What's New

Saba Cloud | Update 50 | Aug 2021

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Contents

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Change log

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

Table 1: Summary of changes

Version	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 Certifications 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 content 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	✓			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 Analytics	✓			Analytics Admin Analytics user
Insight - What is the compliance status of my team NEW	✓			Analytics Admin Analytics user
Actionable Insights NEW	✓			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	✓			Analytics Admin Analytics user
Multi-language support for Survey and Evaluation reporting NEW	✓			Analytics Admin Analytics user
Ability to select a separator for a CSV download	✓			Analytics Admin Analytics user
Ability to select a PGP key for Analytics report encryption		System Admin		Analytics Admin Analytics user
Improved workflow for dashboard creation NEW	✓			Analytics Admin Analytics user
View usage of a specific global custom dimension	✓			Analytics Admin Analytics user
New Reports NEW	✓			Analytics Admin Analytics user
New Attributes NEW	✓			Analytics Admin Analytics user
Updated Attributes	✓			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	✓			Compensation Admin

Ecommerce

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Increased character size of ISO Code attribute	✓	System Admin		End User
Auto-launch zero-priced WBTs for external learners	✓	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	✓			HR Admin
Search for skills using synonyms in Skills Graph	✓			HR Admin

Learning

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Ability to copy tests and surveys NEW	✓			Assessment Admin
New notification when viewers are added 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 results	✓			Content Admin
Bypass session validation for SCORM content communication	✓	System Admin		End User
Enhanced course and class details pages now displayed by default	✓	System Admin		End User Manager
Support for additional manager actions on enhanced pages	✓			Manager
Usability changes to actions on enhanced pages	✓			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	✓			End User
Registration through catalog calendar now opens enhanced pages	✓			End User
Changes to enhanced checklists	✓			End User Manager
Search catalog by audience type of order contact in enhanced Assign Learning		System Admin		Manager Registrar
New audience type search field in enhanced Assign Learning	✓			Manager Registrar
Add Learning action for managers now supports the enhanced Assign Learning	✓	System Admin		Manager
Visually enhanced Learning Requests page for users NEW	✓			End User
New default image management support for catalog categories NEW	✓	System Admin		End User Learning Admin

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

Marketplace

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

me:time

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
me:time enhancements	✓			End User
Default image management support for additional me:time objects	✓	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	✓			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 NEW	✓			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	✓			People Admin
Goals display in a new UI on page 117	✓			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 Performance	✓			Performance Admin People Admin
Giving an endorsement to a coworker has been redesigned		System Admin		End user
New navigation in reviews NEW	✓			Review Owner, End user
New user experience when adding tasks to a goal NEW	✓			End user
'Exclude from Review' option is now hidden if the Reviews module is not in use	✓			End user
Adding a goal from the Plan Beta page now available NEW	✓			End user
New UI for impressions now available for Organization Managers and Position Managers		System Admin		Organization Managers and Position Managers
Finalization comments and check-in date are now visible in the new review UI	✓			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 talent data NEW	✓			Developer
APIs for Price List Entry NEW	✓			Developer
Updates to the RECURRING COURSE COMPLETIONS APIs	✓			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 NEW		Social Admin		Ened user, Social Admin
Filter ideas and issues by status in search results on page 148 NEW	✓			End User, Social Admin

System

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
Additional attributes enabled for Bulk Content Import on page 151	✓			System Admin
Support for skip feature in certification data import on page 152	✓			System Admin
Support for path description in Certification and Curriculum data import on page 152	✓			System Admin
Ability to remove path, module, or learning elements using Certification data import on page 153	✓			System Admin
Additional fields are added to the Review Overall Score data import on page 153	✓			System Admin
API Dashboard (New user experience) enabled by default	✓			System Admin
Ability to upload or download multiple PGP keys	✓			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	✓			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 Admins, Managers

Walkthroughs

Feature	On by default?	Admin setup required	Support ticket required	Affected audience
New walkthroughs NEW	✓			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:

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).

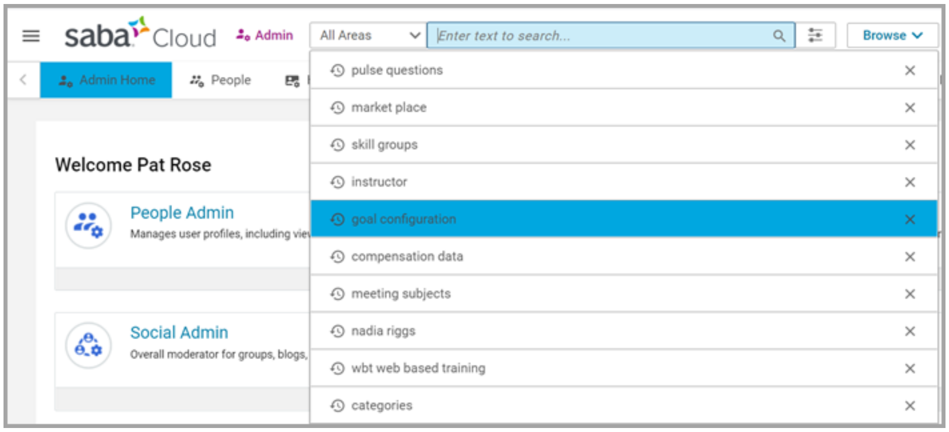


Figure 1: Saved search terms and results

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**.

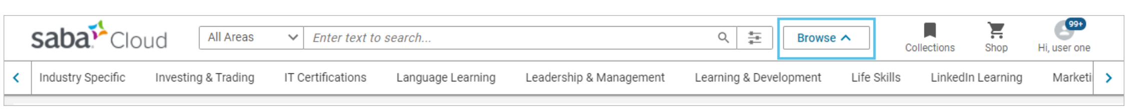


Figure 2: New and improved Browse menu

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.

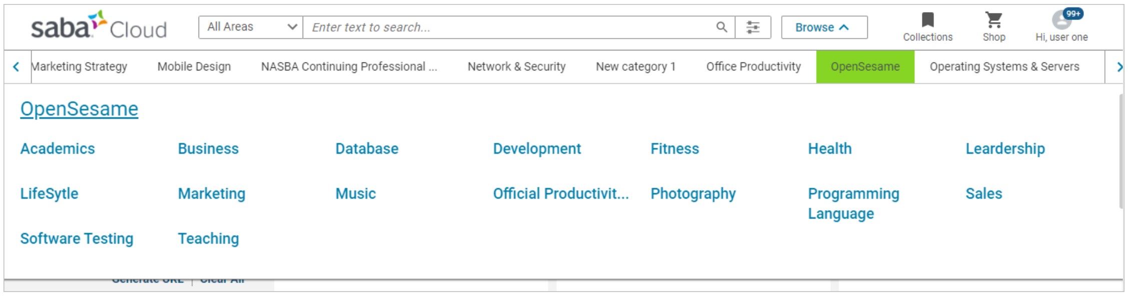


Figure 3: Browse second level categories

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.

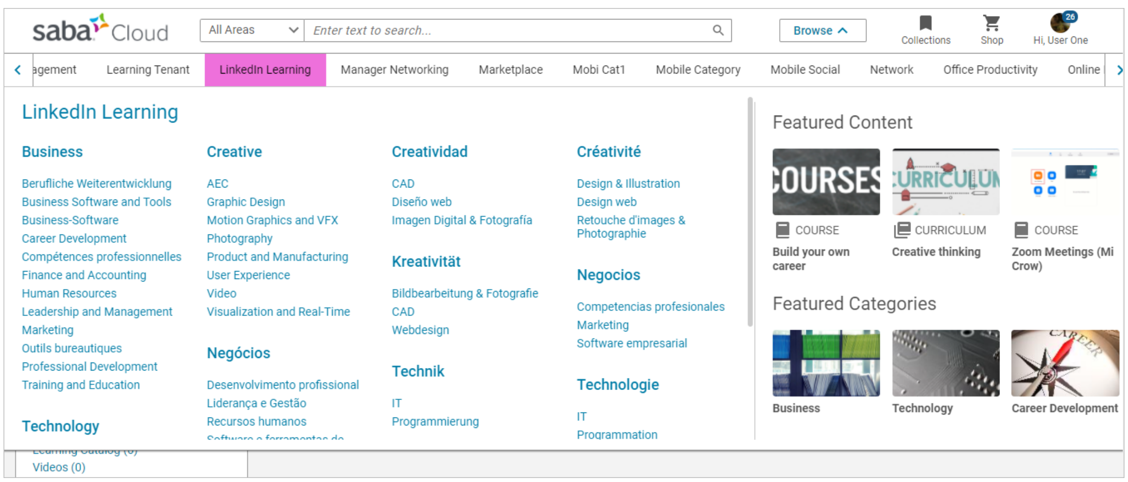


Figure 4: Featured sub-categories and content sections

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.

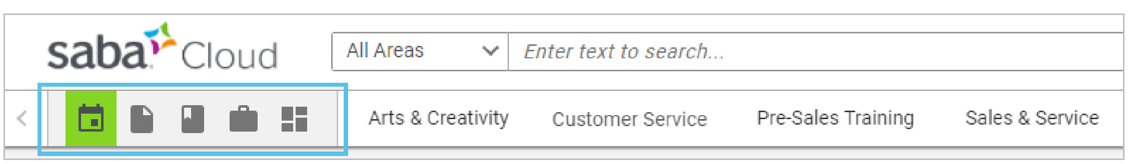


Figure 5: Icons on the new Browse scroll bar

Chapter 2

Analytics

Topics:

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.

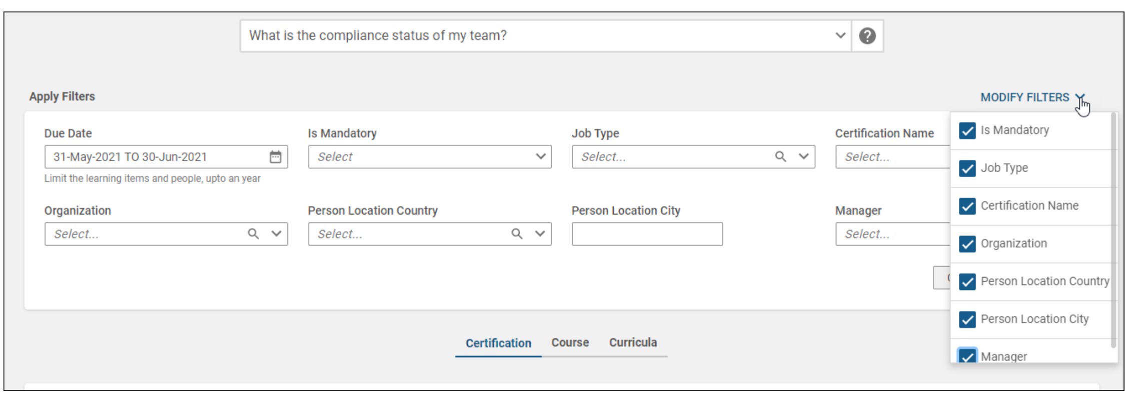


Figure 6: Modify Filters

What is the compliance status of my team?

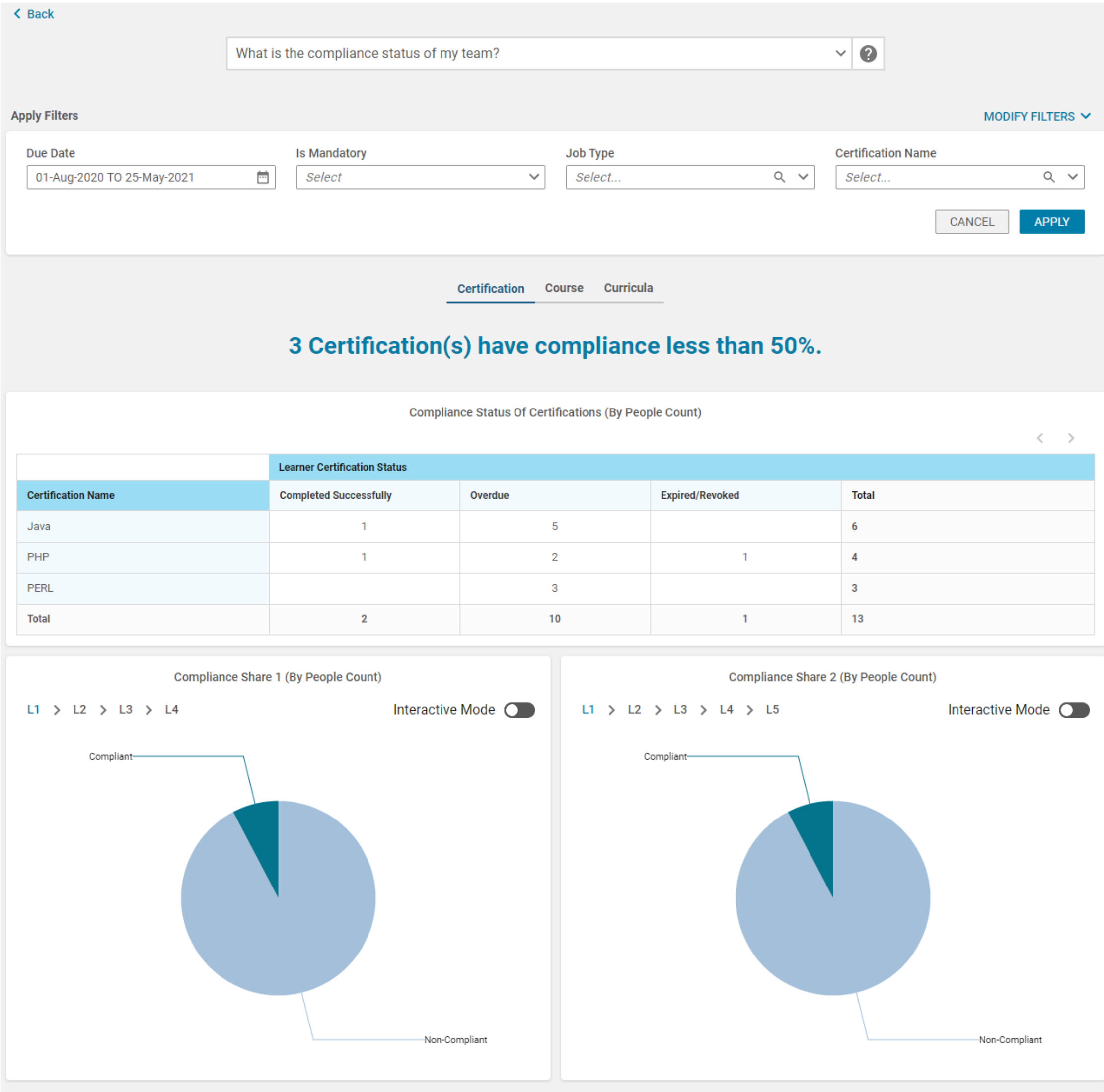
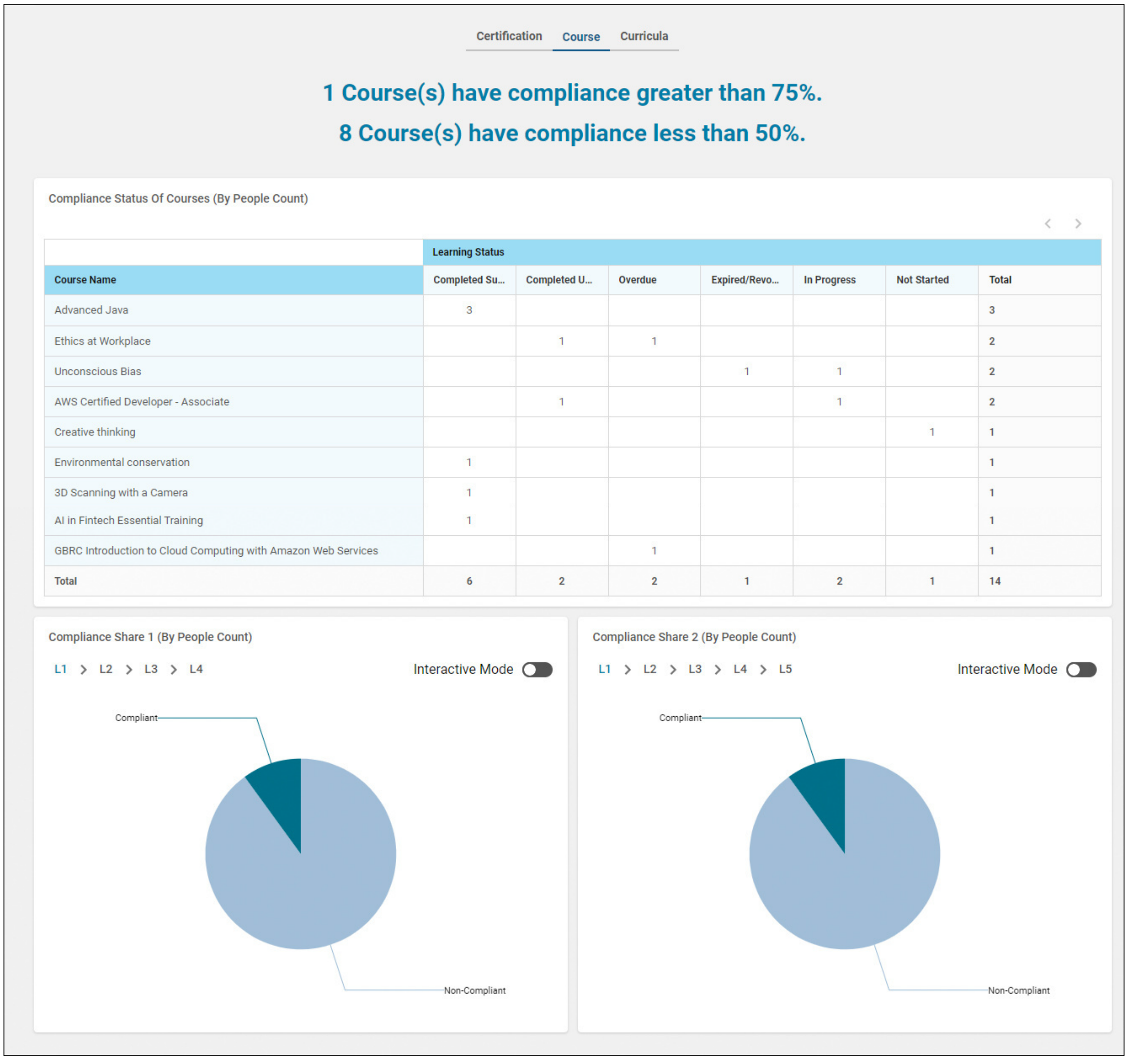


Figure 7: Certifications

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.



	Learning Status						
Course Name	Completed Su...	Completed U...	Overdue	Expired/Revo...	In Progress	Not Started	Total
Advanced Java	3						3
Ethics at Workplace		1	1				2
Unconscious Bias				1	1		2
AWS Certified Developer - Associate		1			1		2
Creative thinking						1	1
Environmental conservation	1						1
3D Scanning with a Camera	1						1
AI in Fintech Essential Training	1						1
GBRC Introduction to Cloud Computing with Amazon Web Services			1				1
Total	6	2	2	1	2	1	14

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.

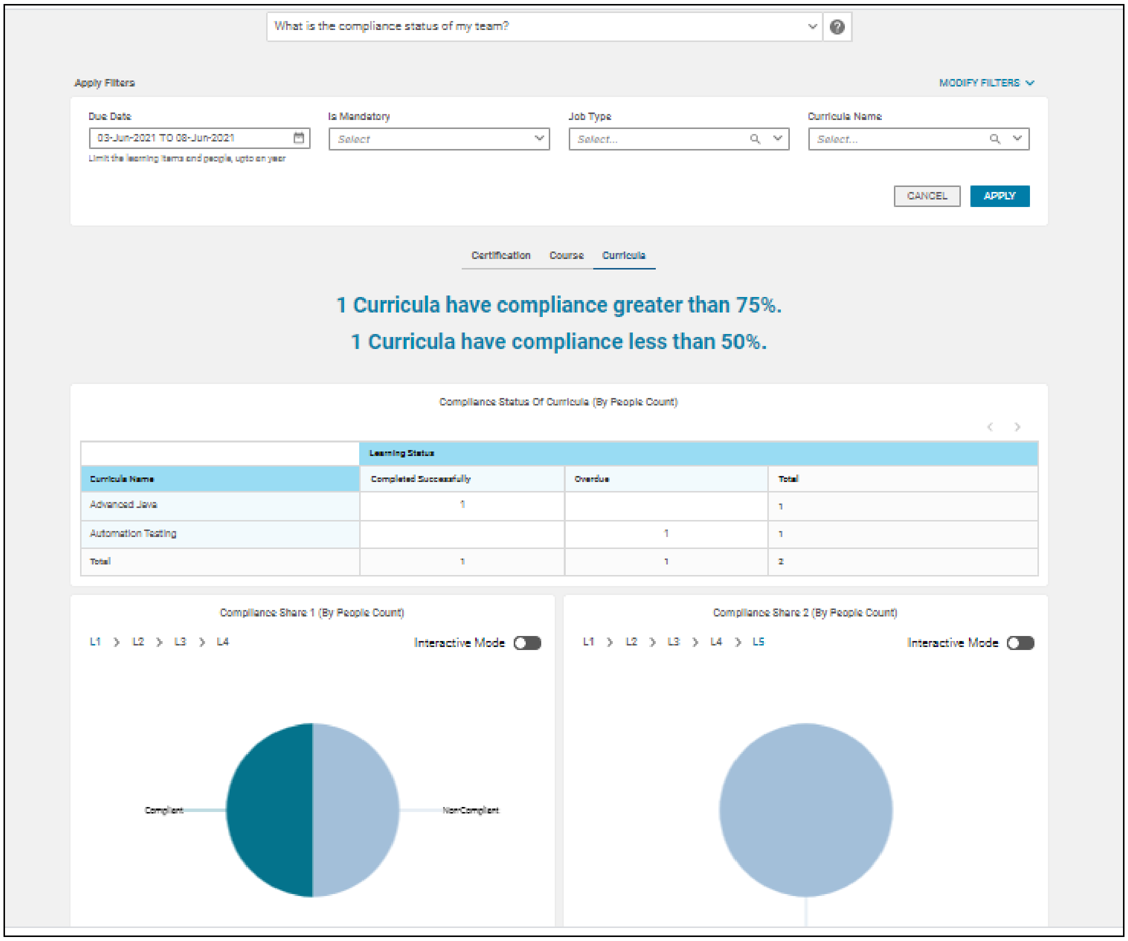


Figure 9: Curricula

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.

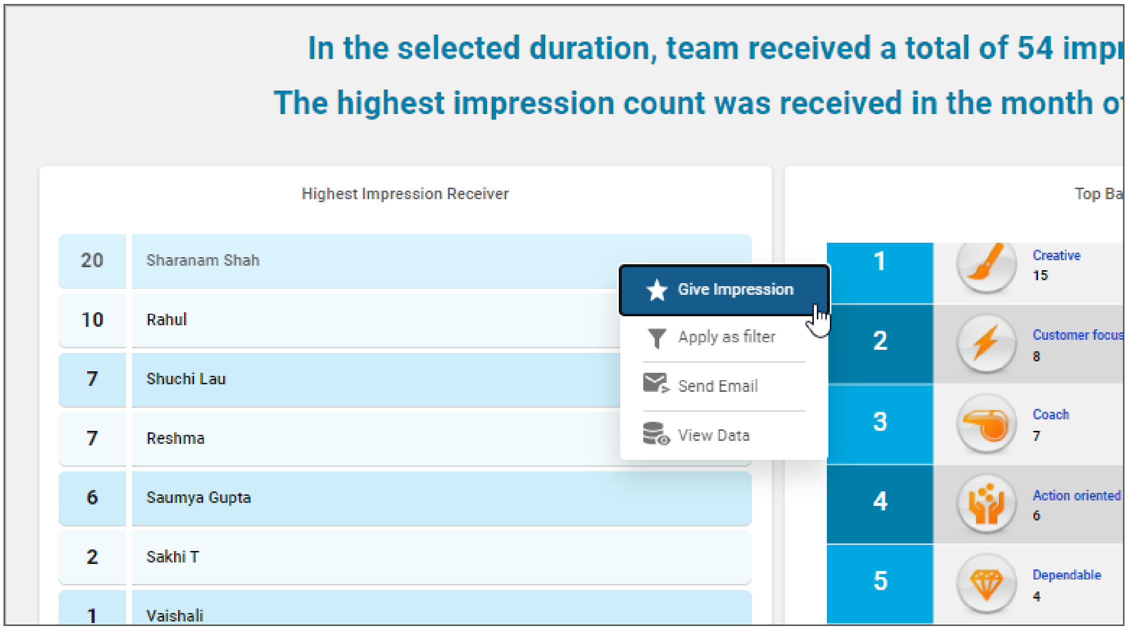


Figure 10: Actionable Insight: How is my team getting appreciated in the organization?

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.

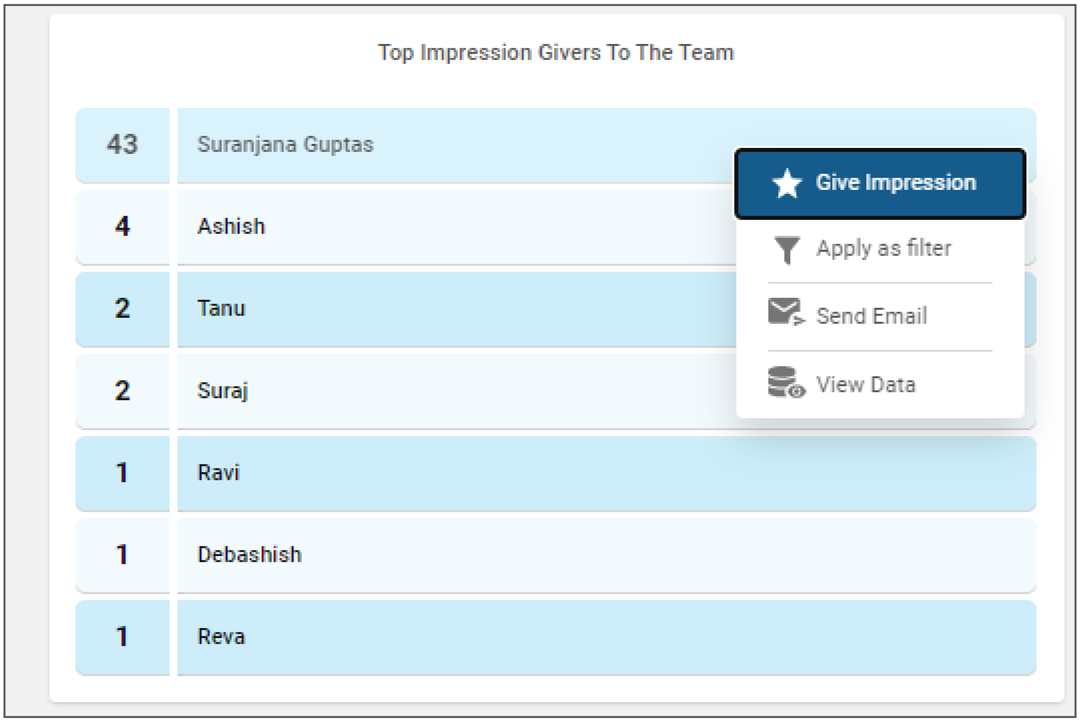


Figure 11: Available actions for a particular chart

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.

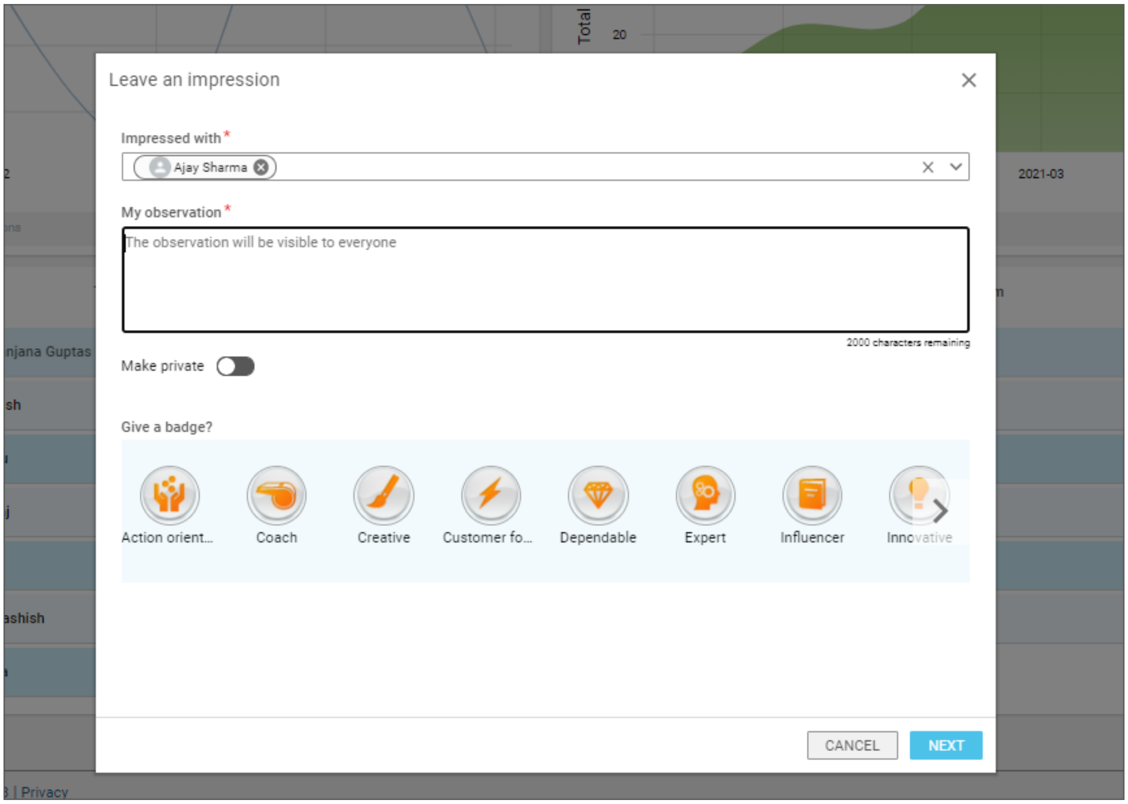


Figure 12: Give Impression

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.

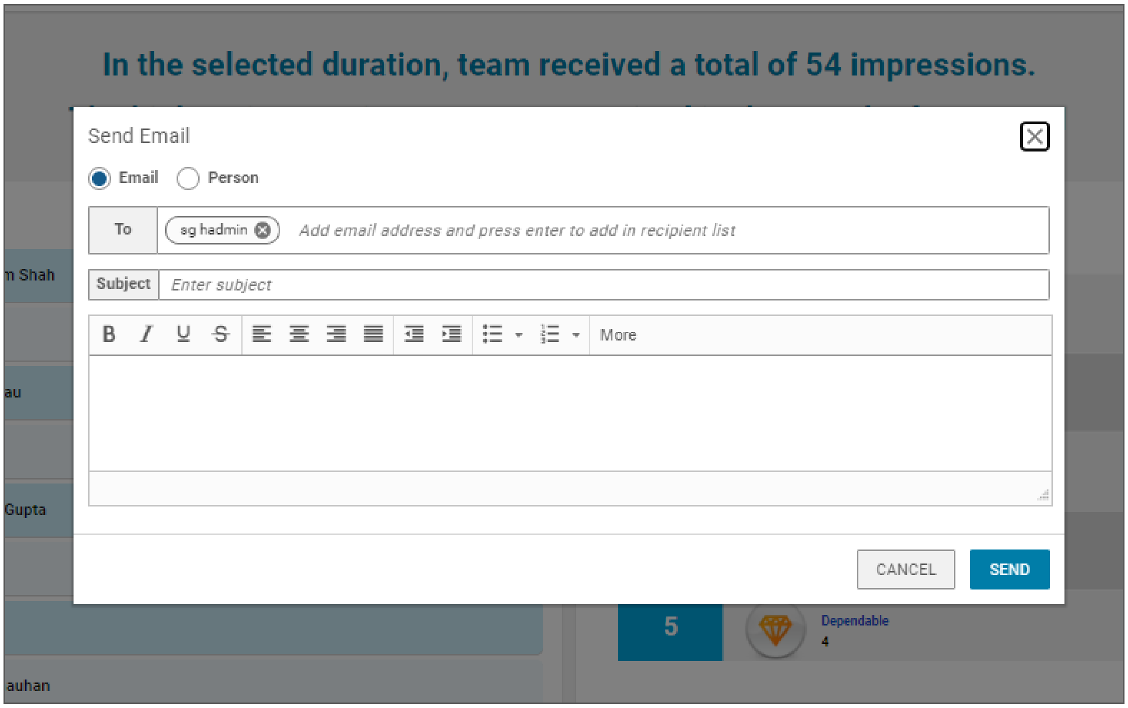


Figure 13: Send Email

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.

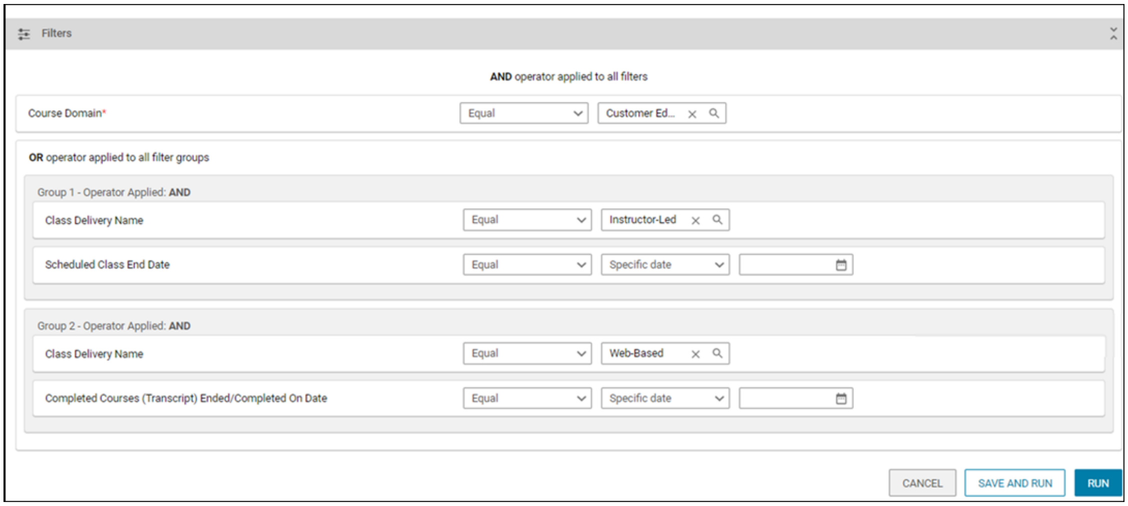


Figure 14: Inverse of the logical operator used for the primary filter group

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.

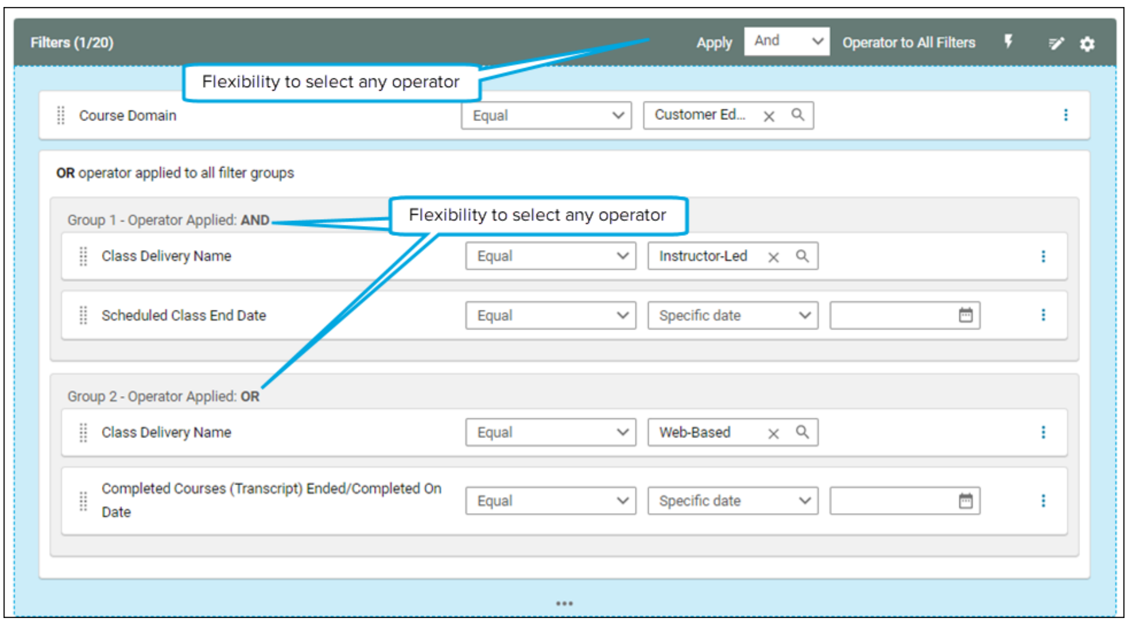


Figure 15: Operator need not be the inverse of the logical operator used for the primary filter group

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

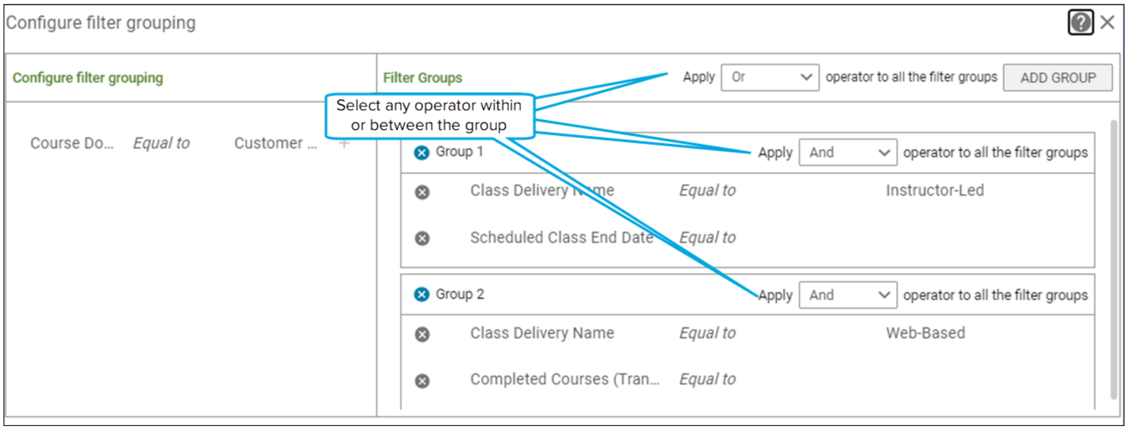


Figure 16: Flexibility to select any operator within the group as well as between the group filters

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?**
✓	✓	✓	✓	✓
	✗	✗	✗	✓
✗	✓	✗	✓ (Filter grouping authoring screen will not have flexible logical operators)	✗
	✗	✗	✗	✗

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.

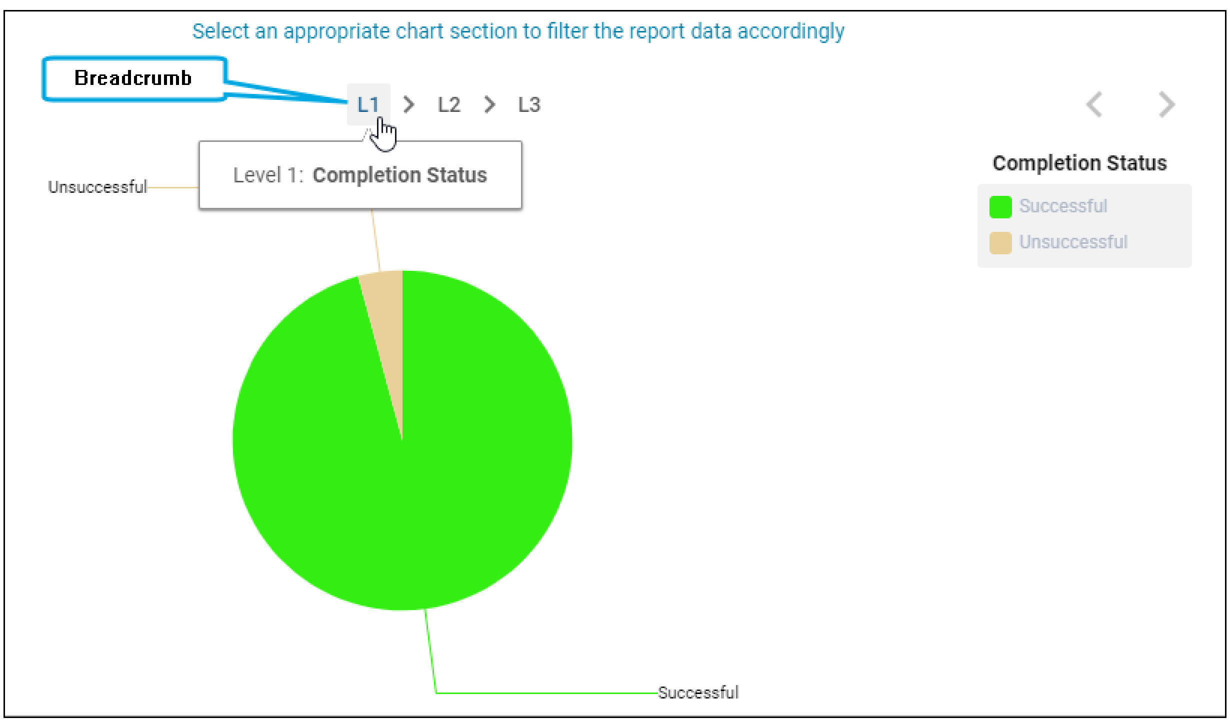


Figure 17: Breadcrumb for pie charts with multiple levels

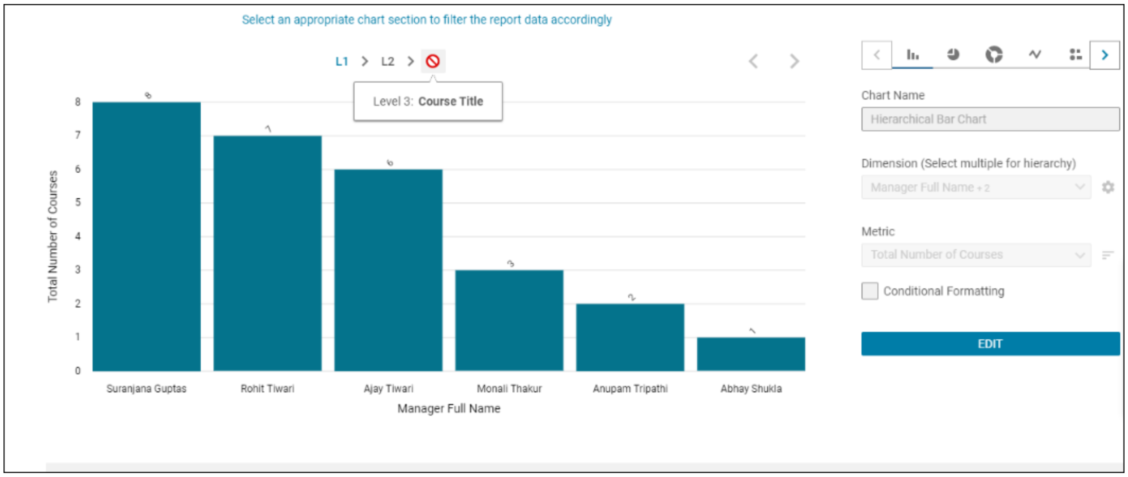


Figure 18: Breadcrumb for bar charts with multiple levels

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.

This breadcrumb also indicates the current level of hierarchy.

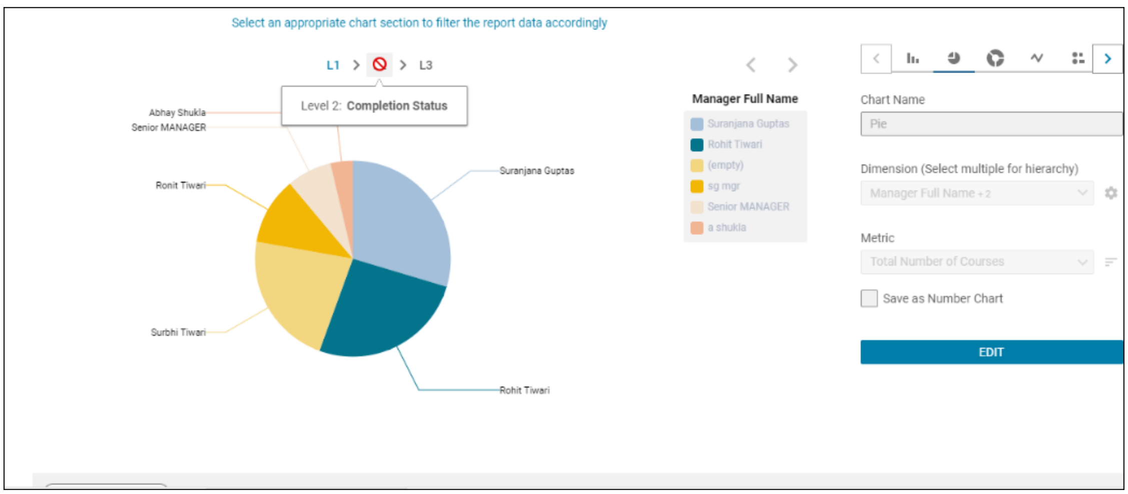


Figure 19: Breadcrumb indicates the current level of hierarchy

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.

Table 4: Question and Response 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 Response	Dimension
Learning	Assessment Results	Assessment Question Correct Answer	Dimension
Learning	Survey And Evaluations	Question Text	Dimension

Parent Entity	Entity Name	Attribute Name	Attribute Type
Learning	Survey And Evaluations	Question Response	Dimension
Learning	Assessment Question Details	Assessment Question	Dimension
Learning	Anonymous Survey	Question Text	Dimension
Learning	Anonymous Survey	Question Response	Dimension
Learning	Anonymous Survey as Content	Question Text	Dimension
Learning	Anonymous Survey as Content	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.

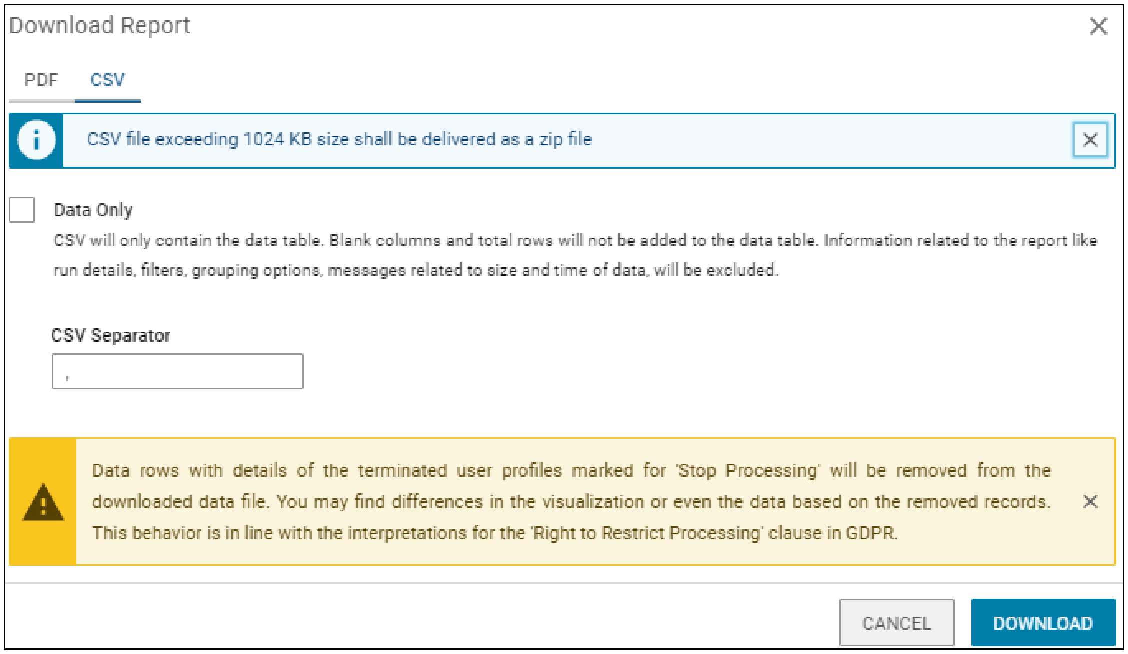


Figure 20: Specifying a separator while downloading a CSV report

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**).

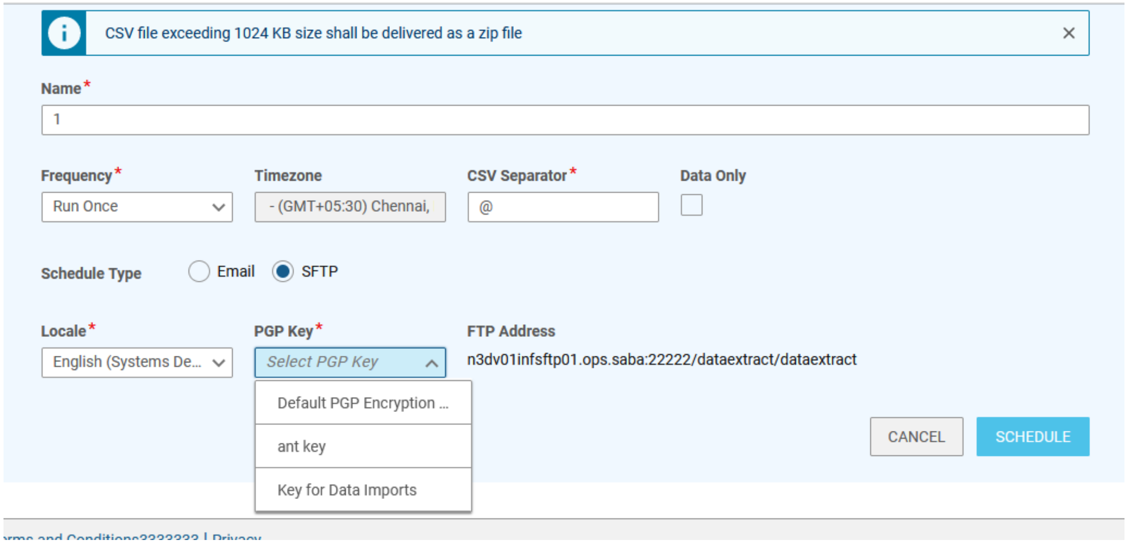


Figure 21: Selecting a PGP key while scheduling a data extract SFTP report

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.

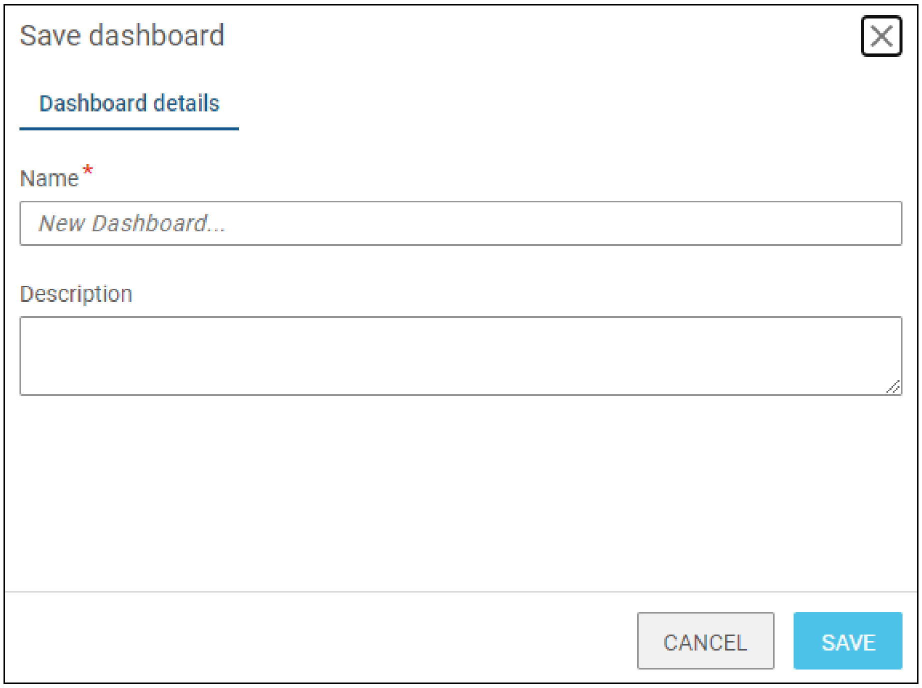


Figure 22: Enter a name and description for the dashboard

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.

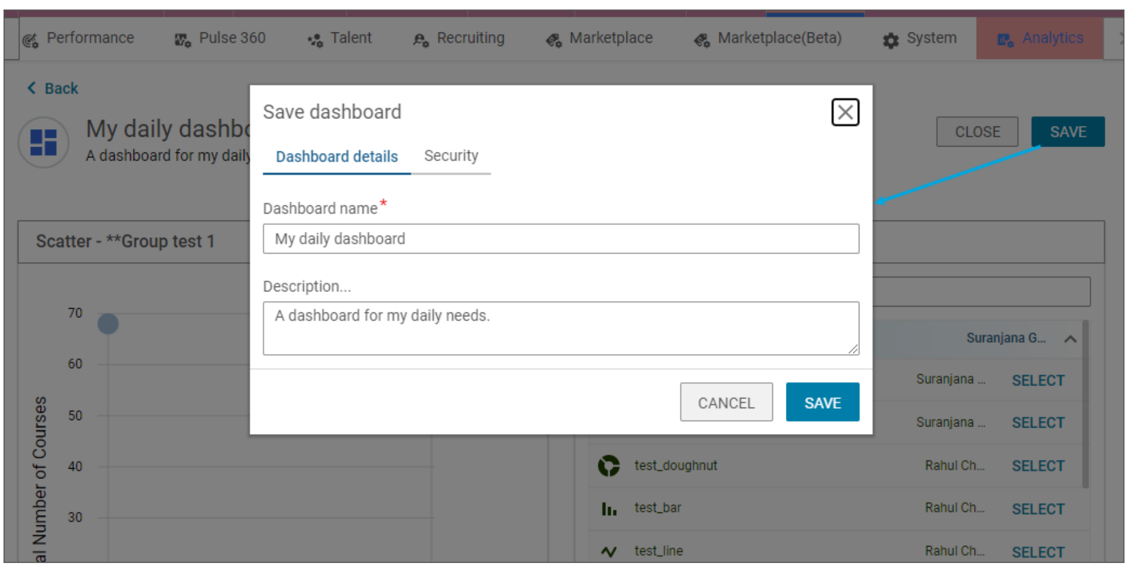


Figure 23: Save dashboard

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

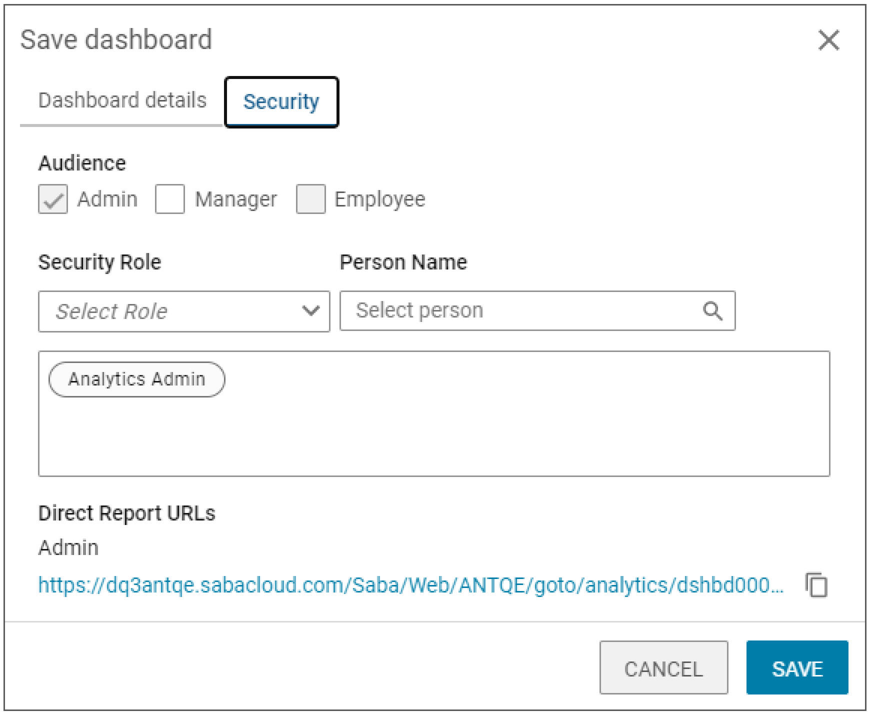


Figure 24: Save dashboard > Security

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.

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

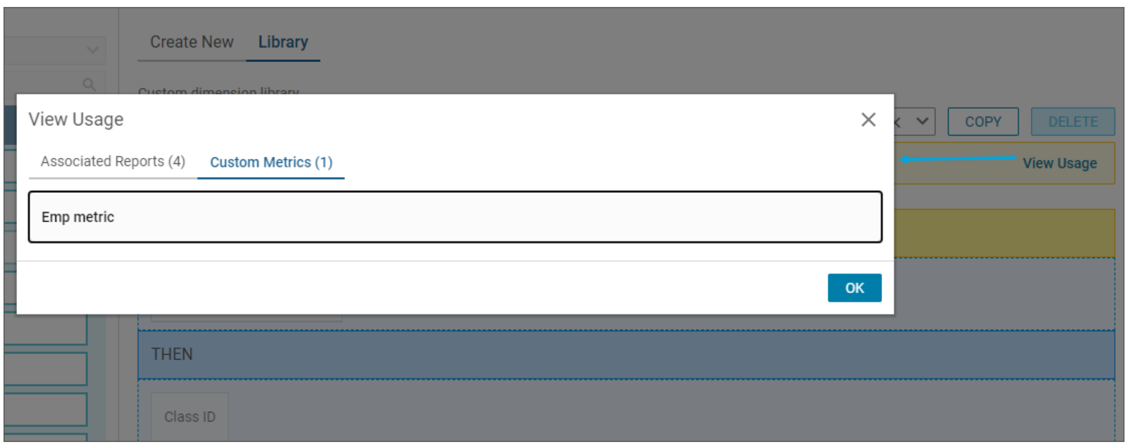


Figure 26: List of custom metrics that use the selected global custom dimension

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

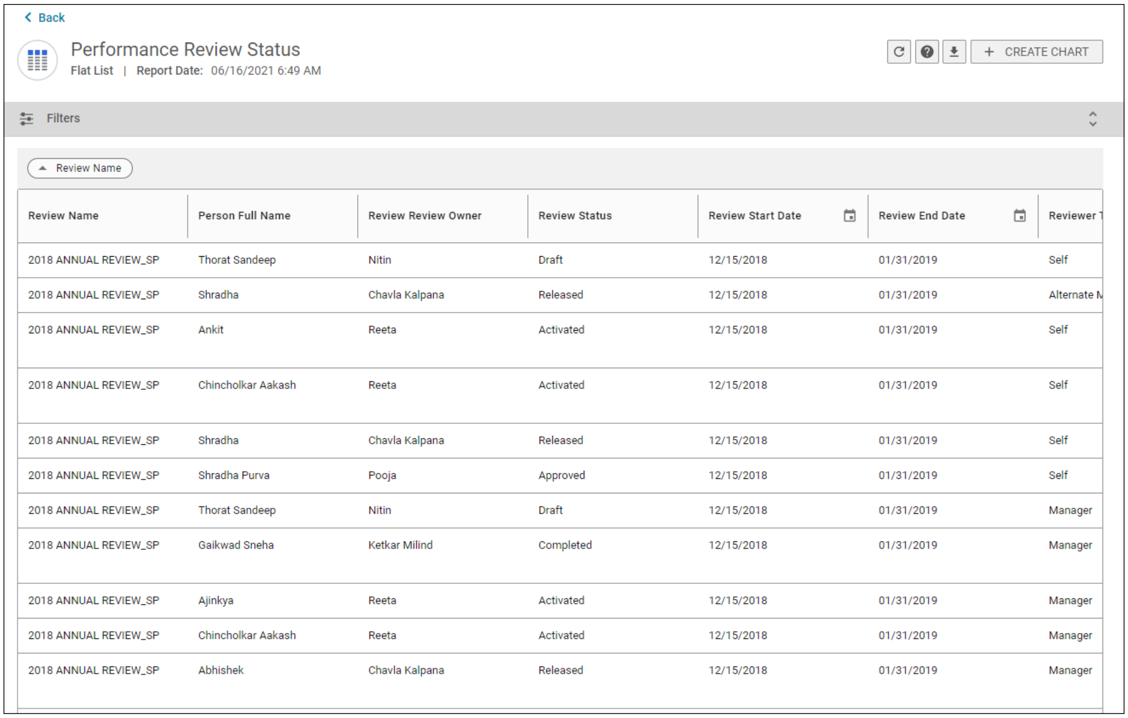
Performance Review Status

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.



Review Name	Person Full Name	Review Review Owner	Review Status	Review Start Date	Review End Date	Reviewer T
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 M
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

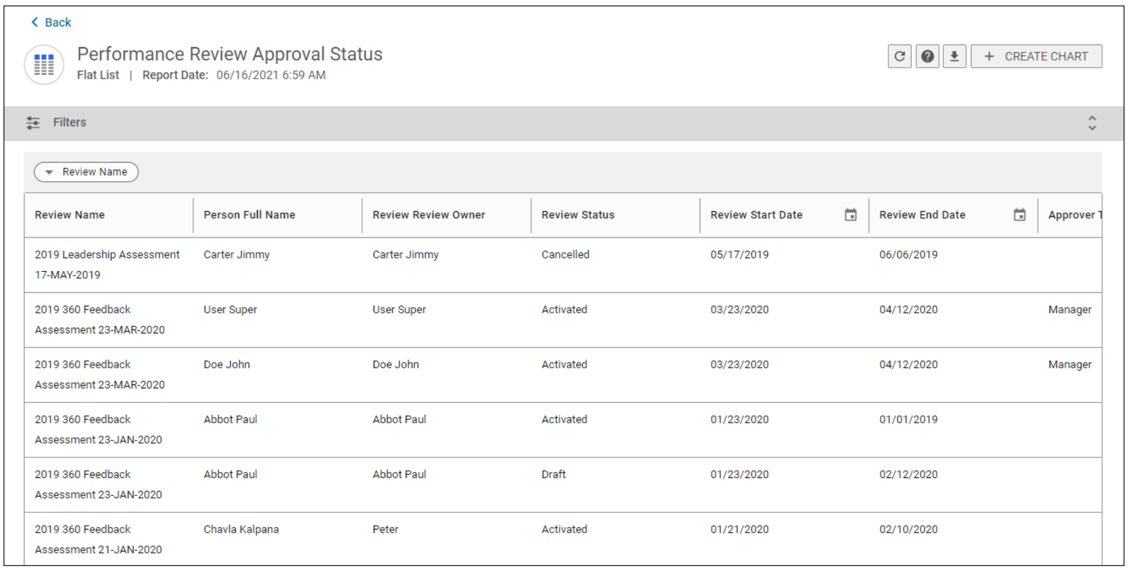
Performance Review Approval Status

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.



Review Name	Person Full Name	Review Review Owner	Review Status	Review Start Date	Review End Date	Approver T
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

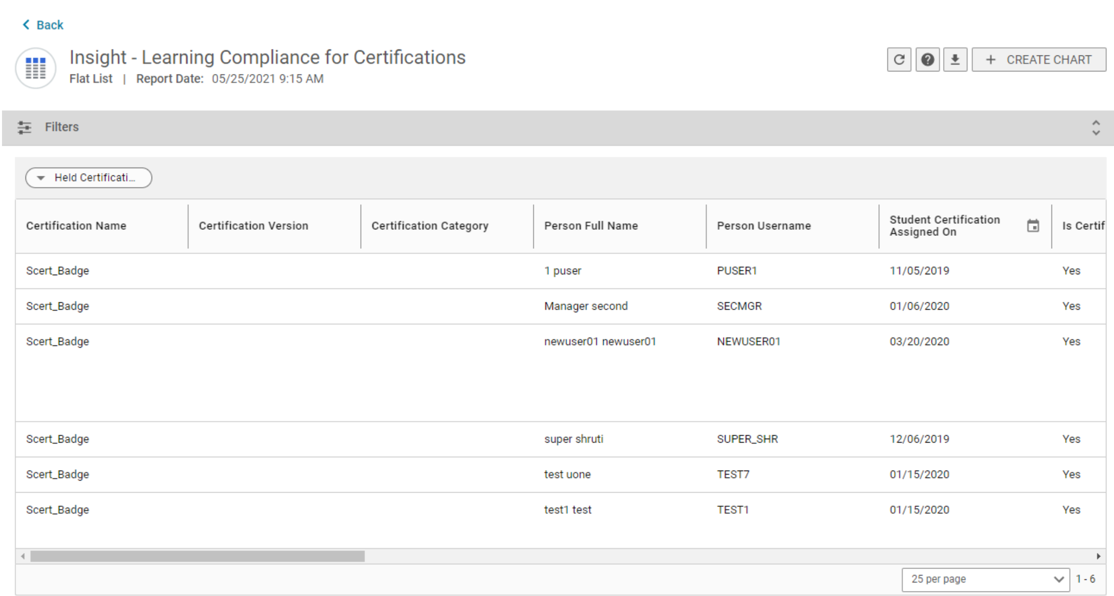


Figure 29: Insight - Learning Compliance for Certifications Report

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

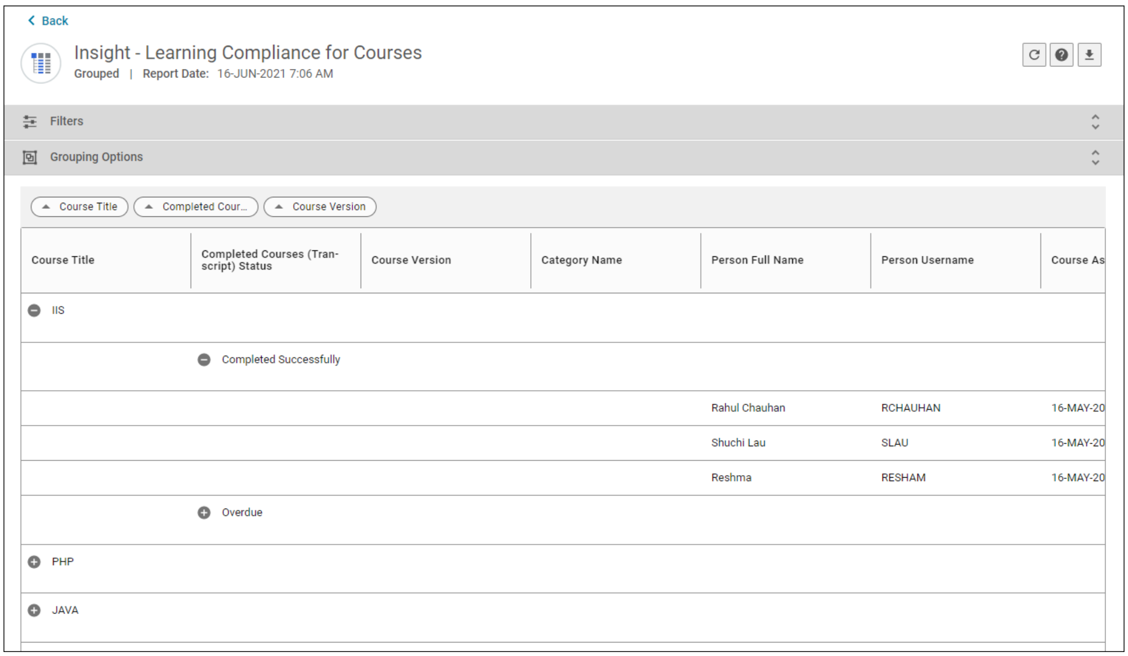


Figure 30: Insight - Learning Compliance for Courses Report

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

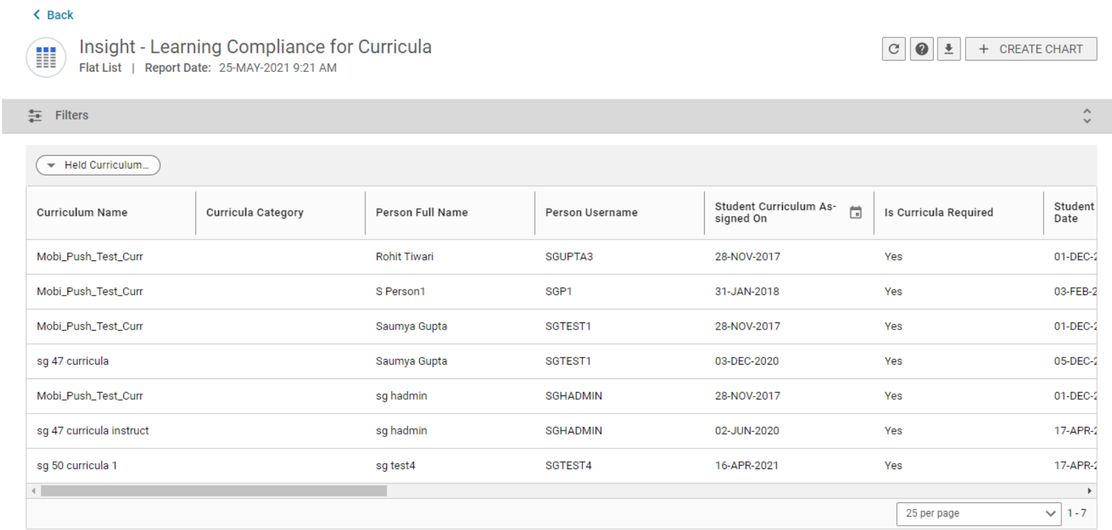


Figure 31: Insight - Learning Compliance for Curricula Report

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 Completed By	Dimension	No	Name of the person who completed the Event Task added to Class
Class Event Tasks	Class Event Task Completed 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 Comments	Dimension	No	Comments added while managing the task
Class Event Tasks	Class Event Task Comment Added By	Dimension	No	Name of the person who added the comment
Class Event Tasks	Class Event Task Comment 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 Description	Dimension	No	Certification path description

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Curricula Details	Path Description	Dimension	No	Curricula path description
Curricula Details	Held Curriculum Previous 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 Details	Content Question 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

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

Performance

This section describes the attributes that have been added under the Performance reports model in 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 review

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

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

Profile

This section describes the attributes that have been added under the Profile reports model in 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 Country Short Name	Dimension	No	Short name for the person's country
Person Details	Person Business Country Short Name	Dimension	No	Short name for the person's business country
Person Location	Person Location Country Short Name	Dimension	No	Short name for the location's country of the person
Person Organization	Person Organization Country Short Name	Dimension	No	Short name for the organization's country of the person
Person Organization	Person Organization Business 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 Organization	Organization Manager Email	Dimension	No	E-mail of the person assigned as Organization Manager
Person Talent Details	General Readinss	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.

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

Social

This section describes the attributes that have been added under the Social reports model in 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/Workspace/ChannelVideo	Blog/Workspace Viewed By Username	Dimension	No	Username of the person who Viewed Blog/Workspace

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Blogs/Workspace/ChannelVideo	Blog/Workspace Viewed By Organization	Dimension	No	Name of the Organization of the person who viewed Blog/Workspace
Blogs/Workspace/ChannelVideo	Blog/Workspace Viewed By Job Type	Dimension	No	Job Type of the person who viewed Blog/WorkspaceBlog/Workspace Viewed By Job Type
Blogs/Workspace/ChannelVideo	Blog/Workspace Viewed By Manager	Dimension	No	Name of the manager of the person who viewed Blog/Workspace
Blogs/Workspace/ChannelVideo	Blog/Workspace Viewed By Home Domain	Dimension	No	Home domain of the person who viewed Blog/Workspace
Blogs/Workspace/ChannelVideo	Blog/Workspace Viewed By Location	Dimension	No	Location name of the person who viewed Blog/Workspace
Blogs/Workspace/ChannelVideo	Blog/Workspace Viewed By Country	Dimension	No	Location Country of the person who viewed Blog/Workspace
Blogs/Workspace/ChannelVideo	Workspace Last Viewed On	Dimension	No	Date on which person viewed Workspace
Blogs/Workspace/ChannelVideo	Blogpost/Page/Video Viewed By Username	Dimension	No	Username of the person who viewed Blogpost/Page/Video
Blogs/Workspace/ChannelVideo	Blogpost/Page/Video Viewed By Organization	Dimension	No	Name of the Organization of the person who viewed Blogpost/Page/Video
Blogs/Workspace/ChannelVideo	Blogpost/Page/Video Viewed By Job Type	Dimension	No	Job Type of the person who viewed Blogpost/Page/Video

Entity Name	Attribute Name	Attribute Type	Available in Dashboard	Description
Blogs/Workspace/ChannelVideo	Blogpost/Page/Video Viewed By Manager	Dimension	No	Name of the Manager of the person who viewed Blogpost/Page/Video
Blogs/Workspace/ChannelVideo	Blogpost/Page/Video Viewed By Home Domain	Dimension	No	Home Domain of the person who viewed Blogpost/Page/Video
Blogs/Workspace/ChannelVideo	Blogpost/Page/Video Viewed By Location	Dimension	No	Location name of the person who viewed Blogpost/Page/Video
Blogs/Workspace/ChannelVideo	Blogpost/Page/Video Viewed By Country	Dimension	No	Location Country of the person who viewed Blogpost/Page/Video
Blogs/Workspace/ChannelVideo	Page Last Viewed On	Dimension	No	Date on which person viewed Page
Blogs/Workspace/ChannelVideo	Workspace Locale	Dimension	No	Name of the locale into which the workspace is translated
Blogs/Workspace/ChannelVideo	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 Impressions Including Private	Metric	No	Total impression count including private impressions
Impressions	Average Impressions for Team Including Private	Dimension	No	Average impressions for team including private impressions

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

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

Chapter 3

Compensation

Topics:

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.

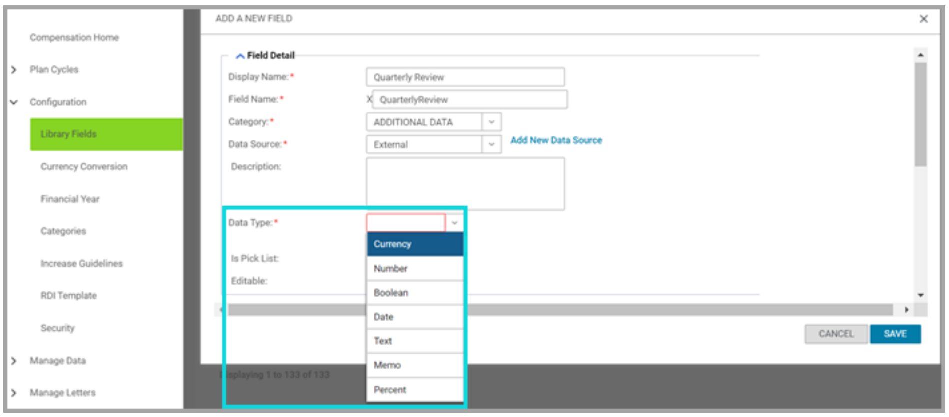


Figure 32: Memo option for Data type

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

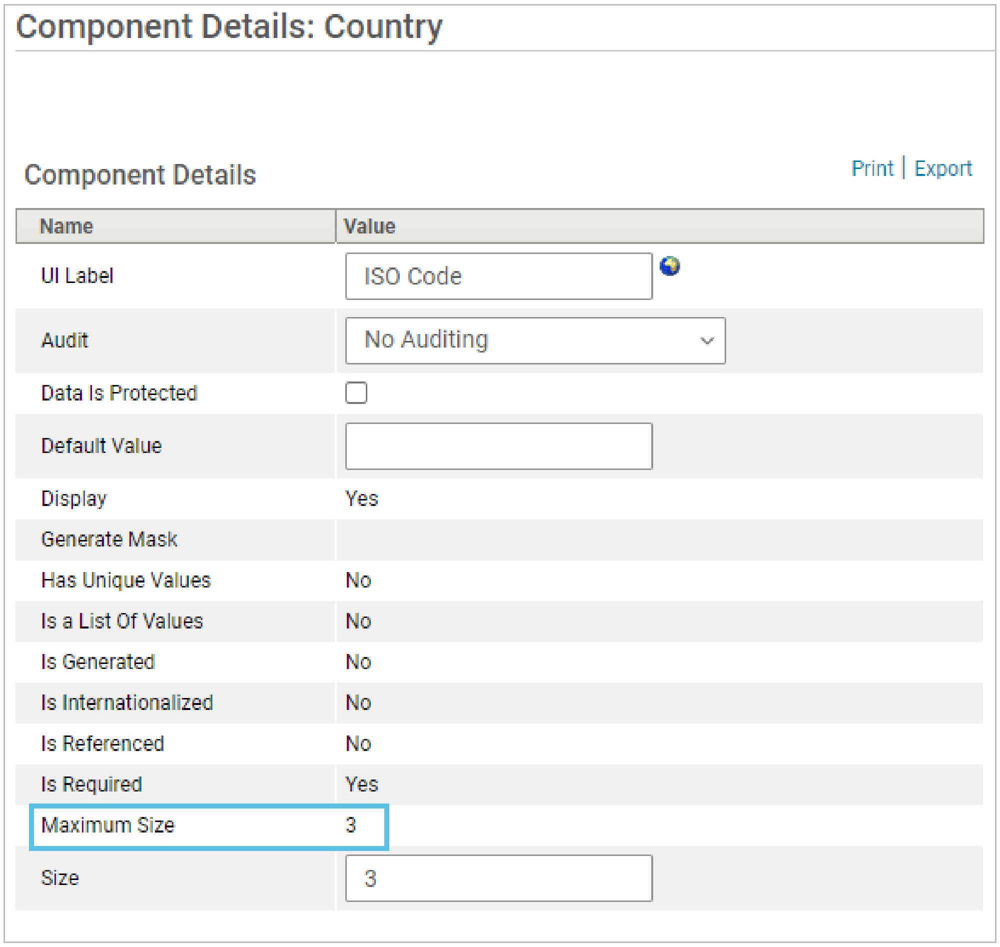


Figure 33: ISO Code attribute for Country

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.

Chapter 5

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.

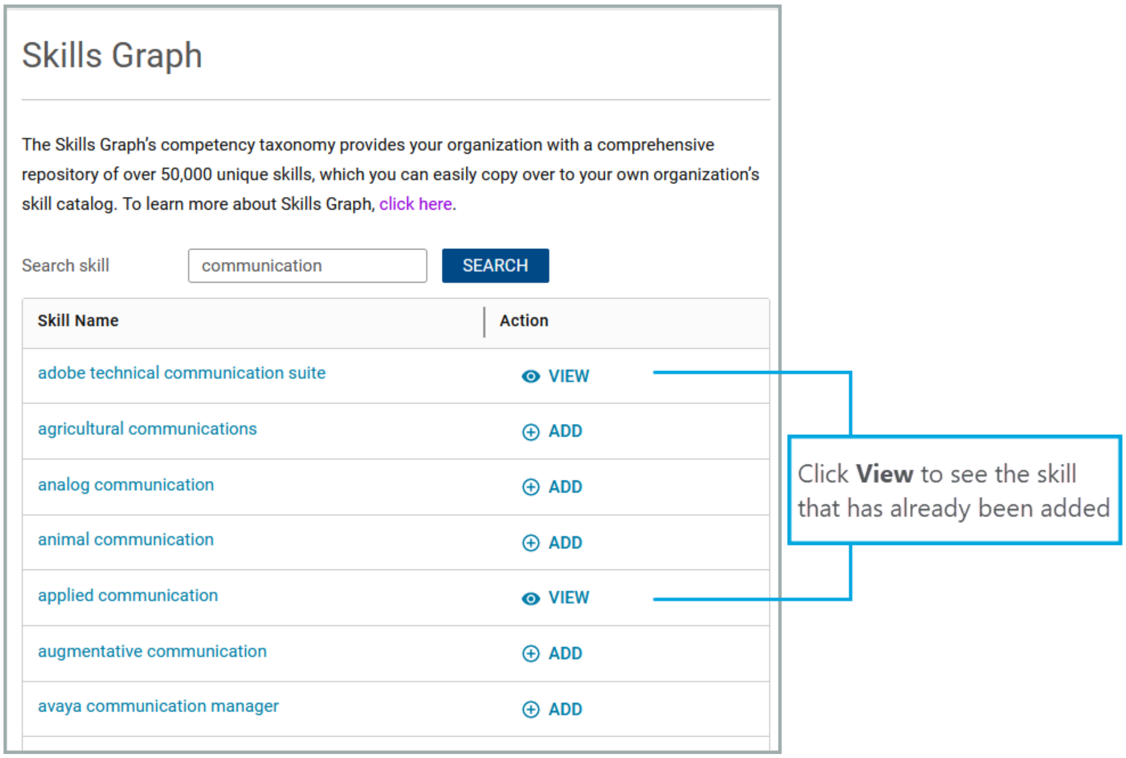


Figure 34: View skills already added

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.

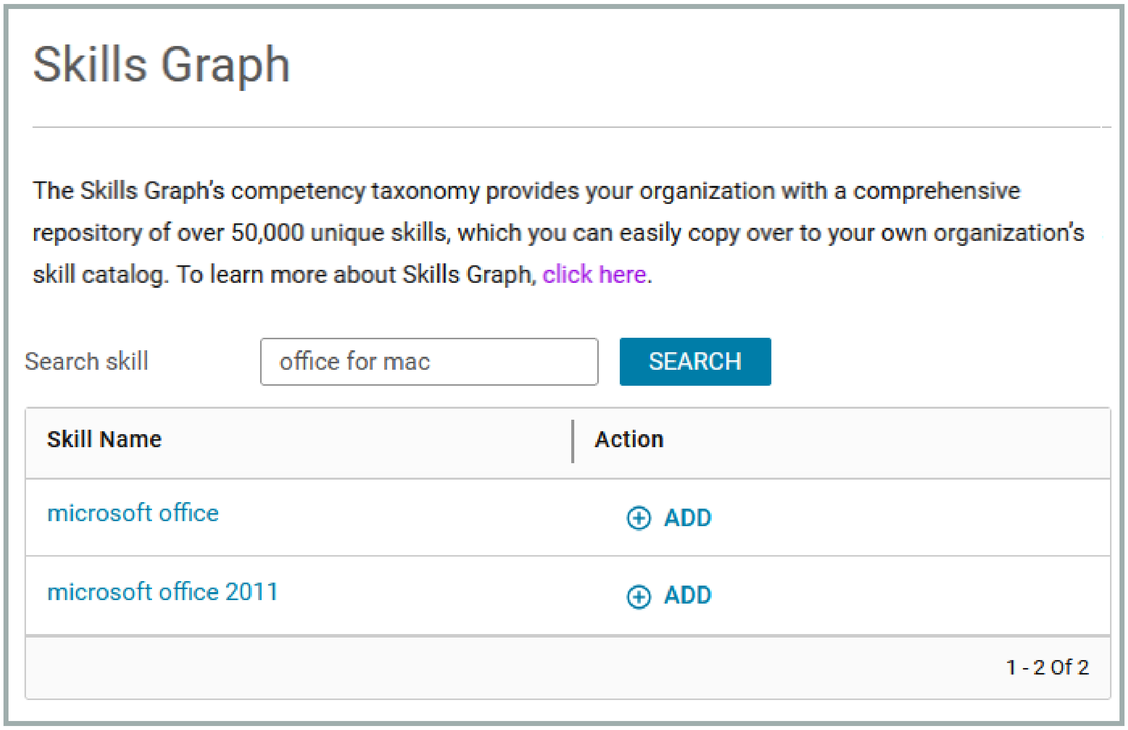


Figure 35: Synonyms in Skills Graph

Chapter 6

Learning

Topics:

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.

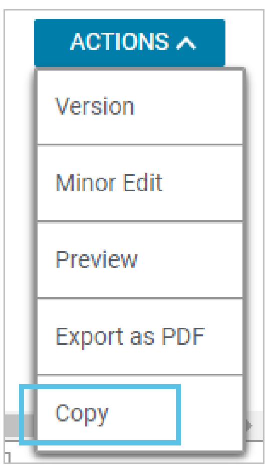


Figure 36: Copy action

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.

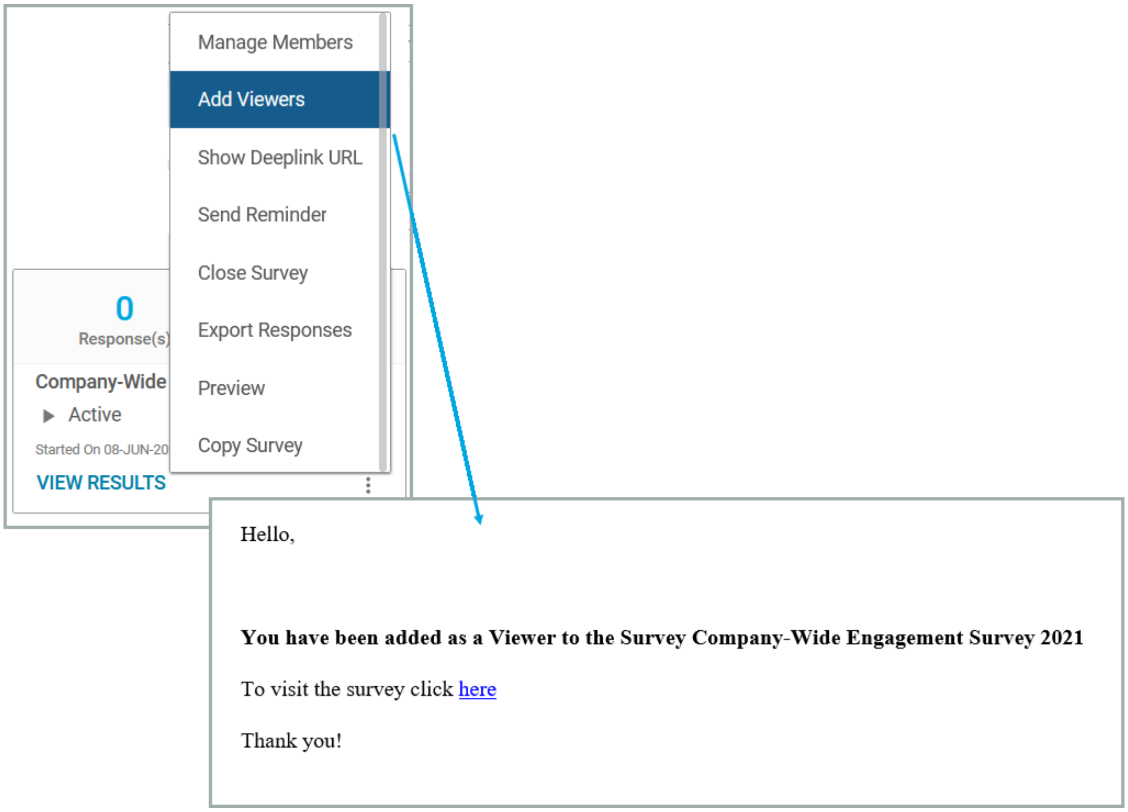


Figure 37: Add Viewers sends a notification

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.

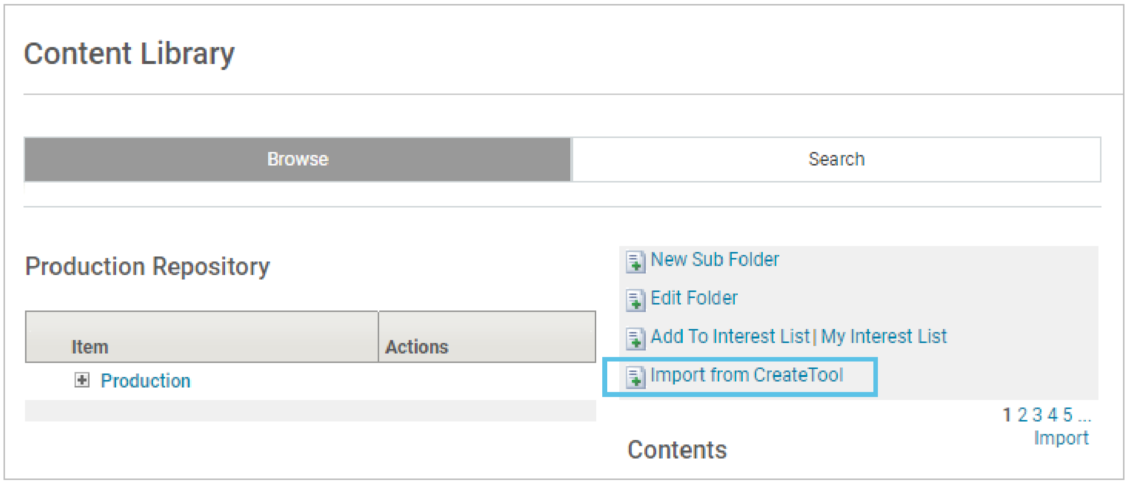


Figure 38: Import from Create Tool

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.

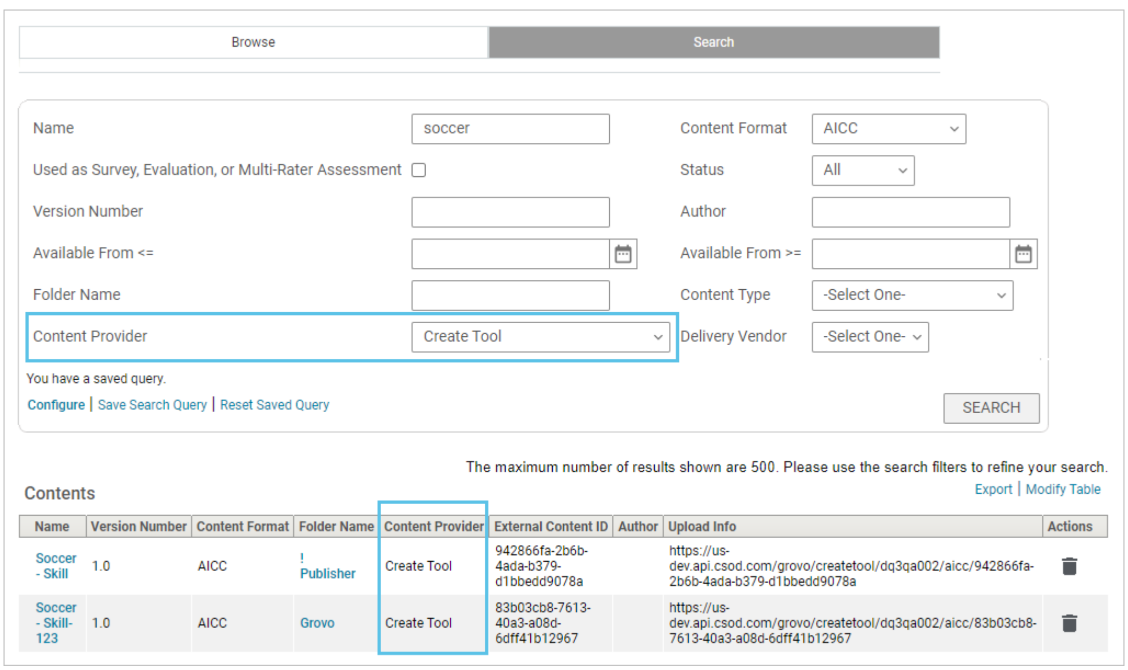


Figure 39: Search for content

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.

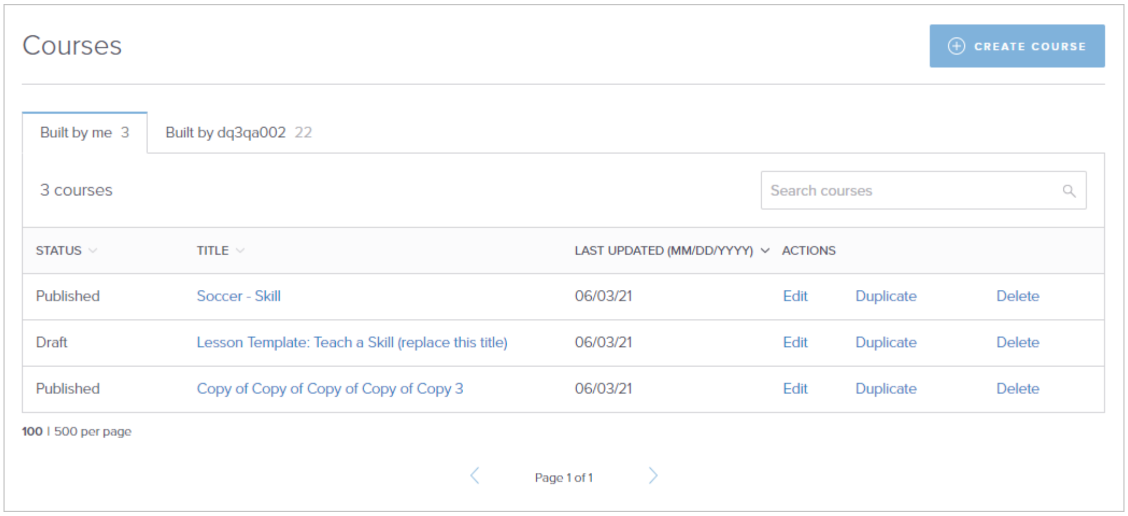


Figure 40: Create Tool interface

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 *<sitename>*	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.

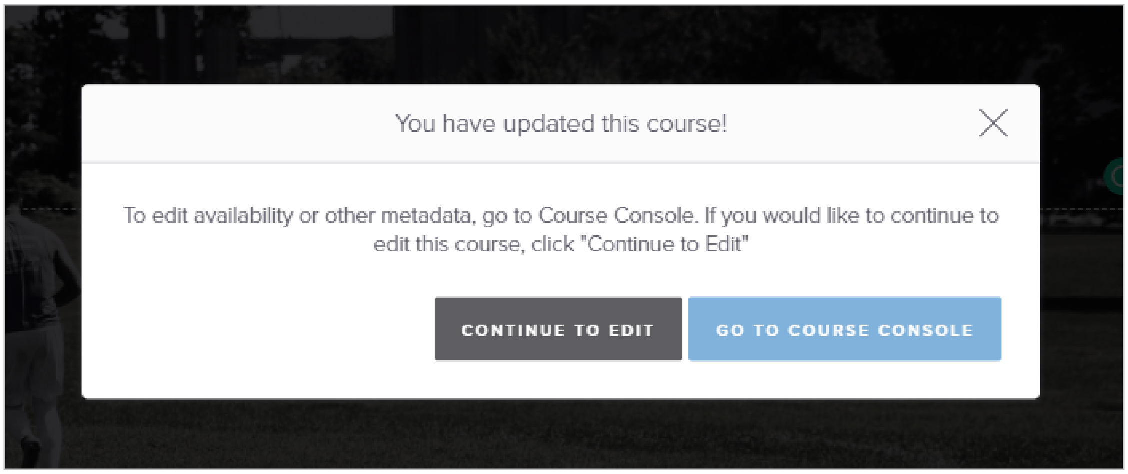


Figure 41: Return to Content Inventory Details page from Create Tool

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.

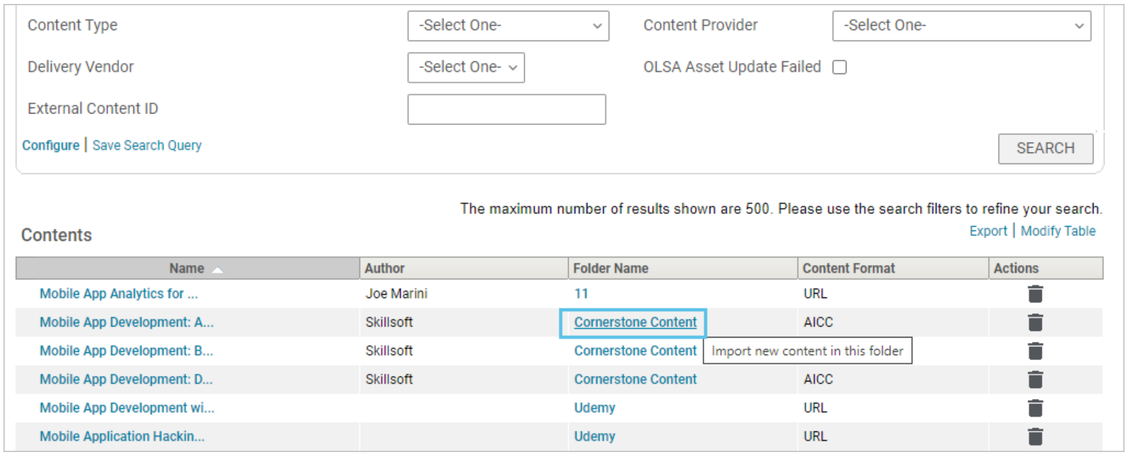


Figure 42: Import new content to a folder

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**.

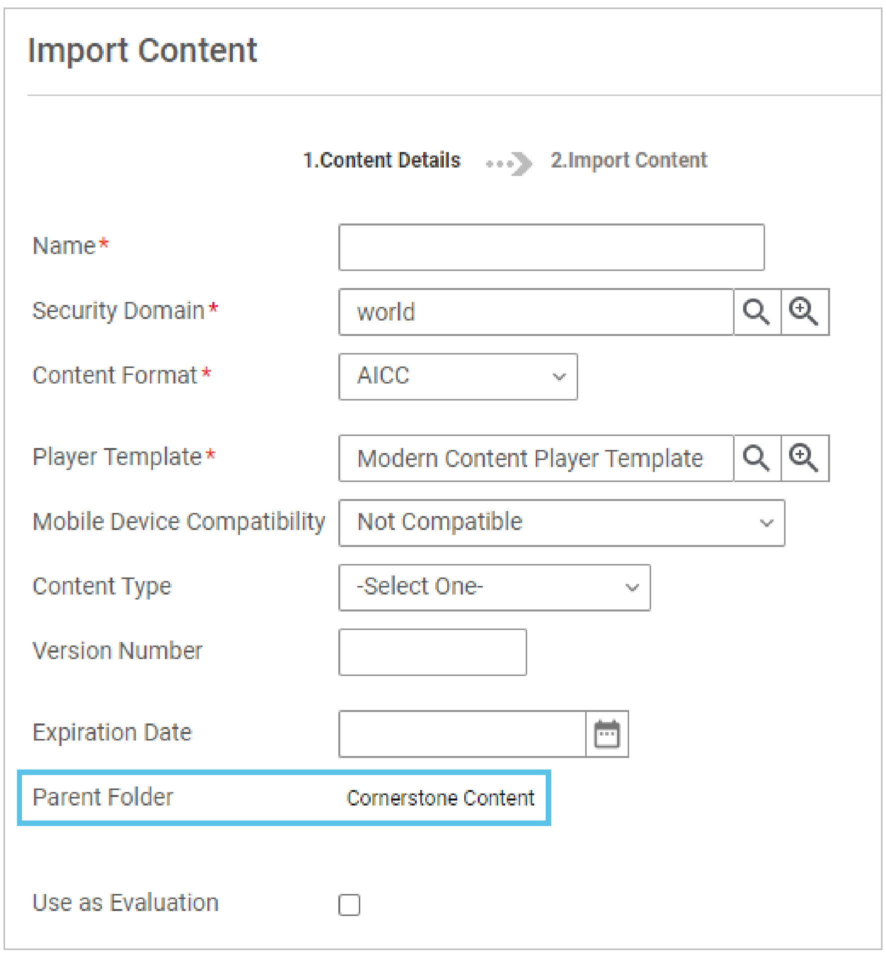


Figure 43: Import Content page

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 allowed even after the Saba Cloud session has expired. If set to '0', then SCORM communication is not allowed after the Saba Cloud session has expired. 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'.

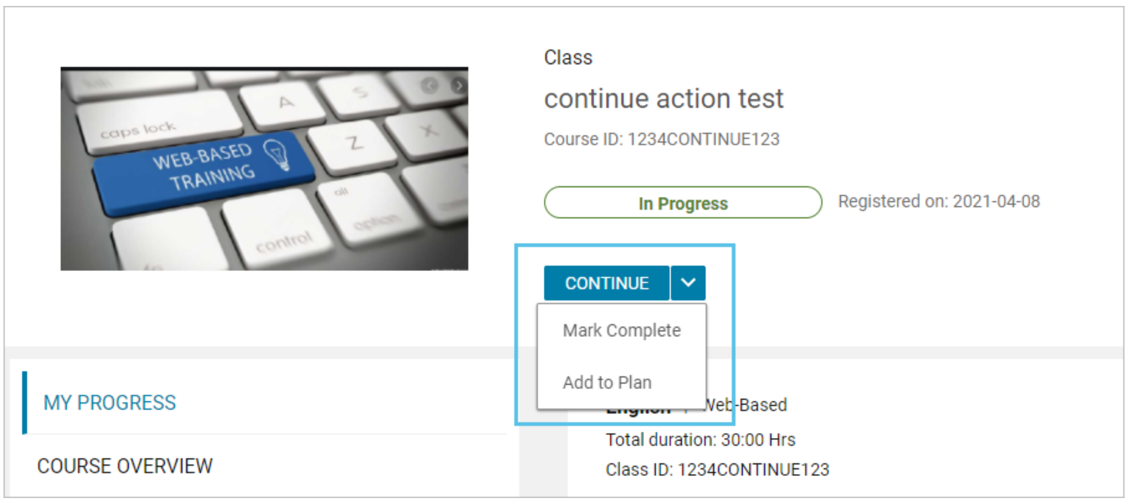


Figure 44: Usability changes - Launch action removed

- 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.

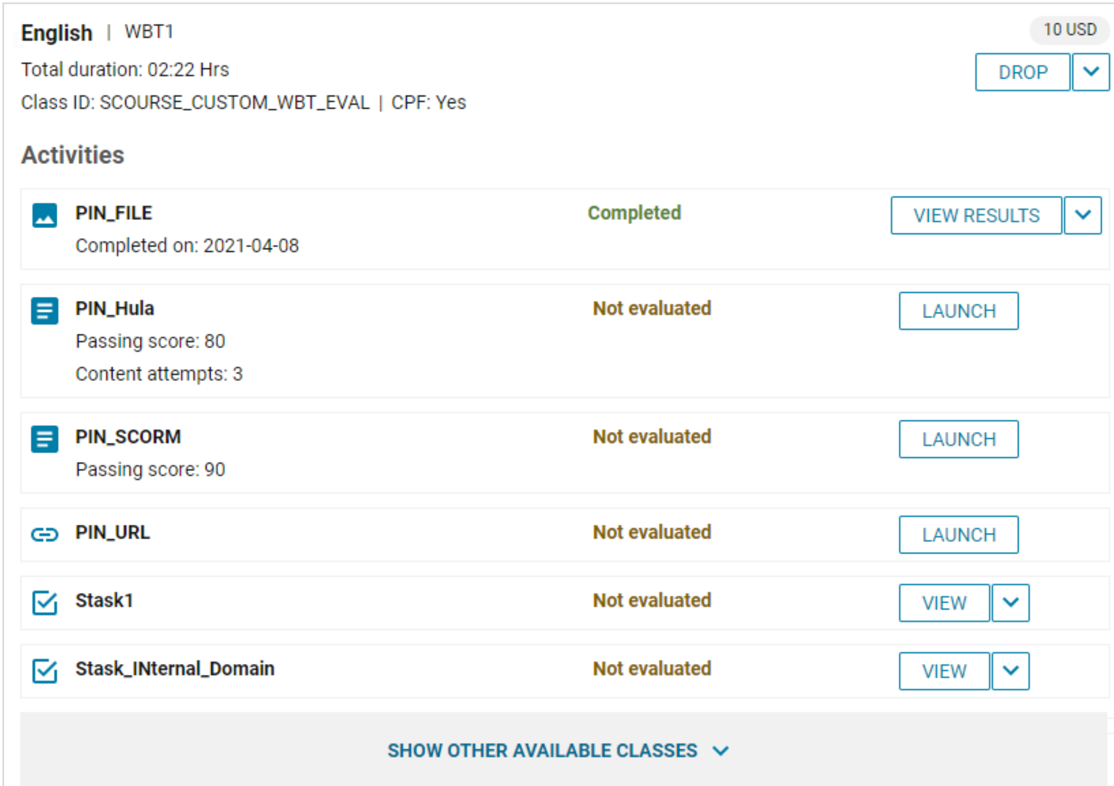


Figure 45: Changes to the look and feel of action buttons

- 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.

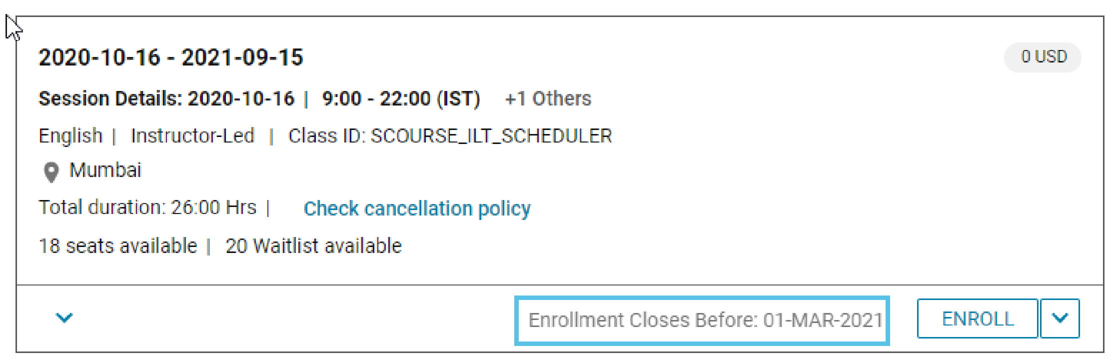
    

    Figure 46: Enrollment Closes Before date

  - 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.

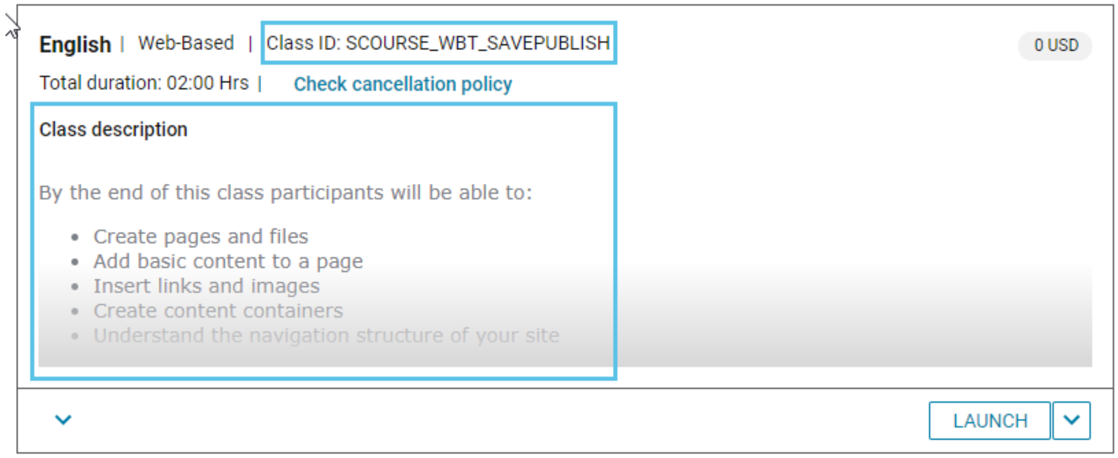


Figure 47: Class ID and Description fields displayed in the collapsed view

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 enrollment 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.

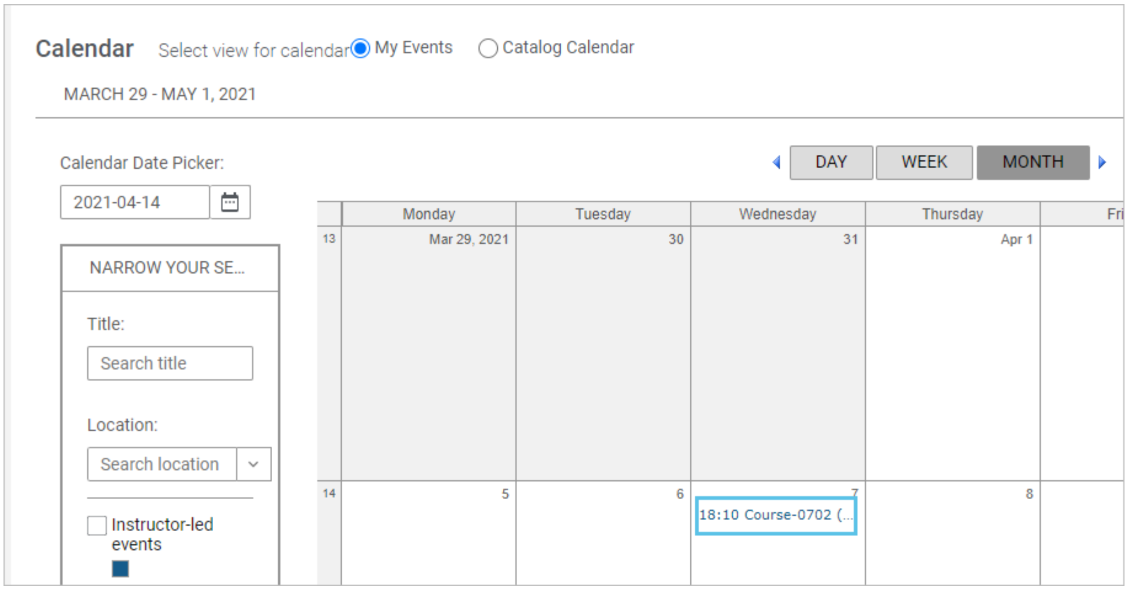


Figure 48: Catalog Calendar enhancement

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.

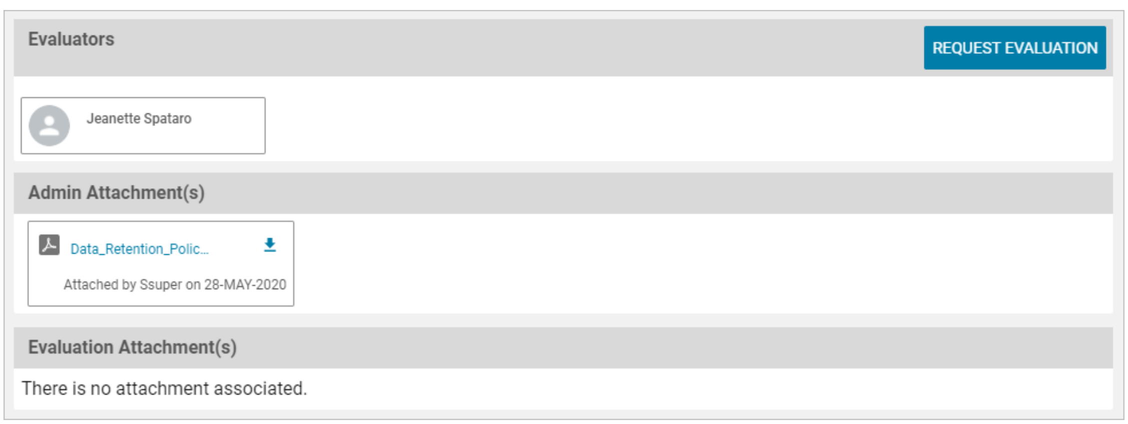


Figure 49: Request Evaluation

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

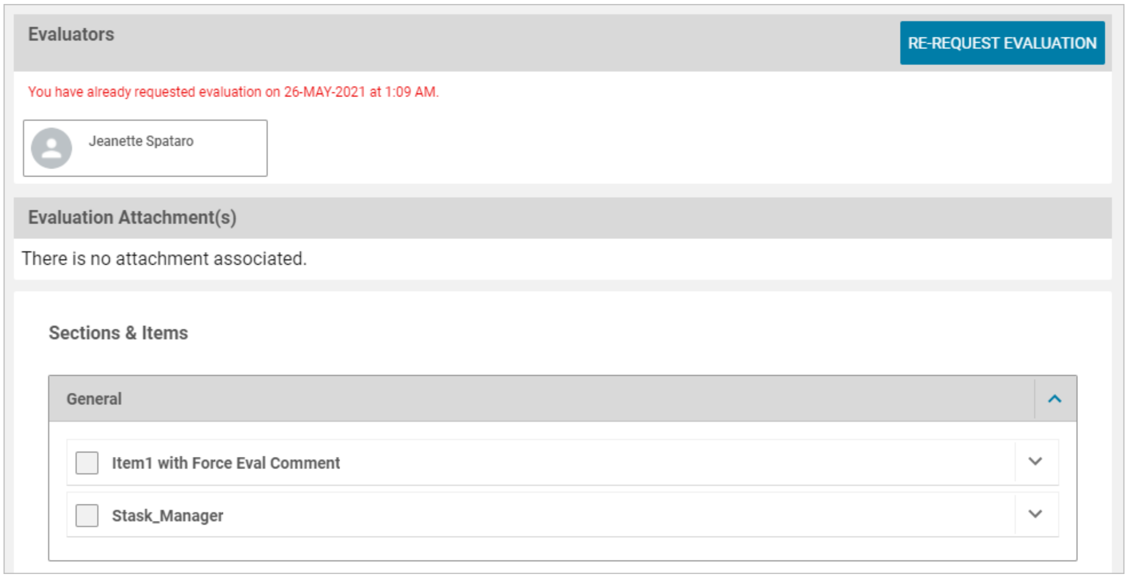


Figure 50: Re-request Evaluation

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.

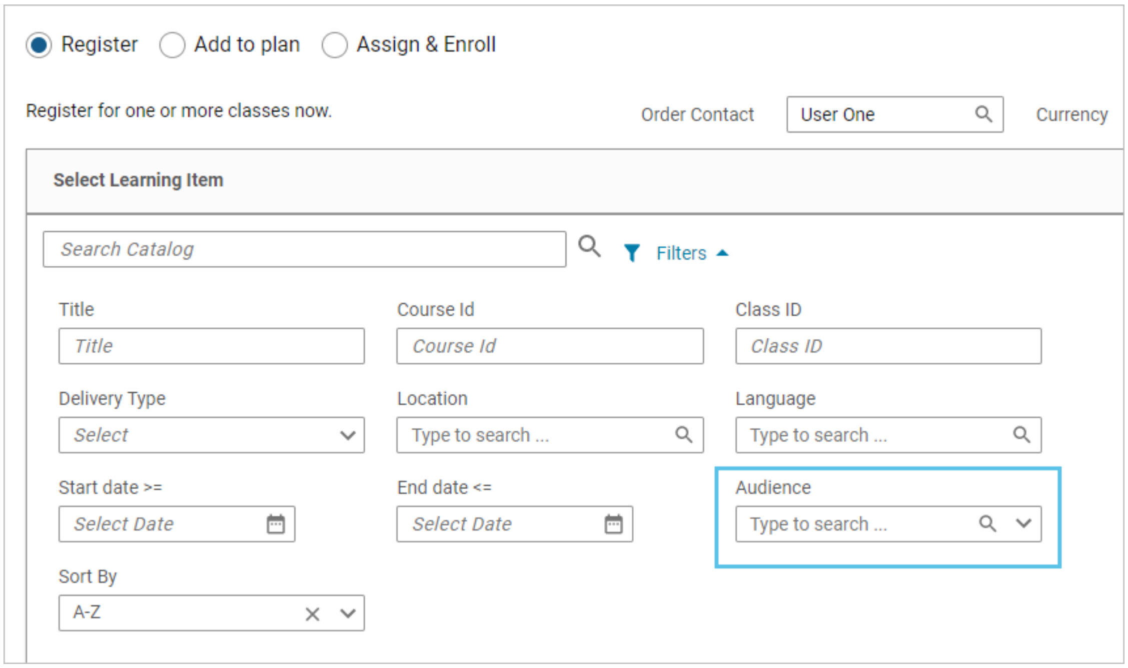


Figure 51: Audience search filter

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.

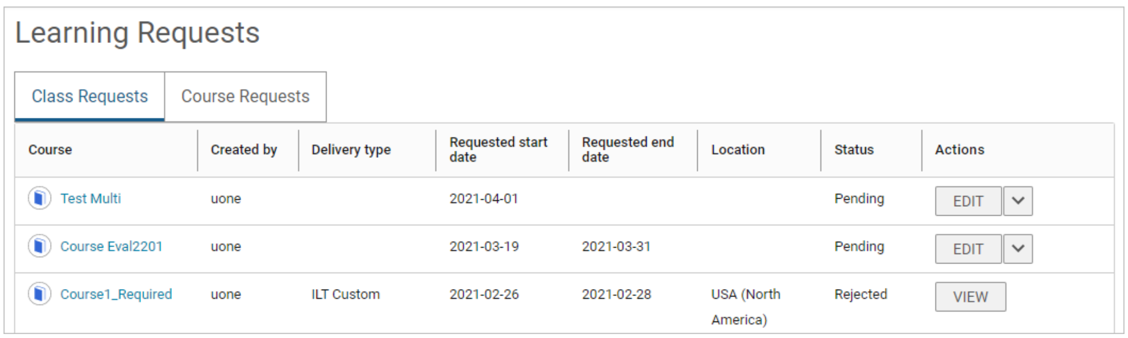


Figure 52: Enhanced Learning Requests page - Class Requests

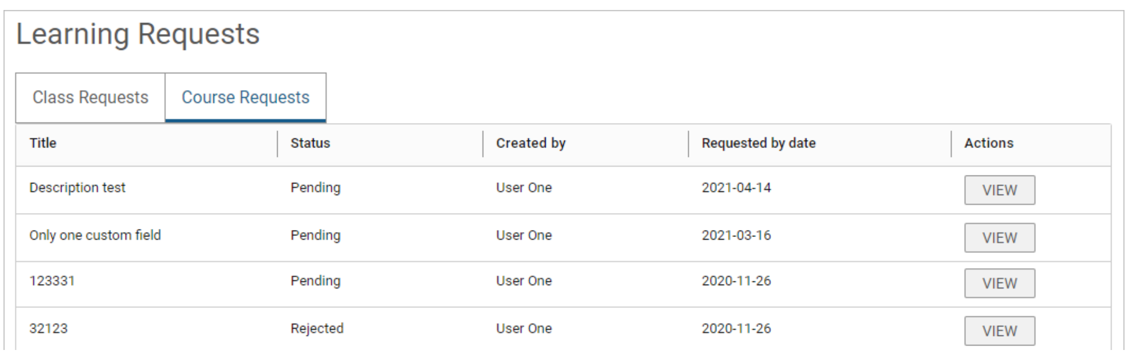


Figure 53: Enhanced Learning Requests page - Course Requests

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.

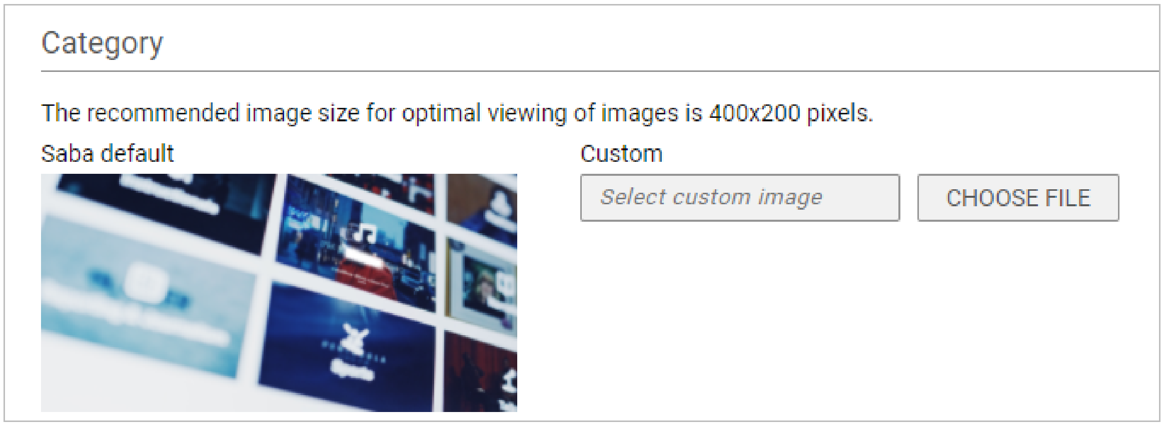


Figure 54: Manage default images for catalog categories

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.

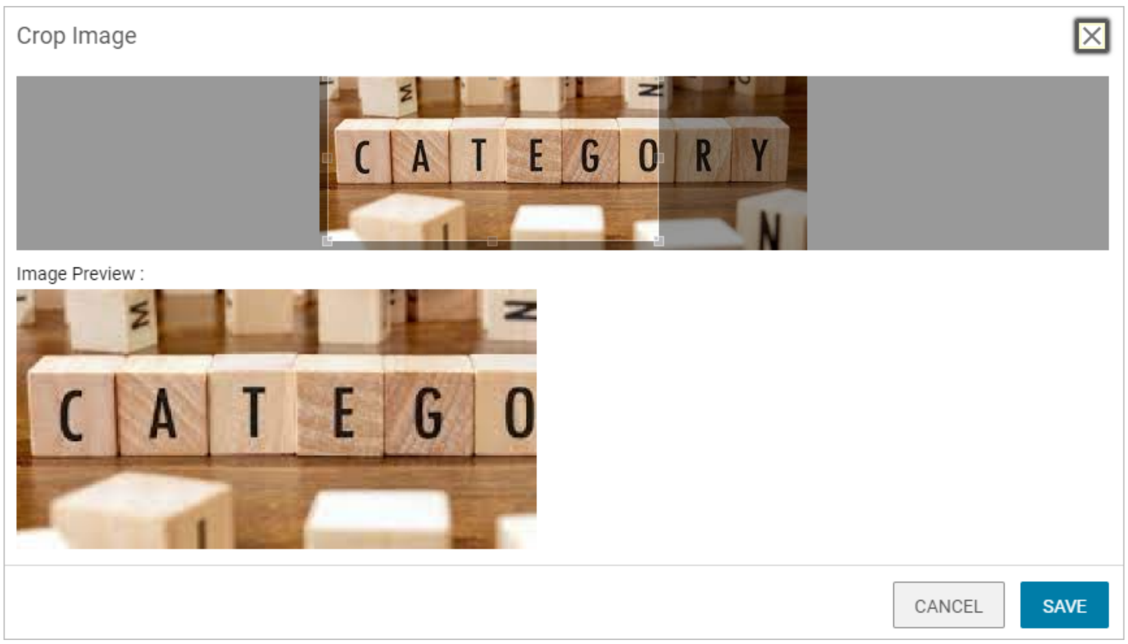


Figure 55: Crop the custom image

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.

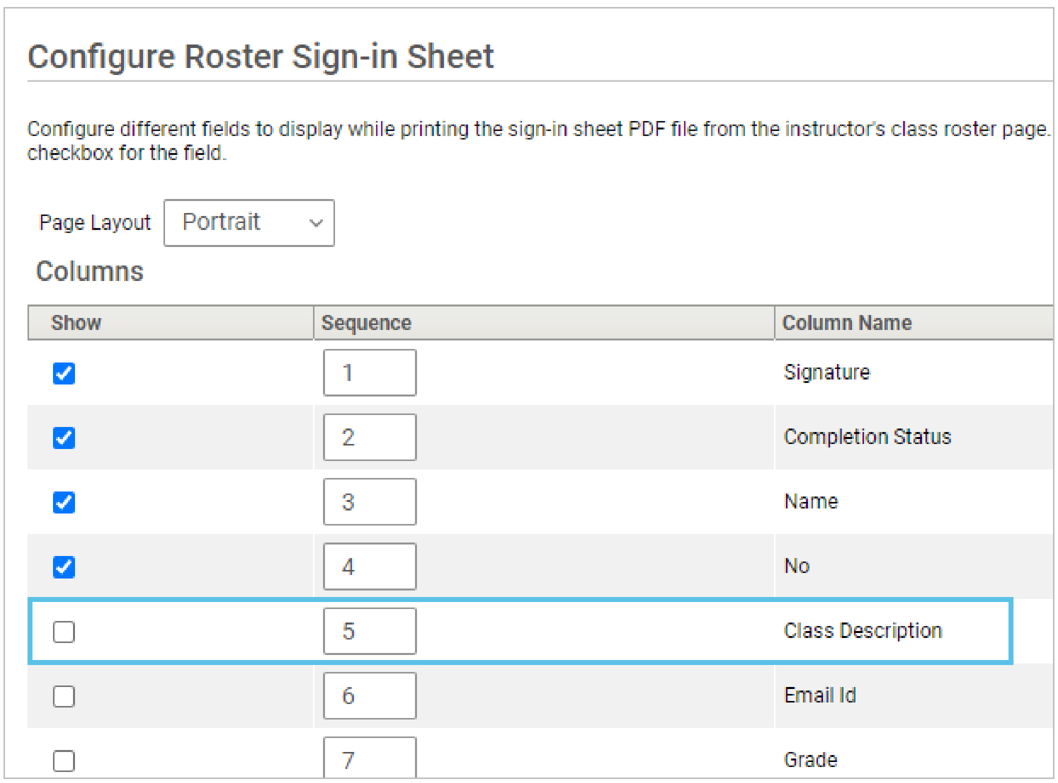
  

  Figure 57: New Class Description field

- 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.

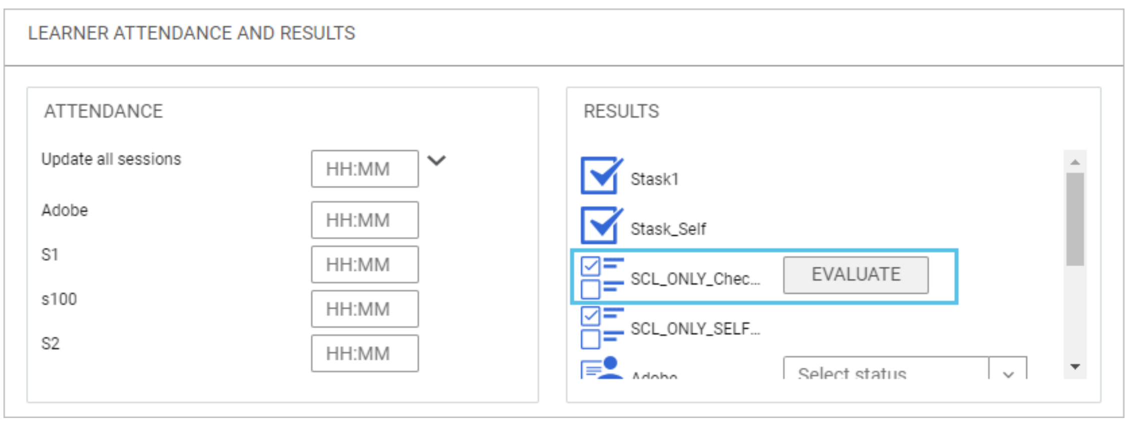


Figure 58: Evaluate a checklist from the roster

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.

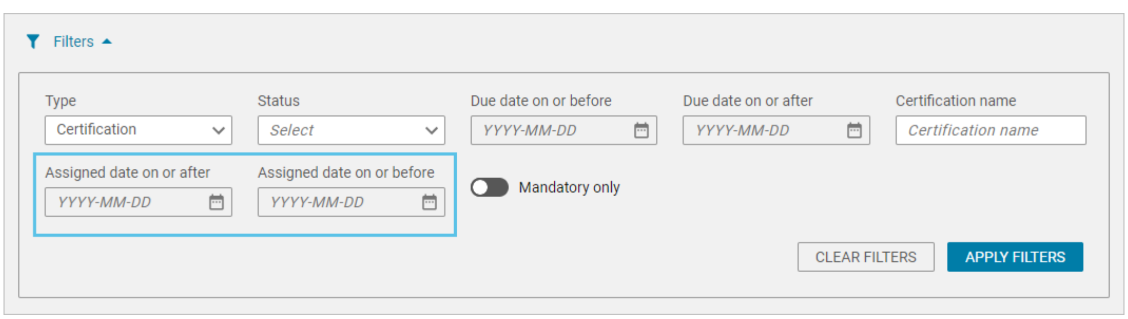


  Figure 59: New Assigned on search filters

- 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.

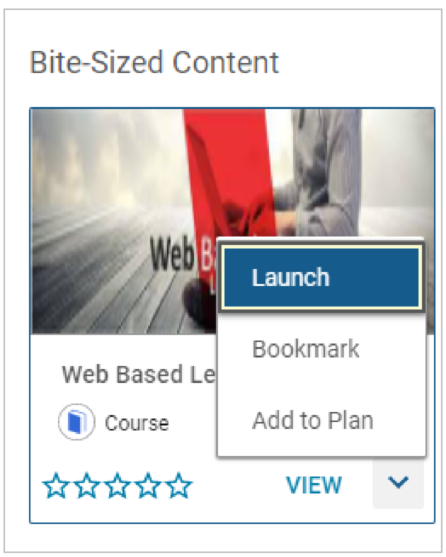
  

  Figure 60: Additional supported actions for learning cards

- 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.

Chapter 7

Marketplace

Topics:

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

Marketplace Classic

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.

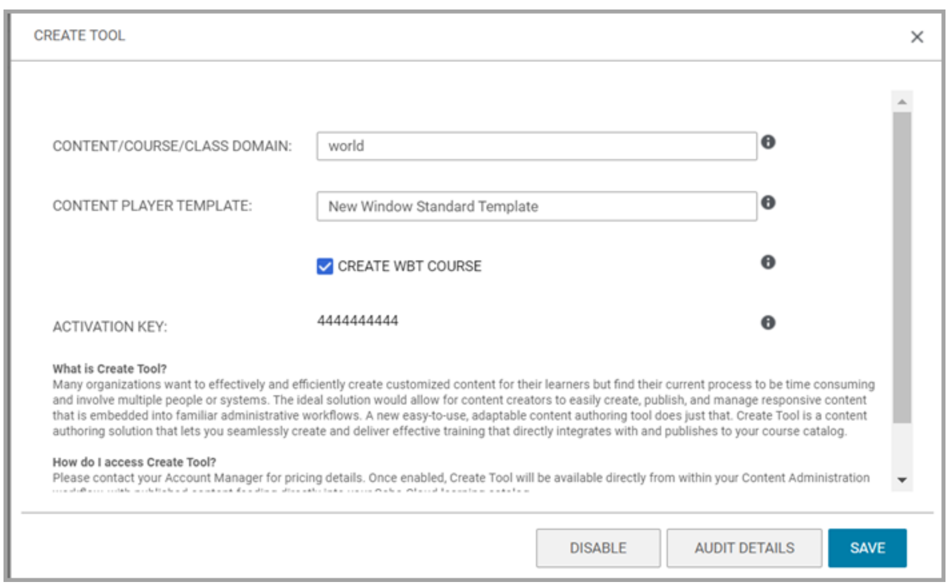


Figure 62: Create Tool connector configuration card

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

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

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

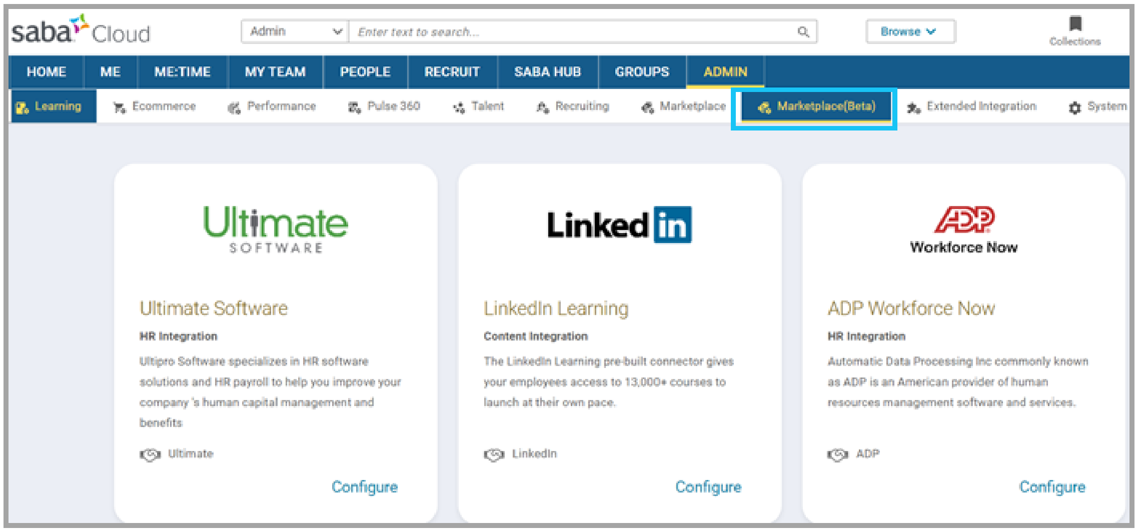


Figure 63: Marketplace (Beta) enabled as default

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.

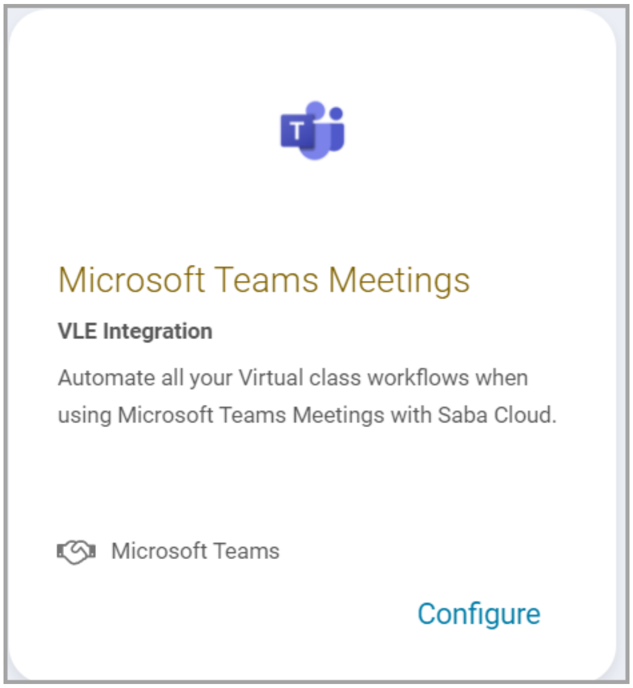


Figure 64: Microsoft Teams Meeting

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.

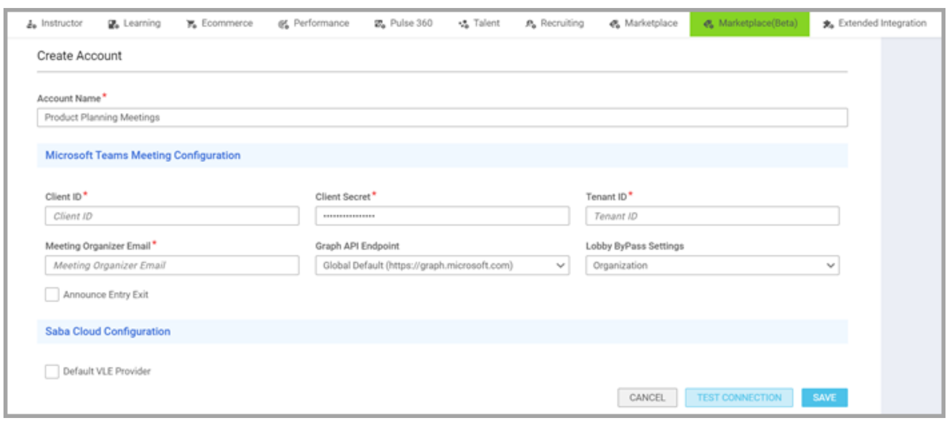


Figure 65: Account creation page

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.microsoft.de) or China 21 Vianet (https://microsoftgraph.chinacloudapi.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.

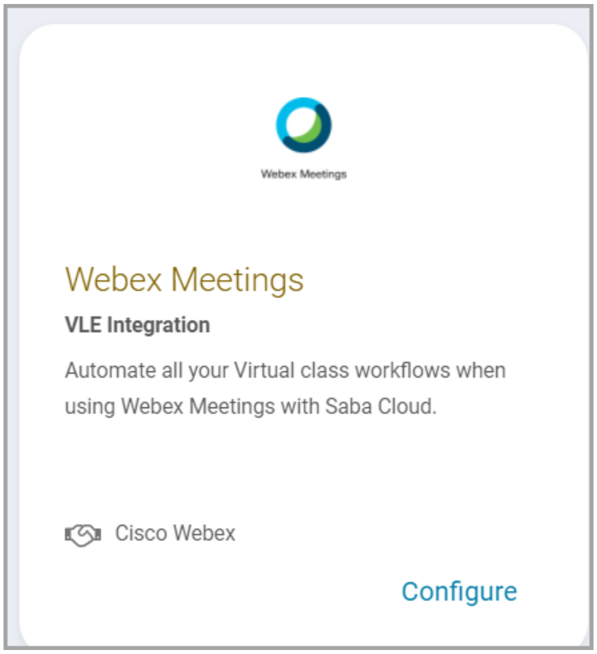


Figure 66: Webex Meeting tile

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.

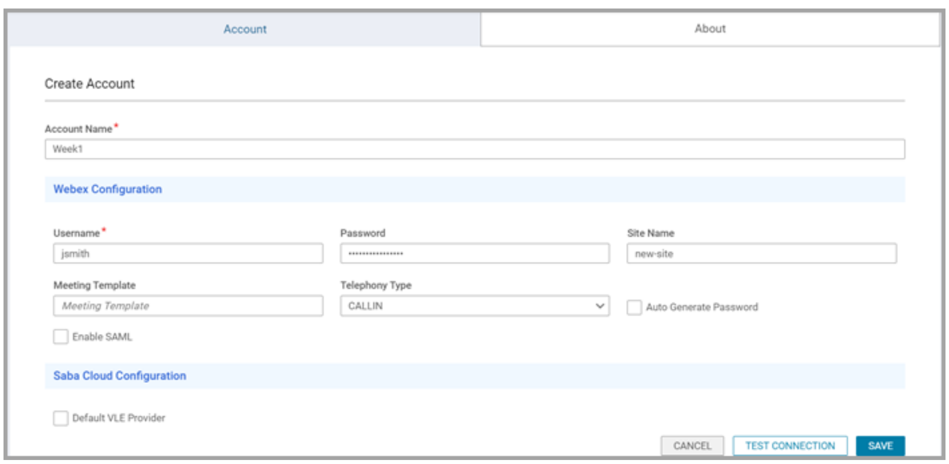


Figure 67: Create Account page

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.
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 8

me:time

Topics:

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.

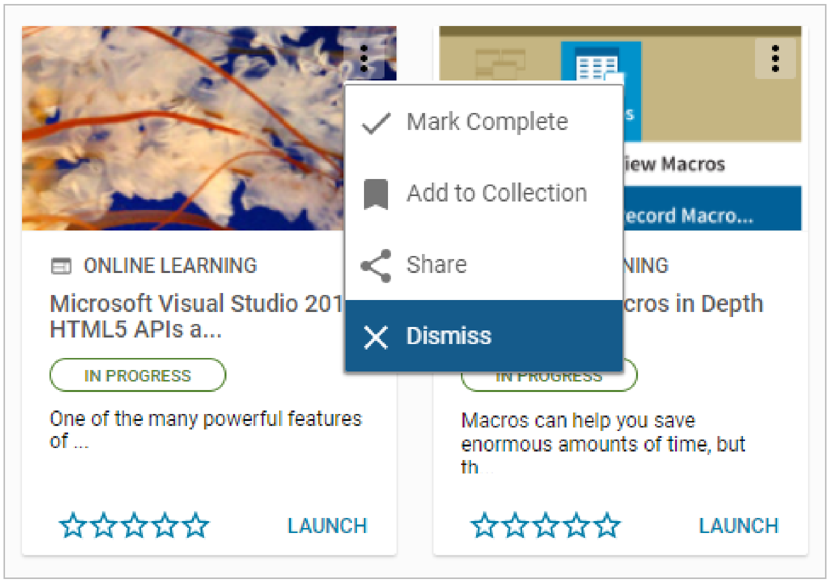
  

  Figure 68: Dismiss content

- 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.

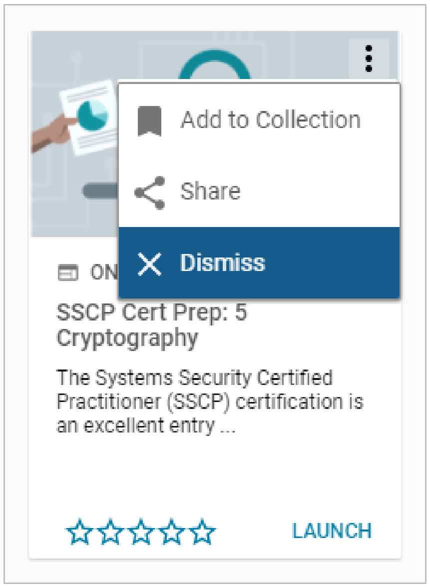


Figure 69: Dismiss a content card from a me:time interest ribbon

- 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.

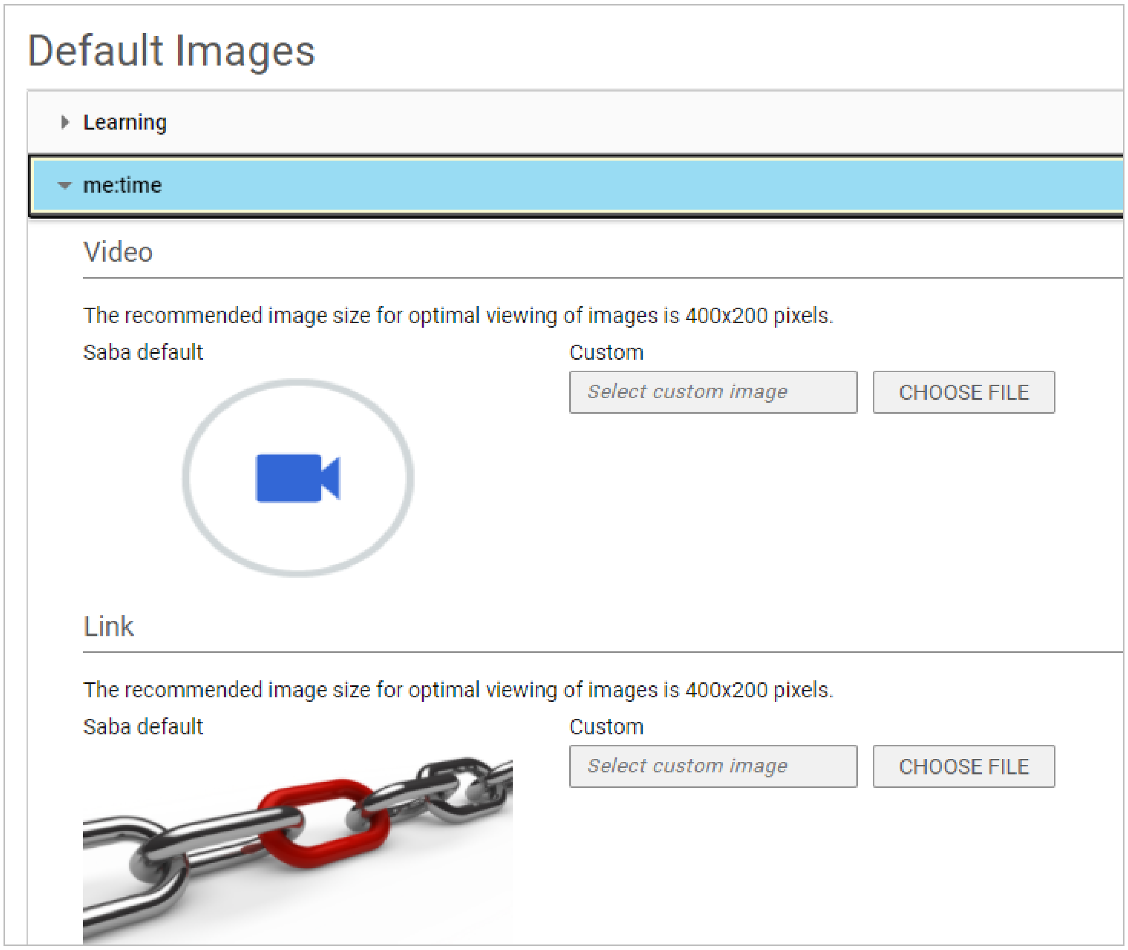


Figure 70: Manage default images for additional me:time objects

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.

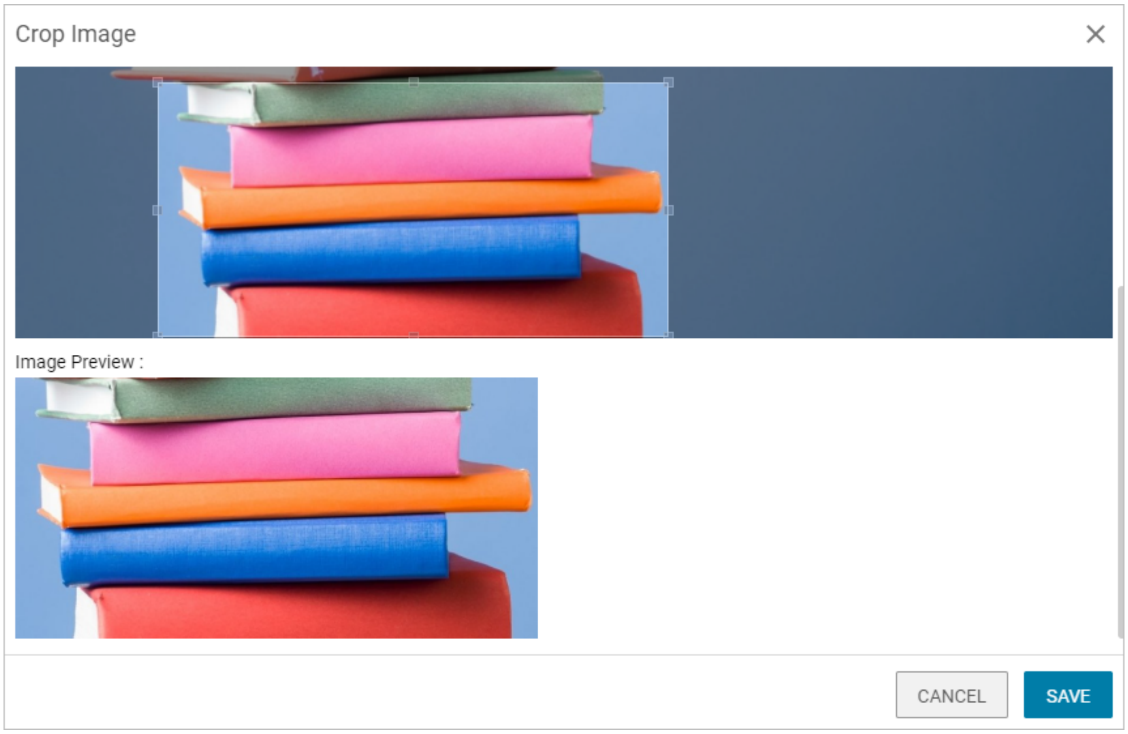


Figure 71: Crop the custom image

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

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.

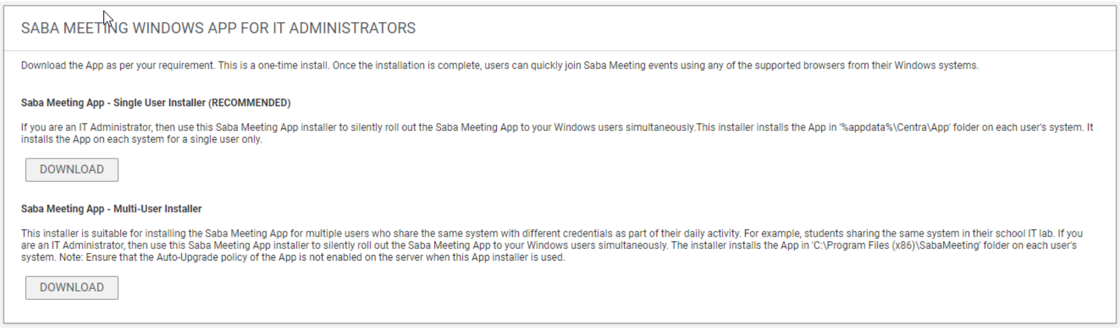


Figure 73: Saba Meeting App for System Administrators

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.
4. 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.

Chapter 10

People

Topics:

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.

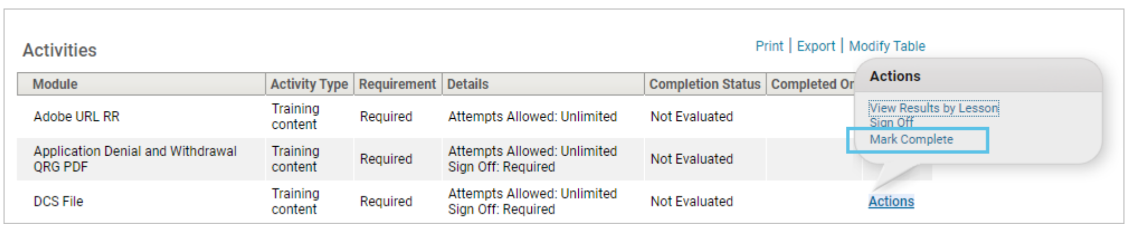
To mark a content activity complete, System Administrators need to grant the following existing privilege on the 'Completed Courses (Transcript)' component to the user:

- **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

Print | Export | Modify Table

Module	Activity Type	Requirement	Details	Completion Status	Completed On	Actions
Adobe URL RR	Training content	Required	Attempts Allowed: Unlimited	Not Evaluated		
Application Denial and Withdrawal QRG PDF	Training content	Required	Attempts Allowed: Unlimited Sign Off: Required	Not Evaluated		
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)

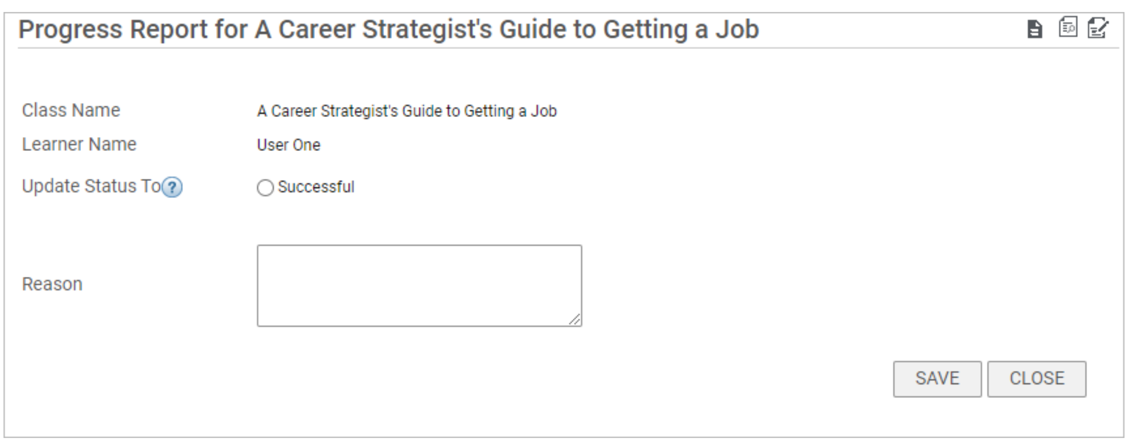


Figure 75: Change status and score popup

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.

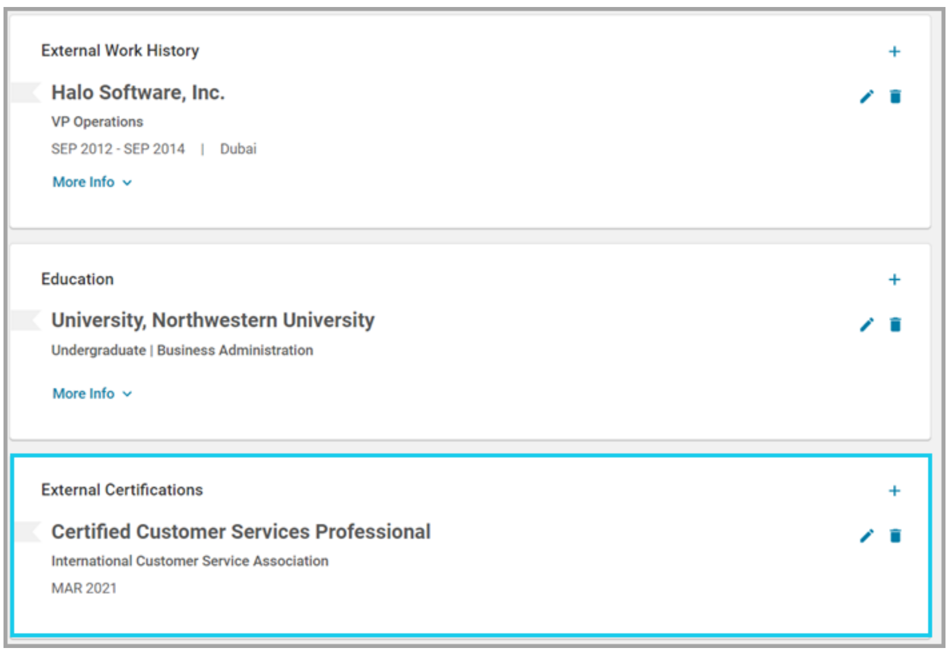


Figure 76: External certification on profile page

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**

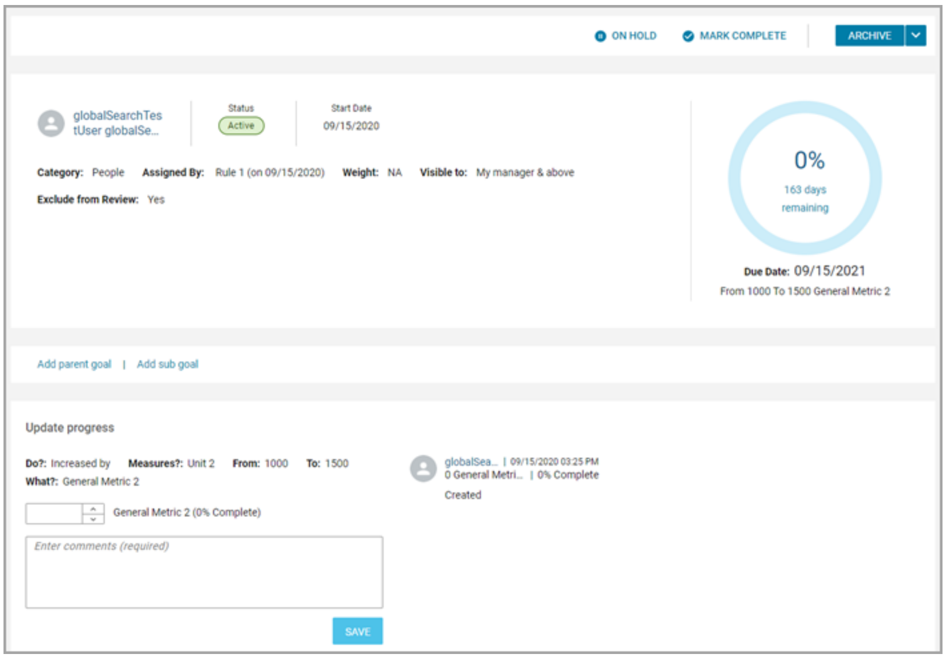


Figure 77: Goal details displayed with the new UI

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**.

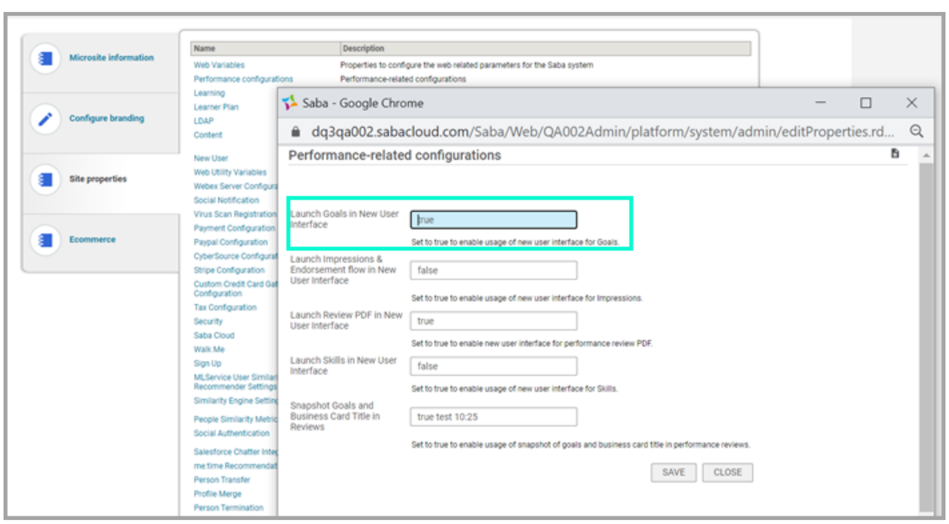


Figure 78: Launch goals in new UI

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.

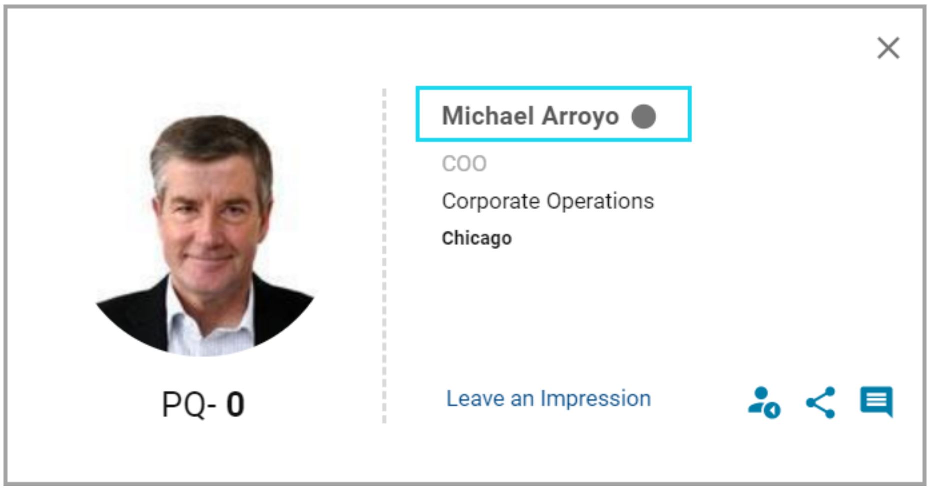


Figure 79: Profile card without the hyperlink

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.

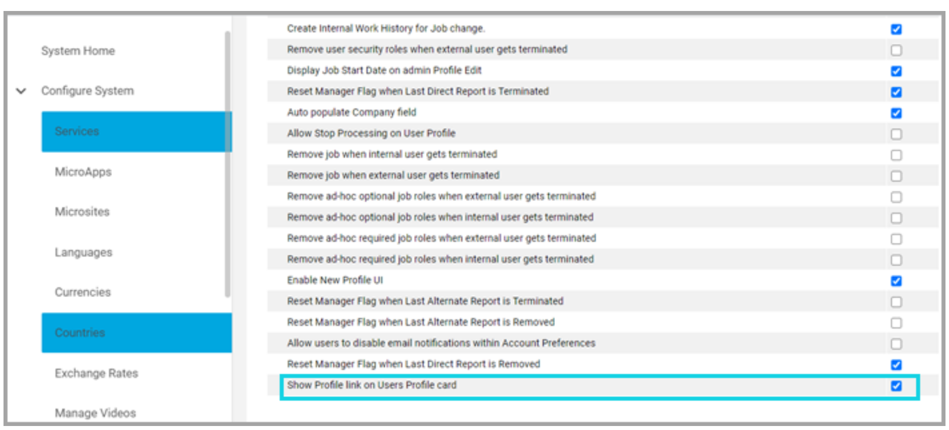


Figure 80: Setting to enable or disable the profile link

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.

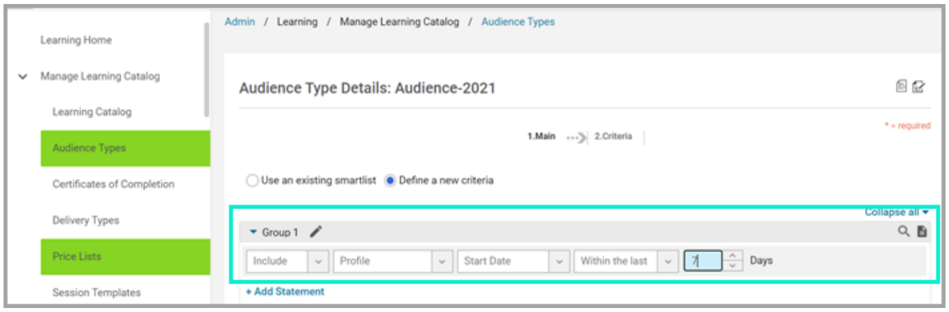


Figure 81: Audience type criteria

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.

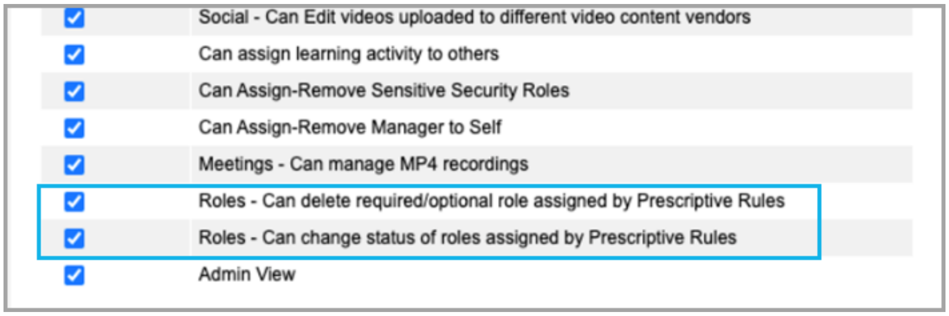


Figure 82: New privilege added to roles

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: Privilege needed to delete or change status 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 optional 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 optional 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.

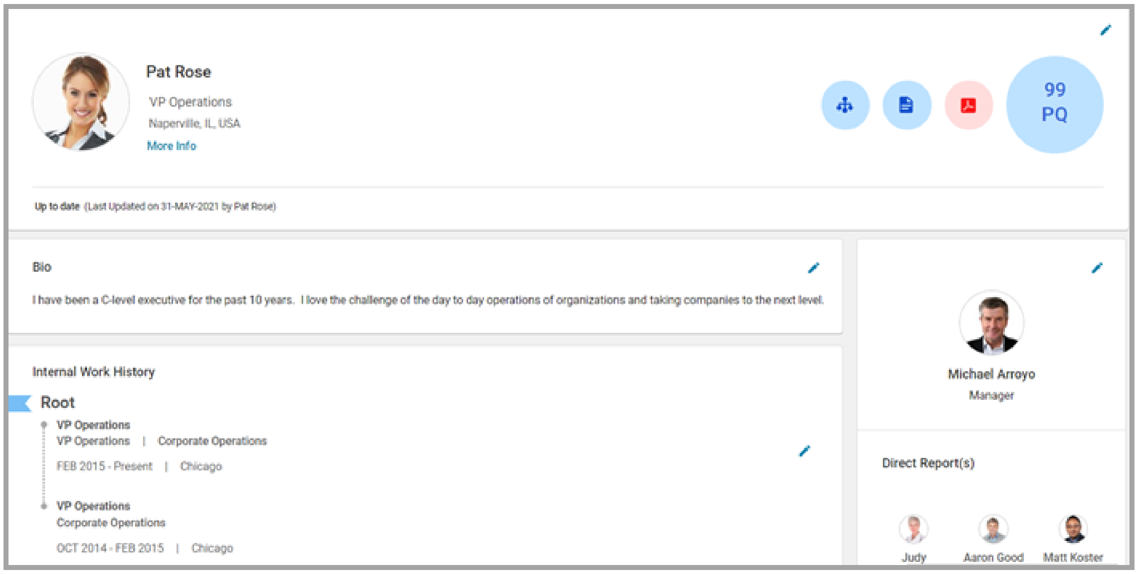


Figure 83: New profile page

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**

Figure 84: New profile page setting

Chapter 11

Performance

Topics:

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**.

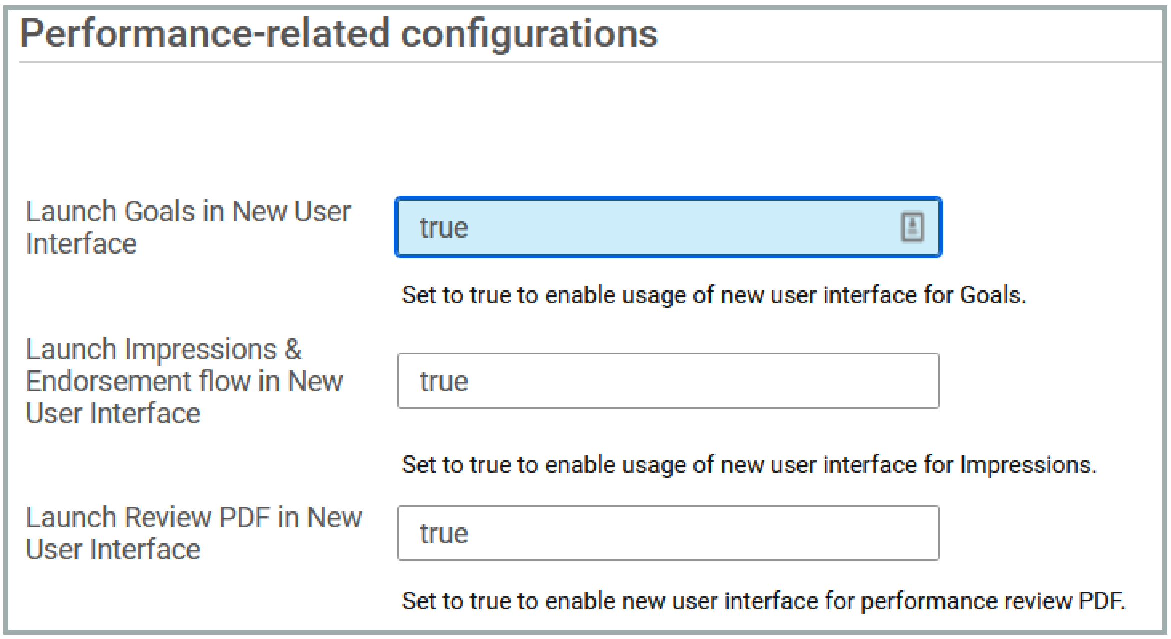


Figure 85: Performance-related configurations

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.

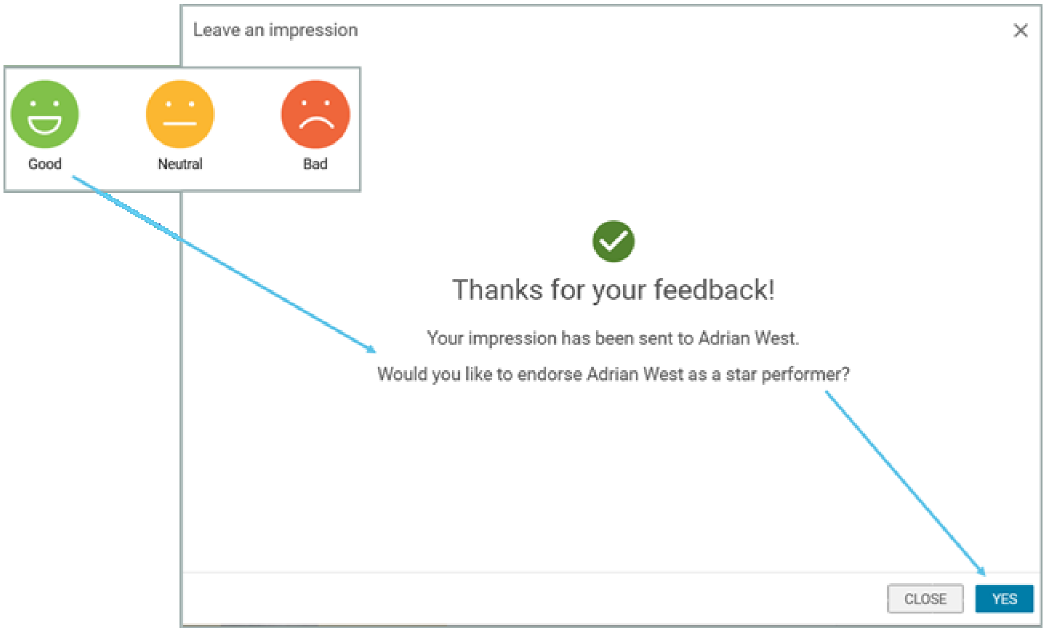


Figure 86: Endorse a coworker

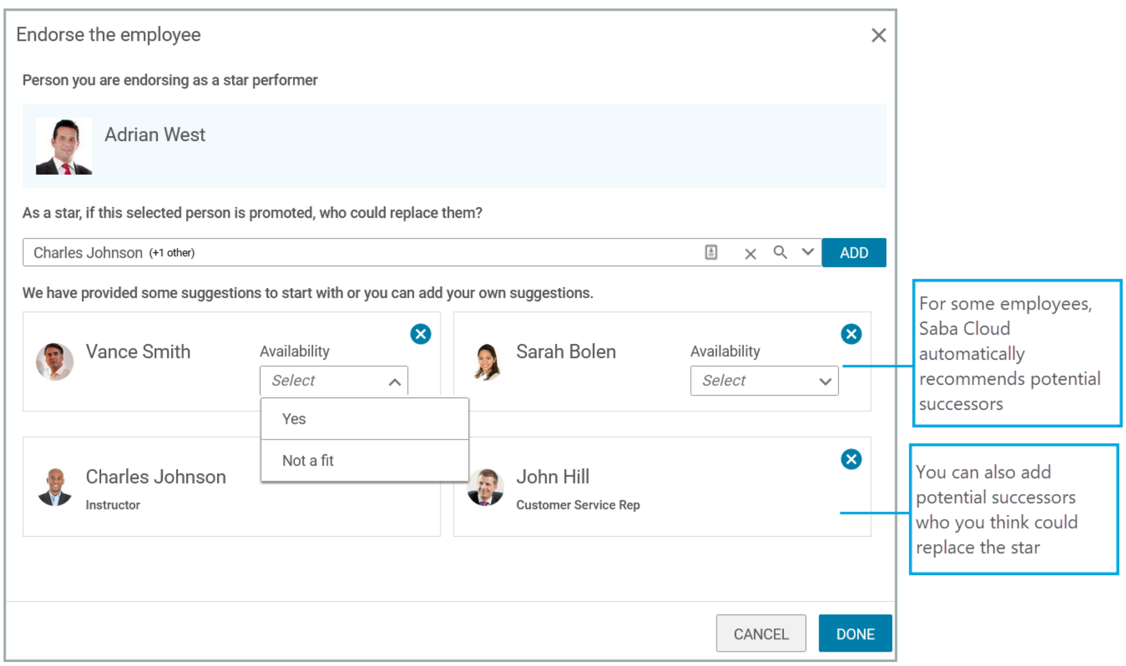


Figure 87: Endorse page

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,

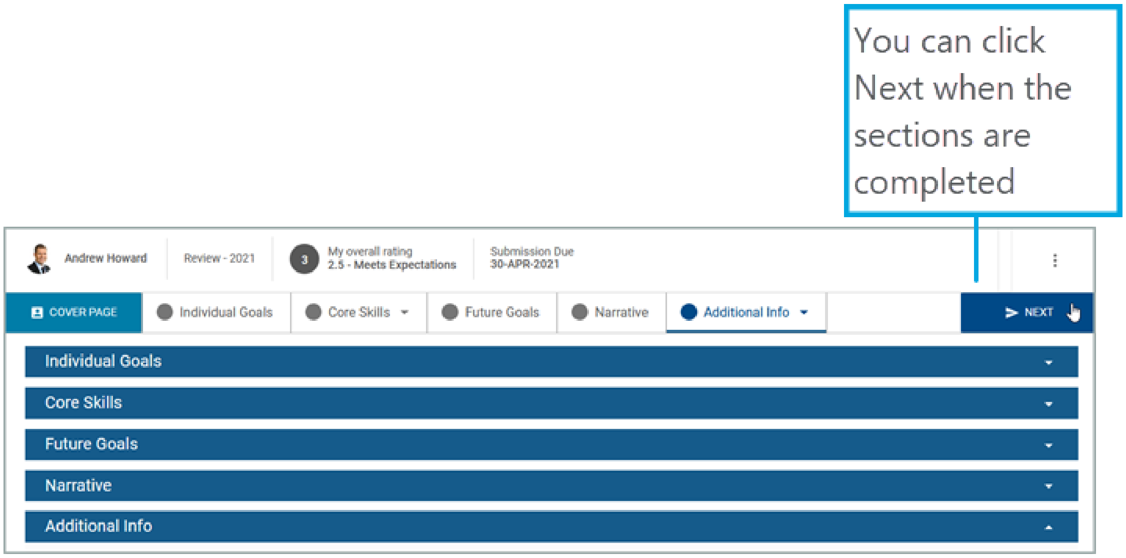
New navigation in reviews

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



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.

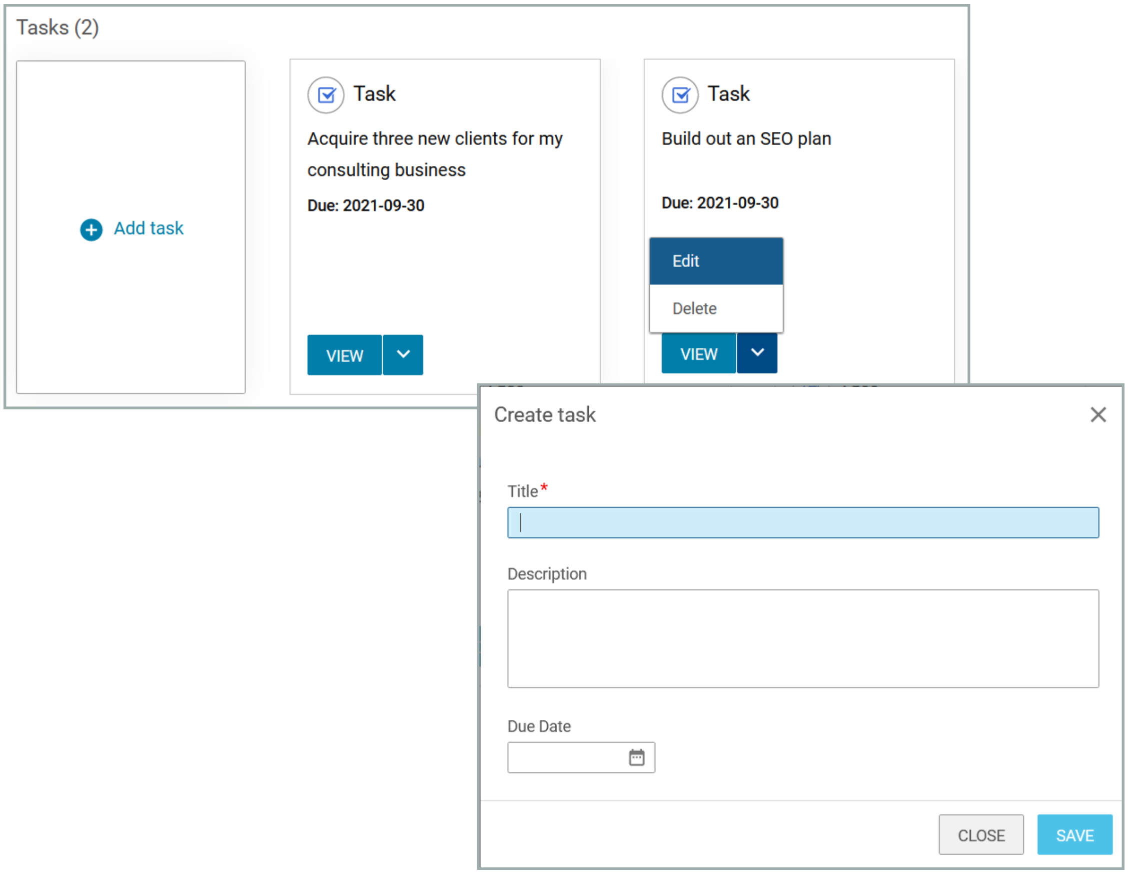


Figure 90: New user experience for add task

'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.

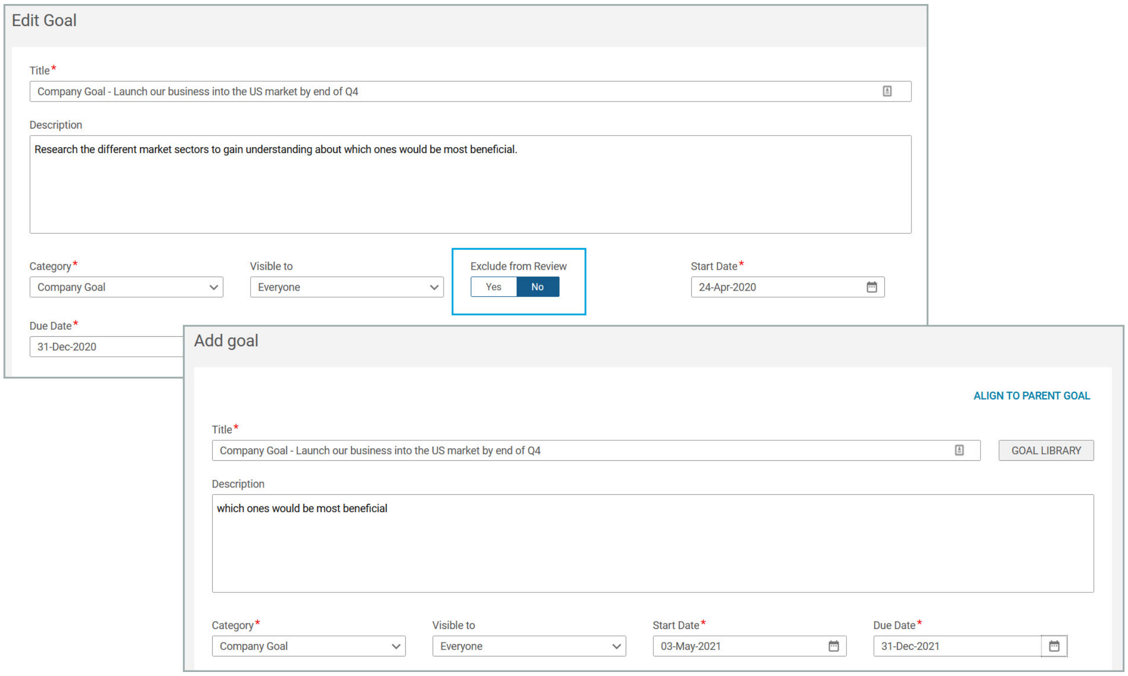


Figure 91: Exclude from Review option

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.

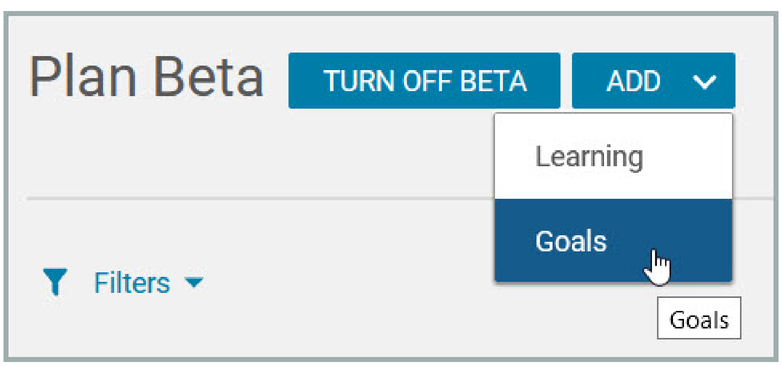


Figure 92: Add Goal from Plan Beta page

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.

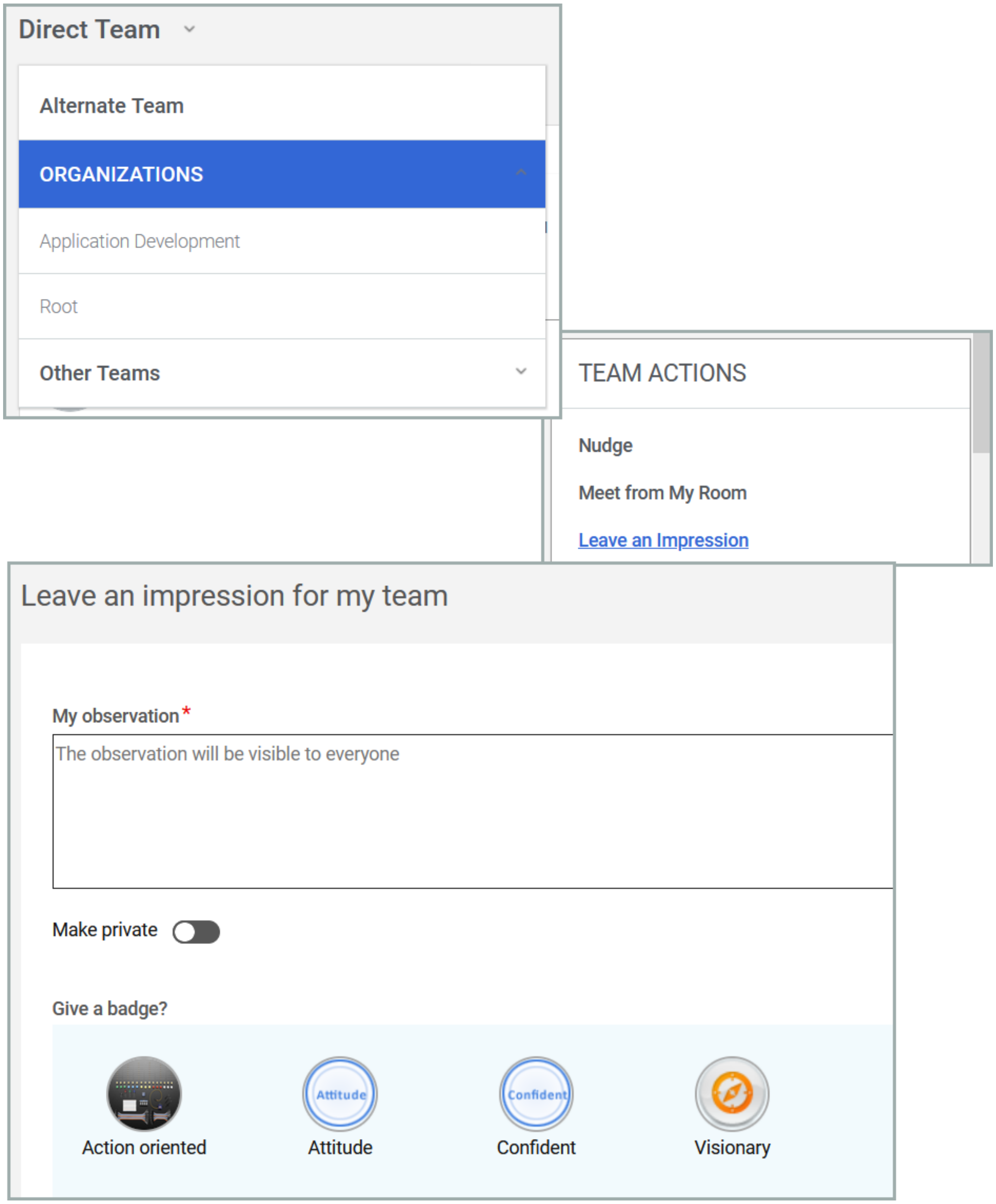


Figure 93: Leave an impression - new UI

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

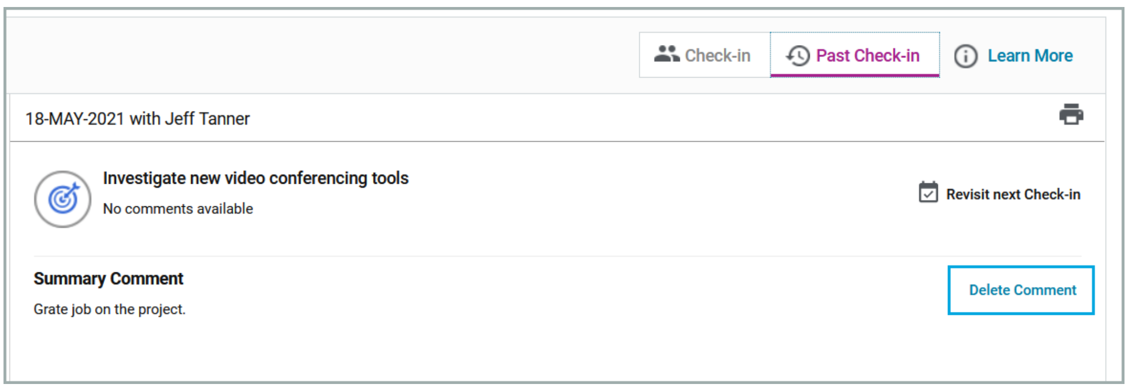
Figure 94: Finalization comment and date now visible

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**.



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

Figure 95: Delete comment in past check-ins

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**.

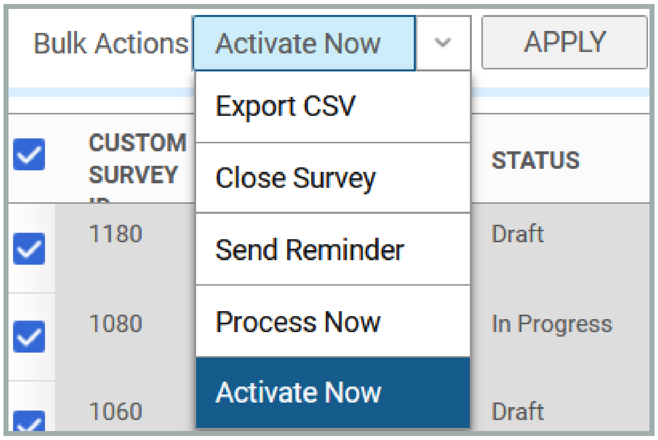


Figure 96: Activate Now bulk action

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:

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-sn000000000001000	string	Yes
id	TalentData's ID	pptdt000000000024502	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": "rdins000000000000001", "name": "Ready Now"}		
securityDomain	Security Domain	{\id": "dom-in000000000000001", "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",
        "genReadiness": {
            "id": "rdins000000000000001",
            "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": "plent000000000046771",
    "pricelist": {
        "displayName": "Master Price List",
        "id": "prlst000000000000004"
    },
    "currency": {
        "displayName": "US Dollars",
        "id": "crncy000000000000167"
    },
    "part": {
        "displayName": "pricelist-course",
        "id": "cours000000000040546"
    },
    "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.	part_id%3D%3Dcours000000000012	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": "plent000000000046772",
            "pricelist": {
                "displayName": "Master Price List",
                "id": "prlst000000000000004"
            },
            "currency": {
                "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/plent000000000046772"
        }
    ],
    "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" : "cours000000000001020"}]	string	Yes
count		10	string	No
startPage		1	string	No

Return Values


```
{
    "totalResults": 1,
```

```
    "hasMoreResults": false,
    "startIndex": 1,
    "itemsPerPage": 10,
    "results": [
        {
            "id": "plent000000000046772",
            "pricelist": {
                "displayName": "Master Price List",
                "id": "prlst000000000000004"
            },
            "currency": {
                "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/plent000000000046772"
        }
    ],
    "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 learning item	{"id": "prlst000000000001021", "displayName": "PriceList3"}	string	Yes

Name	Description	Default Value	Data Type	Required?
currency	The currency for price list entry	{"id": "crncy000000000000001", "displayName": "US Dollars"}	string	Yes
part	The ID for the learning item	{"id": "cours000000000001000", "displayName": "Course1"}	string	Yes
amount	Amount	10	string	Yes

Request Body


```
{
    "pricelist": {
        "displayName": "Master Price List",
        "id": "prlst000000000000004"
    },
    "currency": {
        "displayName": "USD",
        "id": "crncy000000000000167"
    },
    "part": {
        "displayName": "pricelist-course",
        "id": "cours000000000040546"
    },
    "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": "prlst000000000001021", "displayName": "PriceList3"}	string	Yes
currency	The currency for price list entry	{"id": "crncy000000000000001", "displayName": "US Dollars"}	string	Yes
part	The ID for the learning item	{"id": "cours000000000001000", "displayName": "Course1"}	string	Yes
amount	Amount	10	string	Yes

Request Body

```
{
    "pricelist": {
        "displayName": "Master Price List",
        "id": "prlst000000000000004"
    },
    "currency": {
        "displayName": "USD",
        "id": "crncy000000000000167"
    },
    "part": {
        "displayName": "pricelist-course",
        "id": "cours000000000040546"
    },
    "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:

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.

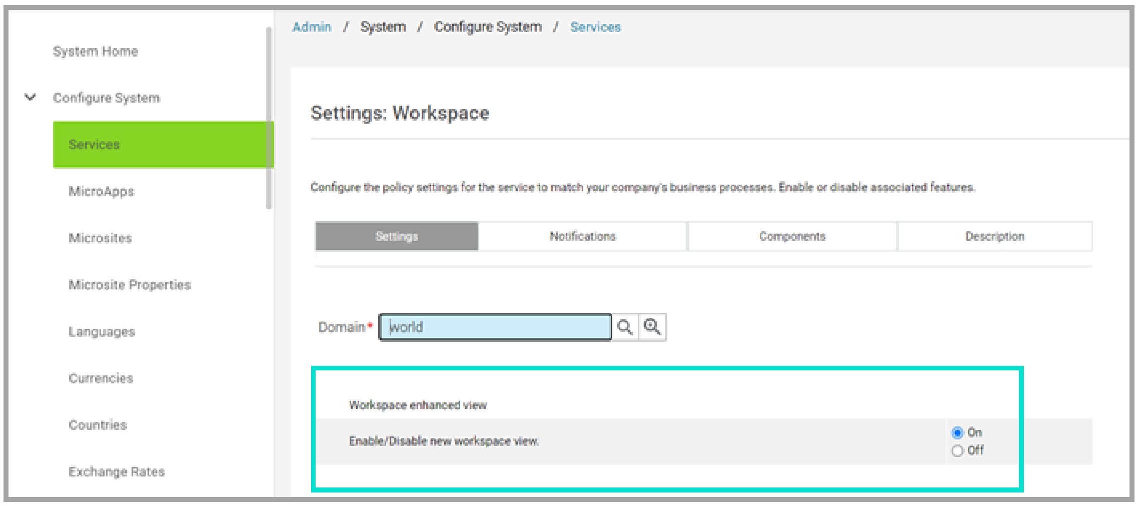
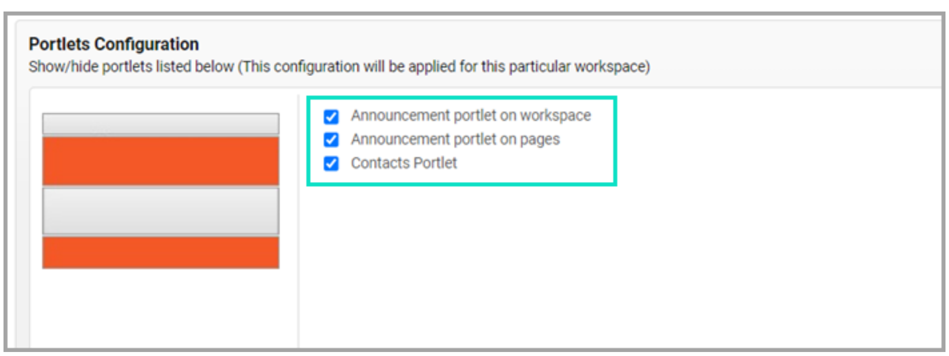


Figure 97: Enable new Workspace setting

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.



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**.

Note: The setting is not domain specific.

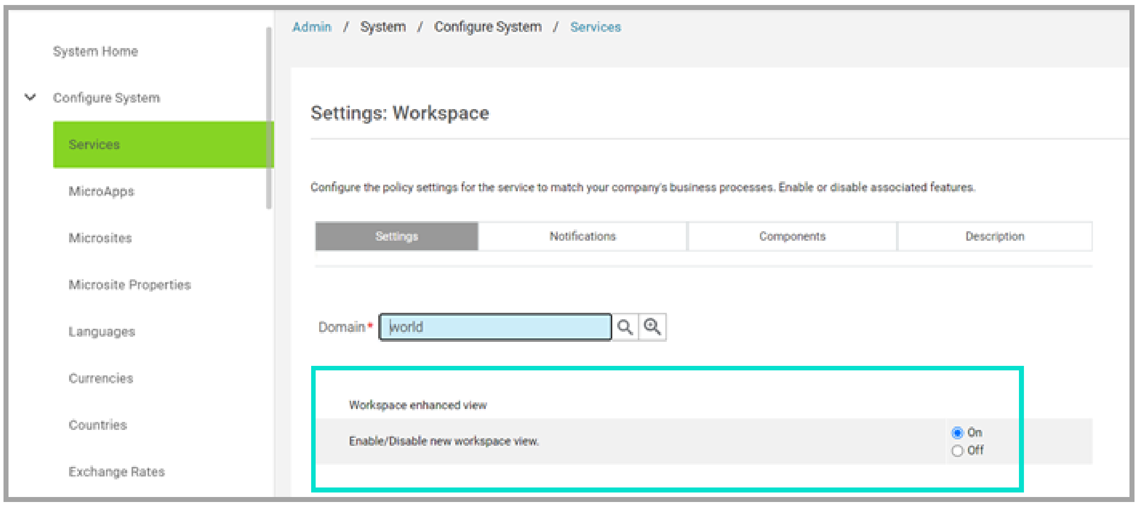


Figure 98: Enable new Workspace setting

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.

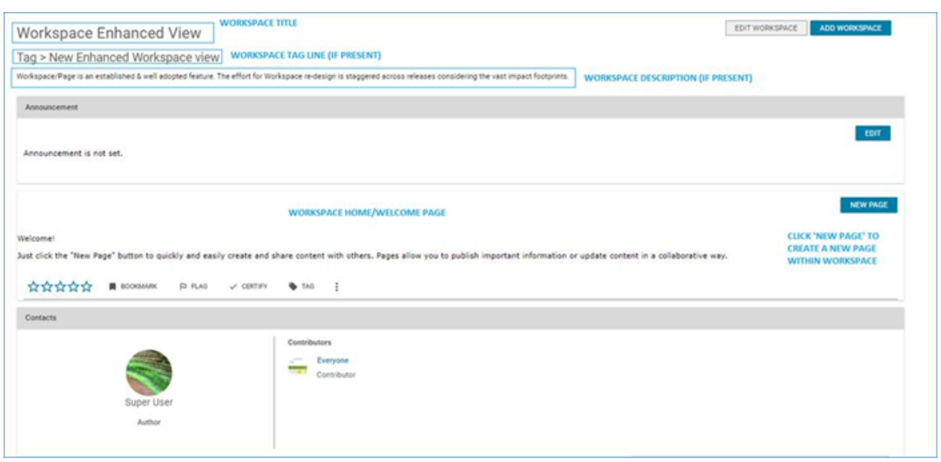


Figure 99: Enhanced Workspace

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.

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.

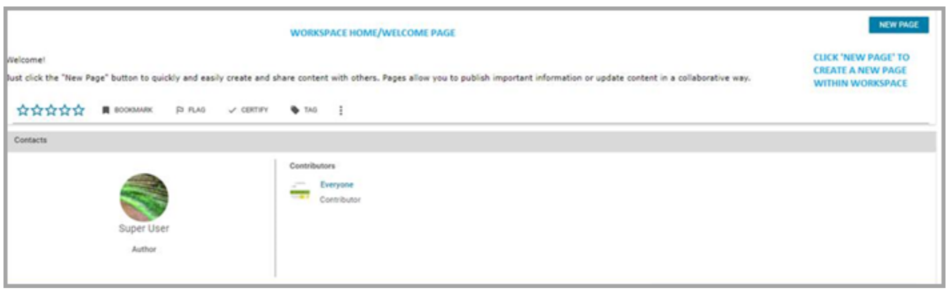


Figure 101: Workspace home page

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.

Table 28: Gaps in Workspace Enhanced view

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.

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.

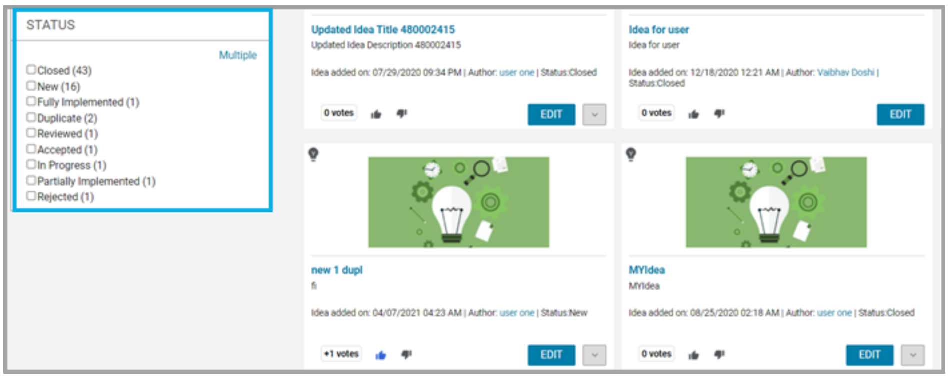


Figure 102: Ideas status

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

Chapter 15

System

Topics:

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

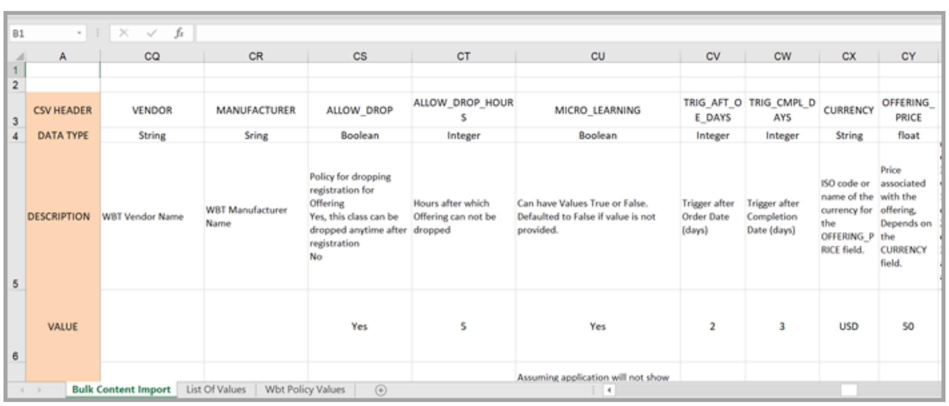
In this update, the following attributes are enabled for Bulk Content Import:

- 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.



	A	CQ	CR	CS	CT	CU	CV	CW	CX	CY
1										
2										
3	CSV HEADER	VENDOR	MANUFACTURER	ALLOW_DROP	ALLOW_DROP_HOURS	MICRO_LEARNING	TRIG_AFT_OE_DAYS	TRIG_CMPL_DAYS	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 False. 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_PRICE 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				

Bulk Content Import | List Of Values | Wbt Policy Values

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.

AE2

	AD	AH	AM	AO	AP
2					
3					
4					
5	PATH_NAME	MODULE_NAME	COURSE_ELEMENT	CERT_ELEMENT	CERT_VERSION
6	Name	Name	Course	Certification	version
7	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
10	SKIP	SKIP	SKIP	SKIP	SKIP
11					

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

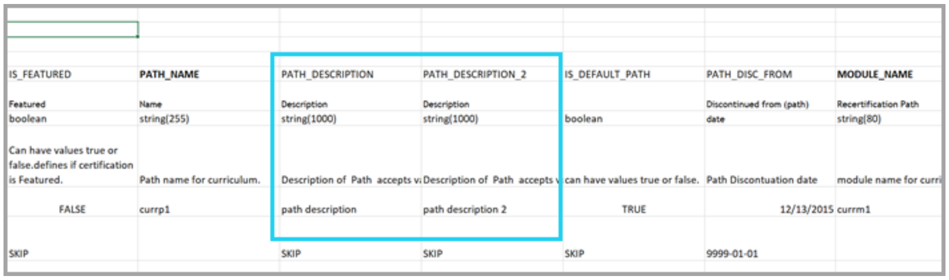
In this release, a new column for the path description field was added to Certification and Curriculum data imports.

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**



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 v	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	

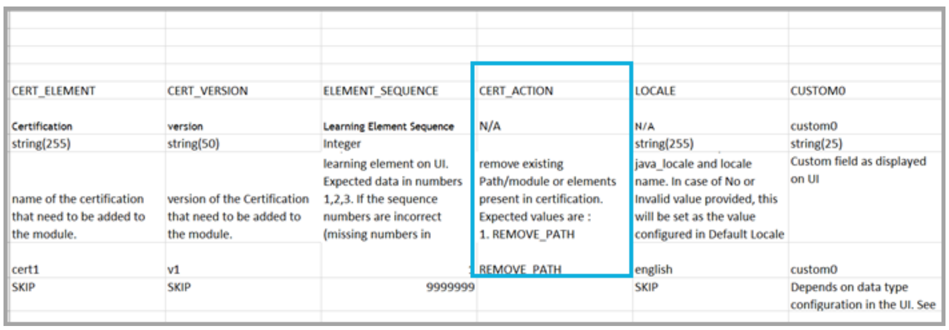
Figure 105: curriculum data import template showing path description column

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
string(255)	string(50)	Integer		string(255)	string(25)
name of the certification that need to be added to the module.	version of the Certification that need to be added to the module.	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	Custom field as displayed on UI
cert1	v1		REMOVE_PATH	english	custom0
SKIP	SKIP	9999999		SKIP	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.

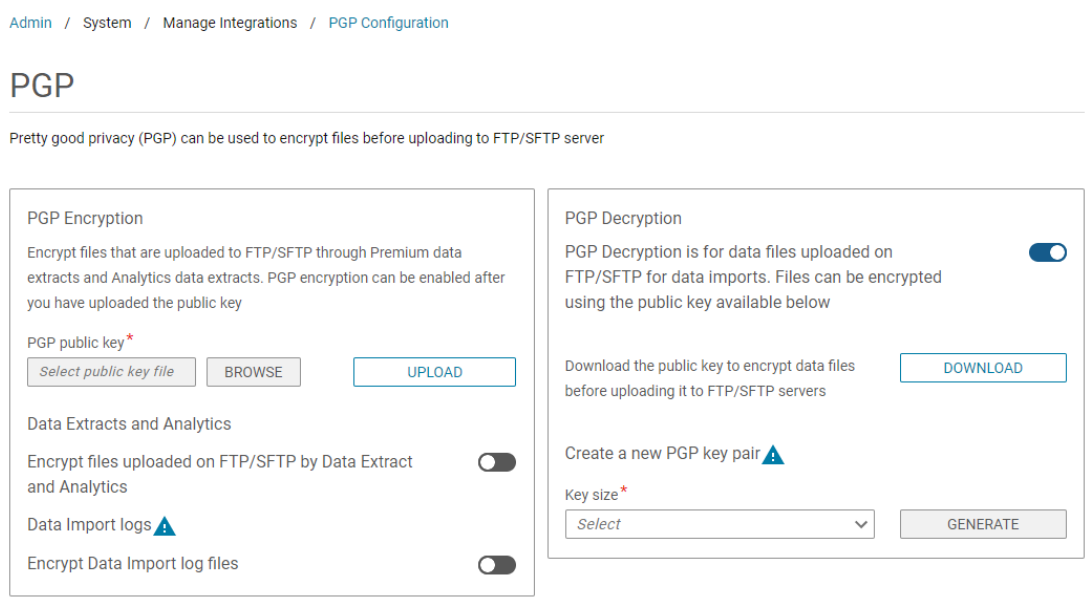


Figure 107: PGP Configuration (Prior to this update)

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.

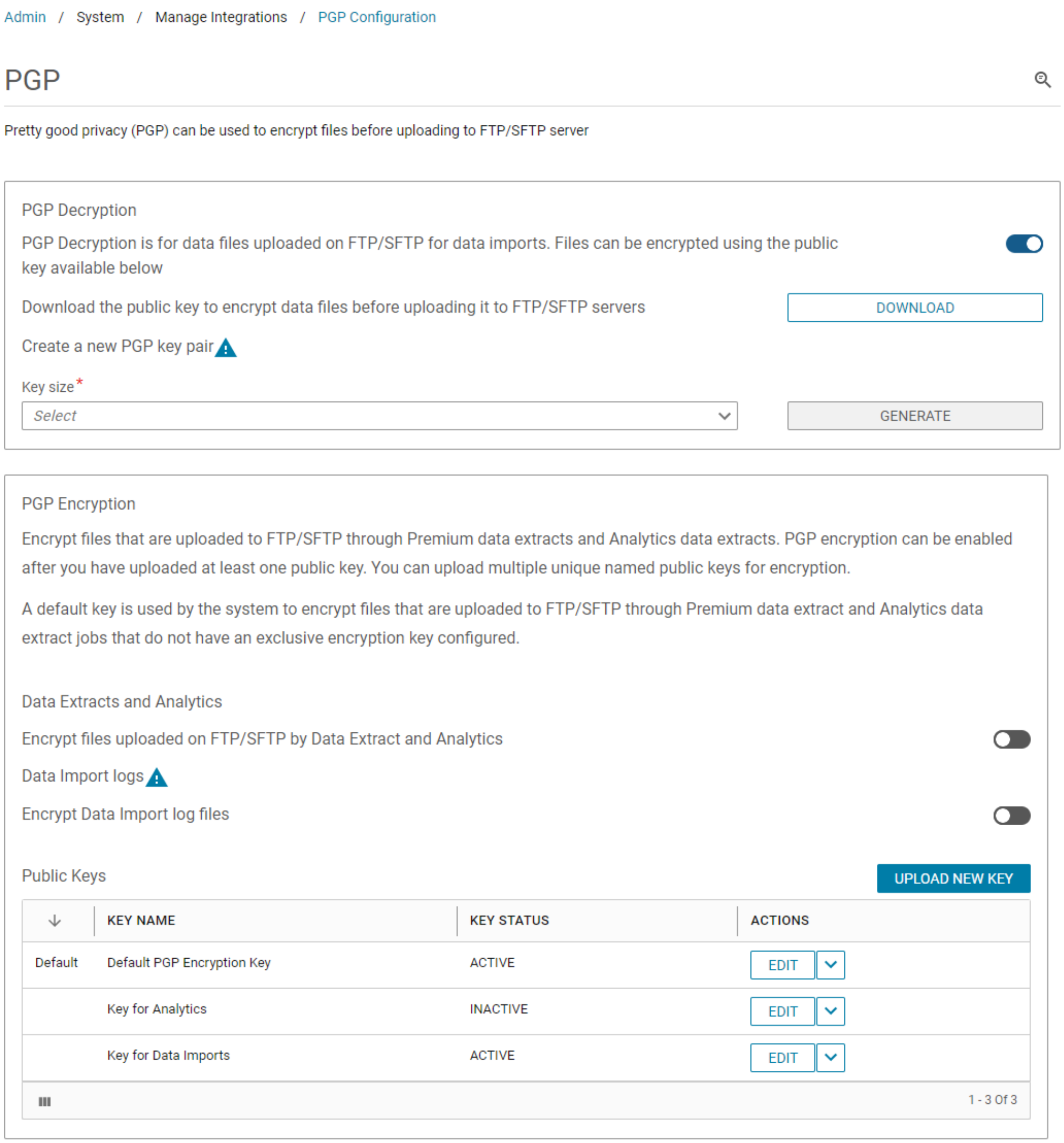


Figure 108: PGP Configuration (In this update)

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

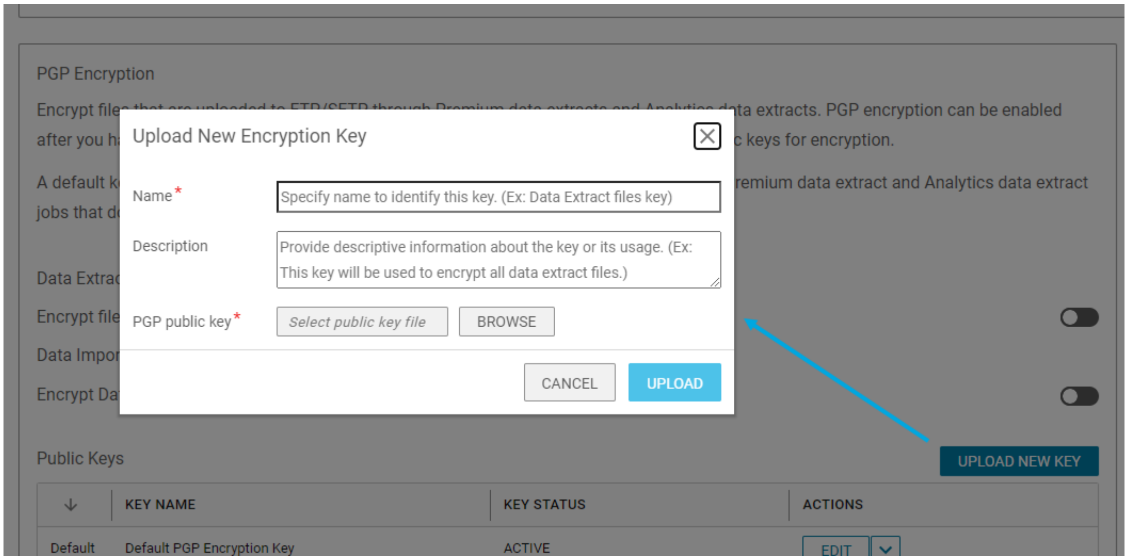


Figure 109: UPLOAD NEW KEY

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.

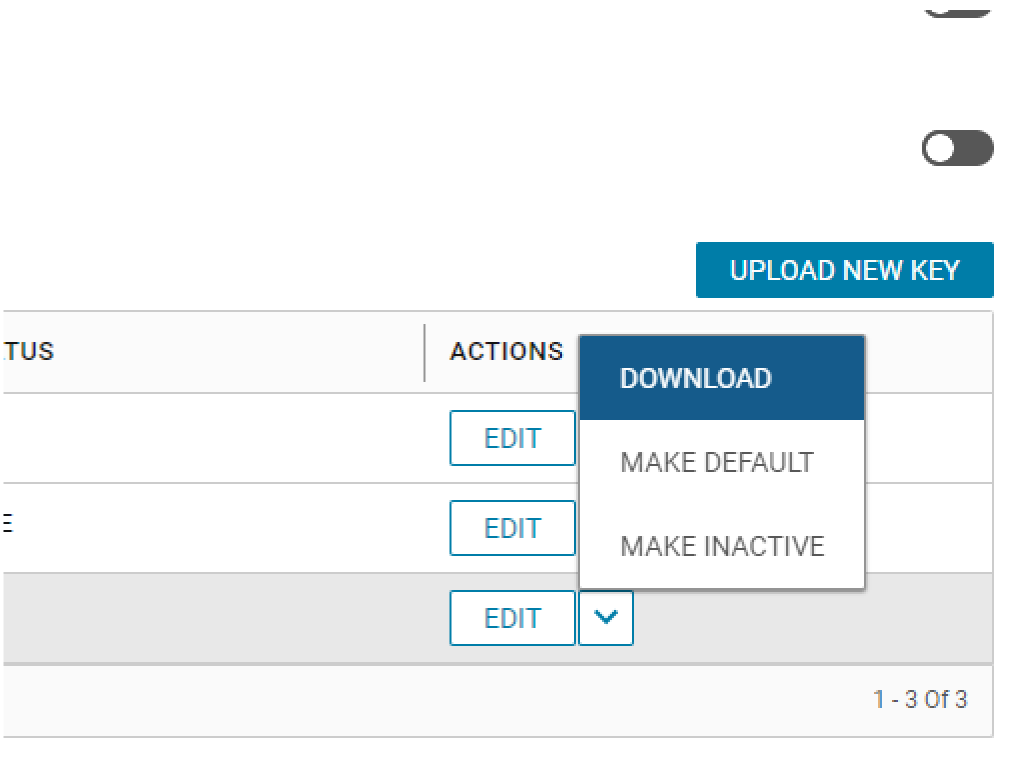


Figure 110: Actions on existing keys

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.

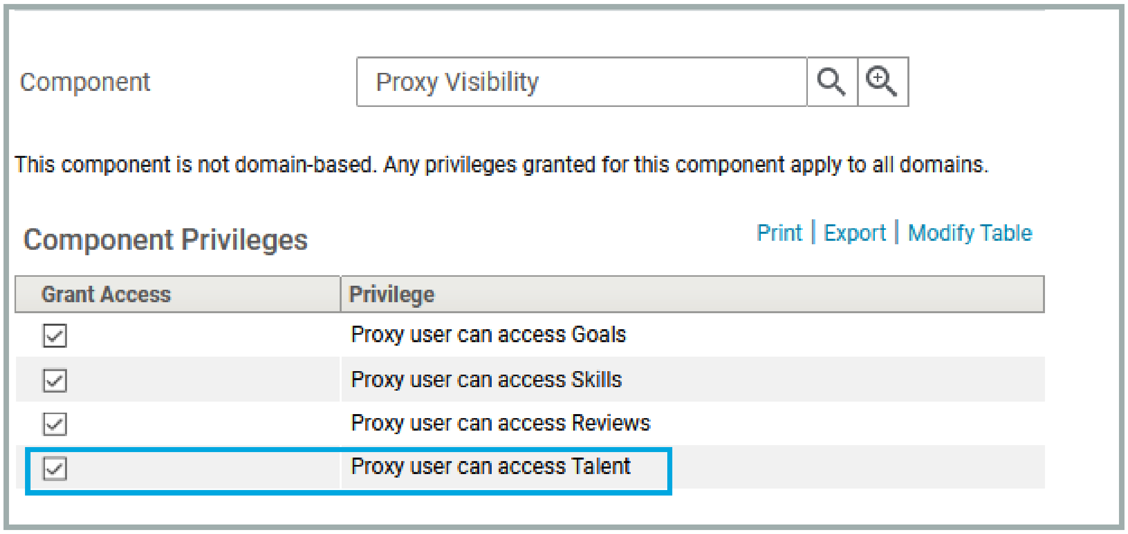


Figure 111: New configurations for Proxy mode

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.

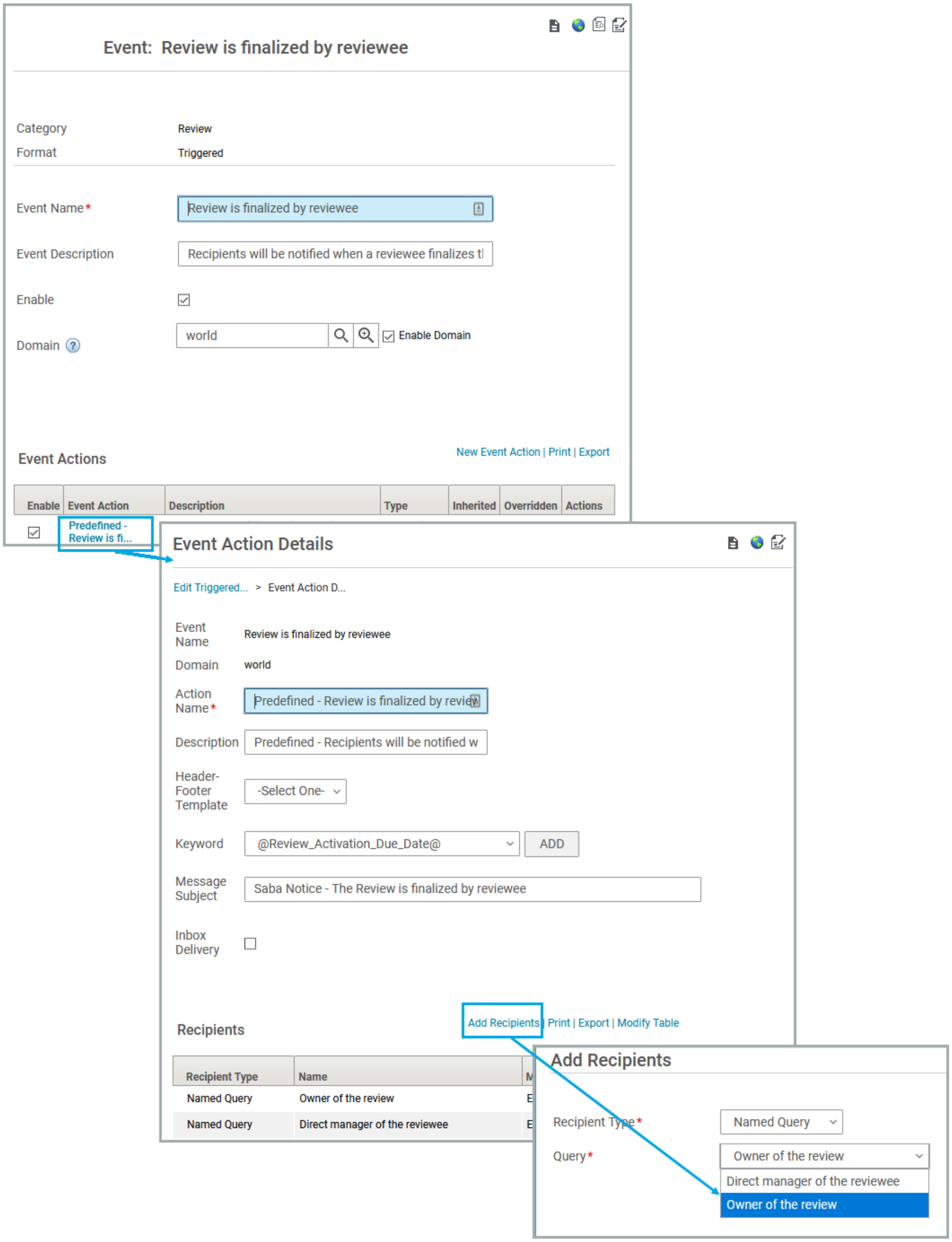


Figure 112: Review is finalized by reviewee notification

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

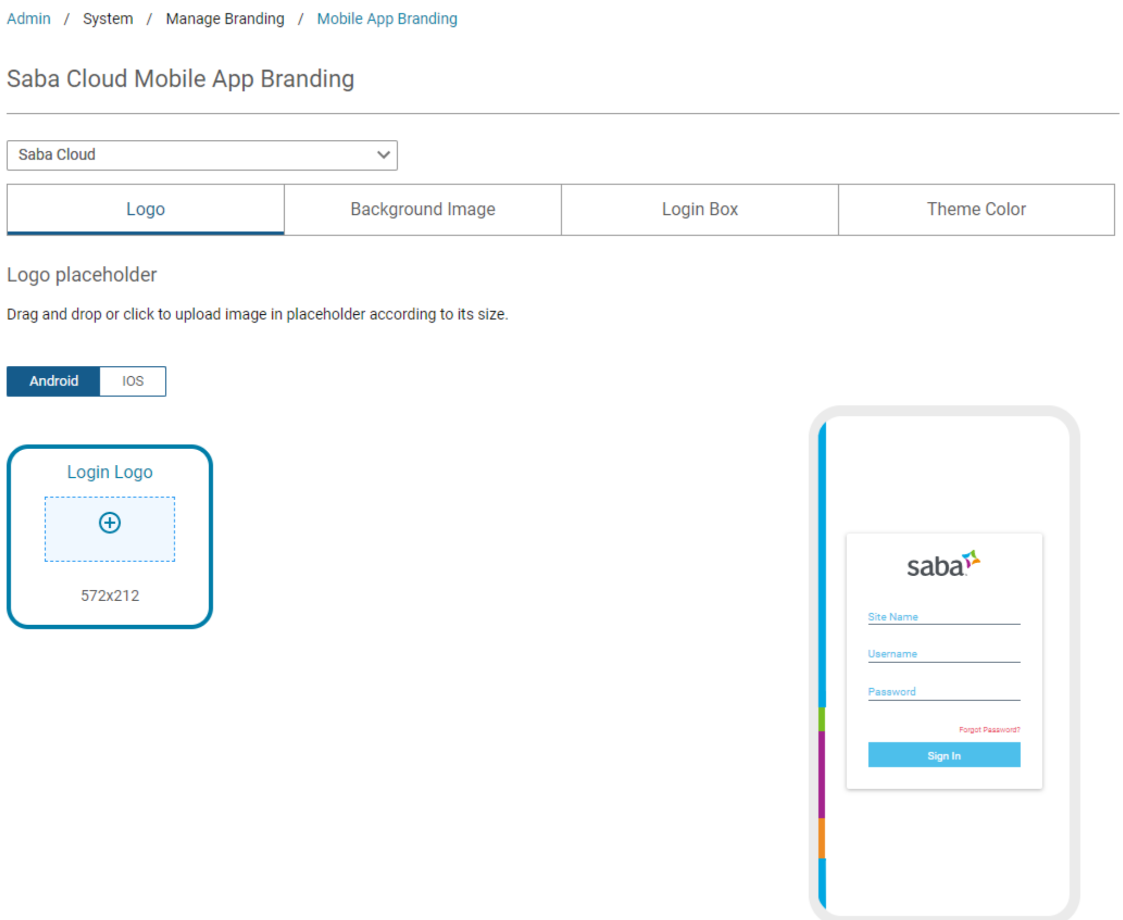


Figure 113: Mobile App Branding

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.

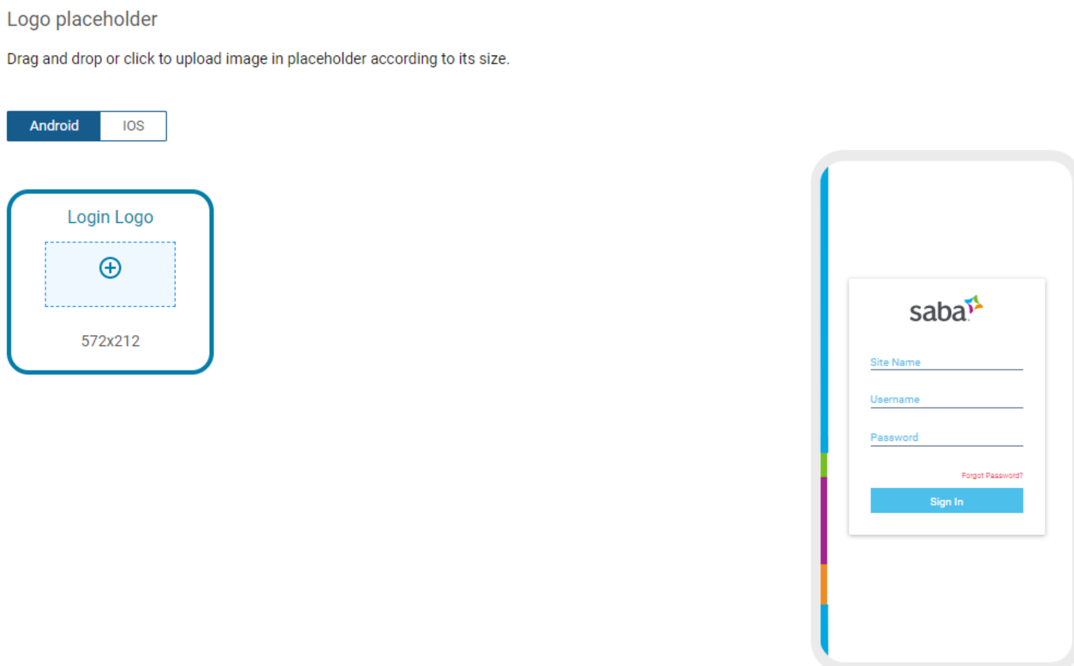


Figure 114: Mobile App Branding - Logo

- **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.

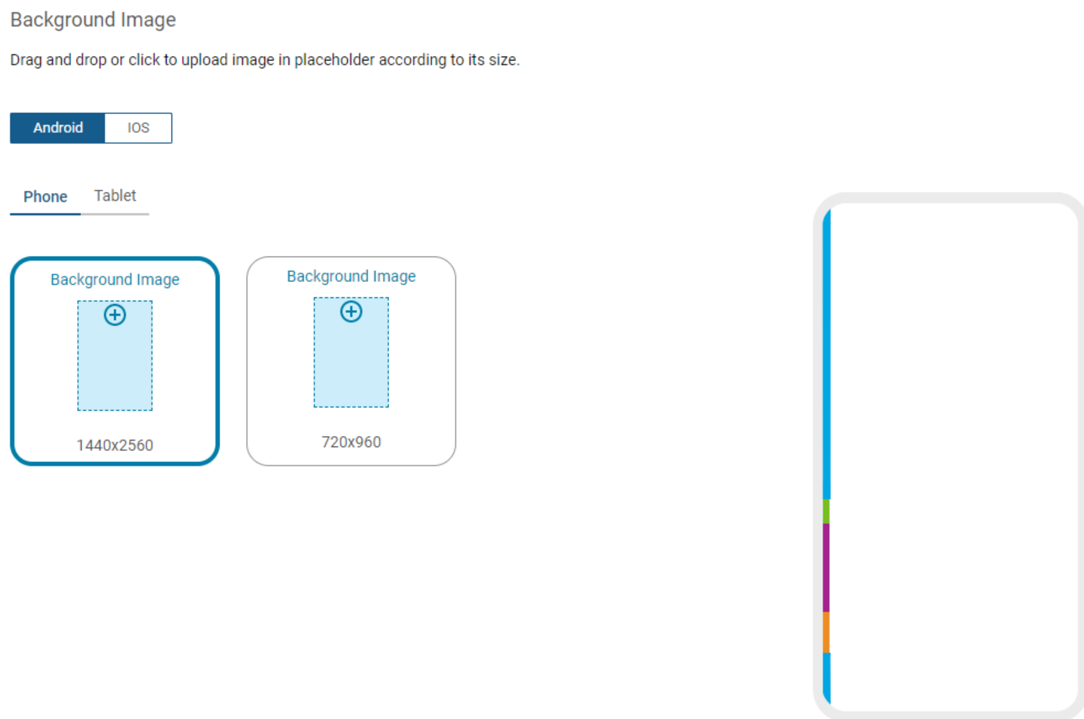


Figure 115: Mobile App Branding - Background Image

- **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

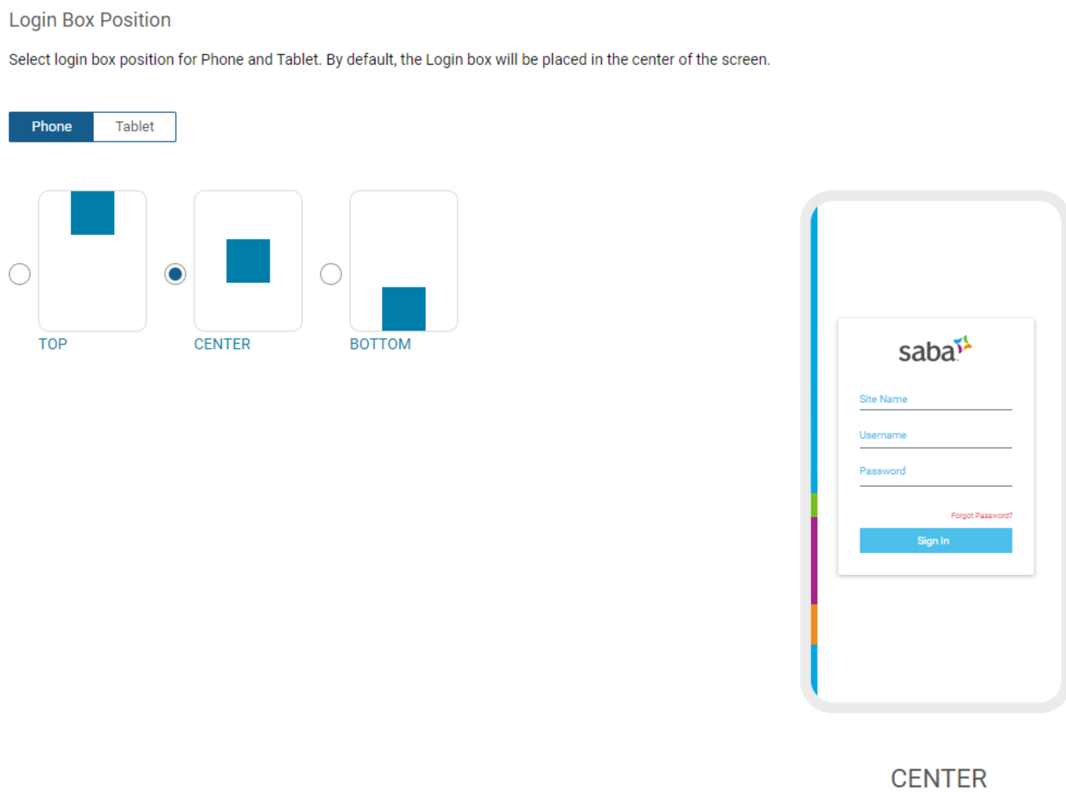


Figure 116: Mobile App Branding - Login Box

- **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

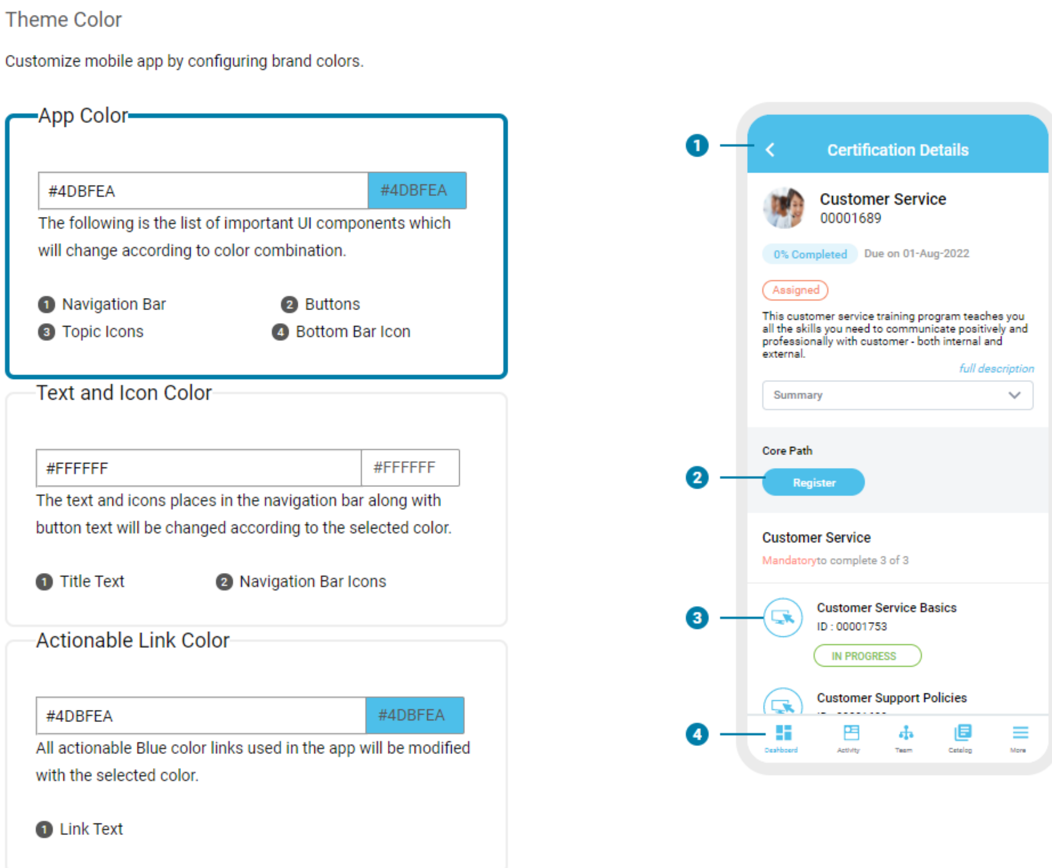


Figure 117: Mobile App Branding - Theme Color

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**.

Chapter 16

Talent

Topics:

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.

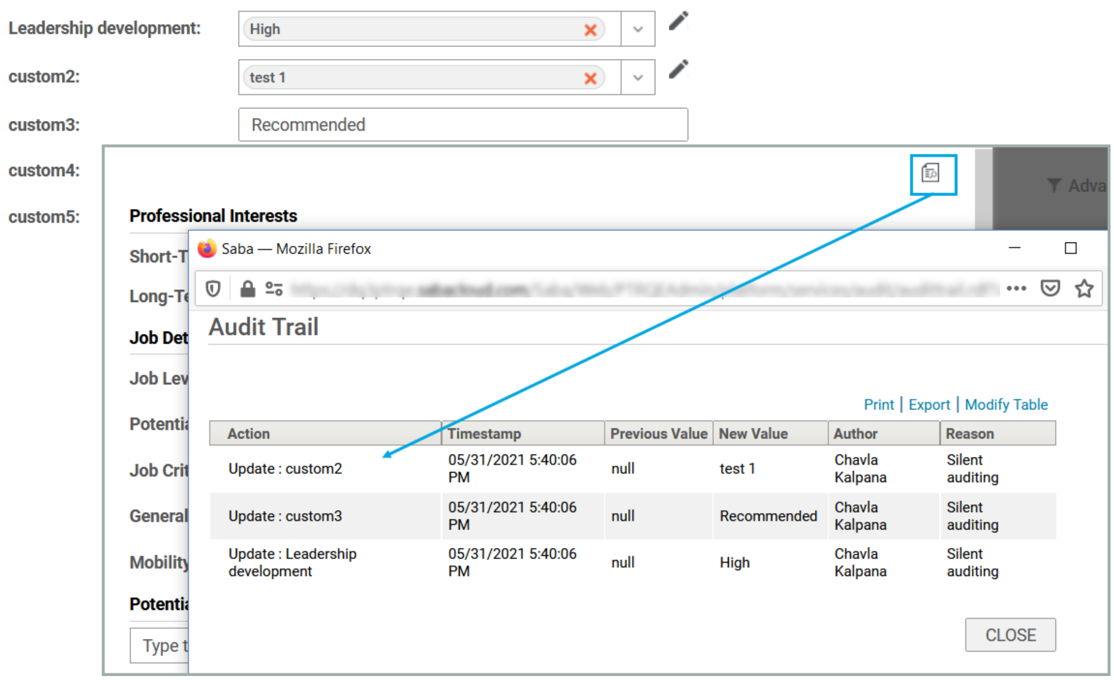


Figure 118: Talent audit enhancements

Chapter 17

Walkthroughs

Topics:

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** > ***<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:

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.