

What's New Saba Cloud | Update 50 | Aug 2021



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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	21-06- 2021	Initial version	N/A	N/A
2.0	09-07- 2021	Updated topics	Analytics	Insight - Learning Compliance for Certifica- tions on page 48
				Insight - Learning Compliance for Curricula on page 51
		Updated topic	Learning	Discover portlet enhancements
		Added a new topic	Learning	Enhanced course and class details pages now displayed by default
		Updated topic	People	Mark a content activity as complete
3.0	16-07-2021	Updated topics	Walkthroughs	Walkthroughs on page 168
			HR	Viewing skills from Skills Graph that are already added on page 71
				Search for skills using synonyms in Skills Graph on page 71
			Learning	Bypass session validation for SCORM con- tent communication
4.0	30-07- 2021	Updated topic	Social	Workspace Enhanced view on page 146
		Added a new topic	People	New profile page is now the default page on page 121
		Updated topic	People	Mark a content activity as complete
		Added a new topic	Marketplace	Marketplace (Beta) enabled by default on page 98
		Updated topic	Walkthroughs	Walkthroughs on page 168
		Updated topic	Global Features	Enhancements to the search feature on page 23
5.0	06-08- 2021	Updated topic	Analytics	Social on page 59

New features at a glance by functional area

The following table summarizes the list of features introduced in the Aug 2021 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.

Global features

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Enhancements to the search feature on page 23 NEW	\bigcirc			All
New and improved Browse menu NEW		System Admin		All

Analytics

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Features enabled by default in Analyt- ics	\bigotimes			Analytics Admin Analytics user
Insight - What is the compliance status of my team NEW	\bigotimes			Analytics Admin Analytics user
Actionable Insights NEW	\bigotimes			Analytics Admin Analytics user

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Advanced Filter Grouping			(Analytics Admin Analytics user
Breadcrumbs for multi-level hierarchy Bar and Pie charts	۲			Analytics Admin Analytics user
Multi-language support for Survey and Evaluation reporting NEW	\bigotimes			Analytics Admin Analytics user
Ability to select a separator for a CSV download	\bigotimes			Analytics Admin Analytics user
Ability to select a PGP key for Analytics report encryption		System Admin		Analytics Admin Analytics user
Improved workflow for dashboard cre- ation NEW	\bigotimes			Analytics Admin Analytics user
View usage of a specific global custom dimension	\bigotimes			Analytics Admin Analytics user
New Reports NEW	\bigotimes			Analytics Admin Analytics user
New Attributes NEW	\bigotimes			Analytics Admin Analytics user
Updated Attributes	\bigotimes			Analytics Admin Analytics user

Compensation

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Memo type custom field added to Compensation plan on page 65 NEW	\bigotimes			Compensation Ad- min

Ecommerce

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Increased character size of ISO Code attribute	\bigotimes	System Admin		End User
Auto-launch zero-priced WBTs for ex- ternal learners	\bigotimes	System Admin		End user

HR

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Viewing skills from Skills Graph that are already added	\bigcirc			HR Admin
Search for skills using synonyms in Skills Graph	\bigcirc			HR Admin

Learning

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Ability to copy tests and surveys NEW	۷			Assessment Admin
New notification when viewers are ad- ded to a simplified survey		System Admin		End User
New Create Tool for content import NEW		Marketplace Admin System Admin		Content Admin

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Directly import content to the same folder from Content Library search res- ults	\bigotimes			Content Admin
Bypass session validation for SCORM content communication	\bigotimes	System Admin		End User
Enhanced course and class details pages now displayed by default	\bigotimes	System Admin		End User Manager
Support for additional manager actions on enhanced pages	\bigotimes			Manager
Usability changes to actions on en- hanced pages	\bigotimes			End User Manager
Display fully booked classes on the enhanced course details page		System Admin		End User Manager
Enhanced display behavior of classes when accessed via global search	\bigotimes			End User
Registration through catalog calendar now opens enhanced pages	\bigotimes			End User
Changes to enhanced checklists	\bigotimes			End User Manager
Search catalog by audience type of or- der contact in enhanced Assign Learn- ing		System Admin		Manager Registrar
New audience type search field in en- hanced Assign Learning	\bigotimes			Manager Registrar
Add Learning action for managers now supports the enhanced Assign Learning	\bigotimes	System Admin		Manager
Visually enhanced Learning Requests page for users NEW	\bigotimes			End User
New default image management support for catalog categories NEW	\bigotimes	System Admin		End User Learning Admin

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Enhancements to Roster Sign-in Sheet	\bigotimes	Learning Ad- min		Instructor
Instructors can now proactively evalu- ate checklists from the class roster	\bigotimes			Instructor
Support for reassigned completed courses in additional workflows			(End User People Admin
Label change for Stop Auto-promotion Date field	\bigotimes			Learning Admin
Plan Beta enhancements	\bigotimes			End User
Discover portlet enhancements	\bigcirc			End User

Marketplace

Feature	On by default?	Admin setup required	Support ticket required	Affected audience	
Marketplace Classic					
New Create Tool connector on page 97	\bigotimes				
Removed old connectors from Market- place on page 98	\bigotimes				
Marketplace Beta					
Marketplace (Beta) enabled by default on page 98	\bigotimes			Marketplace Admin	
New Microsoft Teams Meetings con- nector on page 99		Marketplace Admin		End User, Market- place Admin	
New Webex Meeting connector on page 101		Marketplace Admin		End User, Market- place Admin	

me:time

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
me:time enhancements	\bigotimes			End User
Default image management support for additional me:time objects	\bigotimes	System Admin		End User

Meeting

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Saba Meeting App installers for System Administrators NEW	\bigcirc			System Admin
Increased character limit support of exported assessments in Saba Meeting evaluations	(Assessment Admin

People

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Mark a content activity as complete	\bigotimes			People Admin
External certifications are now available on the New Profile page on page 116		System Admin		End User, People Admin
Admin can opt to show or hide the profile link on the business card on page 118	\bigotimes			People Admin
Goals display in a new UI on page 117	\bigotimes			End User, People Admin

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Enhancement to date-based audience type criteria on page 119				People Admin, Learning Admin
New privileges for users to remove roles assigned by a prescriptive rule on page 119		System Admin		System Admin, People Admin, End User
New profile page is now the default page on page 121		System Admin		System admin, People Admin, End User

Performance

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Features enabled by default in Perform- ance	\bigotimes			Performance Admin People Admin
Giving an endorsement to a coworker has been redesigned		System Admin		End user
New navigation in reviews NEW	\bigotimes			Review Owner, End user
New user experience when adding tasks to a goal NEW	\bigotimes			End user
'Exclude from Review' option is now hidden if the Reviews module is not in use	\bigotimes			End user
Adding a goal from the Plan Beta page now available NEW	\bigotimes			End user
New UI for impressions now available for Organization Managers and Position Managers		System Admin		Organization Man- agers and Position Managers
Finalization comments and check-in date are now visible in the new review UI	\bigotimes			End user, Manager
New option to delete comments in past check-ins		System Admin		Managers

Pulse 360

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Activate up to 10 surveys at one time	(Pulse Admin

REST APIs

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
APIs to update and retrieve user's tal- ent data NEW	\bigotimes			Developer
APIs for Price List Entry	\bigotimes			Developer
Updates to the RECURRING COURSE COMPLETIONS APIs	\bigotimes			Developer

Social

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Enhancements made to workspace admin capabilities on page 145 NEW		Social Admin		Social Admin
Workspace Enhanced view on page 146		Social Admin		Ened user, Social Admin
Filter ideas and issues by status in search results on page 148 NEW	\bigotimes			End User, Social Ad- min

System

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Additional attributes enabled for Bulk Content Import on page 151	\bigotimes			System Admin
Support for skip feature in certification data import on page 152	\bigotimes			System Admin
Support for path description in Certific- ation and Curriculum data import on page 152	۲			System Admin
Ability to remove path, module, or learning elements using Certification data import on page 153	\bigotimes			System Admin
Additional fields are added to the Re- view Overall Score data import on page 153	\bigotimes			System Admin
API Dashboard (New user experience) enabled by default	\bigotimes			System Admin
Ability to upload or download multiple PGP keys	\bigotimes			System Admin
New configuration to hide talent data when someone uses the Proxy		System Admin		All
Notification for when review is finalized by reviewee can now be sent to direct manager		System Admin		All
Customize the look and feel of the Saba Mobile App	\bigotimes			System Admin

Talent

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Enhancements to auditing for talent data		System Admin		Talent Admins, HR Admins, People Ad- mins, Managers

Walkthroughs

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

Deprecated features

Feature	On by default?	Admin setup required	Support ticket required	Affected audience		
IE 11 - End of Support				All		
Checklist-related notification is now deprecated				End User		

Chapter

1

Global features

Topics:

- Enhancements to the search feature
- New and improved Browse menu

This section includes topics to guide you through the global new features and enhancements.

Enhancements to the search feature

In this update, the global search feature is enhanced to save and present your most recent search terms (up to 10).

= saba ¹ Cloud - Admin	All Areas 🗸 [Enter text to search Q 🗧 🛱	Browse 🗸
< 🍰 Admin Home 🖉 People 🛤	D pulse questions	×
	① market place	×
Websers Dat Dass	 skill groups 	×
weicome Pat Rose	① instructor	×
People Admin Manages user profiles, including vie	④ goal configuration	×
	① compensation data	×
	① meeting subjects	×
Social Admin	 nadia riggs 	×
Overall moderator for groups, blogs,	① wbt web based training	×
	① categories	×

Figure 1: Saved search terms and results

To enable this feature, a new property called **Show Recent Search History in Global Search** has been added under: **Admin > System > Configure System > Microsites > <Default Microsite> >Site properties> Global Search**. The default value for this property is **true**.

Note: You can delete the search terms that are no longer relevant.

New and improved Browse menu

This update introduces the new and improved **Browse** menu, a modern way to browse various resources, including learning and social resources, people, meetings, job boards, and so on that are available in Saba Cloud.

Enable the new Browse menu

The new **Browse** menu is not available by default. Your System Administrator must enable the following new setting:

Enable the new Browse functionality

If this setting is enabled, then the new **Browse** menu is displayed besides the global search bar. If disabled, then the old **Browse** menu is displayed.

To enable this setting, navigate to Admin > System > Services > Foundation > System.

	saba ⁵ Clou	ud All Areas	✓ Enter text to	search		Q	4 4	Browse	^	Collections	Shop	HI, user one	
<	Industry Specific	Investing & Trading	IT Certifications	Language Learning	Leadership & Management	Learning	g & Deve	elopment	Life Skill	s Linked	In Learning	Marketi 🕽	•

Figure 2: New and improved Browse menu

Clicking the new **Browse** menu displays the top-level catalog categories horizontally. To view categories beyond the page width, you can scroll to the left or right by clicking the arrow icons. Featured categories appear first, followed by the non-featured categories alphabetically.

When you click a category name in the horizontal scroll bar, sub-categories up to two levels, are displayed in an expanded view. Sub-categories are displayed only if they contain any courses or content.

If there are no sub-categories in a category, then Saba Cloud displays the content on the search results page.

Empty categories are not displayed.

	saba ⁷⁴ Clou	All Areas	✓ Enter text to search			Q, 4-	Browse ^	Collections	Shop Hi, user one
<	Marketing Strategy	Mobile Design	NASBA Continuing Professional	Network & Security	New category 1	Office Productivi	ty OpenSesame	Operating	Systems & Servers
<u>c</u>	<u>penSesame</u>								
A	cademics	Business	Database	Development	Fitn	ess	Health	Le	ardership
L	ifeSytle	Marketing	Music	Official Produ	ctivit Pho	tography	Programming Language	Sa	lles
S	oftware Testing	Teaching							
	General						_		

Figure 3: Browse second level categories

If a category contains any featured content or sub-categories, then they are displayed separately under the **Featured Content** and **Featured Categories** sections respectively in the expanded view of categories.



Figure 4: Featured sub-categories and content sections

Note: Currently, the mobile view does not support featured content and featured categories sections.

Additional links for Calendar, Files, Learning Catalog, Internal Job Board, and Browse All are displayed as icons on the left-most side of the browse category scroll bar.



Figure 5: Icons on the new Browse scroll bar

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Chapter

2

Analytics

Topics:

- Features enabled by default in Analytics
- Insight What is the compliance status of my team
- Actionable Insights
- Advanced Filter Grouping
- Breadcrumbs for multi-level hierarchy Bar and Pie charts
- Multi-language support for Survey
 and Evaluation reporting
- Ability to select a separator for a
 CSV download
- Ability to select a PGP key for Analytics report encryption
- Improved workflow for dashboard creation
- View usage of a specific global custom dimension
- New Reports
- New Attributes
- Updated Attributes

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

Features enabled by default in Analytics

In this update, the following features are enabled by default:

- Report Suggestion Analytics > Settings > Configuration > Others > Enable Report Suggestion (Beta)
- New user experience for the custom dimensions Analytics Settings > Configuration > Others > Enable Custom Dimension/Metric (Beta)

Note: This property is no longer available. The classic user interface for custom dimensions / metrics is automatically switched to the new user interface by default.

Insight - What is the compliance status of my team

In this update, the **What is the compliance status of my team?** Insight will now help a manager to get the team's compliance status for course, certificate and curricula. This Insight provides a visual representation of the completion status of the Learnings with due date (compliance focus).

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

- Due Date (Mandatory filter)
- Is Mandatory
- Job Type
- Person Location Country
- Person Location City
- Manager
- Organization
- Certification Name
- Course Name / ID
- Curricula Name

You can click **MODIFY FILTERS** to select and apply the filters of choice.

What is the compliance status of my team?					~ 0	
pply Filters						MODIFY FILTERS
Due Date		Is Mandatory	Јор Туре		Certification Name	Is Mandatory
31-May-2021 TO 30-Jun-2021	÷==	Select V	Select	۹ ۷	Select	
Limit the learning items and people, upto	an year					
Organization		Person Location Country	Person Location City		Manager	 Certification Name
Select	۹ ۲	Select Q V			Select	Organization
						Person Location Country
						Person Location City
		Certification C	Course Curricula			Manager

Figure 6: Modify Filters

K Back				
	What is the compliance status o	of my team?		~ 📀
Apply Filters				MODIFY FILTERS 🗸
Due Date	Is Mandatory	Job Type		Certification Name
01-Aug-2020 TO 25-May-2021	Select	✓ Select	۹ ۲	Select Q 🗸
				CANCEL APPLY
		Certification Course Curri	cula	
	3 Certificatio	n(s) have compliar	ce less than 50%.	
	Cor	npliance Status Of Certifications (By F	eople Count)	
	Learner Cartification Status			< >
Certification Name	Completed Successfully	Overdue	Expired/Revoked	Total
Java	1	5		6
PHP	1	2	1	4
PERL		3		3
Total	2	10	1	13
Compliance	Share 1 (By People Count)		Compliance Share	2 (By People Count)
L1 > L2 > L3 > L4	Intera	ctive Mode	2 > L3 > L4 > L5	Interactive Mode
Compliant	7		Compliant-	

What is the compliance status of my team?

Figure 7: Certifications

This Insight provides the following information:

- Compliance Status Of Certification (By People Count): This is a table with columns as status and rows as Certification names. The cells indicate a count of people in the respective state for the Course. A click on the number opens an out-of-the-box (OOB) report called Insight - Learning Compliance for Certifications and shows a list of people associated with the count.
- **Compliance Share 1 (By People Count)**: This is a multi-level pie chart with hierarchy as Learner Certification Status > Parent Organization > Organization Name > Certification.
- **Compliance Share 2 (By People Count)**: This is a multi-level pie chart with hierarchy as Learner Certification Status > Organization > Manager's Manager Name > Manager Name > Certification Name.



Figure 8: Course

This Insight provides the following information:

- Compliance Status Of Course (By People Count): This is a table with columns as status and rows as Course
 names. The cells indicate a count of people in the respective state for the Course. A click on the number
 opens an out-of-the-box (OOB) report called Insight Learning Compliance for Courses and shows a list
 of people associated with the count.
- Compliance Share 1 (By People Count): This is a multi-level pie chart with hierarchy as Person Status > Parent Organization > Organization Name > Course.
- Compliance Share 2 (By People Count): This is a multi-level pie chart with hierarchy as Person Status > Organization > Manager's Manager Name > Manager Name > Course Name.



Figure 9: Curricula

Note: This Insight requires the **Learning**, **Learning** > **Course**, **Learning** > **Certification** and **Learning** > **Curricula** services enabled.

This Insight provides the following information:

- Compliance Status Of Curricula (By People Count): This is a table with columns as status and rows as Curricula names. The cells indicate a count of people in the respective state for the Course. A click on the number opens an out-of-the-box (OOB) report called **Insight Learning Compliance for Curricula** and shows a list of people associated with the count.
- **Compliance Share 1 (By People Count)**: This is a multi-level pie chart with hierarchy as Learner Curricula Status > Parent Organization > Organization Name > Curricula.
- **Compliance Share 2 (By People Count)**: This is a multi-level pie chart with hierarchy as Learner Curricula Status > Organization > Manager's Manager name > Manager full name > Curricula.

You can click anywhere on the charts to get more granular information. To do an on-chart hierarchy drill-down of pie charts, switch on the Interactive Mode switch.

Note: For more details see the following out-of-the-box (OOB) reports:

- Insight Learning Compliance for Certifications on page 48
- Insight Learning Compliance for Courses on page 49
- Insight Learning Compliance for Curricula on page 51

You can use these reports to drill down into the Insight chart data.

Actionable Insights

This update introduces Actionable Insights. Actionable Insights are insights that drive action rather than just simply answer a question. Actionable Insights help you to take meaningful actions based on the analysis of data that an Insight provides and thereby help decrease the time and effort to act on an information.



Figure 10: Actionable Insight: How is my team getting appreciated in the organization?

Using Actionable Insights, you can to take relevant actions from the Insight screen itself such as filter all the charts basis a value in chart.

The **How is my team getting appreciated in the organization?** Insight is now an Actionable Insight with actions that allow:

- Giving an Impression to any person present on the list
- Filtering all the charts based on a value in one of the charts
- Sending an email to an individual or group of people
- Viewing the data grid for detailed information

When you click on a data point in a chart, all the available actions for that chart are listed.

	Top Impression Givers To The Team	
43	Suranjana Guptas	Cive Impression
4	Ashish	Apply as filter
2	Tanu	Send Email
2	Suraj	🛃 View Data
1	Ravi	
1	Debashish	
1	Reva	

Figure 11: Available actions for a particular chart

Available Actions Give Impression

The Give Impression action opens up a dialog box allowing you to enter the required impression details and send an impression to the selected people. The Recipients are auto populated if the selected data point refers to a single person and the selected data point does not refer to the logged in user.

				0				
	Leave an impression	1					×	
	Impressed with*							
2	My observation *)					X ¥	2021-03
	The observation will be	visible to everyone						n
njana Guptas	Make private					200	0 characters remaining	
sh	Give a badge?							
j	Action orient	ach Creative	Customer fo	Dependable	Expert	Influencer	Innovative	
ashish								
1								
						CANC	ELNEXT	

Figure 12: Give Impression

View Data

The View Data action is a standard drill-down action. It launches the report associated with the Insight chart.

Apply Filter

The Apply Filter action applies the selected data point as a filter across the entire Insight. For example, If you select Person A in an Insight chart, all the other charts in the Insight will also show data with Person A as the filter.

Note: Nested filtering is not supported. If you apply a filter on one chart, other charts will not reflect the same action.

Information communicated by other charts when **Apply Filter** is selected in the **Highest Impression Receiver** chart:

- Top Badges Received
 - Action filter: Badges received by <name of selected person>
- Total Impressions Received (Cumulative)
 - Action filter: Trend of Impressions received by <name of selected person>
- Top Impression Givers To The Team
 - Action filter: Top Impression givers to <name of selected person>
- Top Impression Receivers By The Team (Across Company)
 - Action filter: Impressions received by <name of selected person> from your team

Send Email

The Send Email action opens up a dialog box allowing you to enter the required details and send emails based on the selected data points. The recipients are auto-populated if the selected data point refers to a single person and the selected data point does not refer to the logged in user.

	In the selected duration, team received a total of 54 impressions.	
	Send Email	
	Email Person	
	To (sg hadmin) Add email address and press enter to add in recipient list	
n Shah	Subject Enter subject	
	B <i>I</i> ⊻ S Ξ Ξ Ξ Ξ Ξ Ξ Ξ Ξ × Ξ × More	
au		
Gupta	A	
_	CANCEL	
	5 Dependable 4	
auhan		

Figure 13: Send Email

Chart-wise actions

Actions available vary based on the Insight chart in question. Currently, the following actions are available for the charts on the **How is my team getting appreciated in the organization?** Insight.

Highest Impression Receiver: Give Impression, View Data, Apply Filter, Send Email

Top Badges Received: Give Impression, View Data, Apply Filter

Impressions Received In Selected Time Range: View Data, Send Email

Total Impressions Received (Cumulative): No actions available as of now

Top Impression Givers To The Team: Give Impression, View Data, Apply Filter, Send Email

Top Impression Receivers By The Team (Across Company): Give Impression, Send Email

Advanced Filter Grouping

Prior to this update, while defining the filter group, the logical operator for each secondary filter group could only be the inverse of the logical operator used for the primary filter group. For example, if the logical operator for the primary filter group was AND, then the logical operator for each secondary filter had to be OR and vice versa.

ŧ Filters			*
	AND operato	r applied to all filters	
Course Domain*	Equal	✓ Customer Ed × Q	
OR operator applied to all filter groups			
Group 1 - Operator Applied: AND			
Class Delivery Name	Equal	∽ V Instructor-Led × Q	
Scheduled Class End Date	Equal	✓ Specific date ✓	
Group 2 - Operator Applied: AND			
Class Delivery Name	Equal	✓ Web-Based X Q	
Completed Courses (Transcript) Ended/Completed On Date	Equal	✓ Specific date ✓	
			CANCEL SAVE AND RUN RUN

Figure 14: Inverse of the logical operator used for the primary filter group

-

In this update, you now have the flexibility to select an operator within and between the group filters. The operator does not need to be the inverse of the logical operator used for the primary filter group. It can be any operator.

ilters (1/20)		Apply And 🗸 Operator to All	Filters 🎙 🌮 :
Flexibility to select an	y operator		
Course Domain	Equal	✓ Customer Ed × Q	1
OR operator applied to all filter groups			
Group 1 - Operator Applied: AND	Flexibility to select	t any operator	
Class Delivery Name	Equal	✓ Instructor-Led × Q	:
iii Scheduled Class End Date	Equal	✓ Specific date ✓	= :
Group 2 - Operator Applied: OR			
Class Delivery Name	Equal	✓ Web-Based × Q	1
Completed Courses (Transcript) Ended/Con Date	pleted On Equal	✓ Specific date ✓	 :
		•••	

Figure 15: Operator need not be the inverse of the logical operator used for the primary filter group

You now have the flexibility to select any operator within the group as well as between the group filters.

onfigure filter grouping								
Configure filter grouping	F	ilter Groups		Apply Or 🗸 oper	ator to all the filter groups ADD GROUP			
	Select a or bet	any operator within tween the group						
Course Do Equal to Customer	+	🛛 Group 1		Apply And	 ✓ operator to all the filter groups 			
		🔕 Class De	elivery me E	Equal to	Instructor-Led			
		Schedul	ed Class End Date	Equal to				
		😵 Group 2		Apply And	\checkmark operator to all the filter groups			
		S Class De	elivery Name	Equal to	Web-Based			
		Complet	ted Courses (Tran E	Equal to				

Figure 16: Flexibility to select any operator within the group as well as between the group filters

Note:

• By default, this functionality is disabled. To enable this functionality, submit a request. For details, contact Saba support.

If you disable this functionality, all the reports created using Advanced Filter Grouping will not execute.

• You need the "Can access Advanced Filter Grouping" privilege under the Analytics Report definition. With this privilege, you can edit a report that has the filters defined using the Advanced Filter Grouping functionality. By default, the "Can access Advanced Filter Grouping" privilege is granted to super users.

This functionality is only available in the new Analytics UI.

For Update 50, you will not be able to use the custom fields that support multiple components (e.g. Person Custom fields, Organization Custom fields and so on) which are configured using different data types as part of the filter group. Existing reports where these attributes are part of filter group will continue to work as it is. If you edit the filter group section and remove such attributes from the filter group then you will be not able to add such attributes to the filter group.

Depending upon whether the **Advanced Filter Grouping** functionality is enabled and / or the "Can access Advanced Filter Grouping" privilege is granted, the following table shows the available use cases for this feature.

Context		Availability of use cases					
Is the "Advanced Filter Grouping" functionality enabled?	Is the "Can access Advanced Filter Grouping" privilege available?	Can user create filter grouping with flexible operators?	Can user edit filter groupings created with flexible operators?	Can user execute report with flexible operators?			
		\bigotimes	\bigcirc	\bigotimes			
	⊗	⊗	⊗	\bigotimes			
⊗	\bigotimes	\bigotimes	(Filter grouping authoring screen will not have flexible lo- gical operators)	\bigotimes			
	۲	۲	۲	۲			
Note: When this configuration is enabled by Saba Cloud (by the cloud admin):

- Privilege is needed to create or edit these flexible logical operator filter groups.
- Users without the privilege will be shown the old filter grouping logic while editing the report.
- Anyone can run the report.

When this configuration is disabled by Saba Cloud (by the cloud admin):

- Users with or without the privilege can create the filter grouping only using the old way.
- Users with the privilege can edit the filter grouping where flexible logical operators were used. But, they will be shown the old screen and restrictions.
- User without the privilege cannot edit the filter grouping where flexible logical operators were used.
- Report execution and schedules will be prohibited. Users would receive an error message.

Breadcrumbs for multi-level hierarchy Bar and Pie charts

In this update, the bar and pie charts (that you see during Report Execution, on Dashboards and Insights) with multiple levels now show a breadcrumb.

A breadcrumb provides the following benefits:

- Provides a visual identifier to indicates that the presented Bar or Pie chart has multiple levels of dimension hierarchies.
- Provides the values selected at different hierarchy levels, on hover.
- Allows jumping to any desired lower hierarchy level.

You can use the links on the breadcrumb to click and roll-up multiple hierarchy levels at a time. For example you can easily roll-up from Level 5 to Level 2 using the breadcrumb links.



Figure 17: Breadcrumb for pie charts with multiple levels



Figure 18: Breadcrumb for bar charts with multiple levels

Note: You cannot go from a lower level hierarchy to a higher-level one using the breadcrumb. You need to click on the appropriate chart section to do so.

Select an appropriate chart section to filter the report data accordingly < > L1 > 🚫 > L3 Manager Full Name Chart Name Level 2: Completion Status Abhay Shukli Su Pie Senior MANAGER Dimension (Select multiple for hierarchy) Suraniana Guptas <mark>e</mark> sg mgr Ponit Tiwa Manager Full Name + 2 🛛 🗸 🔅 a shukla Metric Save as Number Chart Surbhi Tiwar EDI Robit Tiwari

This breadcrumb also indicates the current level of hierarchy.

Figure 19: Breadcrumb indicates the current level of hierarchy

Multi-language support for Survey and Evaluation reporting

The new introduced dimension called **Translate Question and Response Text to Language** can be used as a filter to convert the language of questions and responses to report on any of the languages in which the Survey / Evaluation was taken. The response count metrics would now be aggregated to report in the desired language. This dimension needs to be pulled in the filter section.

The following are the Surveys and Evaluation type supported (only with multi language support):

- Assessment
- Survey
- Anonymous survey
- Pulse custom survey

Anonymous pulse custom survey

Table 2: Filters under the Learning entity

Entity Name	Attribute Name
Content Details	Translate Question and Response Text to Language
Assessment Results	Translate Question and Response Text to Language
Survey And Evaluations	Translate Question and Response Text to Language
Anonymous Survey	Translate Question and Response Text to Language
Anonymous Survey as Content	Translate Question and Response Text to Language

Table 3: Filters under the Pulse 360 entity

Entity Name	Attribute Name
Anonymous Pulse Custom Survey	Translate Question and Response Text to Language

The following Question and Response text attributes will be available in the preferred language based on the **Translate Question and Response Text to Language** filter value that you select while reporting.

able 4. Question and R	esponse text attributes		
Parent Entity	Entity Name	Attribute Name	Attribute Type
Learning	Module Details	Content Question Text	Dimension
Learning	Module Details	Content Question Response	Dimension
Learning	Assessment Results	Assessment Question Text	Dimension
Learning	Assessment Results	Assessment Question Re- sponse	Dimension
Learning	Assessment Results	Assessment Question Cor- rect Answer	Dimension
Learning	Survey And Evaluations	Question Text	Dimension

Table 4: Question and Response text attributes

Parent Entity	Entity Name	Attribute Name	Attribute Type
Learning	Survey And Evaluations	Question Response	Dimension
Learning	Assessment Question De- tails	Assessment Question	Dimension
Learning	Anonymous Survey	Question Text	Dimension
Learning	Anonymous Survey	Question Response	Dimension
Learning	Anonymous Survey as Con- tent	Question Text	Dimension
Learning	Anonymous Survey as Con- tent	Question Response	Dimension
Pulse 360	Anonymous Pulse Custom Survey	Survey Question Text	Dimension
Pulse 360	Anonymous Pulse Custom Survey	Survey Question Response	Dimension

Ability to select a separator for a CSV download

Prior to this update, the CSV report was downloaded using the CSV separator that was set by the Analytics Admin under **Settings > Configuration > Others > CSV separator**.

In this update, the CSV separator can be overridden from the Download Report screen. When you try to download a CSV report from the report execution screen, you can set the CSV separator that is, you can specify a separator for report.

Note: The default separator is a comma (,).

For example, if the default CSV Separator value is a 'comma', whenever the reports are exported to the CSV format, the user overrides the CSV separator value to (;), then for that particular report download, the report will be exported with the new separator (;).

This way you are now no longer required to follow the CSV separator set by the Analytics Admin across all the domains.

Download Report	×
PDF CSV	
CSV file exceeding 1024 KB size shall be delivered as a zip file	×
Data Only CSV will only contain the data table. Blank columns and total rows will not be added to the data table. Information related to the report run details, filters, grouping options, messages related to size and time of data, will be excluded. CSV Separator ,	rt like
Data rows with details of the terminated user profiles marked for 'Stop Processing' will be removed from the downloaded data file. You may find differences in the visualization or even the data based on the removed records. This behavior is in line with the interpretations for the 'Right to Restrict Processing' clause in GDPR.	×
CANCEL DOWNL	OAD

Figure 20: Specifying a separator while downloading a CSV report

Ability to select a PGP key for Analytics report encryption

Prior to this update, the Analytics report schedule for Data Extract reports could not be encrypted using different PGP keys for different set of users.

In this update, the PGP Configuration screen is enhanced to allow the System Admins to upload or download multiple public PGP keys with a designated name. For more details, refer to Ability to upload or download multiple PGP keys.

Analytics now allows you to select a PGP key while scheduling the Data Extract SFTP schedules. When creating or editing a Data Extract SFTP subscription, you can use the drop-down list to select an appropriate PGP key.

Note: PGP encryption needs to be enabled for the Data Extract reports (via **Admin > System > Manage Integrations > PGP Configurations > PGP Encryption**).

Name*				
1				
Frequency*	Timezone	CSV Separator*	Data Only	
Run Once 🗸 🗸	- (GMT+05:30) Chennai,	0		
Schedule Type C Em	ail 💽 SFTP			
Schedule Type C Em	ail SFTP PGP Key*	FTP Address		
Schedule Type Em	ail SFTP PGP Key* Select PGP Key	FTP Address n3dv01infsftp01.ops.sal	a:22222/dataextract/dataextract	t
Schedule Type Em	ail SFTP PGP Key* Select PGP Key Default PGP Encryption	FTP Address n3dv01infsftp01.ops.sal	a:22222/dataextract/dataextract	
Schedule Type Em	ail SFTP PGP Key* Select PGP Key Default PGP Encryption ant key	FTP Address n3dv01infsftp01.ops.sal	a:22222/dataextract/dataextract	CANCEL SCHEDULE
Schedule Type Em	ail SFTP PGP Key* Select PGP Key Default PGP Encryption ant key	FTP Address n3dv01infsftp01.ops.sal	a:22222/dataextract/dataextract	CANCEL SCHEDULE

Figure 21: Selecting a PGP key while scheduling a data extract SFTP report

Updates to the notification emails

For all Data Extract SFTP subscriptions, Analytics sends out a notification email indicating that the file generated from the subscription has been uploaded to the configured SFTP location.

After this update, Analytics additionally adds a line that states:

- the name of the file uploaded
- the name of the PGP public key that was used to encrypt the file

PGP key for the existing subscriptions

In the case where PGP was enabled before this update, all the existing SFTP subscriptions in Analytics uses the default PGP key. When you edit already existing subscriptions for the first time after this update, you will be required to explicitly select a key before saving the modified subscriptions.

Use of Inactive PGP Keys

All Data Extract SFTP subscriptions that were created with a PGP key that has now been marked as "Inactive" will continue to run with that "Inactive" key.

In addition to the new line in the notification email, there will be a statement indicating that the PGP key used has been marked inactive and the user should consider editing the subscription to change the PGP key used for encryption.

When you edit such subscriptions, you will be required to select an active key before saving the modified subscription.

Improved workflow for dashboard creation

In this update, the workflow for dashboard creation is improved to bring consistency in creating and saving dashboards and reports.

When you click **Create Report** and select **Dashboard** as the report type you are prompted to enter a name and an appropriate description for the dashboard that you intend to create.

Save dashboard			\times
Dashboard details			
Name*			
New Dashboard			
Description			
		CANCEL	SAVE

Figure 22: Enter a name and description for the dashboard

You then see the dashboard creation page that allows you to start creating the dashboard by pulling the required charts from the existing reports. When you click **Save**, you see a **Save dashboard** dialog box very similar to the one that you see while saving a report.

🌾 Performance 🛛 🖉 Puls	e 360 🤹 Talent 🛛 🚓 Recruiting	🚓 Marketplace	🗞 Marketplace(Beta)	🔅 System	nalytics
 Back My daily dash A dashboard for my dashboard for	Save dashboard all Dashboard details Security		\mathbf{X}	CLC	DSESAVE
	Dashboard name*				
Scatter - **Group test 1	My daily dashboard				
	Description				
70	A dashboard for my daily needs.		1.	St	ıranjana G 🔨
60		ſ		Suranjana	SELECT
SO 50			CANCEL SAVE	Suranjana	SELECT
00 40		🗘 test_dou	ghnut	Rahul Ch	SELECT
der 30		In test_bar		Rahul Ch	SELECT
Ž		✓ test line		Rahul Ch	SELECT

Figure 23: Save dashboard

In this dialog box, under the Details section you can change the name and the description of the dashboard.

Save dashboard	×
Dashboard details Security	
Audience	
Security Role Person Name	
Select Role V Select person Q	
Analytics Admin	
Direct Report URLs Admin	
https://dq3antqe.sabacloud.com/Saba/Web/ANTQE/goto/analytics/dshbd000	
CANCEL	/E

Figure 24: Save dashboard > Security

Under the **Security** section, you can make this dashboard available for viewing to managers or employees by selecting an appropriate audience. You can also select the required security roles for a particular audience. In addition, you can also choose a particular person with whom you want to share the report (only available for the **Admin** audience).

View usage of a specific global custom dimension

Prior to this update, **View Usage** under **Settings > Custom Dimensions > Library** would only display the names of the reports where a particular global custom dimension is being used.

In this update, when you click **View Usage**, you will not only see the reports but also custom metrics where that particular global custom dimension is in use. This helps you easily find out the usage of a particular global custom dimensions.

Associated Reports (4) Custom Metrics (1)	
Copy of emp report JP created this report	
Simple FL report JP created this report	View Usage
Emp report	
Daily routine report	
OK	

Figure 25: List of reports that use the selected global custom dimension

~ Q	Create New Library		
View Usag	ge	×	COPY DELETE
Associated	d Reports (4) Custom Metrics (1)		View Usage
Emp metri	ic		
		ОК	
	THEN		
	Class ID		

Figure 26: List of custom metrics that use the selected global custom dimension

If you want to modify an existing global custom dimension, you can first make sure that the global custom dimension that you are trying to modify is not in use. Using this feature you can easily find out if a global custom dimension that you intend to modify is being used to create a formula-based custom metric.

New Reports

Performance Review Status

In an effort to provide a comprehensive reporting solution around reviews, this report is introduced to report on the status details for the selected performance reviews.

This report needs the following services:

- Reviews
- Performance

This report is available to the Analytics, Performance and the People Admins and can be copied to edit further.

< Back Performance Review Status Flat List Report Date: 06/16/2021 6:49 AM C						
🗄 Filters						\$
Review Name						
Review Name	Person Full Name	Review Review Owner	Review Status	Review Start Date	Review End Date	Reviewer 1
2018 ANNUAL REVIEW_SP	Thorat Sandeep	Nitin	Draft	12/15/2018	01/31/2019	Self
2018 ANNUAL REVIEW_SP	Shradha	Chavla Kalpana	Released	12/15/2018	01/31/2019	Alternate N
2018 ANNUAL REVIEW_SP	Ankit	Reeta	Activated	12/15/2018	01/31/2019	Self
2018 ANNUAL REVIEW_SP	Chincholkar Aakash	Reeta	Activated	12/15/2018	01/31/2019	Self
2018 ANNUAL REVIEW_SP	Shradha	Chavla Kalpana	Released	12/15/2018	01/31/2019	Self
2018 ANNUAL REVIEW_SP	Shradha Purva	Pooja	Approved	12/15/2018	01/31/2019	Self
2018 ANNUAL REVIEW_SP	Thorat Sandeep	Nitin	Draft	12/15/2018	01/31/2019	Manager
2018 ANNUAL REVIEW_SP	Gaikwad Sneha	Ketkar Milind	Completed	12/15/2018	01/31/2019	Manager
2018 ANNUAL REVIEW_SP	Ajinkya	Reeta	Activated	12/15/2018	01/31/2019	Manager
2018 ANNUAL REVIEW_SP	Chincholkar Aakash	Reeta	Activated	12/15/2018	01/31/2019	Manager
2018 ANNUAL REVIEW_SP	Abhishek	Chavla Kalpana	Released	12/15/2018	01/31/2019	Manager

Figure 27: Performance Review Status Example

Report Details

This section provides high-level details of the Performance Review Status report.

Filters

This report uses the following mandatory filters:

Review Cycle Name

This report uses the following optional filters:

- Review Start Date
- Review End Date
- Reviewer Evaluation Due Date
- Manager Full name
- Person Organization name
- Review Status

Dimensions

This report uses the following dimensions:

- Review Name
- Person Full Name
- Review Review Owner
- Review Status
- Review Start Date
- Review End Date
- Reviewer Type
- Reviewer Full Name
- Reviewer Evaluation Due Date

- Reviewer Reviewer Status
- Reviewer Overall Rating Value
- Reviewer Overall Rating Level
- Overwritten Reviewer Overall Rating

Performance Review Approval Status

In an effort to provide a comprehensive reporting solution around reviews, this report is introduced to report on the approval status details for the selected performance reviews.

This report needs the following services:

- Reviews
- Performance

This report is available to the Analytics, Performance and the People Admins and can be copied to edit further.

Back Performance Flat List Report D Elitere	< Back Performance Review Approval Status Flat List Report Date: 06/16/2021 6:59 AM C ♥ ± + CREATE CHART						
* Filters						*	
Review Name							
Review Name	Person Full Name	Review Review Owner	Review Status	Review Start Date	Review End Date	Approver 1	
2019 Leadership Assessment 17-MAY-2019	Carter Jimmy	Carter Jimmy	Cancelled	05/17/2019	06/06/2019		
2019 360 Feedback Assessment 23-MAR-2020	User Super	User Super	Activated	03/23/2020	04/12/2020	Manager	
2019 360 Feedback Assessment 23-MAR-2020	Doe John	Doe John	Activated	03/23/2020	04/12/2020	Manager	
2019 360 Feedback Assessment 23-JAN-2020	Abbot Paul	Abbot Paul	Activated	01/23/2020	01/01/2019		
2019 360 Feedback Assessment 23-JAN-2020	Abbot Paul	Abbot Paul	Draft	01/23/2020	02/12/2020		
2019 360 Feedback Assessment 21-JAN-2020	Chavla Kalpana	Peter	Activated	01/21/2020	02/10/2020		

Figure 28: Performance Review Approval Status Example

Report Details

This section provides high-level details of the Performance Review Approval Status report.

Filters

This report uses the following mandatory filters:

Review Cycle Name

This report uses the following optional filters:

- Review Start Date
- Review End Date
- Review Status
- Approver Full Name
- Approver Status

Dimensions

This report uses the following dimensions:

Review Name

- Person Full Name
- Review Review Owner
- Review Status
- Review Start Date
- Review End Date
- Approver Type
- Approver Full Name
- Approver Status
- Review Approved On
- Approver Comments

Insight - Learning Compliance for Certifications

Insight - Learning Compliance for Certifications provides the certification compliance status based on the certifications due for a given date range.

Note: You cannot make a copy of this report.

This report needs the following services:

• Learning > Certification

Only users with the following security roles can access this report:

- Analytics Admin
- Human Capital Admin
- Learning Admin Catalog Builder
- Internal Manager Basic Privileges
- External Manager Basic Privileges

< Back

Insight - Learning Compliance for Certifications
Flat List Report Date: 05/25/2021 9:15 AM

C 🖉 ± + CREATE CHART

📰 Filters							Ŷ
 Held Certificati 							
Certification Name	Certification Version	Certification Category	Person Full Name	Person Username	Student Certification Assigned On		Is Certif
Scert_Badge			1 puser	PUSER1	11/05/2019		Yes
Scert_Badge			Manager second	SECMGR	01/06/2020		Yes
Scert_Badge			newuser01 newuser01	NEWUSER01	03/20/2020		Yes
Scert_Badge			super shruti	SUPER_SHR	12/06/2019		Yes
Scert_Badge			test uone	TEST7	01/15/2020		Yes
Scert_Badge			test1 test	TEST1	01/15/2020		Yes
4							•
					25 per page	`	✓ 1-6

Figure 29: Insight - Learning Compliance for Certifications Report

Report Details

This section provides high-level details of the Insight - Learning Compliance for Certifications Report.

Filters

This report uses the following mandatory filters:

- Include Manager Hierachy (Not Editable)
- Hierachy Manager full name
- Student Certification Due Date
- Completed Course (Transcript) Status (Not Editable)
- Is Terminated (Not Editable)

This report uses the following optional filters:

- Is Certification Required
- Person Job Type Name
- Person Organization Name
- Person Location Country/Region
- Person Location City
- Manager Full Name
- Certification Name

Dimensions

This report uses the following dimensions:

- Certification Name
- Student Certification Status
- Certification Version
- Certification Category (Collate Applied)
- Person Full name
- Person Username
- Student Certification Assigned On
- Is Certification Required
- Student Certification Due Date
- Student Certification Status
- Student Certification Acquired On
- Manager's Manager Name
- Manager Full Name
- Person Parent Organization Name
- Person Organization Name
- Person Job Type Name
- Person Location City
- Person Location Country
- Person Status

Metrics

This report uses the following metrics:

- Head Count
- Acquired Certifications

Insight - Learning Compliance for Courses

Insight - Learning Compliance for Courses provides the course compliance status based on the courses due for a given date range.

Note: You cannot make a copy of this report.

In this report:

- Completed Course (Transcript) Status shows the derived status in the cross tab chart of Insight Course section.
- Person Status shows the "compliant/non compliant" status in the pie charts of Insight Course section.

This report needs the following services:

Learning > Courses

Only users with the following security roles can access this report:

- Analytics Admin
- Human Capital Admin
- Learning Admin Catalog Builder
- Internal Manager Basic Privileges
- External Manager Basic Privileges

< Back Insight - Learning Compliance for Courses Grouped Report Date: 16-JUN-2021 7:06 AM							
훈 Filters							
					÷		
Course Title Completed Cour Course Version							
Completed Courses (Tran- script) Status	Course Version	Category Name	Person Full Name	Person Username	Course As		
Completed Successfully							
			Rahul Chauhan	RCHAUHAN	16-MAY-20		
			Shuchi Lau	SLAU	16-MAY-20		
			Reshma	RESHAM	16-MAY-20		
Overdue							
	eted Cour (Course Version completed Courses (Transcript) Status Completed Successfully Completed Successfully	eted Cour (Course Version completed Courses (Tran- script) Status Completed Successfully Overdue	eted Cour (* Course Version completed Courses (Tran- script) Status Course Version Category Name Category Name Category Name Category Name Category Name	ite: 16-JUN-2021 7:06 AM eted Cour. Course Version Course Version Course Version Course Version Course Version Category Name Person Full Name Person Full Name Rahul Chauhan Shuchi Lau Reshma Overdue	ite: 16-JUN-2021 7.06 AM eted Cour. Course Version completed Courses (Tran- corp)Status Course Version completed Successfully Course Version Category Name Person Full Name Person Username RCHAUHAN		

Figure 30: Insight - Learning Compliance for Courses Report

Report Details

This section provides high-level details of the Insight - Learning Compliance for Courses Report.

Filters

This report uses the following mandatory filters:

- Include Manager Hierachy (Not Editable)
- Hierachy Manager full name
- Course Target Date
- Course Target Date (Not Editable)
- Completed Course (Transcript) Status (Not Editable)
- Is Terminated (Not Editable)

This report uses the following optional filters:

- Is Learning Mandatory
- Person Job Type Name
- Person Organization name
- Person Location Country

- Person Location City
- Manager Full name
- Course Title

Dimensions

This report uses the following dimensions:

- Course Title
- Completed Course (Transcript) Status
- Course Version
- Category Name (collated)
- Person Full name
- Person Username
- Course assigned On
- Is Learning Mandatory
- Course Target Date
- Course Activity Status
- Completion Status
- Transcript Date Marked Complete
- Manager's Manager Name
- Manager Full name
- Person Parent Organization
- Person Organization name
- Person Job Type Name
- Person Location City
- Person Location Country
- Person Status

Metrics

This report uses the following metrics:

- Head Count
- Successful Courses

Insight - Learning Compliance for Curricula

Insight - Learning Compliance for Curricula provides the curricula compliance status based on the curricula due for a given date range.

Note: You cannot make a copy of this report.

This report needs the following services:

• Learning > Curricula

Only users with the following security roles can access this report:

- Analytics Admin
- Human Capital Admin
- Learning Admin Catalog Builder
- Internal Manager Basic Privileges
- External Manager Basic Privileges

< Back Insight - Learn Flat List Report D	C + CREATE	CHART				
띂 Filters						÷
Held Curriculum						
Curriculum Name	Curricula Category	Person Full Name	Person Username	Student Curriculum As-	Is Curricula Required	Student Date
Mobi_Push_Test_Curr		Rohit Tiwari	SGUPTA3	28-NOV-2017	Yes	01-DEC-2
Mobi_Push_Test_Curr		S Person1	SGP1	31-JAN-2018	Yes	03-FEB-2
Mobi_Push_Test_Curr		Saumya Gupta	SGTEST1	28-NOV-2017	Yes	01-DEC-2
sg 47 curricula		Saumya Gupta	SGTEST1	03-DEC-2020	Yes	05-DEC-2
Mobi_Push_Test_Curr		sg hadmin	SGHADMIN	28-NOV-2017	Yes	01-DEC-2
sg 47 curricula instruct		sg hadmin	SGHADMIN	02-JUN-2020	Yes	17-APR-2
sg 50 curricula 1		sg test4	SGTEST4	16-APR-2021	Yes	17-APR-2
•						÷.
					25 per page	✓ 1-7

Figure 31: Insight - Learning Compliance for Curricula Report

Report Details

This section provides high-level details of the Insight - Learning Compliance for Curricula Report.

Filters

This report uses the following mandatory filters:

- Include Manager Hierachy (Not Editable)
- Hierachy Manager full name
- Student Curriculum Due Date
- Completed Course (Transcript) Status (Not Editable)
- Is Terminated (Not Editable)

This report uses the following optional filters:

- Is Curricula Required
- Person Job Type Name
- Person Organization Name
- Person Location Country/Region
- Person Location City
- Manager Full Name
- Curricula Name

Dimensions

This report uses the following dimensions:

- Curriculum Name
- Student Curriculum Status
- Curricula Category (Collate Applied)
- Person Full name
- Person Username
- Student Curriculum Assigned On
- Is Curricula Required
- Student Curriculum Due Date
- Student Curriculum Status
- Student Curriculum Acquired On

- Manager's Manager Name
- Manager Full Name
- Person Parent Organization Name
- Person Organization Name
- Person Job Type Name
- Person Location City
- Person Location Country
- Person Status

Metrics

This report uses the following metrics:

- Head Count
- Acquired Curricula

New Attributes

Learning

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

Table 5: Learning Details

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Courses	Provided Skill Level Tagged By	Dimension	No	Shows the value as Auto or Admin based on the Source that added the Skills to the Course
Courses	Provided Skill Level Status	Dimension	No	Shows the values as Suggested, Accepted, Registered, Deleted
Course Event Tasks	Course Event Task Name	Dimension	No	Name of the Event Task added to Course
Course Event Tasks	Course Event Task Owner	Dimension	No	Title of the course in which task is added
Course Event Tasks	Course Event Task Owner ID	Dimension	No	ID of the course in which task is added
Course Event Tasks	Course Event Task Type	Dimension	No	Type of Task added to Course

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Course Event Tasks	Course Event Task Due Days Before Class Start	Dimension	No	Number of days in which task is due before the start date of the Class
Course Event Tasks	Course Event Task Due Days After Class Start	Dimension	No	Number of days in which task is due after the start date of the Class
Course Event Tasks	Course Event Is Critical Task	Dimension	No	Shows Yes if the Task is marked as Critical Task
Course Event Tasks	Course Event Task Notes	Dimension	No	Notes added to Event Task added to Course
Course Event Tasks	Course Event Task Domain	Dimension	No	Domain of the Event Task added to course
Course Event Tasks	Course Event Task Created On	Dimension	No	Date on which the Event Task added to course is created
Course Event Tasks	Course Event Task Created By	Dimension	No	Name of the person who created the Event Task added to course
Course Event Tasks	Course Event Task Delayed Display	Dimension	No	Shows Yes if the Event Task added to course is to be delayed from displaying
Course Event Tasks	Course Event Task Appears Days Before Due Date	Dimension	No	Number of days before class start date the task is to be displayed
Class Event Tasks	Class Event Task Name	Dimension	No	Name of the Event Task added to Class
Class Event Tasks	Class Event Task Owner	Dimension	No	Title of the Class in which event task is added

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Class Event Tasks	Class Event Task Owner ID	Dimension	No	ID of the class in which event task is added
Class Event Tasks	Class Event Task Type	Dimension	No	Type of the task added to Class
Class Event Tasks	Class Event Task Status	Dimension	No	Completion Status of the Event task added to the Class
Class Event Tasks	Class Event Task Due Date	Dimension	No	Date on which the Event Task added to class is due
Class Event Tasks	Class Event Task Due Days Before Class Start	Dimension	No	Number of days before class start date the task is due
Class Event Tasks	Class Event Task Due Days After Class Start	Dimension	No	Number of days after class start date the task is due
Class Event Tasks	Class Event Task Display Date	Dimension	No	Date on which the the Event task added to class is to be displayed
Class Event Tasks	Class Event Task Delayed Display	Dimension	No	Shows yes if the task is to be delayed from display
Class Event Tasks	Class Event Task Appears Days Before Due Date	Dimension	No	Number of days before due date the task is to be displayed
Class Event Tasks	Class Event Is Critical Task	Dimension	No	Shows Yes if the task added to the class is marked as critical
Class Event Tasks	Class Event Task Notes	Dimension	No	Notes added to Event Task added to Class

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Class Event Tasks	Class Event Task Domain	Dimension	No	Domain of the Event Task added to class
Class Event Tasks	Class Event Task Assigned To	Dimension	No	Name of the person to whom the Event Task added to Class is assigned
Class Event Tasks	Class Event Task Com- pleted By	Dimension	No	Name of the person who completed the Event Task added to Class
Class Event Tasks	Class Event Task Com- pleted On	Dimension	No	Date on which the event task added to class is completed
Class Event Tasks	Class Event Task Created On	Dimension	No	Date on which the event task added to class is created
Class Event Tasks	Class Event Task Created By	Dimension	No	Name of the person who created the Event Task added to class
Class Event Tasks	Class Event Task Com- ments	Dimension	No	Comments added while managing the task
Class Event Tasks	Class Event Task Com- ment Added By	Dimension	No	Name of the person who added the comment
Class Event Tasks	Class Event Task Com- ment Added On	Dimension	No	Date on which the comment was added
Class Event Tasks	Total Class Event Tasks	Metric	No	Total Number of Class Event Tasks
Certification Details	Path Descrip- tion	Dimension	No	Certification path description

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Curricula De- tails	Path Descrip- tion	Dimension	No	Curricula path description
Curricula De- tails	Held Cur- riculum Previ- ous Target Date	Dimension	No	Target date for the acquired curricula will be displayed using this attribute
Held checklist details	Held Checklist Class Name	Dimension	No	Name of the class in which checklist held by learner is present
Held checklist details	Held Checklist Class Id	Dimension	No	ID of the class in which checklist held by learner is present
Module De- tails	Content Ques- tion Response Time (HH:MI:SS)	Dimension	No	Content question response time in HH:MI:SS 24 hrs format
Orders and OrderItems	Total Order Item Discount	Dimension	No	Total discount on the order item
Orders and OrderItems	Total Order Item Discount	Metric	No	Total discount on the order item

Performance

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

Table 6: Performance Details

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Review details	Overall Rating Level Value	Dimension	No	Numeric value of overall rating level of re- view

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Skill Assess- ment Details	Person Skill Assessment New As- sessed Level Value	Metric	No	New assessed level value suggested by person for Skill Assessment

Profile

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

Table 7: Profile Details

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Login Details	Login Month	Dimension	No	Existing attributes with date format (month name) localised
Person Details	Person Coun- try Short Name	Dimension	No	Short name for the person's country
Person Details	Person Busi- ness Country Short Name	Dimension	No	Short name for the person's business country
Person Loca- tion	Person Loca- tion Country Short Name	Dimension	No	Short name for the location's country of the person
Person Organ- ization	Person Organ- ization Coun- try Short Name	Dimension	No	Short name for the organization's country of the person
Person Organ- ization	Person Organ- ization Busi- ness Country Short Name	Dimension	No	Short name for the business organization's country of the person

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Person Organ- ization	Organization Manager Email	Dimension	No	E-mail of the person assigned as Organiza- tion Manager
Person Talent Details	General Read- inss	Dimension	No	General Readiness of a telent profile
Person Skills Snapshot	Skill Snapshot Started On	Dimension	No	Date on which the Skill Snapshot process started. It is the same as the Skill Historical Record Date.
Person Skills Snapshot	Skill Snapshot Completed On	Dimension	No	Date on which the Skill Snapshot process completed.
Person Skills Snapshot	Skill Snapshot Status	Dimension	No	Status of the the Skill Snapshot. This helps to know the status of snapshot process.
Person Skills Snapshot	Skill Snapshot Notification Frequency	Dimension	No	For every completed snapshot it shows the current notification frequency set at that time.

Social

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

Table 8: Social Details

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Connections	Connected Month	Dimension	No	Existing attribute with date format (month name) localised
Contribution Summary	Contribution Month	Dimension	No	Existing attribute with date format (month name) localised
Blogs/Work- space/Chan- nelVideo	Blog/Work- space Viewed By Username	Dimension	No	Username of the person who Viewed Blog/Workspace

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Blogs/Work- space/Chan- nelVideo	Blog/Work- space Viewed By Organiza- tion	Dimension	No	Name of the Organization of the person who viewed Blog/Workspace
Blogs/Work- space/Chan- nelVideo	Blog/Work- space Viewed By Job Type	Dimension	No	Job Type of the person who viewed Blog/WorkspaceBlog/Workspace Viewed By Job Type
Blogs/Work- space/Chan- nelVideo	Blog/Work- space Viewed By Manager	Dimension	No	Name of the manager of the person who viewed Blog/Workspace
Blogs/Work- space/Chan- nelVideo	Blog/Work- space Viewed By Home Do- main	Dimension	No	Home domain of the person who viewed Blog/Workspace
Blogs/Work- space/Chan- nelVideo	Blog/Work- space Viewed By Location	Dimension	No	Location name of the person who viewed Blog/Workspace
Blogs/Work- space/Chan- nelVideo	Blog/Work- space Viewed By Country	Dimension	No	Location Country of the person who viewed Blog/Workspace
Blogs/Work- space/Chan- nelVideo	Workspace Last Viewed On	Dimension	No	Date on which person viewed Workspace
Blogs/Work- space/Chan- nelVideo	Blog- post/Page/Video Viewed By Username	Dimension	No	Username of the person who viewed Blog- post/Page/Video
Blogs/Work- space/Chan- nelVideo	Blog- post/Page/Video Viewed By Or- ganization	Dimension	No	Name of the Organization of the person who viewed Blogpost/Page/Video
Blogs/Work- space/Chan- nelVideo	Blog- post/Page/Video Viewed By Job Type	Dimension	No	Job Type of the person who viewed Blog- post/Page/Video

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Blogs/Work- space/Chan- nelVideo	Blog- post/Page/Video Viewed By Manager	Dimension	No	Name of the Manager of the person who viewed Blogpost/Page/Video
Blogs/Work- space/Chan- nelVideo	Blog- post/Page/Video Viewed By Home Domain	Dimension	No	Home Domain of the person who viewed Blogpost/Page/Video
Blogs/Work- space/Chan- nelVideo	Blog- post/Page/Video Viewed By Location	Dimension	No	Location name of the person who viewed Blogpost/Page/Video
Blogs/Work- space/Chan- nelVideo	Blog- post/Page/Video Viewed By Country	Dimension	No	Location Country of the person who viewed Blogpost/Page/Video
Blogs/Work- space/Chan- nelVideo	Page Last Viewed On	Dimension	No	Date on which person viewed Page
Blogs/Work- space/Chan- nelVideo	Workspace Locale	Dimension	No	Name of the locale into which the workspace is translated
Blogs/Work- space/Chan- nelVideo	Page Locale	Dimension	No	Name of the locale into which the page is translated
File/URL/Video	URL Text	Dimension	No	Actual URL link text
Impressions	Total Impres- sions Includ- ing Private	Metric	No	Total impression count including private impressions
Impressions	Average Im- pressions for Team Includ- ing Private	Dimension	No	Average impressions for team including private impressions

Updated Attributes

Updates to the filters

The following filter attributes now support localized month names and a drop-down list when used as filters:

- Connection Month under Social\Connections
- Contribution Month under Social\Contributions
- Login Month under Profile\Login Details

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Chapter

3

Compensation

Topics:

• Memo type custom field added to Compensation plan

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

Memo type custom field added to Compensation plan

In the previous update, when adding custom fields in Compensation, there was already the option to add a free text field. However, this was a single line field where the user could only add a couple of characters and was not suitable for entering larger amounts of text.

In this update, custom fields of the type memo, can be added where you can enter longer comments for a specific field.

When you add a new field under Additional Data Category, you can select the Memo option from the Data Type drop down list and this allows you to enter longer comments in relation to the specific field.

	AC	DD A NEW FIELD		×
Compensation Home		Field Detail		
> Plan Cycles		Display Name: *	Quarterly Review	
✓ Configuration		Field Name:*	X QuarterlyReview	
Library Fields		Category:*	ADDITIONAL DATA	v .
course y t notes		Data Source:*	External	U Add New Data Source
Currency Conversio	n	Description:		
Financial Year				
Categories		Data Type:*	~	
Increase Guidelines		Is Pick List:	Currency	
RDI Template		Editable:	Boolean	·
Security			Date	•
			Text	CANCEL SAVE
> Manage Data		solaving 1 to 133 of 133	Memo	
> Manage Letters			Percent	

Figure 32: Memo option for Data type

Note: There is a limit of 1020 characters for the comments.

Chapter

4

Ecommerce

Topics:

- Increased character size of ISO Code attribute
- Auto-launch zero-priced WBTs for external learners

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

Increased character size of ISO Code attribute

This update increases the maximum size of the **ISO Code** attribute from 2 to 3 characters for the following components:

- Country
- State

Component Details: Country			
Component Details		Print Export	
Name	Value		
UI Label	ISO Code		
Audit	No Auditing	~	
Data Is Protected			
Default Value			
Display	Yes		
Generate Mask			
Has Unique Values	No		
Is a List Of Values	No		
Is Generated	No		
Is Internationalized	No		
Is Referenced	No		
Is Required	Yes		
Maximum Size	3		
Size	3		

Figure 33: ISO Code attribute for Country

System Administrators can configure this attribute for the two components by navigating to Admin > System > Configure System > Services > Foundation > Internationalization.

Auto-launch zero-priced WBTs for external learners

Prior to this update, Saba Cloud did not automatically launch a WBT content with zero price for external learners, even if the 'Auto-launch of content for Web-based classes on registration' setting was enabled.

In this update, if the 'Auto-launch of content for Web-based classes on registration' setting is enabled, then Saba Cloud registers an external learner and automatically launches the content in the following cases:

- If the external learner searches for a WBT class with zero price and enrolls for it.
- If the external learner adds a WBT class with zero price to the shopping cart and proceeds with the checkout.

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Chapter

HR

Topics:

- Viewing skills from Skills Graph that are already added
- Search for skills using synonyms in Skills Graph

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

Viewing skills from Skills Graph that are already added

In this update, when you use the Skills Graph feature, you can see if you've already added a skill and view the details of the skill.

Navigate to Admin > HR > Manage Skills > Try Skills Graph

To learn more about Skills Graph, click here.

_				
	Skills Graph			
	The Skills Graph's competency taxonomy provid repository of over 50,000 unique skills, which yo skill catalog. To learn more about Skills Graph, c			
	Skill Name	SEARCH		
	adobe technical communication suite	• VIEW		
	agricultural communications	⊕ ADD		
analog communication		⊕ ADD	Click	View to see the skill
	animal communication	⊕ ADD		las aneday been added
	applied communication	• VIEW		
	augmentative communication	⊕ ADD		
	avaya communication manager	⊕ ADD		

Figure 34: View skills already added

Search for skills using synonyms in Skills Graph

In this update, when you use the Skills Graph feature, you can search for skills using synonyms. For example, if you enter "office for mac", you will see results that match that search.

Navigate to Admin > HR > Manage Skills > Try Skills Graph

To learn more about Skills Graph, click here.

Skills Grap	h	
The Skills Graph's cor repository of over 50, skill catalog. To learn	npetency taxonomy provide 000 unique skills, which you more about Skills Graph, <mark>cl</mark> i	s your organization with a comprehensive can easily copy over to your own organization's ck here.
Search skill	office for mac	SEARCH
Skill Name		Action
microsoft office		⊕ ADD
microsoft office 201	1	⊕ ADD
		1 - 2 Of 2

Figure 35: Synonyms in Skills Graph
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Chapter

6

Learning

Topics:

- Assessment
- Content
- Enhanced Course and Class
 Details Pages
- Learning Activity
- Plan Beta enhancements
- Discover portlet enhancements

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

Assessment

Ability to copy tests and surveys

Administrators often have very similar evaluation needs across courses. To fulfil these requirements, you often need to create identical tests to reuse as evaluations in classes. Prior to this update, Saba Cloud provided an option to version test and survey assessments. However, when versioned, the original version of the assessment was deprecated and could not be used as evaluation in new classes.

This update introduces the ability to copy test and survey assessments. Now, instead of creating them from scratch, it is easier to recreate new tests and surveys by simply copying them from similar existing ones. This helps save manual efforts and time.

Note: This feature is available in both Basic and Advanced Assessments.

The **Copy** action is available for *Published*, *Draft*, and *Deprecated* assessments. When you copy an assessment, Saba Cloud creates the new assessment in the *Draft* state, and opens the assessment editor for making further edits.

When you copy an assessment, Saba Cloud copies all settings, meta information, topic/section names, and structure from the existing assessments to the new one. Questions and their attachments are not copied, but reused or referred to as is from the original assessment.



Figure 36: Copy action

To copy a test or a survey, navigate to Learning > Manage Assessment > Manage Test & Survey, click the required folder and click Actions > Copy for the required test or survey.

Note: When you attach a survey, whose **Allow Association with Class Resource** check box is selected, as an evaluation to an existing session-based class, the **Copy** action is not available for the resulting copies of that survey.

New notification when viewers are added to a simplified survey

In this update, when a viewer is added to a simplified survey, they are now notified by email and can click the link in the email to view the survey results.

The notification is disabled by default.



Figure 37: Add Viewers sends a notification

Content

New Create Tool for content import

This update provides Content Administrators the ability to import content using the newly integrated Create Tool. The Create Tool is Cornerstone's content authoring tool that is directly integrated with Saba Cloud.

By default, this tool is not available.

Configuration

The Create Tool is available for import only if the following pre-requisites are configured:

- The Create Tool connector is configured and enabled in Marketplace. For more details about the connector, see New Create Tool connector. For configuration, contact your Marketplace Administrator.
- Your security role is granted the 'Can Import from Create Tool' privilege on the Content Inventory component. By default, this privilege is not granted to any role. To configure a security role, click Admin > System > Manage Security > Security Roles. For more details, contact your System Administrator.

Access the Create Tool

To access the Create Tool, click **Admin > Learning > Manage Content > Content Library**, and browse to the required content folder.

If the tool is enabled and you fulfil the pre-requisites, Saba Cloud displays the new **Import from Create Tool** link in the Content Library.

Content Library				
B	Irowse	Search		
Production Repository		 New Sub Folder Edit Folder 		
Item	Actions	Add To Interest List My Interest List		
Production		Import from Create I ool		
		Contents		

Figure 38: Import from Create Tool

To support content created using the Create Tool, Saba Cloud introduces a new content provider called **Create Tool**.

To quickly search for such content, you can click the **Search** tab in the **Content Library** and select "Create Tool" from the **Content Provider** drop-down list.

Browse							Search			
Name	1			soccer			Content Format	AICC	~	
Used	as Survey, Evalua	tion, or Multi-Ra	ater Assessm	ent 🗌			Status	All ~		
Versi	on Number						Author			
Availa	ble From <=					…	Available From >=		Ċ	•
Folde	r Name						Content Type	-Select One-	~	
Conte	nt Provider			Create To	ol	~	Delivery Vendor	-Select One- v		
You have Configu	e a saved query. re Save Search Qu	iery Reset Saved	l Query				-		SEARCH	
The maximum number of results shown are 500. Please use the search filters to refine your search. Export Modify Table										
Name	Version Number	Content Format	Folder Name	Content Provider	External Content ID	Author	Upload Info			Actions
Socce - Skill	1 .0	AICC	! Publisher	Create Tool	942866fa-2b6b- 4ada-b379- d1bbedd9078a		https://us- dev.api.csod.com/grovo 2b6b-4ada-b379-d1bbed	/createtool/dq3qa002 Id9078a	/aicc/942866f	a- 📋
Socce - Skill 123	r 1.0	AICC	Grovo	Create Tool	83b03cb8-7613- 40a3-a08d- 6dff41b12967		https://us- dev.api.csod.com/grovo 7613-40a3-a08d-6dff418	/createtool/dq3qa002 b12967	/aicc/83b03cb	8-

Figure 39: Search for content

Create Tool

When Content Administrators click the **Import from Create Tool** link, Saba Cloud launches the Create Tool in the same window, thereby providing a seamless user experience. The user authentication happens in the background.

Courses						+ CREATE CO	URSE
Built by me 3	Built by dq3qa002 22						
3 courses				Search co	ourses		٩
STATUS 🗸	TITLE \sim	LAST UPDATED (M	IM/DD/YYYY)	~ ACTIONS	S		
Published	Soccer - Skill	06/03/21		Edit	Duplicate	Delete	
Draft	Lesson Template: Teach a Skill (replace this title)	06/03/21		Edit	Duplicate	Delete	
Published	Copy of Copy of Copy of Copy of Copy 3	06/03/21		Edit	Duplicate	Delete	
100 500 per page							
	<	Page 1 of 1					

Figure 40: Create Tool interface

The tool displays the following tabs: Table 9: Create Tool tabs

Tab Name	Description
Built by me	This tab displays the content you created using the Create Tool.
Built by <i><sitename></sitename></i>	This tab displays the content created by others in your site using the Create Tool.

You can create new content using the tool and import it. Such content appears in the **Built by me** tab. You can also edit, copy, and delete content created by you or by others in your site using the tool.

After you publish a new or edited content from the Create Tool, you can click the **Go to Course Console** button in the tool to directly navigate to the **Content Inventory Details** page for that content in Saba Cloud.



Figure 41: Return to Content Inventory Details page from Create Tool

When you delete a published content from within the tool, Saba Cloud marks the content as purged and is treated as any other purged content in Saba Cloud.

Note: The Create Tool is Cornerstone's content authoring tool. The illustrations used in this topic are the current representation of the tool's functionality and user interface. Any future changes to the tool itself are beyond the scope of this document. For more details about the Create Tool, refer to the *Create Tool help*.

Supported content formats

The Create Tool supports only the AICC URL content format. Any content created in this tool is saved in the AICC content format.

Mobile device compatibility

The content created using the Create Tool is compatible with all devices.

Recommended player templates

Saba recommends using the following predefined player templates with the content created using the Create Tool:

- New Window Standard Template
- Modern Content Player Template

Directly import content to the same folder from Content Library search results

Content Administrators required an easy way to quickly add new content to the same folder rather than having to browse the entire Content Library structure and open each folder and sub-folder till they found the required folder.

Prior to this update, the Content Library search results displayed the folder name next to the content they searched for. However, there was no way to directly reach this folder and import another content to the same folder.

This update enhances the Content Library search results such that the folder name, which appears for the searched content in the results, now provides a direct link to import new content to the same folder.

Content Type	-Select One-	~ Content Provid	ler -Select One-	~
Delivery Vendor	-Select One- 🗸	OLSA Asset U	odate Failed 🔲	
External Content ID				
Configure Save Search Query				SEARCH
Contents	The maxir	mum number of results shown are	500. Please use the search filte	ers to refine your searc Export Modify Table
Contents Name App Analytics for	The maxir Author Joe Marini	mum number of results shown are Folder Name 11	500. Please use the search filte Content Format URL	ers to refine your searc Export Modify Table Actions
Contents Name 🗻 Mobile App Analytics for Mobile App Development: A	The maxir Author Joe Marini Skillsoft	mum number of results shown are Folder Name 11 Cornerstone Content	500. Please use the search filte Content Format URL AICC	ers to refine your searc Export Modify Table Actions
Contents Name Mobile App Analytics for Mobile App Development: A Mobile App Development: B	The maxin Author Joe Marini Skillisoft Skillisoft	The second secon	500. Please use the search filte Content Format URL AICC rt new content in this folder	rs to refine your searc Export Modify Table Actions
Contents Name Mobile App Analytics for Mobile App Development: A Mobile App Development: B Mobile App Development: D	The maxin Joe Marini Skillsoft Skillsoft Skillsoft	Folder Name Folder Name Cornerstone Content Cornerstone Content Cornerstone Content	500. Please use the search filte Content Format URL AICC rt new content in this folder AICC	rs to refine your searc Export Modify Table
Contents Name Mobile App Analytics for Mobile App Development: A Mobile App Development: B Mobile App Development: D Mobile App Development: D Mobile App Development wi	The maxir Author Joe Marini Skillsoft Skillsoft Skillsoft	Folder Name Folder Name Cornerstone Content Cornerstone Content Udemy	500. Please use the search filte Content Format URL AICC rt new content in this folder AICC URL	rs to refine your searc Export Modify Table

Figure 42: Import new content to a folder

Click the folder name link for the required content to import new content to the same folder. This opens the **Import Content** page where the current folder is already selected as the **Parent Folder**.

Import Content					
1.Content Details> 2.Import Content					
Name*					
Security Domain*	world Q Q				
Content Format*	AICC ~				
Player Template*	Modern Content Player Template Q Q				
Mobile Device Compatibility	Not Compatible ~				
Content Type	-Select One- v				
Version Number					
Expiration Date					
Parent Folder	Cornerstone Content				
Use as Evaluation					

Figure 43: Import Content page

Note: This functionality is not available when you search and add content to a class from the class activities page.

Bypass session validation for SCORM content communication

If the Saba content player was open and the Saba Cloud session timed out, then SCORM content completion issues were observed at times because LMSFinish and LMSCommit calls were still processed.

To avoid these SCORM content completion issues, this update allows System Administrators to bypass the Saba Cloud session validation for SCORM content using the following new microsite property: **Table 10: New Content microsite property**

Property	Description	Default Value
Bypass session validation for SCORM content communication	If set to '1', then SCORM communication is al- lowed even after the Saba Cloud session has expired. If set to '0', then SCORM communication is not allowed after the Saba Cloud session has ex- pired. This avoids commit/finish call processing when a user session is not valid.	1

To configure this property, navigate to Admin > System > Configure System > Microsites > Saba Cloud > Site Properties > Content.

Enhanced Course and Class Details Pages

Enhanced course and class details pages now displayed by default

Prior to this update, Saba Cloud displayed the legacy course and class details pages to end users and managers by default. To display the enhanced course and class details pages, System Administrators had to enable certain services and system settings.

In this update, Saba Cloud now displays the enhanced course and class details pages as the default view for end users and managers.

With this change, the following configuration is enabled by default:

- Learning Beta service
- Enable enhanced Course Details page setting under the Learning Beta service

Note: To enable the legacy course and class details pages, System Administrators can disable this setting.

Support for additional manager actions on enhanced pages

Prior to this update, the enhanced course and class details pages did not support certain manager actions. Thereby, managers had to switch to the Legacy view of the course and class details pages to perform those actions.

This update supports the following manager actions on the enhanced course and class details pages:

- Enroll team members to the class
- View the approval chain
- Change the status of a completed course
- Add a course to a team member's plan along with a due date. Additionally, edit the due date for an assignment, or remove the assignment when the manager is the assignor.

Usability changes to the enhanced pages

This update introduces the following usability changes to the enhanced course and class details pages:

 For *In-Progress* self-paced classes and *In-Progress* or *Registered* session-based classes, the Launch action is no longer displayed in the class header actions drop-down menu. For *In-Progress* classes, the Launch action is not displayed in the header even if the **Restrict Multiple Registration** setting is set to 'Always Allow Recurring Registration'.

caps lock A S O O WEB-BASED O Z X TRAINING of an control ones	Class continue action test Course ID: 1234CONTINUE123 In Progress Registered on: 2021-04-08 Mark Complete
MY PROGRESS	Add to Plan
COURSE OVERVIEW	Total duration: 30:00 Hrs Class ID: 1234CONTINUE123

Figure 44: Usability changes - Launch action removed

• For *In-Progress* self-paced and session-based classes, the look and feel of action buttons in the **My Summary** section and actions corresponding to the activities, is changed as illustrated below.

English WBT1 Total duration: 02:22 Hrs Class ID: SCOURSE_CUSTOM_WBT_EVAL Activities	CPF: Yes	10 USD DROP 🗸
Completed on: 2021-04-08	Completed	VIEW RESULTS
 PIN_Hula Passing score: 80 Content attempts: 3 	Not evaluated	LAUNCH
PIN_SCORM Passing score: 90	Not evaluated	LAUNCH
	Not evaluated	LAUNCH
Stask1	Not evaluated	VIEW
Stask_INternal_Domain	Not evaluated	VIEW
	SHOW OTHER AVAILABLE CLASSES 🗸	

Figure 45: Changes to the look and feel of action buttons

- The collapsed view of a class in the **Available Classes** section of the enhanced course details page now displays the following details upfront:
 - Displays the Enrollment Closes Before date for a class if this date is set while creating the class and if the date is not yet reached. However, classes whose Enrollment Closes Before date is in the past or on the same day, are not displayed under the Available Classes section. This is applicable for classes from both regular and recurring courses.



Figure 46: Enrollment Closes Before date

Displays the Class ID and the Class Description fields without the need to expand the class. Prior to
this update, users had to expand the class to view these fields. If the description is lengthy, then it is
displayed partially and you need to expand the class to view the complete description.

Å	English Web-Based Class ID: SCOURSE_WBT_SAVEPUBLISH	0 USD
	Total duration: 02:00 Hrs Check cancellation policy	
	Class description	
	By the end of this class participants will be able to: • Create pages and files • Add basic content to a page • Insert links and images • Create content containers • Understand the navigation structure of your site	
		н

Figure 47: Class ID and Description fields displayed in the collapsed view

Display fully booked classes on the enhanced course details page

Prior to this update, the enhanced course details page did not display future-dated classes if the seats were fully booked and the waitlisted seats were also fully utilized. So, users did not know that such classes existed for the course but were simply not open for enrollment.

In this update, the enhanced course details page now has the ability to display classes whose enrollment date is in the future but their seats are fully booked and the waitlisted seats are fully utilized.

This ability is controlled by the following new settings:
Table 11: New settings for displaying fully booked classes

Setting Name	Description	Service
Show ILT classes whose seats are fully booked	If enabled, then the enhanced course details page displays ILT classes that are not available for enroll- ment as their seats are fully booked.	ILT Class
Show blended classes whose seats are fully booked	If enabled, then the enhanced course details page displays blended classes that are not available for enrollment as their seats are fully booked.	Blended Class
Show virtual classes whose seats are fully booked	If enabled, then the enhanced course details page displays virtual classes that are not available for enrollment as their seats are fully booked.	Virtual Classroom

Note: These settings are not domain specific.

When enabled, then such classes are displayed in the **Available Classes** section of the enhanced course details page, but the **Enroll** action is disabled and a message is displayed indicating that no seats are available for enrollment.

By default, these settings are disabled. That is, fully booked classes are not displayed in the **Available Classes** section.

System Administrators can configure these setting by navigating to **Admin > System > Configure System > Services > Learning > Catalog > Classes**.

Enhanced display behavior of classes when accessed via global search

This update modifies the behavior of how classes are displayed on the enhanced course details page when the page is accessed by users through the global search and where multiple registrations exist for the course.

Now, if users search for a course in global search and click the course name, and if multiple registrations exist for the course, then the enhanced course details page displays classes in the following sequence:

1. Displays completed but reassigned classes

When the Course Reassignment functionality is enabled and if a learner has been reassigned a course, then the learner is displayed the enhanced course details page with status as "Reassigned".

- 2. Displays the latest in-progress registrations
- 3. Displays the latest completed courses

Note: The **Consider end date as completed on date** property is considered for calculating the latest completions.

4. Displays the Available Classes section

Registration through catalog calendar now opens enhanced pages

Prior to this update, when learners clicked the course title link in the catalog calendar, certain actions did not support the enhanced course and class details page workflow.

This update enhances the catalog calendar workflow such that, if the enhanced course and class details page support is enabled and if the learner clicks the course title in the catalog calendar, then Saba Cloud now directs them to the enhanced class details page.

- For a registered class, Saba Cloud opens the enhanced registered class details page.
- For an unregistered class, Saba Cloud opens the enhanced class deeplink page if it is a class event.
- For an unregistered class, Saba Cloud opens the enhanced course details page if it is a due date event.

This is supported for events accessed from both the **My Events** and **Catalog Calendar** views on the **Calendar** page.

To see the calendar view of the learning catalog, either:

- Click the Calendar tab in the My Plan page, or
- Click the profile user name and click the **Calendar** menu.

You can view the learning catalog for a specific day, week, or month.

alendar Select view for	calendar	My Events O C	atalog Calendar			
MARCH 29 - MAY 1, 2021						
Calendar Date Picker:				DAY	WEEK MON	NTH 🕨
2021-04-14		Monday	Tuesday	Wednesday	Thursday	F
NARROW YOUR SE Title: Search title Location: Search location	13	Mar 29, 2021	30	31	Apr 1	
Instructor-led	14	5	6	7 18:10 Course-0702 (8	

Figure 48: Catalog Calendar enhancement

Changes to enhanced checklists

This update introduces the following usability changes to the enhanced checklist pages in Saba Cloud:

• Request evaluation action usability changes

Prior to this update, the 'Request evaluation' action icon on the enhanced checklist page was not labelled and was positioned to the extreme right. Only when a user hovered on this icon, the label text on the extreme left 'Evaluators' changed to 'Request evaluation'. This caused ambiguity to users and lead them to miss the action altogether.

In this update, the 'Request evaluation' action icon on the enhanced checklist page is now changed to the **Request Evaluation** button for clarity and enhanced usability.

Evaluators	REQUEST EVALUATION
Jeanette Spataro	
Admin Attachment(s)	
Data_Retention_Polic Attached by Ssuper on 28-MAY-2020	
Evaluation Attachment(s)	
There is no attachment associated.	

Figure 49: Request Evaluation

Similarly, if the request is already sent, then the icon changes to the **Re-Request Evaluation** button.

Evaluators	RE-REQUEST EVALUATION
You have already requested evaluation on 26-MAY-2021 at 1:09 AM. Jeanette Spataro	
Evaluation Attachment(s)	
There is no attachment associated.	
Sections & Items	
General	^
Item1 with Force Eval Comment	~
Stask_Manager	~

Figure 50: Re-request Evaluation

Learning Activity

Search catalog by audience type of order contact in enhanced Assign Learning

Prior to this update, when managers or Registrars searched the catalog in the enhanced **Assign Learning** workflow, Saba Cloud returned results based on the order contact's domain privileges, but not their personal audience types.

In this update, when managers or Registrars search the catalog in the enhanced **Assign Learning** workflow, Saba Cloud now considers not only the domain privileges, but also the audience types of the person performing the registration or assignment to search the catalog and return results.

System Administrators can configure this behavior using the following new setting under the **Catalog** service:

Catalog search by audience type in Assign Learning

When this setting is enabled, the catalog search results in the Assign Learning workflow are filtered by the audience type of the order contact.

When disabled, the catalog search results in the Assign Learning workflow are filtered only by the domain privileges of the order contact.

The default value is 'Off'.

Note: This setting is not domain specific.

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

New audience type search field in enhanced Assign Learning

This update introduces the following new search filter in the **Select Learning Item** section of the enhanced **Assign Learning** workflow:

Audience

The **Audience** filter returns courses, classes, certifications, or curricula that belong to the selected audience types.

The **Audience** filter is a multi-select picker that lets you choose more than one audience type. The audience types displayed by the picker are controlled only by the domain visibility of the logged-in user.

ister for one or more classes now.		Order Contact	User One	Q Curren
Select Learning Item				
Search Catalog	Q	▼ Filters ▲		
Title	Course Id	Clas	is ID	
Title	Course Id	Cl	ass ID	
Delivery Type	Location	Lan	guage	
Select 🗸	Type to search	Q Ty	pe to search	Q
Start date >=	End date <=	Aud	ience	
Select Date 📩	Select Date	Ту	pe to search	۹ ۷
Sort By				

Figure 51: Audience search filter

This new search filter affects managers and Registrars, and is available in **Register**, **Add to plan**, and **Assign & Enroll** options of the enhanced **Assign Learning** workflow.

Add Learning action for managers now supports enhanced Assign Learning

Prior to this update, when managers clicked the **Add Learning** action menu on a team member's plan page, Saba Cloud opened the classic Assign Learning interface, irrespective of the **Show Assign Learning Views for Manager and End User** setting value.

In this update, when managers click the **Add Learning** action menu on a team member's plan page, Saba Cloud opens the classic or the enhanced Assign Learning interface depending on the value of the **Show Assign Learning Views for Manager and End User** setting as follows:

Table 12: Setting value and impact on enhanced Assign Learning

Setting Value	Result
Show only the new enhanced user interface	Opens the enhanced Assign Learning interface
Show only the old user interface	Opens the classic Assign Learning interface

Setting Value	Result
Show the old and new enhanced user interface	Opens the classic Assign Learning interface

System Administrators can configure this setting by navigating to **Admin > System > Configure System > Services > Learning > Settings**.

Visually enhanced Learning Requests page for users

This update visually enhances the Learning Requests page under Me > Learning Requests for end users.

The page and its elements now follow the enhanced design philosophy of Saba Cloud. The functionality on the page remains unchanged.

Note: The **Learning Requests** menu and page are available only if the **Learning Requests** service is enabled by your System Administrator.

Learning Re	quests						
Class Requests	Course Requests						
Course	Created by	Delivery type	Requested start date	Requested end date	Location	Status	Actions
Test Multi	uone		2021-04-01			Pending	EDIT
Course Eval2201	uone		2021-03-19	2021-03-31		Pending	EDIT
Course1_Required	uone	ILT Custom	2021-02-26	2021-02-28	USA (North America)	Rejected	VIEW

Figure 52: Enhanced Learning Requests page - Class Requests

Learning Re	equests			
Class Requests	Course Requests			
Title	Status	Created by	Requested by date	Actions
Description test	Pending	User One	2021-04-14	VIEW
Only one custom field	Pending	User One	2021-03-16	VIEW
123331	Pending	User One	2020-11-26	VIEW
32123	Rejected	User One	2020-11-26	VIEW

Figure 53: Enhanced Learning Requests page - Course Requests

New default image management support for catalog categories

This update allows System Administrators to use the default image management feature to manage system-level default images for catalog categories.

To configure default images for categories, navigate to **Admin > System > Manage Branding > Default Images**. By default, the access to this menu is granted only to the System Admin and Super User security roles.



Figure 54: Manage default images for catalog categories

Users with access to this menu can upload a custom image for the category object. The custom image overrides the system-level default image for that object. They can crop and align the custom image for optimal viewing.



Figure 55: Crop the custom image

Category		
The recommended image size for o	ptimal viewing of images is 400x200 pixels.	
Saba default	Custom	
		Select custom image CHOOSE FILE
		RESET

Figure 56: Uploaded custom image for category

To revert to the system-level default image, click the Reset button for the category object.

Object-level images take precedence over system-level default or custom images. Learning Administrators can override these system-level default or custom images at the individual object level.

Note: The recommended image size for optimal viewing of images in Saba Cloud is 400x200 pixels. If the uploaded custom image size does not meet the size recommendation, then the image is saved as is and may not provide an optimal viewing experience.

Affected areas:

- Browse All > Featured portlet
- Browse > Learning Catalog > Featured Categories portlet
- Admin > Learning > Manage Categories > Categories > Edit a category

Enhancements to Roster Sign-in Sheet

This update introduces the following enhancements to the Roster Sign-in Sheet:

• New configurable field in header

This update adds the **Class Description** field to the roster sign-in sheet header. Learning Administrators can configure the sheet to include or exclude this field for display.

When enabled, the field is displayed on the roster sign-in sheet only if the field is not empty.

Note: If the class description contains HTML tags, rich text, or special characters, then it is not recommended to enable the **Class Description** field on the roster sign-in sheet.

Configure Roster S	ign-in Sheet	
Configure different fields to dis checkbox for the field.	play while printing the sign-in sheet PDF file from th	e instructor's class roster page.
Page Layout Portrait	~	
Columns		
Show	Sequence	Column Name
	1	Signature
	2	Completion Status
	3	Name
	4	No
	5	Class Description
	б	Email Id
	7	Grade

Figure 57: New Class Description field

Repeated header per page

The header details are now repeated on each page of the roster sign-in sheet PDF file.

Different column layout for Signature and Name columns

During sheet configuration, if only **Signature** column is selected, then the roster sign-in sheet PDF file displays 4 Signature columns in Portrait mode and 6 Signature columns in Landscape mode per page. If

both **Signature** and **Name** columns are selected, then the roster sign-in sheet PDF file displays 2 Signature and 2 Name columns in Portrait mode, and 3 Signature and 3 Name columns in Landscape mode per page.

For any other selected column combination, excluding **Class Description**, the PDF displays each column only once per page.

Instructors can now proactively evaluate checklists from the class roster

Prior to this update, Saba Cloud allowed Instructors, who were designated as checklist or checklist item evaluators, to evaluate a checklist only after the learner sent them an evaluation request. Instructors could only evaluate a checklist by accessing it from their Message Center. They could not choose and evaluate the checklist from the class roster.

This update now allows Instructors, who are designated as checklist or checklist item evaluators, to proactively choose a checklist for a learner directly from a class roster and evaluate it. They do necessarily not have to wait to receive an evaluation request from the learner for evaluation.

Note: Instructors are allowed to mark complete a checklist only if:

- They are one of the checklist-level evaluators or checklist item-level evaluators, and no other checklist-level evaluator is defined.
- They are added as a resource with the 'Purpose' of 'OOB Instructor' for the class activity. Only then are they allowed to evaluate the checklist.

To proactively evaluate a learner's checklist, Instructors can navigate to the required class roster, select the learner, and click the Results/Attendance icon. In the **Learner Attendance and Results** popup page, click the **Evaluate** button for the required checklist.

LEARNER ATTENDANCE A	ND RESULTS		
ATTENDANCE		RESULTS	
Update all sessions	HH:MM	Stask1	-
Adobe	HH:MM	Stask_Self	
S1	HH:MM	SCL ONLY Chec. EVALUATE	ł
s100	HH:MM		
S2	HH:MM		-

Figure 58: Evaluate a checklist from the roster

Saba Cloud opens the checklist details page. They can proceed to fill in the required fields for evaluation and click the **Mark Complete** button to complete the checklist evaluation.

Limitation

Instructor can select only one learner from the roster to evaluate the checklist. Bulk evaluation of checklists for multiple learners is not supported. If multiple learners are selected, then the **Learner Attendance and Results** popup page does not display the **Evaluate** button.

Support for reassigned completed courses in additional workflows

The last update introduced the course reassignment workflow that allowed regular courses with active sources to be reassigned back to learners after completion. However, the reassignment status of courses was not fully supported in various workflows such as To-Do lists, Plan Beta, and so on.

In this update, the reassignment status of courses is supported in the following additional workflows:

End user workflows

- To-Do lists
- Plan
- Plan Beta
- Role Analysis

People Admin workflows

Enrollments

Label change for Stop Auto-promotion Date field

This update changes the name of the class field from **Stop Auto-promotion Date** to **Stop Waitlist Auto-promotion Date**. The updated field name helps to provide an indication that the field is related to the waitlist functionality.

This field name change affects ILT, Blended, Virtual, and Custom ILT classes.

Plan Beta enhancements

This update introduces the following enhancements for Plan Beta:

· New search filters for certifications and curricula

This update adds the following new date filters to the Filters widget on the Plan Beta page:

Assigned date on or after

Displays certifications or curricula that have an assigned on date equal to or later than the specified date.

• Assigned date on or before

Displays certifications or curricula that have an assigned on date equal to or before the specified date.

These date filters are displayed only when you select either *Certification* or *Curriculum* from the **Type** drop-down list.

/pe	Status	Due date on or before	Due date on or after	Certification name
Certification 🗸	Select 🗸	YYYY-MM-DD	YYYY-MM-DD	Certification name
ssigned date on or after	Assigned date on or before	Mandatany anti-		
YYYY-MM-DD 🛅	YYYY-MM-DD	Mandatory only		

Figure 59: New Assigned on search filters

• New Dismiss action for me:time content cards in the In Progress ribbon

Clicking the new **Dismiss** action on a me:time card in the **In Progress** ribbon on the **Plan Beta** page removes the item from the ribbon and ensures that the item does not appear again as a recommendation for that user.

Discover portlet enhancements

This update introduces the following enhancements to the **Discover** portlet:

Additional actions for course and checklist cards

The course and checklist cards in the **Discover** portlet now support the following additional actions for self-paced classes:

- View, is the primary action
- Enroll or Launch, for courses having a single active unregistered WBT class

Note: The **Launch** action is displayed for internal users only if the 'Auto-launch of content for Web-Based classes on registration' setting is enabled.

- Continue
- Drop, if a learner is registered for the course/class

The course cards for self-paced classes display **View** as the primary action.

The course cards in the Bite-Sized Content ribbon now supports the Bookmark action.



Figure 60: Additional supported actions for learning cards

Support for reassigned completed courses

Prior to this update, Saba Cloud did not show reassigned completed courses inside the **Discover** portlet.

In this update, the **Discover** portlet now supports reassigned completed courses as well. If a course is reassigned, then the status of the course is displayed as *Reassigned* instead of *Assigned* in the My Learning, Hot Learning, and In-Progress Learning ribbons inside the **Discover** portlet. The course cards also display all related actions for such courses.

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Chapter

Marketplace

Topics:

- Marketplace Classic
- Marketplace (Beta)

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

Marketplace Classic

- New Create Tool connector on page 97
- Removed old connectors from Marketplace on page 98

New Create Tool connector

This update introduces Create Tool, a new content import and authoring tool that is integrated into Saba Cloud Marketplace. Once configured, Content Admins can create and import content using the tool directly from Saba Cloud.

Create Tool integration in Marketplace

To launch the Create Tool connector from Marketplace:

- 1. Navigate to Admin > Marketplace
- 2. Scroll through and select or search for the Create Tool tile.



Figure 61: Create Tool tile

3. Click on the tile to launch the configuration card.

CONTENT/COURSE/CLASS DOMAIN:	world	0
CONTENT PLAYER TEMPLATE:	New Window Standard Template	0
	CREATE WBT COURSE	θ
ACTIVATION KEY:	444444444	θ
What is Create Tool? Many organizations want to effectively and ef and involve multiple people or systems. The is that is embedded into familiar administrative suthoring solution that lets you seamlessly or How do I access Create Tool? Please contact your Account Manager for prin	ficiently create customized content for their learners but find their cu deal solution would allow for content creators to easily create, publisi workflows. A new easy-to-use, adaptable content authoring tool does eate and deliver effective training that directly integrates with and pu sing details. Once enabled, Create Tool will be available directly from	rrent process to be time consuming h, and manage responsive content just that. Create Tool is a content blishes to your course catalog. within your Content Administration

Figure 62: Create Tool connector configuration card

4. Enter data in the fields as follows:

Table 13: Connector card fields

Field Name	Description
Content/Course/Class Domain	This is the domain that content, WBT and course will be created in, from the Create Tool.
Player Template	This is the player template set for content imported from the Create Tool
Create WBT Course	To create WBT and course, in addition to content
Activation Key	Once you have purchased the Create Tool, the Activation key will automatically be populated.

5. Click Save.

Once the Create Tool configuration is complete your Content Admin can access it from the Content Library to import content. For details on how to import content using the Create Tool, refer to New Create Tool for content import.

Removed old connectors from Marketplace

We are removing the following connectors from the Marketplace:

- Broadbean
- FullContact
- JobTarget
- HireRight
- Planning@Work
- Oracle NetSuite
- PAN
- Microsoft Dynamics CRM

Marketplace (Beta)

- Marketplace (Beta) enabled by default on page 98
- New Microsoft Teams Meetings connector on page 99
- New Webex Meeting connector on page 101

Marketplace (Beta) enabled by default

With Update 50, Marketplace (Beta) will be enabled by default on the Admin tab.

To access it, navigate to: Saba Cloud > Admin > Marketplace (Beta)



Figure 63: Marketplace (Beta) enabled as default

Marketplace (Beta) provides a refreshed view, richer description, and additional features like:

• Support for more than one account.

For example: When Finance and Marketing groups have separate Webex instances, and both need to be integrated into Saba, you can configure both using the new interface in a single connector.

• Flexible Object mapping.

For example: Mapping Workers to External People instead of Internal people.

Schedule multiple objects one after another.

For example: Locations, Jobs. Organizations and People. No need to guess how long each import would take.

Detailed monitoring

Connectors will be moved from the current Marketplace to the Marketplace (Beta) over time. If you plan to add a connector you have not already configured, we encourage you to look for it on Marketplace (Beta) first.

Note: Some connectors may only be available on Marketplace (Beta).

If you already have a connector configured on the current Marketplace and wish to use the one available on Marketplace (Beta) instead, raise a Support ticket and we will help you migrate your configurations from Marketplace Classic to Marketplace (Beta).

New Microsoft Teams Meetings connector

In this update, a new VLE connector for Microsoft Teams Meetings has been introduced in Marketplace Beta.

Once configured, this connector allows you to schedule training, assign instructors, register students, and capture session attendance against the class in Saba Cloud.

You can access Microsoft Teams Meeting by navigating to:

Admin > Marketplace Beta and clicking on the Microsoft Teams Meetings tile.



Figure 64: Microsoft Teams Meeting

Click **Configure** and launch the Microsoft Teams Meetings page to view the complete details.

Before you start using the connector, you need to create an account in the connector.

Instructor	😰 Learning	🏋 Ecommerce	€ Performance	🗊 Pulse 360	🄹 Talent	A. Recruiting	🖌 🧠 Marketplace	🚓 Marketplace(Beta)	🎭 Extended
reate Acco	ount								
ccount Name									
Product Plan	ning Meetings								
Missource T	anna Maatina	Configuration							
Microsoft I	eams meeting	Configuration							
Client ID*			Client Sec	ret*			Tenant ID*		
Client ID							Tenant ID		
Meeting Orga	inizer Email*		Graph API	Endpoint			Lobby ByPass Settings		
Meeting O	rganizer Email		Global D	efault (https://graph.mie	crosoft.com)	~	Organization		~
Announc	e Entry Exit								
Saha Claud	Configuration								
Saba Ciudu	comguration								
Default V	LE Provider								

Figure 65: Account creation page

On the Create Account page, enter data in all the required fields and any additional fields that you need to configure.

Table 14: Microsoft Teams Meeting configuration fields

Field names	description
Client ID	Client ID of the custom app created in Microsoft Azure
Client Secret	Client Secret of the custom app created in Microsoft Azure
Tenant ID	This is your Microsoft Azure Tenant ID
Meeting Organizer Email	Email ID of the meeting organizer

Field names	description
Graph API Endpoint	In most cases you will use the global default API endpoint for Microsoft Teams (graph.microsoft.com). However, in some cases you may want your Microsoft Teams API calls to go to alternate Graph API endpoints such as Germany (https://graph.mi- crosoft.de) or China 21 Vianet (https://microsoftgraph.chinacloud- api.cn)
Lobby Bypass Setting	Switch to determine who waits in the lobby and who bypasses the lobby during an Microsoft Teams Meeting.
Announce Entry Exit	If this is enabled, it indicates when someone enters or exits the Microsoft Teams meeting.

Table 15: Saba Cloud Configuration

Field Name	Description
Default VLE Provider	Check this box if you want Microsoft Teams Meeting to be the default option when creating courses.

Once the account is set up, you can start scheduling meetings from the Microsoft Teams Meetings application.

Note: You can create multiple accounts from the Create Account page.

New Webex Meeting connector

In this update, a new VLE connector for Webex has been introduced in Marketplace Beta.

This integration allows virtual class sessions to be easily scheduled, instructors assigned, students registered, and attendance automatically tracked back in Saba Cloud.

You can access Webex Meeting connector by navigating to:

Admin > Marketplace Beta and clicking on the Webex Meetings tile.



Figure 66: Webex Meeting tile

Click on the Webex Meetings tile to see the **Account** and **About** tile. You can view all the details of the Webex Meeting connector by clicking the About tab.

Click on **Account** to enter the Create Account page.

Accour	t	About
Create Account		
Account Name*		
Week1		
Webex Configuration		
Username "	Password	Site Name
Meeting Template Meeting Template	Telephony Type CALLIN	Auto Generate Password
Enable SAML		
Saba Cloud Configuration		
Default VLE Provider		

Figure 67: Create Account page

Table 16: Webex Configuration details

Field	Description
Account Name	The name you provide when creating the account.
Username	Webex account user name
Password	Webex account password. Password is not required if SAML is enabled.

Field	Description
Site Name	Each Webex account is provided with a URL which contains the value of a sitename. For example: If https://test-account.webex.com is the URL created, <test-account> is the site name.</test-account>
Meeting Template	Meeting Template is created when you set up the Webex account. You need to provide the template name during the set up process. You can also create and save custom configurations in specific templates.
Telephony Type	You can select the Telephony Type from the following options on the drop down:
	 NONE - Only the VOIP option is given to the learner and the instructor even if the Admin selects Telephone or Telephone and VOIP while creating the VC offering. CALLBACK or CALLIN- Learner can call-in to the number given by WebEx or provide the number for WebEx to call back. This is a WebEx feature. The admin must select Telephone or Telephone and VOIP while creating offering. OTHER.
Auto Generate Password	If you select this, a password is generated by the system and set for the meeting. This password needs to be entered by the attendees when joining the meeting.
Enable SAML	Saba Cloud supports both Password based authentication and SAML based authentication. Select the Enable SAML check box to use the SAML authentication.

Table 17: Saba Cloud Configurations

Field	Description
Default VLE provider	If you select this, Webex meeting will be shown as the default VLE provider when creating a virtual class.

Once you set up the account, the Webex VLE provider gets created in Saba Cloud with the name of the account. Using this account, you can create your virtual meetings.

Note: When an instructor is assigned to a meeting via Saba Cloud, it is mandatory that the instructor account exists in Webex.

Chapter

me:time

Topics:

- me:time enhancements
- Default image management support for additional me:time objects

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

me:time enhancements

This update introduces the following enhancements for me:time:

• Revert Progress is now Dismiss

To enhance usability, this update changes the terminology from **Revert Progress** to **Dismiss** for all in-progress content. Clicking **Dismiss** works the same way as before where it reverts the progress of that me:time content and removes it from the *In-progress* state so it neither appears in your In-progress content list nor as a recommendation in the interest ribbons.



Figure 68: Dismiss content

New **Dismiss** action for me:time content cards in all the interest ribbons on the **me:time** landing page

Clicking the new **Dismiss** action on a me:time card in a me:time interest ribbon removes the item from the ribbon and ensures that the item does not appear again as a recommendation for that user.



Figure 69: Dismiss a content card from a me:time interest ribbon

New Dismiss action for me:time content cards in the In Progress ribbon on the Plan Beta page. For more details, see Plan Beta enhancements.

Default image management support for additional me:time objects

Prior to this update, the default image management feature allowed System Administrators to manage system-level default images for the following me:time objects:

- Learning Path
- Online Learning

This update allows System Administrators to use the default image management feature to manage system-level default images for the following additional me:time objects:

- Video
- Link
- Book
- Book Summary

To configure default images for categories, navigate to **Admin > System > Manage Branding > Default Images**. By default, the access to this menu is granted only to the System Admin and Super User security roles.

D	efault Images		
	▶ Learning		
	✓ me:time		
	Video		
	The recommended image size for optim	nal viewing of images is 400x200 pixels.	
	Saba default	Custom	
	Link		
	The recommended image size for optir	nal viewing of images is 400x200 pixels.	
	Saba default	Custom	
	300	Select custom image CH	OOSE FILE

Figure 70: Manage default images for additional me:time objects

Users with access to this menu can choose to upload a custom image for the these additional me:time objects. The custom image overrides the system-level default image for that object. They can crop and align the custom image for optimal viewing.

Crop Image		\times
Image Preview :		
	CANCEL	SAVE

Figure 71: Crop the custom image

Book		
The recommended image size for optimal viewing of images is 400x200 pixels.		
Saba default	Custom	
		Select custom image CHOOSE FILE RESET Preview

Figure 72: Uploaded custom image for me:time Book object

To revert to the system-level default image, click the **Reset** button for the required me:time object.

Object-level images take precedence over system-level default or custom images. Learning Administrators can override these system-level default or custom images at the individual object level.

Note: The recommended image size for optimal viewing of images in Saba Cloud is 400x200 pixels. If the uploaded custom image size does not meet the size recommendation, then the image is saved as is and may not provide an optimal viewing experience.

Affected areas:

- Browse > Learning Catalog
- Catalog Search results
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Chapter

9

Meeting

Topics:

- Saba Meeting App installer for System Administrators
- Increased character limit support of exported assessments in Saba Meeting evaluations

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

The Saba Meeting client also includes additional new features and enhancements. For details, refer to the Saba Meeting What's new.

Saba Meeting App installer for System Administrators

Prior to this update, there was no option in Saba Cloud to download the Saba Meeting App installer for System Administrators. To install the App, Administrators had to submit a request to support.

This update provides System Administrators the ability to download the Saba Meeting App installer directly from the Saba Cloud **Downloads** page.

Note: This section is visible only if you have the System Admin security role.



Figure 73: Saba Meeting App for System Administrators

Table 18: Installer Types for System Admin

Installer Type	Number of Users	Operating System
Saba Meeting App Silent Installer	Single User	Windows
Saba Meeting App Silent Installer	Multiple Users	Windows

To download the Saba Meeting App installer:

- **1.** Login to Saba Cloud as the System Administrator.
- 2. Click <user name>> Downloads.
- 3. Scroll to the SABA MEETING WINDOWS APP FOR IT ADMINISTRATORS section.
- Click the Download button to download the required installer. Save the .exe file to your desired location. Once the download is complete, run the .exe file to install the App.

Increased character limit support of exported assessments in Saba Meeting evaluations

Prior to this update, the field length restrictions were limiting test and survey assessments to be exported as SAZ files for Saba Meeting consumption. When such exported test and surveys were imported into Saba Meeting App-based Agenda Builder as evaluations, the fields with length restrictions were truncated, thereby affecting the end user experience.

In this update, Saba Cloud increases the character limits of the following test and survey fields when they are exported as SAZ files for Saba Meeting consumption:

Table 19: Increased character limits of test and survey fields

Field	Old Character Limit	New Character Limit
Evaluation Name	80 characters	240 characters
Evaluation Instruction	1024 characters	40000 bytes
Question Text	1024 characters	40000 bytes
Question Tip	1024 characters	2000 characters
Answer Text	1024 characters	2000 characters
Question Instruction	1024 characters	2000 characters

With the removal of field restrictions, SAZ files exported from Saba Cloud can now be imported successfully into the Saba Meeting Agenda Builder, without truncation of longer fields.

Use of Saba Meeting App-based Agenda Builder to edit imported assessments as agenda is not recommended.

Note: To use this feature, it is mandatory for leaders and co-presenters to upgrade their Saba Meeting App client.

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Chapter **10**

People

Topics:

- Mark a content activity as complete
- External certifications are now available on the New Profile page
- Goals display in a new UI
- Admin can opt to show or hide the profile link on the business card
- Enhancement to date-based audience type criteria
- New privileges for users to remove roles assigned by a prescriptive rule
- New profile page is now the default page

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

Mark a content activity as complete

Due to underlying technical challenges, content was sometimes not marked as complete and learners did not receive its credit even after it was completed by them successfully. It would be easier for administrators to manually mark that content as complete than debugging such content completion issues.

Prior to this update, administrators could only mark the whole course as complete. If the course had multiple required activities, then there was no way for an administrator to mark just a specific content activity as complete.

This update allows People Administrators to manually mark a content activity in an enrollment as complete for other users. Once the content activity is marked complete, Saba Cloud performs appropriate class rollup if the content was the last remaining required activity in the class.

To mark a content activity complete, System Administrators need to grant the following existing privilege on the 'Completed Courses (Transcript)' component to the user:

Can mark a course complete for others

By default, this privilege is enabled only for the following roles:

- People admin
- Super user

To mark complete an incomplete content activity, go to Admin > People > Manage People > Enrollments > View Enrollments > View Activities, and click the new Mark Complete link under Actions.

Activities				P	rint Export M	lodify Table
Module	Activity Type	Requirement	Details	Completion Status	Completed Or	Actions
Adobe URL RR	Training content	Required	Attempts Allowed: Unlimited	Not Evaluated		View Results by Lesson Sian Off
Application Denial and Withdrawal QRG PDF	Training content	Required	Attempts Allowed: Unlimited Sign Off: Required	Not Evaluated	L	Mark Complete
DCS File	Training content	Required	Attempts Allowed: Unlimited Sign Off: Required	Not Evaluated		Actions

Figure 74: Mark Complete a content activity

Clicking Mark Complete displays a popup page that allows you to:

- Change activity status
- Set activity score (for scoring content only)

Progress Report f	or A Career Strategist's Guide to Getting a Job	6 🗟 🗹
Class Name	A Career Strategist's Guide to Getting a Job	
Learner Name	User One	
Update Status To?	⊖ Successful	
_		
Reason		
		SAVE CLOSE

Figure 75: Change status and score popup

Once you mark a content activity as complete, it cannot be manually marked incomplete again. The **Mark Complete** link is not displayed for a completed content activity.

Notes: The Mark Complete action:

- Is supported for all major content formats.
- Is not supported for Saba Cloud tests and survey content.
- Is displayed only after a user has performed at least one attempt on a content activity.
- Supports auditing.

External certifications are now available on the New Profile page

Prior to this update, the external certifications were available from the ME > Expertise page.

In this update, the external certifications are available from the ME > Expertise page and the New Profile page. A new section for External Certifications has been added to the new profile page that will display the certifications section regardless of whether the Expertise service is enabled or disabled.

External Work History	+
Halo Software, Inc.	1.1
VP Operations	
SEP 2012 - SEP 2014 Dubai	
More Info 🗸	
Education	+
University, Northwestern University	1.1
Undergraduate Business Administration	
More into V	
External Cartifications	
External Certifications	+
Certified Customer Services Professional	× *
International Customer Service Association	
MAR 2021	

Figure 76: External certification on profile page

You can use the Profile ACL Configuration setting for External Certifications to control access to External Certifications on the new profile page. (For example, you can set External Certifications = "No one can view or edit," if you don't want anyone to view or edit External Certifications on the new profile page.)

Your System Admin can access the Profile ACL Configuration setting from: Admin > System > Manage Security > Profile ACL Configuration.

Goals display in a new UI

Prior to this update, the goals details page on the People management section had the old interface.

In this update, when you create goals from the People Admin section, it is shown with the new UI.

To create goals, navigate to:

Admin > People > Manage People > Goals

ON HOLD	MARK COMPLETE ARCHIVE V
globalSearchTes Status Start Date User globalSe 09/15/2020 Category: People Assigned By: Rule 1 (on 09/15/2020) Weight: NA Visible to: My manager & above Exclude from Review: Yes	0% 163 days remaining Due Date: 09/15/2021 From 1000 To 1500 General Metric 2
Add parent goal Add sub goal	
Update progress Do?: Increased by Measures?: Unit 2 From: 1000 To: 1500 What?: General Metric 2 General Metric 2 (0% Complete) Enter comments (required) SAVE	

Figure 77: Goal details displayed with the new UI

Set the Launch Goals in New User Interface property to true to display goals in the new interface. You can configure this setting from: Admin > System > Configure System > Microsites > Site Properties > Reviews > Performance Configurations > Launch Goals in New User Interface.

Microsite information	Name Description Web Variables Properties to co Performance configurations Performance-rel	régure the web related parameters for the Saba system And configurations		
Configure branding	Learner Plan LDAP Content Data	rome acloud.com/Saba/Web/QA002Admin/platform/system/admin/editProperties.r	d	× Q
Site properties	New User Performance-relat Web Utility Variables Webex Server Configure Social Notification	ed configurations		Ì
Ecommerce	Payment Configuration Payment Configuration CyberSource Configuration Strine Configuration	proe Set to true to enable usage of new user interface for Goals.		
	Carbon Create Card Gard Card Gard Card Card Card Card Card Card Card C	Set to true to enable usage of new user interface for impressions.		
	People Similarly Metric Bocial Authentication Basistoric Chatter Inte metime Recommendat Person Transfer Profile Merge	true text 10:25 Set to true to enable usage of snapshot of goals and business card title in performance reviews. SAVE CLOSE		

Figure 78: Launch goals in new UI

Note: This new user experience is automatically enabled in non-production and production.

Admin can opt to show or hide the profile link on the business card

Prior to this update, on the profile card, the user name displayed as a hyperlink. This allowed any user to launch a person's profile page. In some situations, this was not a desired option.

In this update, the link can be enabled or disabled by the People Admin. By default, the name on the profile card is a hyperlink and so can launch the profile page. When it is not enabled, the name on the profile card will not be a hyperlink and the profile page cannot be launched by clicking on the name.

		×
	Michael Arroyo 🌑	
	C00	
1301	Corporate Operations	
	Chicago	
PQ- 0	Leave an Impression	\$ < ■

Figure 79: Profile card without the hyperlink

A new setting called the **Show Profile link on Users Profile card** allows the Admin to show or hide the hyperlink.

People Admins can configure this setting from: Admin > Configure system > Services > User Profile - "Show Profile link on Users Profile card"

The default setting is ON.

	Create Internal Work History for Job change.	2
System Home	Remove user security roles when external user gets terminated	
	Display Job Start Date on admin Profile Edit	2
✓ Configure System	Reset Manager Flag when Last Direct Report is Terminated	2
	Auto populate Company field	2
Services	Allow Stop Processing on User Profile	
	Remove job when internal user gets terminated	
MicroApps	Remove job when external user gets terminated	
	Remove ad-hoc optional job roles when external user gets terminated	
Microsites	Remove ad-hoc optional job roles when internal user gets terminated	
	Remove ad-hoc required job roles when external user gets terminated	
Languages	Remove ad-hoc required job roles when internal user gets terminated	
	Enable New Profile UI	2
Currencies	Reset Manager Flag when Last Alternate Report is Terminated	
Orantzian	Reset Manager Flag when Last Alternate Report is Removed	
Countries	Allow users to disable email notifications within Account Preferences	
Evebanga Patee	Reset Manager Flag when Last Direct Report is Removed	2
Exchange rates	Show Profile link on Users Profile card	
Manage Videos		

Figure 80: Setting to enable or disable the profile link

Enhancement to date-based audience type criteria

Prior to this release, there were no mechanisms to detect the changes to date-based audience type criteria. This resulted in adding incorrect data for member selections based on audience types.

Learning Admins can create an audience type smartlist based on a date from:

Admin > Learning > Manage Learning Catalog > Audience Types.

Learning Home	Admin / Learning / Manage Learning Catalog / Audience Types	
✓ Manage Learning Catalog	Audience Type Details: Audience-2021	8 🗈
Learning Catalog	1.Main …) 2.Oriteria	* - required
Certificates of Completion	Use an existing smartlist () Define a new criteria	
Delivery Types	1	Collapse all
Price Lists	Include v Profile v Start Date v Within the last v 7 Days	~ 6
Session Templates	+ Add Statement	

Figure 81: Audience type criteria

In this release, a periodic job is created to recalculate and update the members of the audience types for smarlists based on date criteria that are relative to the current date and not a fixed date.

For example:

Criteria such as, "Within the last 7 days" would be recalculated with respect to the current date. But "Before 07-May-2021" would not be recalculated, since it refers to a fixed date.

This addition is associated with the following operators in audience type based smart lists:

- Within the next
- Within the last
- Days before
- Days after
- Older than
- More than

New privileges for users to remove roles assigned by a prescriptive rule

In this update, two new privileges were added to Security Roles for Person Internal and Person External components. When these privileges are enabled, users can change the status or delete roles assigned by prescriptive rules.

Your system admin can access the settings from **Admin** > **System** > **Manage Security** > **Security Roles** to enable or disable these privileges:

- Roles Can delete required/optional role assigned by Prescriptive Rules
- Roles Can change status of roles assigned by Prescriptive Rules

Without these privileges, users cannot delete or change the status of the role assigned by a prescriptive rule.

Can assign learning activity to others
Can Assign-Remove Sensitive Security Roles
Can Assign-Remove Manager to Self
Meetings - Can manage MP4 recordings
Roles - Can delete required/optional role assigned by Prescriptive Rules
Roles - Can change status of roles assigned by Prescriptive Rules
Admin View

Figure 82: New privilege added to roles

With the combination of this new privilege addition and the security role privileges that existed before this update, users now need to meet the following criteria to delete or move roles assigned by a prescriptive role to self, person internal, or person external:

Table 20: Privileg	e needed to	delete or	r change statu	s of roles
--------------------	-------------	-----------	----------------	------------

Action	Privileges
Self Delete a role that was assigned by a prescriptive rule for yourself	 The user must have the following security privileges on Person, Internal (for an internal person) or on Person, External (for an external person): Roles - Can delete required/optional role for self Roles - Can delete required/optional role assigned by Prescriptive Rules
Move a role that was assigned by a prescriptive rule from required to option- al or vice versa for yourself.	 The user must have the following security privileges on Person, Internal (if you are an internal person) or on Person, External (if you are an external person): Roles - Can make optional/required role required/optional for self Roles - Can change status of roles assigned by Prescriptive Rules
Another User (not self) Delete a role that was assigned by a prescriptive rule for another user	 The user must have the following security privileges on Person, Internal (for an internal person) or on Person, External (for an external person): Roles - Can delete required/optional role for a person Roles - Can delete required/optional role assigned by Prescriptive Rules
Move a role that was assigned by a prescriptive rule from required to option- al or vice versa for another user.	 The user must have the following security privileges on Person, Internal (for a role on an internal person) or on Person, External (for a role on an external person): Roles - Can make optional/required role required/optional for a person Roles - Can change status of roles assigned by Prescriptive Rules

In addition, in cases where the required role that you are deleting or changing the status from required to optional has associated requirements (such as certifications, courses and so on), then, you also need the **Can Remove Requirements Assigned by System** security privilege (on **Person, Internal** or **Person, External**)

New profile page is now the default page

In this update, the new profile page is automatically set as the default.

Pat Rose VP Operations Naperville, IL, USA More Info Wp to date (Last Updated on 31-MAY-2021 by Pat Rose)	99 PQ
Bio I have been a C-level executive for the past 10 years. I love the challenge of the day to day operations of organizations and taking companies to the next level.	() () () () () () () () () ()
Internal Work History Root VP Operations	Michael Arroyo Manager
VP Operations Corporate Operations FEB 2015 - Present Chicago VP Operations	Direct Report(s)
OCT 2014 - FEB 2015 Chicago	Judy Aaron Good Matt Koster

Figure 83: New profile page

If you need to switch back to the Classic profile page, contact your Saba system administrator to disable the setting from:

Admin > System > Configure System > Services > Settings > User Profiles > Enable New Profile UI

Enable New Profile UI		
-----------------------	--	--

Figure 84: New profile page setting

Chapter **11**

Performance

Topics:

- Features enabled by default in Performance configurations
- Giving an endorsement to a coworker has been redesigned
- New navigation in reviews
- New user experience when adding tasks to a goal
- 'Exclude from Review' option is now hidden if the Reviews module is not in use
- Adding a goal from the Plan Beta page now available
- New UI for impressions now available for Organization Managers and Position Managers
- Finalization comments and one to one meeting date are now visible in the new review UI
- New option to delete comments in past check-ins

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

Features enabled by default in Performance configurations

In this update, the following features are enabled by default:

- · Redesigned goal page in non-prod and prod
- Redesigned impressions and endorsement flow in non-prod
- Redesigned review report in non-prod and prod

To configure these settings, navigate to Admin > System > Configure System > Microsites > Saba Cloud > Site Properties > Performance configurations.

Performance-related configurations		
Launch Goals in New User Interface	true	
	Set to true to enable usage of new user interface for Goals.	
Launch Impressions & Endorsement flow in New User Interface	true	
	Set to true to enable usage of new user interface for Impressions.	
Launch Review PDF in New User Interface	true	
	Set to true to enable new user interface for performance review PDF.	



Giving an endorsement to a coworker has been redesigned

In this update, the workflow for giving an endorsement for a coworker has been redesigned. You can see this new workflow after leaving an impression for a coworker. If the Saba Net Promotor Score feature is enabled and you select "Good", then you'll have the option to endorse them. You can still endorse coworkers as a star performer by going to the coworker's Impressions page and answering the question there.



Figure 86: Endorse a coworker

Endorse the employee			>	×
Person you are endorsing as a star	performer			
Adrian West				
As a star, if this selected person is	promoted, who could replace t	hem?		
Charles Johnson (+1 other)			🗄 🗙 오 🌱 ADD	8
We have provided some suggestion	ns to start with or you can add	your own suggestions.		For some employees,
Vance Smith	Availability	Sarah Bolen	Availability	Saba Cloud automatically
	Select 🔨	19	Select 🗸	recommends potential
	Yes			3000033013
Charles Johnson Instructor	Not a fit	John Hill Customer Service Rep	0	You can also add potential successors who you think could
				replace the star
			CANCEL	

Figure 87: Endorse page

You can select whether the person who could take over for the employee is ready in the near future or not a fit. If you choose not to select any candidates in this list, the employee is still recommended for promotion but no one will be recommended to take their place.

The list of successors is built based on other endorsements. These suggested employees become recommendations for other users who endorse the same person. If no one has endorsed this person before, there will be no potential successors listed, but you can add potential successors manually.

 Yes – Marks the employee as a potential successor and adds the employee to the pending review list in that person's talent pool. These employees are also shown as suggested successors for the next person who endorses the same person. Not a fit – Removes the employee from future recommendations. If you manually add a suggested employee, you won't see this option.

If you click X to remove the potential successor, it only removes them from this page but that potential successor appears in the list the next time someone endorses the same employee.

Notes:

- The option to endorse an employee when leaving an impression only appears when you're giving an impression to one person.
- When endorsing someone, you may not see a list of suggested potential successors. You can manually add potential successors,

New navigation in reviews

Prior to this update, there was no option for Review Owners to easily proceed to the next step in focal reviews. They had to close the review form first, and then submit the form from the cover page as an example. This was because, depending on the configuration and status of the review form, different actions could be available for the Review Owner.

In this update, we have streamlined the top bar of the review form, so that it always will look the same to each user, irrespective of the configuration of the review form. On the left of the top bar, there is a button to navigate back to the cover page and on the right side of the top bar, there is a **Next** button to move the form to the next step (for example, submitting the review for approval or approving the review form).

In some cases, a user could have multiple actions available, such as Approve or Reject. If that is the case, these actions are available in a split button.



Figure 88: Drop-down for Next

					You can Next wh sections complet	click ien the are ted
Andrew Howard Review - 2021	3 My overall rating 2.5 - Meets Expectation	Submission Du 30-APR-2021	ue			:
COVER PAGE Individual Goals	Core Skills 👻 🌔	Future Goals	Narrative	Additional Info -		> NEXT 👆
Individual Goals						•
Core Skills						.
Future Goals						.
Narrative						÷
Additional Info						•

Note: This new user experience is automatically enabled in non-production and production.

Figure 89: Next button

New user experience when adding tasks to a goal

Prior to this update, you could not add tasks when creating a goal in the new user experience. Now you can add tasks, descriptions, and due dates for each task at the same time as you create a goal. You can also view, edit, and delete the tasks.

Tasks (2)					
Add task Add task	Task Acquire three new clients f consulting business Due: 2021-09-30	or my	Task Build out an SEO plan Due: 2021-09-30 Edit Delete		
	VIEW V	eate task itle*	VIEW		×
	D	ue Date			
				CI	LOSE SAVE

Figure 90: New user experience for add task

'Exclude from Review' option is now hidden if the Reviews module is not in use

Prior to this update, the 'Exclude from Review' option was visible when creating or editing goals even if the Reviews module was not in use. Now, this option is hidden when the Reviews module is not in use.

Edit Goal	
Title*	
Company Goal - Launch our business into the US market by end of Q4	
Description	
Research the different market sectors to gain understanding about which ones would be most beneficial.	
Category* Visible to Exclude from Review Start Date*	
Company Goal V Everyone V Yes No 24-Apr-2020	
Due Date* Add goal	
	ALIGN TO PARENT GOAL
Title*	
Company Goal - Launch our business into the US market by end of Q4	GOAL LIBRARY
Description	
which ones would be most beneficial	
Category* Visible to Start Date* Due Date*	
Company Goal V Everyone V 03-May-2021	1

Figure 91: Exclude from Review option

Adding a goal from the Plan Beta page now available

Prior to this update, the **Me > Plan (Beta)** page only allowed you to add learning. In this update, you can add goals on the **Me > Plan (Beta)** page.

Plan Beta	TURN OFF BE	TA	ADD 🗸	
		Lea	arning	
Tiltoro -		Go	als 🏢	
T Filters •			Goals]

Figure 92: Add Goal from Plan Beta page

New UI for impressions now available for Organization Managers and Position Managers

Prior to this update, Organization Managers and Position Managers could leave impressions for their team using the old UI. In this update, they can leave impressions for their team using the new UI for impressions.

Alternate Team				
ORGANIZATIONS		~		
Application Development		I		
Root				
Other Teams		~	TEAM ACTIONS	
			Nudge	
			Meet from My Room	
			Leave an Impression	
My observation * The observation will be v Make private Give a badge?	visible to everyone			

Figure 93: Leave an impression - new UI

Finalization comments and one to one meeting date are now visible in the new review UI

Prior to this update, the finalization comments and check-in date were not visible in the new review UI in some scenarios (for example, when the Reviewee needed to finalize the review but was not a reviewer). In this update, the finalization comments and one to one meeting date are visible on the cover page of the review.

Finalization comment	Date of one to one meeting
Finalize with Reviewee	2021-04-29

Figure 94: Finalization comment and date now visible

New option to delete comments in past check-ins

Prior to this update, you couldn't delete comments from a past check-in. In this update, you can delete comments from a past check-in. For example, if a manager accidentally added a comment in the wrong employee's check-in or made a typo, they can now delete that comment.

To delete comments, your role (Admin > System > Manage Security > Security Roles) must have the Can Delete Comments in Past Check-Ins configuration enabled by the System Admin. It is 'off' by default for all roles except the Super User role.

- To delete a comment as an employee, navigate to **Me > Plan > Workboard > Check-in > Past Check-in**.
- To delete a comment as a manager, navigate to My Team > Actions > Check-in > Past Check-in.

	Check-in Past Check-in () Learn Mo
-MAY-2021 with Jeff Tanner	
Investigate new video conferencing tools No comments available	Revisit next Check
Summary Comment	Delete Comm

The topic remains in the check-in but the comment is no longer visible.

Figure 95: Delete comment in past check-ins

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Chapter **12**

Pulse 360

Topics:

Activate up to 10 surveys at one time

This section includes the following topics that will guide you through the new features and improvements under Pulse 360.

Activate up to 10 surveys at one time

Prior to this update, Pulse Admins could only activate one survey at a time. Now you can activate up to 10 surveys at one time. When you navigate to **Admin > Pulse 360 > Dashboards > Custom Survey** and search for the surveys you want to activate now, you can select more than one. Then, from the Bulk Actions list, select **Activate Now** and then click **Apply**.

Bulk Actions		Activate Now		APPLY	
		Export CSV			
~	CUSTOM SURVEY	Close Survey		STATUS	
	1180	Send Reminder		Draft	
	1080	Process Now		In Progress	
	1060	Activate Now		Draft	

Figure 96: Activate Now bulk action

Note:

- If you scheduled a survey to start on a date in the future, selecting this option activates it immediately.
- Surveys that have a status of 'Ready to take' or 'Draft' are activated immediately.

Chapter **13**

REST API

Topics:

- New REST APIs
- Updated REST APIs

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

New REST APIs

APIs to update and retrieve a person's talent data

The following REST API is now available to update a person's talent data:

• UPDATE TALENT DATA OF A PERSON

The following REST APIs are updated with an additional attribute called **talentData** to support retrieving a person's talent data:

- GET METADATA OF SPECIFIC PEOPLE ATTRIBUTES
- GET DETAILS OF DESIRED COMPONENT FOR A PERSON
- GET REQUIRED PROFILE DETAILS OF A PARTICULAR PERSON

UPDATE TALENT DATA OF A PERSON

Overview

Updates the talent data of a person based on the Person's ID.

Requires OAuth

No

Method

PUT

URL

https://<hostname-api.sabacloud.com>/v1//people/:person_id/talentData/:id

Calling Options

Table 21: Calling Options

Name	Description	Sample Value	Data Type	Required?
person_id	Person's ID	per- sn000000000000000000000000000000000000	string	Yes
id	TalentData's ID	pptctt00000000024502	string	Yes
criticalPerson	Values can be: • IsCritical • NotCritical • Undetermined	NotCritical	string	No

Name	Description	Sample Value	Data Type	Required?
nbox_plot- ting_field_1	NBOX PLOTTING FIELD 1		string	No
nbox_plot- ting_field_2	NBOX PLOTTING FIELD 2		string	No
nbox_plot- ting_field_3	NBOX PLOTTING FIELD 3		string	No
nbox_plot- ting_field_4	NBOX PLOTTING FIELD 4		string	No
nbox_plot- ting_field_5	NBOX PLOTTING FIELD 5		string	No
potentialLevel	Potential Level		string	No
genReadiness	General Readiness. You can provide the exact value for "id" or provide a value "displayName".	{"id": "idins000000000000000000f", "name": "Ready Now"}		
securityDomain	Security Domain	{\id": "dom- in00000000000000001", "name": "world"}		
customValues	Custom Values			

Request Body

```
{
     "customValues": {
        "custom0": "test001",
        "custom1": "Manager",
        "custom2": "test 1",
        "custom3": "c3",
        "custom4": "c4",
        "custom5": "c5",
        "custom6": "c6",
        "custom7": "c7",
        "custom8": "c8",
        "custom9": null
     },
"potentialLevel": "Manager",
Deadiness": {
     "genReadiness": {
        "id": "rdins00000000000001",
        "displayName": "Ready Now"
     },
"criticalPerson": "NotCritical",
     "nbox_plotting_field_1": "Undetermined",
"nbox_plotting_field_2": "Undetermined",
     "nbox_plotting_field_3": "Undetermined",
     "nbox_plotting_field_4": "Undetermined",
     "nbox_plotting_field_5": "Undetermined"
}
```

APIs for Price List Entry

The following REST APIs are now available to support creating, updating, retrieving and deleting price list entry.

GET DETAILS OF PRICELISTENTRY ON COURSE, DELIVERY MODE, OFFERING, PACKAGE, TRAINING UNIT

Overview

Returns details of the price list entry on course, delivery mode, offering, package, training unit.

Requires OAuth

No

Method

GET

URL

https://<hostname-api.sabacloud.com>v1/learning/pricelistentry/:id

Calling Options Table 22: Calling Options

Name	Description	Default Value	Data Type	Required?
id	ID of PriceListEntry		string	No

Return Values

```
{
  "id": "plent0000000046771",
  "pricelist": {
    "displayName": "Master Price List",
    "id": "prlst00000000000004"
  },
  "currency": {
    "displayName": "US Dollars",
    "id": "crncy000000000000167"
  },
  "part": {
    "displayName": "pricelist-course",
    "id": "cours00000000040546"
  },
  "base": false,
  "overridden": false,
  "amount": 10
}
```

SEARCH PRICELIST ENTRY BY CRITERIA

Overview

Searches the various price list entries with criteria such as title, part_id, currency_id, currency_iso, currency_name, pricelist_id and pricelist_name.

Note: This API supports retrieving overridden or inherited prices (such as price defined at course level, overridden at delivery mode level or at class level) at every level. To do so, use the **showInherited==true** criteria as an additional condition to retrieve all such prices.

Requires OAuth

No

Method

GET

URL

http://<hostname-api.sabacloud.com>/v1/learning/pricelistentry?q=(:criteria)&count=:count&startPage=:startPage

Calling Options Table 23: Calling Options

Name	Description	Default Value	Data Type	Required?
criteria	The search criteria i.e. the criteria field name with search value.	p##3%32%abata000000020	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": [{ "id": "plent00000000046772", "pricelist": { "displayName": "Master Price List", "id": "prlst00000000000004" }, "currency": { "id": "crncy0000000000167", "displayName": "US Dollars"

```
},
"part": {
    "displayName": "pricelist-course",
    "id": "delmd0000000010580"
},
"base": false,
"overridden": false,
"amount": 14,
"href": "https://<hostname-api.sabacloud.com>/v1/pricelistentry/plent0000000046772"
}
],
"facets": []
}
```

SEARCH PRICELIST ENTRY BY CRITERIA POST BASED SEARCH

Overview

Searches the various price list entries with criteria such as title, part_id, currency_id, currency_iso, currency_name, pricelist_id and pricelist_name.

Note: This API supports retrieving overridden or inherited prices (such as price defined at course level, overridden at delivery mode level or at class level) at every level. To do so, use the **showInherited==true** criteria as an additional condition to retrieve all such prices.

Requires OAuth

No

Method

POST

URL

http://<hostname-api.sabacloud.com>/v1/learning/pricelistentry/searchQuery?count=:count&startPage=:startPage

Calling Options

Table 24: Calling Options

Name	Description	Default Value	Data Type	Required?
conditions	Search conditions	[{"name": "part_id", "operator" : "==","value" : "ඎ\$00000000000000020"]	string	Yes
count		10	string	No
startPage		1	string	No

Return Values

ſ

"totalResults": 1,

```
"hasMoreResults": false,
   "startIndex": 1,
   "itemsPerPage": 10,
   "results": [
     {
         "id": "plent00000000046772",
         "pricelist": {
           "displayName": "Master Price List",
"id": "prlst000000000000004"
        },
"currency": {
"'-!"' "crncy
           "id": "crncy000000000000167",
           "displayName": "US Dollars"
        },
"part": {
           "displayName": "pricelist-course",
"id": "delmd000000000010580"
        },
"base": false,
         "overridden": false,
         "amount": 14,
         "href": "https://<hostname-api.sabacloud.com>/v1/pricelistentry/plent0000000046772"
     }
  ],
"facets": []
}
```

CREATE A NEW PRICELIST ENTRY FOR A LEARNING ITEM

Overview

Allows creating a new price list entry for course, delivery mode, offering, package and training unit.

Requires OAuth

No

Method

POST

URL

http://<hostname-api.sabacloud.com>/v1/learning/pricelistentry

Calling Options Table 25: Calling Options

Name	Description	Default Value	Data Type	Required?
pricelist	The pricelist for the learn- ing item	{"id": "prlst000000000000001021", "displayName": "PriceList3"}	string	Yes

Name	Description	Default Value	Data Type	Required?
currency	The currency for price list entry	{"id": "ancy000000000000000000000", "displayName": "US Dollars"}	string	Yes
part	The ID for the learning item	{"id": "cours00000000000000000, "displayName": "Course1"}	string	Yes
amount	Amount	10	string	Yes

Request Body

```
{
    "pricelist": {
        "displayName": "Master Price List",
        "id": "prlst000000000000004"
    },
    "currency": {
        "displayName": "USD",
        "id": "crncy00000000000167"
    },
    "part": {
        "displayName": "pricelist-course",
        "id": "cours00000000040546"
    },
    "base": false,
    "overridden": false,
    "amount": 10
}
```

UPDATE PRICELIST ENTRY FOR A LEARNING ITEM

Overview

Allows updating an existing price list entry for course, delivery mode, offering, package and training unit.

Requires OAuth

No

Method

PUT

URL

http://<hostname-api.sabacloud.com>/v1/learning/pricelistentry/:id

Calling Options Table 26: Calling Options

Name	Description	Default Value	Data Type	Required?
id	ID of Pricelistentry		string	Yes
pricelist	The pricelist for the learn- ing item	{"id": "prlst0000000000001021", "displayName": "PriceList3"}	string	Yes
currency	The currency for price list entry	{"id": "ancy000000000000000000000", "displayName": "US Dollars"}	string	Yes
part	The ID for the learning item	{"id": "\cours00000000000000000000", "displayName": "Course1"}	string	Yes
amount	Amount	10	string	Yes

Request Body

```
{
    "pricelist": {
        "displayName": "Master Price List",
        "id": "prlst000000000000004"
    },
    "currency": {
        "displayName": "USD",
        "id": "crncy0000000000167"
    },
    "part": {
        "displayName": "pricelist-course",
        "id": "cours00000000040546"
    },
    "base": false,
    "overridden": false,
    "amount": 10
}
```

DELETE A PARTICULAR PRICELIST ENTRY

Overview

Allows deleting an existing price list entry.

Requires OAuth

No

Method

DELETE

URL

http://<hostname-api.sabacloud.com>/v1/learning/pricelistentry/:id

Calling Options Table 27: Calling Options

Name	Description	Default Value	Data Type	Required?
id	ID of Pricelistentry		string	Yes

Updated REST APIs

Updates to the RECURRING COURSE COMPLETIONS APIs

The following REST APIs are updated to support an additional criteria called person_domain_bind. This criteria helps finding the recurring completions for the same domain users as of the People Admin.

- FIND DETAILS OF RECURRING COURSE COMPLETIONS
- FIND DETAILS OF RECURRING COURSE COMPLETIONS (Using POST Range based search)

Chapter **14**

Social

Topics:

- Enhancements made to
 workspace admin capabilities
- Workspace Enhanced view
- Filter ideas and issues by status in search results

This section includes the following topics that will guide you through the new features and improvements under Social:
Enhancements made to workspace admin capabilities

In this update, a few additional configuration options were added to the Workspace admin capabilites.

A new setting that is added allows a Social Admin to enable or disable the display of the workspace in the newly designed UI.

You can configure this setting from Admin > System > Configure System > Services > Collaboration > Workspace > Settings > Workspace Enhanced View > Workspace Enable/Disable new workspace view.

If you enable this setting, Workspace with the newly designed UI is displayed and you have more flexibility on the Workspace.

	System Home	Admin / System / Configu	ure System / Services			
~	Configure System	Settings: Workspace				
	Services					
	MicroApps	Configure the policy settings for	the service to match your company's bus	iness processes. Enable or disable asso	siated features.	
	Microsites	Settings	Notifications	Components	Description	
	Microsite Properties					
	Languages	Domain* world	<u>२</u>			
	Currencies					
	Countries	Workspace enhanced vie Enable/Disable new work	w space view.		🖲 On	
	Exchange Rates				⊖ off	

Figure 97: Enable new Workspace setting

You can add pages to the workspace.

You can also use the following options to display or hide associated portlets on the workspace when the setting is ON.

By default, the setting is Off.

Portlets Configuration Show/hide portlets listed below (This config	uration will be applied for this particular worksp	ace)
	 Announcement portlet on workspace Announcement portlet on pages Contacts Portlet 	

Note: The settings are not domain specific.

Workspace Enhanced view

As part of our ongoing effort to enhance and modernize the user experience, the Workspace page has been redesigned. It is now easy to navigate, has more space for content display, and provides flexible options to show or hide workspace sections.

To enable this feature, navigate to: Admin > System > Configure System > Services > Collaboration > Workspace > Settings > Workspace Enhanced view > Enable new workspace view.

		Admin / System / Configure	System / Services			
	System Home					
~	Configure System	Settings: Workspace				
	Services					
	MicroApps	Configure the policy settings for the	e service to match your company's busi	iness processes. Enable or disable assoc	siated features.	
	Microsites	Settings	Notifications	Components	Description	
	Microsite Properties					
	Languages	Domain* world	<u>ର</u> ବ			
	Currencies	Waterseedung				
	Countries	Enable/Disable new worksp	ace view.		● On	
	Exchange Rates				0.001	

Note: The setting is not domain specific.

Figure 98: Enable new Workspace setting

The Classic Workspace page is displayed by default.

When you access the new Workspace details page, you can see the header section showing the title of the Workspace and all additional workspaces in the hierarchy. You can add additional child workspaces by clicking the + (Add Workspace) icon. Likewise, you can edit an existing workspace by clicking Edit Workspace. These options are visible to the workspace owner and the co-owner.

Norkspace Enhanced View	PACE TITLE	EDIT WORKSPACE ADD WORKSPACE
Tag > New Enhanced Workspace view WOR	KSPACE TAG UNE (IF PRESENT)	
Vorkspace/Page is an established & well adopted feature. The effort	for Workspace re-design is staggered across releases considering the vast impact footprints. WORKSPACE DESCRIPTION (IF PRES	ENT)
Announcement		
Announcement is not set.		601
	WORKSPACE HOME/WELCOME PAGE	NEW PAGE
Velcome! ust click the "New Page" button to quickly and easily create	and share content with others. Pages allow you to publish important information or update content in a collaborative way.	CLICK 'NEW PAGE' TO CREATE A NEW PAGE WITHIN WORKSPACE
	anv 🗣 tua 🚦	
RRRRR BOOKMARK P FLAG V CEL		
Contacts		

Figure 99: Enhanced Workspace

The Announcement portlet is prominently displayed next and the Workspace home welcome message follows. The workspace owner and the co-owner can edit the announcements area. All pages within the workspace are displayed in tabs for easy access and navigation. Next to the Home tab are other workspace tabs showing the recently created ones first.

Workspace Enhanced View Workspace Tag line > New Enhanced Workspace view Workspace Description > Workspace(Page is an established 5 well adopted feature. The	effort for Workspace re-design is staggered across releases considering the vast impact	botprinta.	EDIT WORKSPACE		
Home	Child Workspace	Child Workspace2	+		
wo	RKSPACES WHEN IN HIERARCHY	α	JCK + TO ADD OR CREATE NEW		
Announcement WORKSPACE					
			EDIT		
Announcement is not set.					

Figure 100: Workspace showing Home tab and other tabs

On the Edit Workspace page portlet configuration, you can choose to display or hide the following portlets:

- Announcement portlets on workspace
- Announcement portlet on pages
- Contacts portlets

You can add additional pages by clicking the New Page + icon next to the Home page.

For each page, the Rating and comments, Attachments, and Contacts portlet display appropriately.

				WORKSPACE HOME/WELCOME PAGE	NEW PAGE
Welcome! Just click the "New Pi	age" button to qui	ckly and eas	ly create and s	hare content with others. Pages allow you to publish important information or update content in a collaborative way.	CLICK 'NEW PAGE' TO CREATE A NEW PAGE WITHIN WORKSPACE
***	п воскличек	PI FLAG	V CERTIFY	140 1	
Contacts					
	Super Use Author	5		Contributors Contributors Contributor	

Figure 101: Workspace home page

Note: You may need to adjust the HTML code to best match the new view, sizing, and placement aspects to render effectively in your environment.

The effort for Workspace re-design is planned across releases. There are some gaps in this update and they will be addressed in future releases of Saba Cloud. If required, users can choose to switch back to continue with the Classic UI.

No	Workspace Gaps
1	In this update, search is not supported in the enhanced view page.
2	Home page can only be edited from Edit Workspace page as there is no Edit button on the Workspace Home page.
3	Edit Comments and Flag comments options are not supported on the enhanced view page.
4	New or Edit Workspace and Page options are available on the Classic UI.
5	In this update, there is no support for themes.

Table 28: Gaps in Workspace Enhanced view

Filter ideas and issues by status in search results

Prior to this update, when searching for an idea or an issue, it was not possible to remove the ones that were closed.

In this update, a new facet for Status has been introduced for ideas and issues. This supports **Status based filtering and sorting** to filter Ideas and Issues present on the environment. When you search for ideas or issues, all statuses with data are listed under Status.

STATUS Closed (43) New (16) Fully implemented (1) Duplicate (2) Berviewed (1)	Updated Idea Title 480002415 Updated Idea Description 480002415 Idea added on: 07/29/2020 09:34 PM Author: user one Status:Closed 0 votes 👘 🐢 EDIT 💗	Idea for user Idea for user Idea ded or: 12/18/2020 12:21 AM Author: Vaibher Doshi Status:Closed @ votes @ @ EDIT
Accepted (1) Din Progress (1) Partially Implemented (1) Rejected (1)		
	new 1 dupl fi Idea added on: 04/07/2021 04:23 AM Author: user one Status New	MYIdea Mridea Idea added on: 08/25/2020 02:18 AM Author: user one Status Closed
	+1 votes 🏚 🕸 EDIT 🗸	0 votes 🏚 🕸 EDIT 🗸

Figure 102: Ideas status

This facet will not appear for **All Areas** filter in global search and only statuses with data are shown.

Additionally, when you choose the **'Closed'** state for existing and newly created ideas or issues, you have two more options to choose from:

- Duplicate
- Partially implemented

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Chapter 15

System

Topics:

- Data Integration
- API Dashboard (New user experience) enabled by default
- Ability to upload or download multiple PGP keys
- New configuration to hide talent data when someone uses the Proxy feature
- Notification for when review is finalized by reviewee can now be sent to direct manager
- Customize the look and feel of the Saba Mobile App

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

Data Integration

Additional attributes enabled for Bulk Content Import

In this update, the following attributes are enabled for Bulk Content Import:

- VENDOR
- MANUFACTURER
- ALLOW_DROP
- ALLOW_DROP_HOURS
- TRIG_AFT_OE_DAYS (Trigger after Order Date (days))
- TRIG_CMPL_DAYS (Trigger after Completion Date (days))
- ACTIVITY_SEQ (Activity Sequencing)
- MANAGER_APPROVAL_REQUIRED
- RECURRING_REG_OPTION
- RECURRING_REG_TYPE
- POLICY_MARK_COMPLETE
- LEARNER_MARK_COMPLETE
- MANAGER_MARK_COMPLETE
- CHANGE_COMP_STATUS
- COMPLETION_DAYS
- COMPLETION_STATUS
- COMPLETION_POLICY
- SHOWBEST_ATTEMPT_SCORE
- MICRO_LEARNING
- CONTENT_SIGN_OFF1
- COURSE VENDOR
- COURSE VERSION

Prior to this release, these attributes were only available with the WBT import and now it is enabled for Bulk Content Import template also.

81	81 - I × √ β.									
4	A	CQ	CR	CS	CT	CU	CV	CW	сх	CY
1										
3	CSV HEADER	VENDOR	MANUFACTURER	ALLOW_DROP	ALLOW_DROP_HOUR S	MICRO_LEARNING	TRIG_AFT_O E_DAYS	TRIG_CMPL_D AYS	CURRENCY	OFFERING_ PRICE
4	DATA TYPE	String	Sring	Boolean	Integer	Boolean	Integer	Integer	String	float
5	DESCRIPTION	WBT Vendor Name	WBT Manufacturer Name	Policy for dropping registration for Offering Yes, this class can be dropped anytime after registration No	Hours after which Offering can not be dropped	Can have Values True or Falee. Defaulted to False if value is not provided.	Trigger after Order Date (days)	Trigger after Completion Date (days)	ISO code or name of the currency for the OFFERING_P RICE field.	Price associated with the offering, Depends on the CURRENCY field.
6	VALUE			Yes	5	Yes	2	3	USD	50
						Assuming application will not show				
- 4	Bulk	Content Import List	Of Values Wbt Poli	cy Values 🛛 🕀		1.4				

Figure 103: Microlearning and other attributes in bulk content import template

Support for skip feature in certification data import

Prior to this release, Certification data import did not allow the update of the Certification details without specifying a Path, Module, and Course Element in the input file.

In this release, using the SKIP feature, admins can update existing Certifications without providing a path, module or element details in the input file.

E	AT2									
Ľ										
	AD	AH	AM	AO	AP					
2	2									
3	1									
4	L									
5	PATH_NAME	MODULE_NAME	COURSE_ELEMENT	CERT_ELEMENT	CERT_VERSION					
6	Name	Name	Course	Certification	version					
2	string(255)	string(80)	string(255)	string(255)	string(50)					
8	Path name for certification.	module name for certification	course that need to be added to the module.Any one from COURSE_ELEMENT OR CERT_ELEMENT will be	name of the certification that need to be added to the module.	version of the Certification that need to be added to the module.					
9	cert_path1	module1	course1	cert1	v1					
1	SKIP 0	SKIP	SKIP	SKIP	SKIP					
1	1									

Figure 104: Certificates import template

When using the skip option for a Course Element, PATH and MODULE names must be specified and when skipping the Module or the Course Element, PATH name must be specified.

The SKIP Omitted Columns feature is also supported by PATH, MODULE, and ELEMENT attributes and related fields.

- If Path is skipped, then Module and Elements must be automatically SKIPPED (if details are provided. they will be ignored)
- If MODULE is SKIPPED then COURSE_ELEMENT and CERT_ELEMENT will be automatically SKIPPED (if details are provided they'll be ignored).

Support for path description in Certification and Curriculum data import

In this release, a new column for the path description field was added to Certification and Curriculum data imports.

The following two new fields are now available in certification and curriculum imports:

- PATH_DESCRIPTION
- PATH_DESCRIPTION_2

You can access the data import page from:

Admin > System > Manage Integrations > Integration Studio

	1					
IS_FEATURED	PATH_NAME	PATH_DESCRIPTION	PATH_DESCRIPTION_2	IS_DEFAULT_PATH	PATH_DISC_FROM	MODULE_NAME
Featured	Name	Description	Description		Discontinued from (path)	Recertification Path
boolean	string(255)	string(1000)	string(1000)	boolean	date	string(80)
Can have values true or false.defines if certification is Featured.	Path name for curriculum.	Description of Path accepts v	Description of Path accepts	can have values true or false.	Path Discontuation date	module name for curri
FALSE	currp1	path description	path description 2	TRUE	12/13/2015	currm1
SKIP		SKIP	SKIP	SKIP	9999-01-01	

Figure 105: curriculum data import template showing path description column

Ability to remove path, module, or learning elements using Certification data import

Prior to this update, Certification data import did not support the removal of Path, Module or Learning elements.

In this update, a new column header called CERT_ACTION has been added to the Certification data import template with the following keywords to provide associated actions:

- REMOVE_PATH removes existing path specified in certification record with all its module and learning elements.
- REMOVE_MODULE removes existing module specified in certification record with all its learning elements.
- REMOVE_ELEMENT removes existing learning element specified in certification record.

CERT_ELEMENT	CERT_VERSION	ELEMENT_SEQUENCE	CERT_ACTION	LOCALE	CUSTOM0
Certification	version	Learning Element Sequence	N/A	N/A	custom0
name of the certification that need to be added to the module.	version of the Certification that need to be added to the module.	Integer learning element on UI. Expected data in numbers 1,2,3. If the sequence numbers are incorrect (missing numbers in	remove existing Path/module or elements present in certification. Expected values are : 1. REMOVE_PATH	java_locale and locale name. In case of No or Invalid value provided, this will be set as the value configured in Default Locale	string(25) Custom field as displayed on UI
cert1 SKIP	v1 SKIP	9999999	REMOVE PATH	english SKIP	custom0 Depends on data type configuration in the UI. See

Figure 106: Certificate data import template with new action column header

Additional fields are added to the Review Overall Score data import

In this update, the Review Overall Score data import file was updated with the following new fields:

Table 29: New fields added to data import file

Fields	Description
REALIGN_OWNER	Flag to change owner. If NEW_OWNER is specified, select that user. Otherwise, use the Suggested owner.
NEW_OWNER	User name of the new review owner.
KEEP_COMMENTS	Flag to keep comments and rating made by the existing reviewer. The default value is false.

The addition of these fields allows you to perform the following steps more efficiently:

- Update the Review owner
- Update Review owners in bulk
- Update a review owner using the suggested owner
- Update the Review Owner and the Review Overall Score at the same time or separately.

Feedback owner cannot be updated as feedback does not have suggested owner and overall score as well.

API Dashboard (New user experience) enabled by default

In this update, the API Dashboard with the new user experience is the only available interface.

Ability to upload or download multiple PGP keys

Prior to this update, the System Admin could upload a single PGP public key that could be used to encrypt data files related to Data Extracts and Analytics Extracts.

Admin / System / Manage Integrations / PGP Configuration

PGP

Pretty good privacy (PGP) can be used to encrypt files before uploading to FTP/SFTP server

PGP Encryption Encrypt files that are uploaded to FTP/SFTP through Premium data extracts and Analytics data extracts. PGP encryption can be enabled after you have uploaded the public key	PGP Decryption PGP Decryption is for data files uploaded on FTP/SFTP for data imports. Files can be encrypted using the public key available below
PGP public key * Select public key file BROWSE UPLOAD	Download the public key to encrypt data files DOWNLOAD before uploading it to FTP/SFTP servers
Data Extracts and Analytics	
Encrypt files uploaded on FTP/SFTP by Data Extract and Analytics	Create a new PGP key pair 🛕
Data Import logs 🛦	Select V GENERATE
Encrypt Data Import log files	

Figure 107: PGP Configuration (Prior to this update)

In this update, the PGP Configuration screen is enhanced to allow the System Admins to upload or download multiple public PGP keys with designated names. Such named keys can be used in various flows to encrypt the data files. When added to the system, these keys can be used by Analytics, Data Extracts, or generating the data files. This is useful when the data files are meant for different parties (for example: different vendors, users or managers accessing Analytics extracts that belong to different organizations and so on).

Note: RDI Import logs will be encrypted using the default public key for the site.

Admin	1	System	1	Manage Integrations	1	PGP Configuration
-------	---	--------	---	---------------------	---	-------------------

PGP			Q
Pretty good p	privacy (PGP) can be used to encrypt files before uploading	g to FTP/SFTP server	
PGP Dec	ryption		
PGP Dec key availa	ryption is for data files uploaded on FTP/SFTP for a able below	data imports. Files can be encrypted us	sing the public
Downloa	d the public key to encrypt data files before upload	ing it to FTP/SFTP servers	DOWNLOAD
Create a	new PGP key pair 🛕		
Key size*			
Select		~	GENERATE
PGP Enci	ryption		
Encrypt f	iles that are uploaded to FTP/SFTP through Premiu	um data extracts and Analytics data ex	tracts. PGP encryption can be enabled
after you	have uploaded at least one public key. You can up	load multiple unique named public key	s for encryption.
A default	key is used by the system to encrypt files that are	uploaded to FTP/SFTP through Premiu	Im data extract and Analytics data
extract jo	bs that do not have an exclusive encryption key co	onfigured.	
Data Extr	racts and Analytics		
Encrypt f	iles uploaded on FTP/SFTP by Data Extract and An	alytics	
Data Imp	ort logs 🛕		
Encrypt [Data Import log files		
Public Ke	żγs		UPLOAD NEW KEY
\checkmark	KEY NAME	KEY STATUS	ACTIONS
Default	Default PGP Encryption Key	ACTIVE	EDIT
	Key for Analytics	INACTIVE	EDIT
	Key for Data Imports	ACTIVE	EDIT
ш			1 - 3 Of 3

Figure 108: PGP Configuration (In this update)

You can click **UPLOAD NEW KEY** to upload a new PGP Public key by providing the Name, Description and PGP key file.

after you h	Upload New En	the ETD (SETD through Bromium data autrasta a cryption Key	c keys for encry	encryption can be enabled ption.
A default k obs that de	Name*	Specify name to identify this key. (Ex: Data Extract fi	es key)	tract and Analytics data extract
Data Extrac	Description	Provide descriptive information about the key or its to This key will be used to encrypt all data extract files.	isage. (Ex:	
Encrypt file Data Impor	PGP public key*	Select public key file BROWSE	<u> </u>	•
Encrypt Da		CANCEL	UPLOAD	a
Public Keys	3			UPLOAD NEW KEY
4	KEY NAME	KEY STATUS	ACTION	s

Figure 109: UPLOAD NEW KEY

This screen shows the list of already existing keys. You can perform the following actions on existing PGP keys:

- Edit: Allows updating the uploaded PGP key file.
- Download: Downloads the already uploaded PGP key file.
- Make Inactive: Allows marking an already uploaded PGP key as Inactive. Inactive PGP keys cannot be associated with any new Jobs for encryption. However they will still be available for existing (already associated) jobs.

Note: An active key is available for Data Extract and Analytics screens for association with Jobs.

• Make Default: Once a PGP key is marked as the default PGP key, this PGP key will be used for all the data processing jobs where no specific encryption key is configured.

Default key: System uses this key to encrypt data files for all the data processing jobs where no specific encryption key is configured.

Note: For existing jobs or schedules (prior to this update) where there is no explicit PGP key associated, default (pre-existing) PGP key is used.

			C
		UPLOAD N	IEW KEY
rus	ACTIONS	DOWNLOAD	
	EDIT	MAKE DEFAULT	
	EDIT	MAKE INACTIVE	
	EDIT	~	
			1 - 3 Of 3

Figure 110: Actions on existing keys

New configuration to hide talent data when someone uses the Proxy feature

When a user uses the Act as Proxy feature, they can see sensitive talent data, such as flight risk, retirement risk, potential rating, and so on. The following roles automatically see sensitive talent data when they act as a proxy:

- Internal Person Basic Privileges
- External Person Basic Privileges
- Super User

You can now hide talent data when someone with one of these roles uses the proxy feature and this new feature is disabled. Navigate to Admin > System > Manage Roles > Security Roles and select one of the above roles. In the Component field, enter Proxy Visibility and then disable the Proxy user can access Talent check box.

Note: The **Allow viewing sensitive data in Proxy mode** option (under the System component) overrides the **Proxy user can access Talent** check box.

Component	Proxy Visibility Q
This component is not domain-ba	sed. Any privileges granted for this component apply to all domains.
Component Privileges	Print Export Modify Table
Grant Access	Privilege
\checkmark	Proxy user can access Goals
\checkmark	Proxy user can access Skills
\checkmark	Proxy user can access Reviews
	Proxy user can access Talent

Figure 111: New configurations for Proxy mode

Notification for when review is finalized by reviewee can now be sent to direct manager

In this update, the notification called **Review is finalized by reviewee** can be customized to be sent to the Review Owner when a reviewee finalizes their review. As a System Admin, navigate to **Admin > System > Configure System > Services > Performance > Reviews** and click the **Notifications** tab. **Locate** the **Review is finalized by reviewee** notification. You can customize the notification event.

Event:	Review is finaliz	ed by reviewee		6 🛭 🗗 🖓			
Category	Review						
Format	Triggered						
Event Name*	Review is finalized	by reviewee	<u>ا</u>				
Event Description	Recipients will be	notified when a reviewee final	lizes t				
Enable							
Domain 👔	world	Q 🔍 🗹 Enable Dor	main				
Event Actions			New Event Action	Print Export			
Enable Event Action	Description	Туре	Inherited Overrid	den Actions			
Predefined - Review is fi	Event Action D	etails				B 🗕 🗹	
	Edit Triggered > Even	t Action D					
	Event Review is Name	finalized by reviewee					
	Domain world						
	Action Name*	ined - Review is finalized by r	evie				
	Description Predef	ined - Recipients will be notif	ied w				
	Header- Footer -Selec Template	t One- 🗸					
	Keyword @Rev	iew_Activation_Due_Date@	~	ADD			
	Message Subject Saba M	lotice - The Review is finalize	d by reviewee				
	Inbox Delivery						
	Recipients		Add Recipients	Print Export Mo	dify Table		
	Recipient Type	Name	N	Add Recip	ients		
	Named Query	Owner of the review	E				
	Named Query	Direct manager of the reviewee	E	Recipient Type	*	Named Que	ry ~
				Query*		Owner of th	e review ~
						Direct manag	er of the reviewee
						Owner of the	review

Figure 112: Review is finalized by reviewee notification

Customize the look and feel of the Saba Mobile App

This update introduces Mobile App Branding. The **Mobile App Branding** menu under **Admin > System > Manage Branding** allows you to customize the look and feel of the Saba Mobile App to suit your organizational requirements.

Note: System administrators can manage the Mobile app branding only if they have the following privilege to access the **Manage Branding** menu:

• Can access > System > Manage Branding > Mobile App Branding

Admin / System / Manage Branding / Mobile App Branding

Saba Cloud Mobile App Branding

Saba Cloud	~		
Logo	Background Image	Login Box	Theme Color
		·	-

Logo placeholder

Drag and drop or click to upload image in placeholder according to its size.



5	saba
Site Name	•
Username	•
Password	
	Forgot Passi
	Sign In

Figure 113: Mobile App Branding

To configure the Mobile App branding, click **System > Manage Branding > Mobile App Branding**. The **Mobile App Branding** page appears. Select an appropriate microsite from the drop-down list.

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

You can configure the following branding elements of the Mobile App from this menu:

• Logo: In this section, you can either drag and drop an image or click + to upload an image in placeholder according to its size.

For Android, you need to upload an image of size **572 x 212** pixels.

For iOS, you need to upload two images of the following sizes:

- 510 x 165 pixels
- 345x110 pixels

Note: To publish the changes, setting the logo for at least one device is mandatory.

Logo placeholder

Drag and drop or click to upload image in placeholder according to its size.

Android	IOS
-	
Logi	in Logo
	Ð
57	2x212

saba
Site Name
Jsername
Password
Forgot Password?
Sign In

Figure 114: Mobile App Branding - Logo

• **Background Image**: In this section, you can either drag and drop an image or click + to upload an image in placeholders according to its size.

For Android on a **Phone**, you need to upload two images of the following sizes:

- 1440x2560 pixels
- 720x960 pixels

For Android on a Tablet, you need to upload two images of the following sizes:

- 2560x1440 pixels
- 960x720 pixels

For iOS on an iPad, you need to upload five images of the following sizes:

- 2732x2048 pixels for iPad Pro 12.9"
- 2388x1668 pixels for iPad Pro 11"
- 2224x1668 pixels for iPad Pro 10.5"
- 2360x1640 pixels for iPad Air 4th Gen
- 2048x1536 pixels for iPad Mini, iPad Air, iPad

For iOS on an iPhone, you need to upload nine images of the following sizes:

- 1284x2778 pixels for iPhone 12 Pro Max
- **1170x2532** pixels for iPhone 12, 12 Pro
- 1080x2340 pixels for iPhone 12 Mini
- 1242x2688 pixels for iPhone 11 Pro Max, XS Max
- 1125x2436 pixels for iPhone 11 Pro, X, XS
- 1080x1920 pixels for iPhone 6+, 6S+, 7+, 8+
- 828x1792 pixels for iPhone 11, XR

- 750x1334 pixels for iPhone 6, 6S, 7, 8
- 640x1136 pixels for iPhone SE, iPhone 5s, iPod touch

Note: To publish the changes, setting the background image for at least one device is mandatory.





Figure 115: Mobile App Branding - Background Image

• Login Box: In this section, you can set the position of the login box for Phones and Tablets. By default, the position of the login box is set to center of the screen.

For a phone you can select one of the following positions:

- Top
- Center
- Bottom

For a tablet you can select one of the following positions:

- Top Left, Top Center, Top Right
- Center Left, Center, Center Right
- Bottom Left, Bottom Center, Bottom Right

Login Box Position

Select login box position for Phone and Tablet. By default, the Login box will be placed in the center of the screen.





CENTER

Figure 116: Mobile App Branding - Login Box

- Theme Color: In this section, you can customize the mobile app theme colors for the following areas:
 - App Color: Navigation Bar, Buttons, Topic Icons, Bottom Bar Icon
 - Text and Icon Color: Title Text, Navigation Bar Icons
 - Actionable Link Color: Link Text

Theme Color

Customize mobile app by configuring brand colors.

#4DBEEA #4DBEEA	
	Customer Service
The following is the list of important UI components which	00001089
will change according to color combination.	0% Completed Due on 01-Aug-2022
Navigation Par	Assigned
Topic Icons A Bottom Bar Icon	This customer service training program teaches yo all the skills you need to communicate positively an professionally with customer - both internal and external.
Fext and Icon Color	Summary V
#FFFFF #FFFFF	Core Path
The text and icons places in the navigation bar along with	Register
outton text will be changed according to the selected color.	Customer Service
	Mandatoryto complete 3 of 3
Title Text 2 Navigation Bar Icons	Customer Service Basics
Actionable Link Color	3 ID : 00001753
	(IN PROGRESS
#4DBFEA #4DBFEA	Customer Support Policies
All actionable Blue color links used in the app will be modified	🕘 —— 🖬 💾 🛱 📕

Figure 117: Mobile App Branding - Theme Color

Each branding element has its own save and reset actions.

Note: Clicking the Clear button clears all the unsaved changes for that branding element.

Any Saba Cloud Mobile branding changes via the new Mobile App Branding interface:

- are applicable to the microsite that you select while configuring the Mobile App branding.
- are applicable to all locales.
- override any existing branding elements.

Publish To App

After you configure the branding using the above mentioned sections, you can click the **Publish to App** button to roll out all the modifications to the Mobile app.

Restore To Default

You can discard all the branding modifications to the defaults by clicking the **Restore To Default** button.

Note: If a theme .zip file was uploaded under **System > Manage Branding > System Branding > Mobile Assets**, then clicking the **Restore To Default** button restores the branding specifications based on the contents of the Mobile Assets theme .zip file.

Import From Zip

You can import the specifications from the Mobile Assets zip file.

Note: This option is only available if you have uploaded the Mobile Assets .zip file under **System > Manage Branding > System Branding > Mobile Assets**.

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Chapter **16**

Talent

Topics:

Enhancements to auditing for talent data

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

Enhancements to auditing for talent data

Prior to this update, the custom fields (Custom0 to Custom9) in the User Profile component were audited, but these changes were only available in the audit log accessible via **Admin > People > Manage People > Edit Profile Information > Audit Trail**. In this update, these changes are also visible in the audit log in the talent profile itself. Whether all users can see this auditing depends on the Profile ACL configurations. Silent auditing needs to be enabled on the component as well by navigating to Admin > System > Configure System > Foundation > User Profile > Components tab > TalentData > Attributes > select the custom field and select the audit option.

If Talent Admins, HR Admins, People Admins, or managers update the custom fields for an employee, then that information is audited. For example, navigate to **Admin > Talent > Talent Search** and locate the employee. Click **Update** and enter data in the custom fields. Save and then click **Update** again. Clicking the Audit icon shows the entries made in the custom fields.

Leadership development:		High	×) 🗸 🧨						
custom2:		test 1	X	· · ·						
custom3:		Recommended								
custom4:						1	1	r Adva		
custom5:	Professional Interests									
	Short-T	👂 Saba — Mozilla Firefox					-			
	Long-Te	▣ 🔒 🖙	salactical completes the	LITTIC CALLED			🖂) ☆		
	Job Det	Audit Trail								
	Job Lev	Print Evport Modify Table								
	Potentia	Action	Timestamp	Previous Value	New Value	Author	Reason			
	Job Crit	Update : custom2	05/31/2021 5:40:06 PM	null	test 1	Chavla Kalpana	Silent auditing			
	General	Update : custom3	05/31/2021 5:40:06 PM	null	Recommended	Chavla Kalpana	Silent auditing			
	Mobility	Update : Leadership development	05/31/2021 5:40:06 PM	null	High	Chavla Kalpana	Silent auditing			
	Potentia Type t						CLOSE			

Figure 118: Talent audit enhancements

Chapter **17**

Walkthroughs

Topics:

- New walkthroughs
- New launchers and shoutouts

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 following walkthrough-related properties for your site under System > Configure System > Microsites > Configure Microsite >
 Microsite >
 MicroSiteName> > Site Properties > Walk Me:
 - Walk Me Enabled: This property determines whether the "**Show Me How**" library is displayed on the right hand side of the user interface for administrators when navigating in an administrative context.
 - Walk Me for home page: The URL to the published WalkMe walkthroughs:

https://cdn.walkme.com/users/9307/walkme_9307_https.js

- The walkthroughs only work in full screen.
- The walkthroughs are only available in English.
- In most configurations, 3rd party cookies must be enabled for WalkMe to load in the web browser.

This menu now includes the following new walkthroughs:

- · Create interactive charts with multiple levels
- Mark a class as delivered and grant credits
- Import data into Saba Cloud
- Create a review

New launchers and shoutouts

Launchers are quick-start buttons that launch another action when clicked. Shoutouts are custom balloons designed to draw the user's attention to the featured text.

This update introduces the following new launchers and shoutouts for various Admin roles that allow you to quickly reach a particular help page for a particular feature:

- Admin > Analytics > Create Report > < Report Type > > Metrics > Add
- Admin > Analytics > Settings > Custom Metric
- Admin > Compensation > Create a Compensation Plan Cycle
- Admin > Learning
- Admin > Meeting

Chapter **18**

Deprecated features

Topics:

- IE 11 End of Support
- Checklist-related notification is now deprecated

This section includes topics to guide you through the deprecated features.

IE 11 - End of Support

In order to keep up with browser security requirements and the latest software enhancements and to continue our focus on bringing you the most innovative technology, we will not continue to develop or test for Microsoft applications beyond their own support commitment. With the December 2021 release, we will withdraw support and compatibility testing of IE11.

On 17th August 2020, Microsoft announced that Microsoft Teams will stop supporting Internet Explorer 11 (IE11) on 30th November 2020 and Microsoft 365 products will end IE11 support on 17th August 2021. Read more in Microsoft's announcement.

Our support retirement will follow the schedule below:

- Between now and Saba Cloud Update 51, we will fix critical bugs with the use of IE11 browsers.
- Beginning with Saba Cloud Update 52, we will no longer be testing IE11.
- Support will completely end after Saba Cloud Update 51 is available in production (General Availability: December 6th, 2021). After that time, use of Saba Cloud with IE11 may not provide a seamless user experience.

We strongly recommend that you partner with your IT teams to review your browser usage and encourage your team to upgrade to supported browsers. Microsoft recommends the use of Microsoft Edge.

Checklist-related notification is now deprecated

This update deprecates the following notification event for checklists:

• Target date changed for a checklist in a learner's plan

As this notification was not used in the system, it does not impact any user functionality.