
  "participation" : 100,
  "canLaunch" : false,
  "errorMessage" : null,
  "sessionStatus" : null,
  "hasPlayback" : false,
  "launchClassicPlayer" : false,
  "learner" : {
    "employeeID" : "emplo000000000200908",
    "label" : "User11 One11",
    "ID" : "94F7ADDCE90842948F3D2F352507F998"
  },
  "appliedTimeZone" : null,
  "mstartDate" : null,
  "mendDate" : null,
  "regModuleStatus" : "NOT_EVALUATED",
  "madhocSessionInfo" : null,
  "mcompletedOn" : null,
  "contentFormat" : -1,
  "contentFormatVersion" : null,
  "masteryScore" : null,
  "required" : true,
  "subscriptionId" : null,
  "cdn" : false,
  "contentContextId" : "ctctx000000000079106",
  "learnerScore" : null,
  "startDate" : null,
  "endDate" : null,
  "sequence" : 0,
  "completedOn" : null,
  "virtualSession" : false,
  "signOffRequired" : false,
  "sessionAttended" : false,
  "canViewLearnerResult" : "true"
}, {
  "completionStatus" : 100,
  "regId" : "regdw000000000067438",
  "regModId" : "regmd000000000031937",
  "title" : "131314124",
  "compStatusDesc" : "Not Evaluated",
  "maxAttempts" : 0,
  "learnerAttempts" : 0,
  "additionalAttempts" : 0,
  "contentFileExtension" : null,
  "sectionId" : null,
  "sectionName" : null,
  "signedOff" : false,
  "instructors" : null,
  "classRooms" : null,
  "contentInfo" : {
    "id" : "cninv000000000003701",
    "title" : "131314124",
    "contentFormat" : 8,
```

```
    "contentFileFormat" : "5",
    "contentFormatVersion" : null,
    "playerTemplateId" : "pltpt000000000000002",
    "showExitOptions" : true,
    "showExitWithoutSaving" : true,
    "dirty" : false,
    "contentStatus" : 0,
    "fileExtension" : null,
    "relaxSCORM2004" : false,
    "vendorId" : null,
    "videoId" : null,
    "videoContentMetadataDetail" : null,
    "customTemplateId" : null,
    "type" : null,
    "syncLearnerAttemptsViaTOC" : true,
    "fileSize" : 0,
    "urlTypeMarkComplete" : false,
    "overrideQuestionsStyling" : false,
    "overrideMessagesStyling" : false,
    "ioscompatibility" : "notCompatible",
    "multiSco" : false
  },
  "vendorType" : null,
  "vendorUrl" : null,
  "type" : 100,
  "assignmentId" : "cninv000000000003701",
  "actions" : [ ],
  "hasNextActivity" : false,
  "offeringId" : null,
  "offeringName" : null,
  "launchURL" : "https://<hostname-api.sabacloud.com>/Saba/Web_spf/learning2/
wizard/player/?contextid=ctctx000000000079106&subscriptionid=ctnsr000000000069353
&templateid=pltpt000000000000002",
  "hasPin" : true,
  "expirationDate" : null,
  "studentId" : "emplo000000000200908",
  "classId" : "dowbt000000000031314",
  "section" : {
    "updateMetadata" : null,
    "displayName" : null,
    "createdon" : null,
    "createdby" : null,
    "updatedon" : null,
    "updatedby" : null,
    "name" : null,
    "associatedto" : null,
    "welcomemessage" : null,
    "successclosemessage" : null,
    "failclosemessage" : null,
    "description" : null,
    "timestamp" : null,
    "componentName" : "Activity Section",
    "id" : null,
    "primaryKey" : null,
    "locale" : null,
    "auditReason" : "audit with reason"
  },
  "participation" : 100,
  "canLaunch" : false,
  "errorMessage" : null,
  "sessionStatus" : null,
  "hasPlayback" : false,
```

```
    "launchClassicPlayer" : false,
    "learner" : {
      "employeeID" : "emplo000000000200908",
      "label" : "User11 One11",
      "ID" : "94F7ADDCE90842948F3D2F352507F998"
    },
    "appliedTimeZone" : null,
    "mstartDate" : null,
    "mendDate" : null,
    "regModuleStatus" : "NOT_EVALUATED",
    "madhocSessionInfo" : null,
    "mcompletedOn" : null,
    "contentFormat" : 8,
    "contentFormatVersion" : null,
    "masteryScore" : null,
    "required" : true,
    "subscriptionId" : "ctnsr000000000069353",
    "cdn" : false,
    "contentContextId" : "ctctx000000000079106",
    "learnerScore" : null,
    "startDate" : null,
    "endDate" : null,
    "sequence" : 1,
    "completedOn" : null,
    "virtualSession" : false,
    "signOffRequired" : true,
    "sessionAttended" : false,
    "canViewLearnerResult" : "true"
  } ]
} ]
```


Additional search filters for APIs

The following APIs now support passing **created_on** and **updated_on** as the criteria_field:

- FIND DETAILS OF LOCATIONS

```
http://<hostname-api.sabacloud.com>/v1/location?q=(created_on%3Dge%3D2019-11-04)
http://<hostname-api.sabacloud.com>/v1/location?q=(updated_on%3Dge%3D2019-11-04)
```

- FIND DETAILS OF COMPETENCIES

```
http://<hostname-api.sabacloud.com>/v1/competency?q=(created_on%3Dge%3D2019-11-04)
http://<hostname-api.sabacloud.com>/v1/competency?q=(updated_on%3Dge%3D2019-11-04)
```

- FIND DETAILS OF JOBTYPES

```
http://<hostname-api.sabacloud.com>/v1/jobs?q=(created_on%3Dge%3D2019-11-04)
http://<hostname-api.sabacloud.com>/v1/jobs?q=(updated_on%3Dge%3D2019-11-04)
```

- FIND DETAILS OF INTERNAL/EXTERNAL ORGANIZATIONS

```
http://<hostname-api.sabacloud.com>/v1/organization?type=internal&q=(created_on%3Dge%3D2019-11-04)
http://<hostname-api.sabacloud.com>/v1/organization?type=external&q=(created_on%3Dge%3D2019-11-04)
http://<hostname-api.sabacloud.com>/v1/organization?type=internal&q=(updated_on%3Dge%3D2019-11-04)
http://<hostname-api.sabacloud.com>/v1/organization?type=external&q=(updated_on%3Dge%3D2019-11-04)
```

Include the default group via Person Create and Update APIs

The following APIs now support passing the default group as part of the **Request Body**:

- UPDATE A PROFILE FOR GIVEN PERSON ID [EXTERNAL]
- UPDATE A PROFILE FOR GIVEN PERSON ID [INTERNAL]
- UPDATE A PROFILE FOR GIVEN PERSON NAME [EXTERNAL]
- UPDATE A PROFILE FOR GIVEN PERSON NAME [INTERNAL]

  Note: For the above mentioned Update APIs: The provided group will not be selected as the default group, if the person is not already a member of the group and group has any kind of membership rule associated to it. Actions such as add, update, delete are not applicable for the defaultGroup association.

- CREATE A PROFILE [EXTERNAL PERSON]
- CREATE A PROFILE [INTERNAL PERSON]

  Note: For the above mentioned Create APIs: If the provided defaultGroup has any kind of membership rule, the group will not be added as the default group.

Passing the default group via JSON:

```
"associations": {
   "audienceType": [
     {
       "id": "audie000000000001172",
       "displayName": "Demo_Aud2"
     }
   ],
   "resource": {
     "markResource": true,
     "rate": [
       {
         "amount": "10",
         "currency": {
           "id": "crncy000000000201689",
           "displayName": "c3"
         }
       }
     ]
   },
   "nonDefaultCurrencyList": [
     {
       "id": "crncy000000000001006",
       "displayName": "c3",
       "active": true
     }
   ],
   "defaultGroup": {
    "id":"",
    "displayName":"Test Group1"
   }
}
```

Delete a position (or the position incumbent) of a particular person

The DELETE POSITION OF A PERSON API now supports deleting the a particular position incumbent.

The URL now accepts positionId or positionIncumbentId. If you pass the Position's ID, this API deletes the active incumbent and if you pass the position incumbent's ID, this API deletes that position incumbent irrespective of the status.

URL

https://*<hostname-api.sabacloud.com>*/v1/people/:personId/positions/:positionIdORpositionIncumbentId

Calling Options

Table 26: Calling Options

Name	Description	Sample Value	Data Type	Required?
positionIdORpositionIncumbentId	Position's ID - to delete the active incumbent **Note:** If you pass the position incumbent's ID, this API will delete that position incumbent irrespective of the status.	postn000000000001303	string	Yes
personId	ID of the Person whose position needs to be deleted	emplo000000000200908	string	Yes

Additional properties to improve the Recommendation engine

The following two new properties have been introduced in the **MLService User Similarity Recommender Settings** site property of a microsite to improve the TIM Recommendation engine. Only System Administrator can update the properties.

- **Days since last login to consider a user as active**: Specify the number of the days of user's last login to consider whether the user is active or not. The default value is **90**. The users who log in frequently are considered as active.
- **User Type**: Specify the user type i.e., **internal**, **external**, or **both** to generate the recommendations accordingly. The default value is **both**.

Import/Export configuration for mobile services

In this update, the **Services and Business Rules** option under **System** > **Configure System** > **Import/Export Configuration** considers the mobile services as well.

Position Management service moved under Foundation service

The **Position Management** service is now moved under the **Foundation** service.

Note: This change will not affect your existing configurations.

Allow localized header footer templates in notification emails

You can now choose to send localized header footer templates based on recipient's preferred locale in the notification emails by setting the **System** > **Configure System** > **Microsites** > **Site Properties** > **Web Variables** > **Allow Localized Header-Footer Templates** property to **true**. By default, this property is set to false.

Note: For adhoc recipients, the header footer templates will be sent as per the site's default locale.

Setting this property to false sends the header tooter templates as per the site's default locale for all the recipients.

Configurable start day of the week

You can now set the start day of the week for a particular locale. When a user logs in to Saba Cloud, the start day configured for the corresponding locale will be considered for all the date pickers.

Note: To set the start day of the week for a particular locale, submit a support request. For assistance, contact Saba support.

Ability to enable or disable the new microsite properties UI

Prior to this update, the new Microsites Properties UI (**System** > **Configure System** > **Microsite Properties**) could be enabled only by raising a support ticket.

The System Admin now has the ability to enable or disable the microsite properties UI using the **Admin** > **System** > **Configure System** > **Microsites** > **Site Properties** > **Web Variables** > **Enable Microsite Properties** property.

Note: If the property is disabled using the new microsite properties page, the user needs to refresh the page for the change to take effect.

Configurable alternate text for the login page logo

System Admins can now set the alternate text for the logo that appears on the login page of Saba Cloud. To set the alternate text:

1. Navigate to **System** > **Manage Branding** > **System Branding**.

   Note: You can also set this value using the **Edit Theme** > **Configure Branding** page.

2. Set a value for **Alternate text for Login Page Logo**.

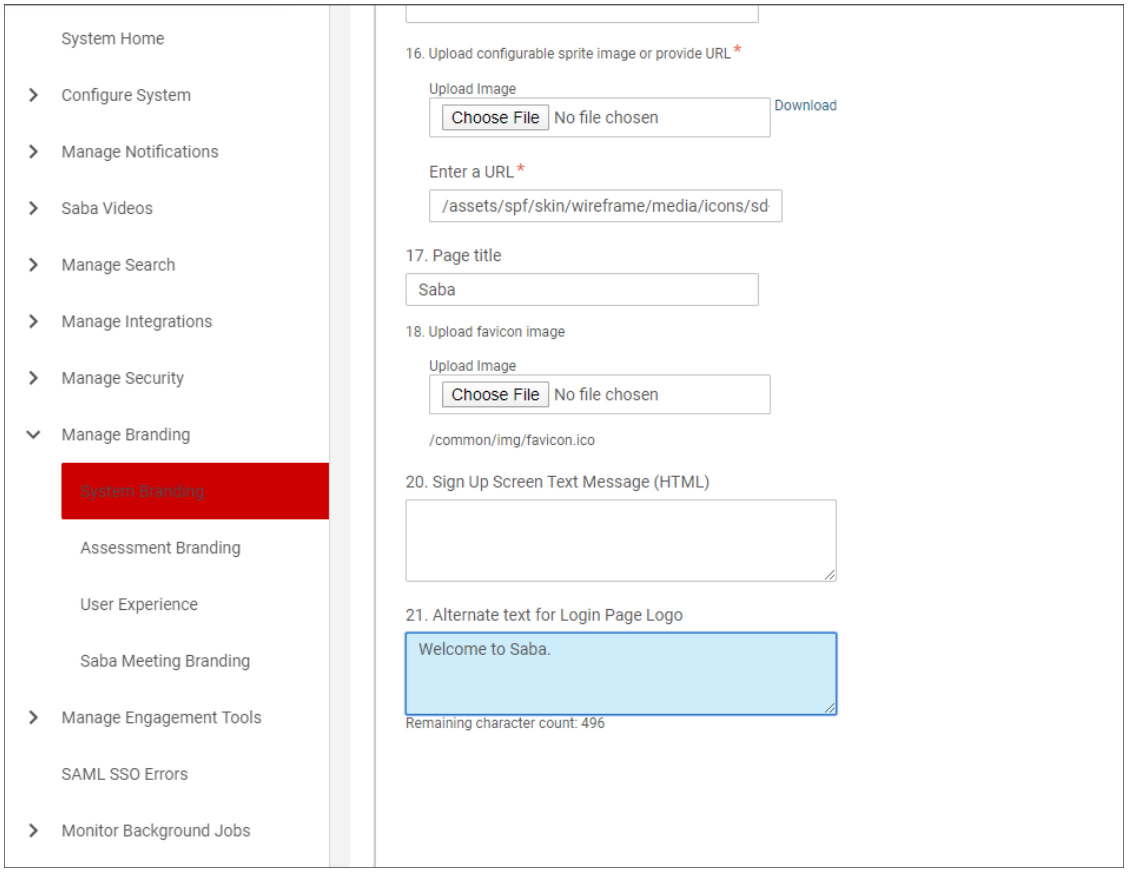


Figure 100: Alternate text for Login Page Logo

Accessibility self-service option on the Sign in page

Prior to this update, **Accessibility Mode** (self service mode enabled for a user via **User Preferences**) was not available on the Sign in page. In this update, the Sign in page allows enabling the **Accessibility Mode** under **More Options**.

Note: When you enable **Accessibility Mode** under **More Options**, the **Accessibility Mode** is permanently enabled for you, until you disable it via **User Preferences**.

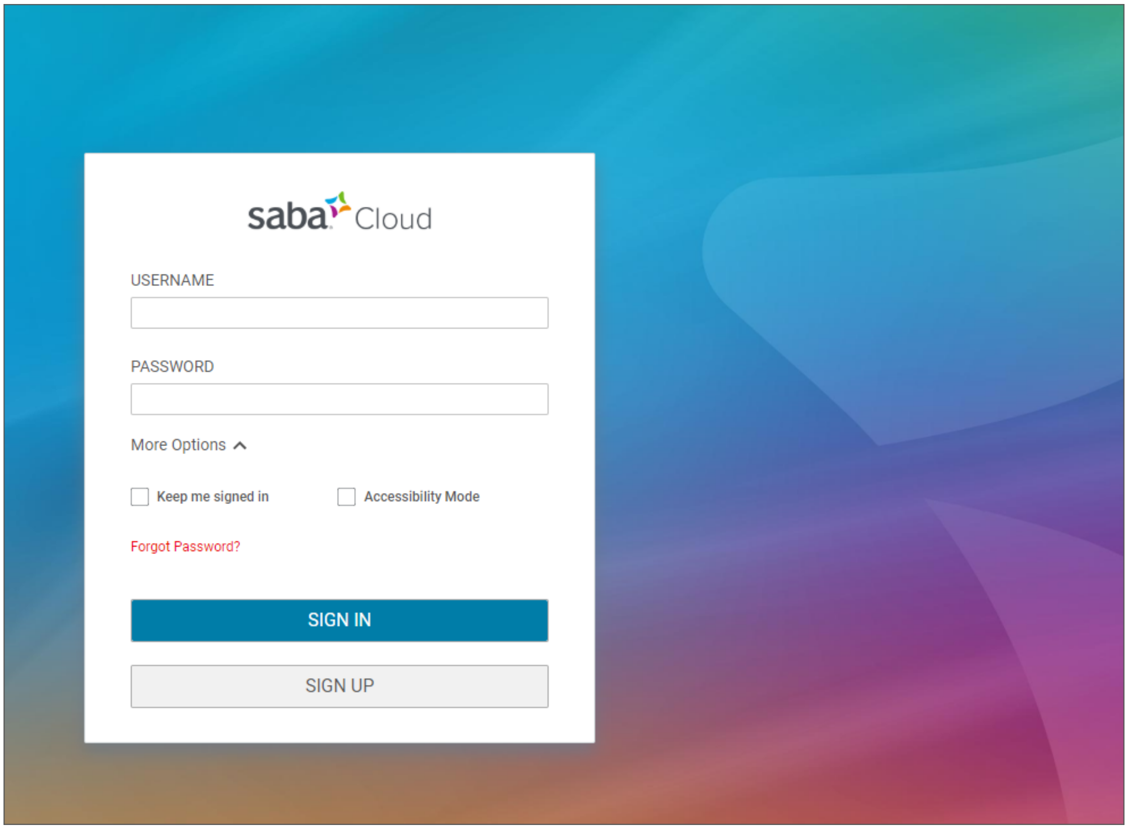


Figure 101: Accessibility Mode

Enabling the Accessibility Mode under More Options

Accessibility Mode under **More Options** is only available if the System admin enables the **Show 'Accessibility Mode' Check Box** option under **System** > **Configure Services** > **Services** > **Foundation** > **Authentication**.

Note: By default, this option is disabled.

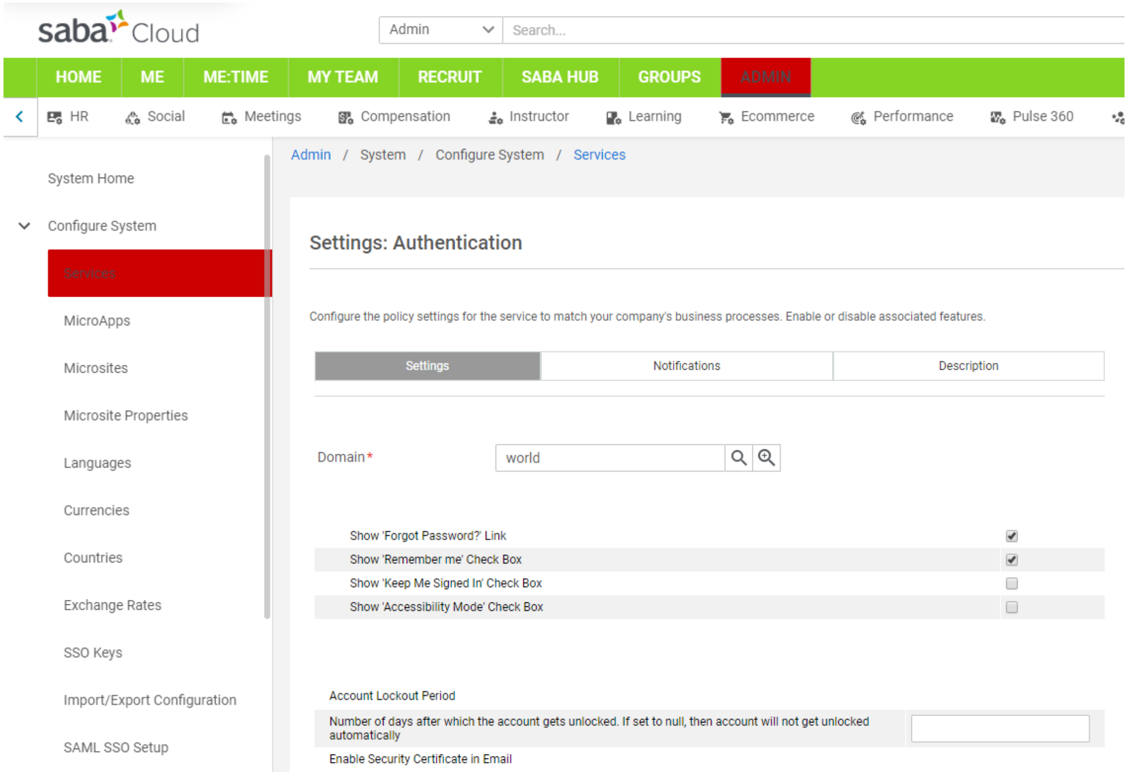


Figure 102: Enabling the Accessibility Mode

Updated country name of North Macedonia

The country name Macedonia is now updated to North Macedonia.

The following details remain the same:

- ISO Code - MK
- Short Name - MKD

Note: As a System Administrator, you can view countries by navigating to **System** > **Configure System** > **Countries**.

Chapter

12

Talent

Topics:

This section includes the following topics that will guide you through the new features and improvements under Talent.

Ability to delete a talent pool

Prior to this update, a Talent Administrator and Manager could delete a talent pool that was in a Draft state.

The Talent Administrators and Managers as pool owners and co-owners can now delete a talent pool that is in a **Draft**, **Active**, and **Closed** status. The co-owners must have an Editor privilege on the pool to delete the pool. On deletion, the candidates, smart list, snapshots, and prescriptive rules associated with that pool are deleted from the system.

Note: Only checklists associated with the pool are not deleted. When prescriptive rules are associated with a pool, only the Talent Administrator can delete the pool.

A Talent Administrator can delete the pool by navigating to:

- **Admin** > **Talent** > **Talent Pools** > Search for a pool > **Delete** action corresponding to the pool
- **Admin** > **Talent** > **Talent Pools** > Search for a pool > Click pool name > **Manage Pool** > **Delete**

A Manager can delete the pool by navigating to:

- **My Team** > **Talent** > **Talent Pools** > Search for a pool > **Delete** action corresponding to the pool
- **My Team** > **Talent** > **Talent Pools** > Search for a pool > Click pool name > **Manage Pool** > **Delete**

Adjusted logic for the Departure Risk talent attribute

Prior to this update, the Departure Risk was calculated as Undetermined if Flight Risk and Retirement Risk are at Low and Critical Knowledge is No.

Now, when Flight Risk and Retirement Risk are at Low and Critical Knowledge is No, the Departure Risk is calculated as Low.

Bench Count in Job Dashboard includes candidates from active talent pools

Prior to this update, the **Bench Count** in the Job Dashboard included candidates of active, draft, and closed talent pools for each job.

The **Bench Count** for each job now includes candidates only from the active talent pools.

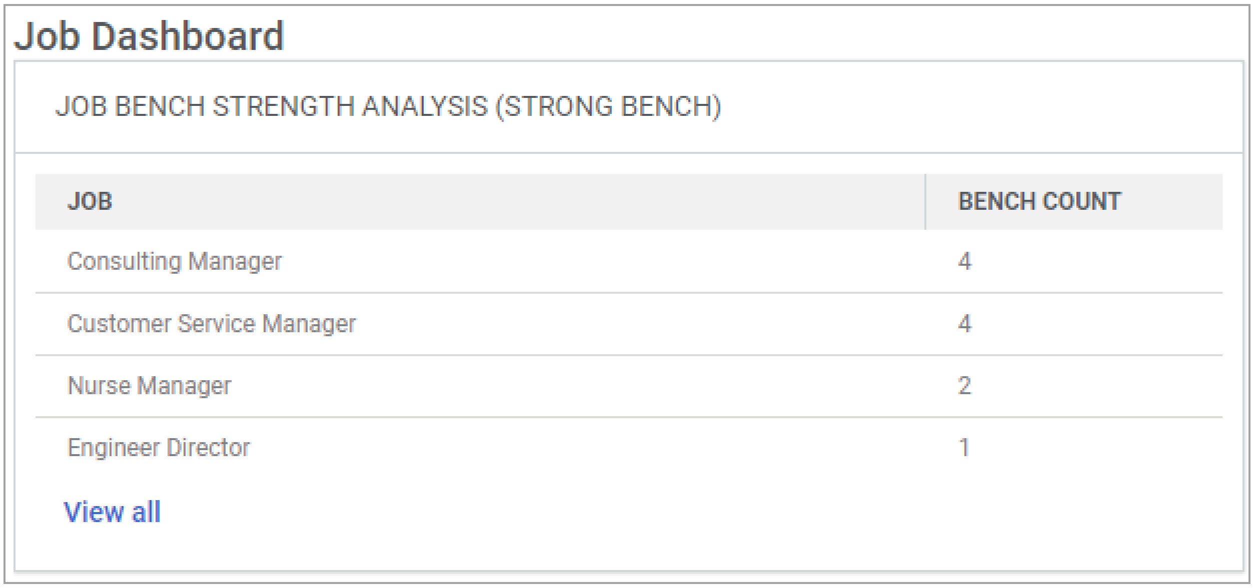


Figure 103: Bench Count

Chapter

13

Walkthroughs

Topics:

- New walkthroughs

This section includes topics to guide you through new walkthroughs.

New walkthroughs

The 'Show me how...' menu that appears on the right side of the screen on the Saba Cloud Admin page provides step-by-step instructions to help administrators accomplish key tasks.

Notes:

- The 'Show me how...' menu is displayed only if your System Administrator has enabled the walkthrough-related properties for your site.
- The new walkthroughs only work in Saba Cloud's new user experience. Your administrator can enable the new user experience by navigating to **System** > **Manage Branding** > **User Experience**.
- The walkthroughs only work in full screen.
- Walkthroughs are only available in English.

This menu now includes the following new walkthroughs:

- Add an evaluation to a new delivery type
- Remove a record for a person
- Send a custom notification for a class
- Delete a session template