

Release Notes Youforce Portal

Release 2018-11

Version 1.0

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This document describes the new functionality and improvements introduced by this release. Some of these changes have been inspired by messages and reports from customers. Where relevant, we have included a number in the section title to refer to the identification of the message (change) in question in our system.

General information

This document contains important additional information for the Youforce portal - File Transfer release on Wednesday October 31st, 2018.

Solved Changes

1. Errors not specified in UWV Digi-ZSM Message log (change #504434)

Change

Medical Leave messages in “Digi-ZSM” are sent by HR Core to the UWV organization. They are transferred via Digipoort. UWV sends status messages back in return. These are presented to the customer on Youforce portal, Youforce usage logbook, slider Berichten logboek (message log), menu item UWV Digi-ZSM.

The status messages listed include normal statuses in the Status column such as “Verwerkt” (“Processed”), which is OK, but sometimes error messages are displayed with Status “Fout” (“Error”). These messages require action from the sender (e.g. corrections or resends). The action depends on the error type, but the current table doesn't display details about the error. UWV is phasing out the email service specifying the errors, so customers have requested new columns in the table specifying the UWV-foutcode (“UWV error code”) and UWV error message.

These error codes and error messages are now in the database, and appropriate columns are now displayed in the support table.

Solution

We have added two additional columns (“UWV error code” and “UWV error message”) to the right in UWV Digi-ZSM Message log.

Also, scroll bars below and to the right have been added that will appear if the table doesn't fit in the window.

	Geboorte datum	Message type	Aangemaakt	Status	Afgeleverd	Pi feature	Uww-foutcode	UWW error message
ier of vijf	02-08-1968	UwwZwZiekteMelding	29-06-2018 11:52:37	Verwerkt	29-06-2018 11:54:06	6a4bcd81-dded-4668-8e9c-a305906b30a9		
ier of vijf	02-08-1968	UwwZwWerkhervattingMelding	29-06-2018 11:52:47	Aangeboden		a51deb38-e6de-42f6-a35a-3d3c0231e5be		
ziek uit dienst	02-08-1968	UwwZwMlaMelding	29-06-2018 11:52:55	Verwerkt	29-06-2018 11:54:08	2264292e-ec64-4552-b864-63a8453e0694		
ziek uit dienst	02-08-1968	UwwZwZiekteMelding	29-06-2018 11:53:05	Verwerkt	29-06-2018 11:55:04	e2879912-7578-4d8e-b442-360e239b7f74		
A	02-08-1968	UwwZwMlaMelding	29-06-2018 11:53:13	Verwerkt	29-06-2018 11:55:08	e7055c48-500f-490e-a63c-2f13b902e6ae		
A	02-08-1968	UwwZwMlaHersteldMelding	29-06-2018 11:53:22	Verwerkt	29-06-2018 11:55:09	be8e163f-2b0e-4139-b4eb-31498252f0fd		
	12-01-1985	UwwZwZiekteMelding	29-06-2018 12:15:19	Fout		d3b21e94-2eca-491e-bd6f-e5444226cfde	34	Deze verzuim melding is reeds in de administratie bekend
	05-06-1973	UwwZwZiekteMelding	29-06-2018 12:15:33	Fout		01491af6-9fd8-4678-94cc-b90439f16763	34	Deze verzuim melding is reeds in de administratie bekend
	11-05-1955	UwwZwWazoMelding	29-06-2018 12:15:36	Fout		a4464055-58f7-4a3b-ad22-b54bcbff39b1	35	Deze WAZO melding is reeds in de administratie bekend
	05-12-1980	UwwZwZiekteMelding	29-06-2018 12:15:41	Verwerkt	29-06-2018 12:17:09	58346496-f4e2-43c5-a99b-cf6f7a5603ad		
	05-07-1964	UwwZwZiekteMelding	29-06-2018 12:15:50	Fout		1438183e-f7e5-4d9c-b5d9-645607e4450c	34	Deze verzuim melding is reeds in de administratie bekend
	15-09-1975	UwwZwWazoMelding	29-06-2018 12:15:59	Fout		367cba57-fb10-4e7a-b70b-f3a4b8e2d965	35	Deze WAZO melding is reeds in de administratie bekend
	06-08-1979	UwwZwWerkhervattingMelding	29-06-2018 12:16:07	Aangeboden		0b193840-ac31-44ef-b772-61c0b5588e49		
	06-08-1979	UwwZwZiekteMelding	29-06-2018 12:16:19	Fout		c0482528-892f-45e2-b207-b08a88574791	34	Deze verzuim melding is reeds in de administratie bekend
	05-12-1979	UwwZwMlaHersteldMelding	29-06-2018 12:16:34	Verwerkt	29-06-2018 12:18:08	8cfd5239-62b5-4017-9954-bb6a17d2f68		
	05-12-1979	UwwZwMlaMelding	29-06-2018 12:16:49	Verwerkt	29-06-2018 12:18:09	9844786a-4b4c-4fa5-96a4-30969f41f8a5		
	06-08-1979	UwwZwWerkhervattingMelding	29-06-2018 12:39:09	Aangeboden		4a1091e0-b7f2-439b-9640-5e1d34734a7b		
	06-08-1979	UwwZwZiekteMelding	29-06-2018 12:39:17	Verwerkt	29-06-2018 12:41:06	34d4a47a-b35c-40ed-9e8c-ac491acd9f57		
	11-05-1955	UwwZwWazoMelding	29-06-2018 12:39:27	Verwerkt	29-06-2018 12:41:07	41eecc5d-ac83-460a-a6ca-d6e02c4a48b3		
	05-12-1979	UwwZwMlaHersteldMelding	29-06-2018 12:39:42	Verwerkt	29-06-2018 12:41:08	b4d49d42-03f8-450a-935d-9e491830fa4a		
	05-12-1979	UwwZwMlaMelding	29-06-2018 12:39:47	Verwerkt	29-06-2018 12:41:08	04438e45-b4b7-42a9-86dc-3af0cd9e7e4d		
	12-01-1985	UwwZwZiekteMelding	29-06-2018 12:39:56	Verwerkt	29-06-2018 12:41:09	710e3b0c-87f4-4cfd-9cd1-2136190a2065		
	15-09-1975	UwwZwWazoMelding	29-06-2018 12:40:05	Verwerkt	29-06-2018 12:42:05	39068350-f853-4925-8cac-903db186d978		
	05-12-1980	UwwZwZiekteMelding	29-06-2018 12:40:15	Verwerkt	29-06-2018 12:42:06	57c348cd-1d8f-4362-b2d2-b07fb87ae95		
	05-07-1964	UwwZwZiekteMelding	29-06-2018 12:40:23	Verwerkt	29-06-2018 12:42:07	e326f134-ef2c-4606-aab0-1fde4s42864		
	05-06-1973	UwwZwZiekteMelding	29-06-2018 12:40:32	Verwerkt	29-06-2018 12:42:08	4dc310b3-05b5-4922-948e-65b1bfe456da		

Release Notes Youforce Portal

Release 2018-10

Version 1.0

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This document describes the new functionality and improvements introduced by this release. Some of these changes have been inspired by messages and reports from customers. Where relevant, we have included a number in the section title to refer to the identification of the message (change) in question in our system.

General

This document contains important additional information for the Youforce portal – IBU server release on Thursday, October 4th, 2018.

1. Modifications in IBU Server components

Why

IBU Server components have been updated. IBU Server will not be available on October 4th, from 20:00 to 00:00 CET, during required maintenance to install the updates. File exchange in Send & Receive and the IBU client executable in standalone mode cannot be used during the maintenance interval either. If you planned critical file exchanges during this period, you are advised to reschedule these activities.

No change is needed in the IBU Client.

Impact for IBU Standalone

If your organization uses a scheduler to automatically upload files to or download files from the Youforce server using IBU client in standalone mode, you should pay special attention to the following.

- File exchange with IBU standalone will not work during the maintenance interval.
- IBU standalone will start processing files left on the client or server after the maintenance has ended, on the first automatically scheduled start afterwards.
- If IBU standalone is trying to connect to IBU server within the maintenance interval, error messages will be generated and logged. Depending on your local configuration, e-mails may also be sent to your organization's administrator. Such error messages are normal and can be ignored.
- If IBU server goes down in the middle of processing a file exchange, the transfer may fail. In this case an appropriate error message will also be logged. In some cases it might be necessary to send or receive the corresponding file manually afterwards. If the requested file has disappeared from the server list, you may contact the Raet Service Desk to have it restored.

If your organization would rather prevent the above mentioned errors, you are advised to switch off your local scheduler for IBU standalone during the maintenance interval. Your IT professional can take care of this, or you may contact your Raet consultant.

2. Authorization Payroll File Professional removed from authorization profiles and Wizard change group authorizations

Why

In the 2018-07 release, we have removed the functionality to authorize Payroll File Professional via the authorization profiles and the wizard to change group authorizations. This has been done to prevent these modules from being unintentionally assigned to persons who are not entitled to it.

If in the past you have set up the authorization for the Payroll File Professional via a role (authorization profile), you are requested to convert this into individual authorizations. This is also recommended in the Payroll File Administrator's Manual.

Raet has taken measures so that from the 2018-10 release existing authorizations via roles will no longer work. For people who no longer have access from this release, but who need to have access, you can explicitly grant this authorization via Access Control.

Your action

Give your professionals individual and explicit access to Payroll File Professional via Management | Portal Management | User Management | Access Management). Use the most left column on this page.



Release Notes Youforce Portal

Release 2018-07

Version 1.0

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This document describes the new functionality and improvements introduced by this release. Some of these changes have been inspired by messages and reports from customers. Where relevant, we have included a number in the section title to refer to the identification of the message (change) in question in our system.

Modified and improved

Payroll File Professional authorization removed from authorization profiles and wizard change authorizations by group

Why

Payroll File Professional can inadvertently be assigned to unauthorized individuals. As from this release, we have removed this feature from the authorization profiles and from the change authorizations by group wizard. We hope that this change will make it easier to ensure that authorizations for Payroll File Professional will be assigned to the appropriate individuals. These authorizations can still be granted in Access Control, but no longer via a role or a group action.

If you have set up the authorizations for Payroll File Professional in the past by means of a role (authorization profile), you will need to convert these into individual authorizations before 1 September. The Payroll File administrator's guide also recommends doing so. We are working on measures to ensure that current role-based authorizations cease to function as of 1 September.

How

Management | Portal Management | User Settings | Manage Authorization Profiles

Management | Portal Management | User Management | Change authorizations by group

The authorization for Payroll File Professional is no longer available in the items shown above.

Your action



Grant your professionals individual access to Payroll File Professional by 1 September at *Management | Portal Management | User Management | Access Management*. Use the column at the far left of this page.

Release Notes Youforce Portal

Release 2018-06

Version 1.0

Content

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This document describes the new functionality and improvements introduced by this release. Some of these changes have been inspired by messages and reports from customers. Where relevant, we have included a number in the section title to refer to the identification of the message in question (change) in our system.

Modified and improved

1. Changed names of salary tables, old tables cancelled

This topic is only relevant if you use Payroll Gemal.

Why

A number of salary table names have been changed. (see Payroll Gemal release notes 2018-06). These names have been updated in Send and Receive.

How

In the application Send and Receive in *Receive section | Payroll Gemal Direct* you can download these salary tables.

The section 'Salarisregelingen (oud)' expires, because these are no longer relevant. The section 'Salarisregelingen (nieuw)' will be called 'Salarisregelingen'.

For a number of Collective Labour Agreements (01, 13, 22, 33, 34, 48, 61), the obsolete name of the salary table is replaced by the new one. The numbers remain the same.

The salary tables 05, 16, 18, 27, 50-54, 56-59, 70-74 expire, they are no longer relevant.

Release Notes Youforce Portal

Release 2018-06/1

June 28th, 2018

Version 1.0

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This document describes the new functionality and improvements introduced by this release. Some of these changes have been inspired by messages and reports from customers. Where relevant, we have included a number in the section title to refer to the identification of the message (change) in question in our system.

General

This document contains important additional information for the Youforce portal – IBU server release on Thursday, June 28th, 2018.

Modifications in Send and Receive

Why

The number of maintenance instances of the Send & Receive Module is always restricted to an absolute minimum, as the application is used frequently by almost all customers for important business processes.

However, in this case it is necessary to prepare the application for significant improvements in the IBU client executable, installed on your local pc for communicating to IBU server. The improvements concern the processing of large numbers of files simultaneously, especially using IBU standalone. Detailed explanations will follow, with the upcoming publication of the new IBU client version 3.9.

That's why on June 28th, from 20:00 to 00:00 CET, the Send & Receive module of Youforce as well as IBU server won't be available during this period. Consequently, file exchange in Send & Receive and also the IBU client executable in standalone mode cannot be used during the maintenance interval. If you planned critical file exchanges during this period, you are advised to reschedule these activities.

Impact for IBU standalone

If your organisation uses a scheduler to automatically upload files to or download files from the Youforce server, using IBU client in standalone mode, you should pay special attention to the following.

- File exchange with IBU standalone will not work during the maintenance interval.
- IBU standalone will start processing files left on the client or server after the maintenance has ended, on the first automatically scheduled start afterwards.
- If IBU standalone is trying to connect to IBU server within the maintenance interval, error messages will be generated and logged. Depending on your local configuration, also e-mails may be sent to the administrator of your organisation. Such error messages are normal and can be ignored.
- If IBU server goes down in the middle of processing a file exchange, the transfer may fail. Also in this case an appropriate error message will be logged. In some cases it might be necessary to send or receive the corresponding file manually afterwards. If the requested file has disappeared from the displayed server list in the meantime, you may contact the Service Desk of Raet to have it restored.
- If your organisation would rather prevent the abovementioned errors, you are advised to switch off your local scheduler for ibu standalone during the maintenance interval. Your IT professional can take care of that, or you could contact your Raet consultant.

Multilingually messages

In the release of June 28th, also the error processing within Send & Receive will be improved. As a result, for each type of send or receive error a description can be displayed showing its cause and remedy, in all supported languages.

Release Notes Youforce Portal

Release 2018-04

Version 1.0

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This document describes the new functionality and improvements introduced in this release. Some of these changes have been inspired by messages and reports from customers. Where relevant, we have included a number in the section title to refer to the identification of the message in question (change) in our system.

New

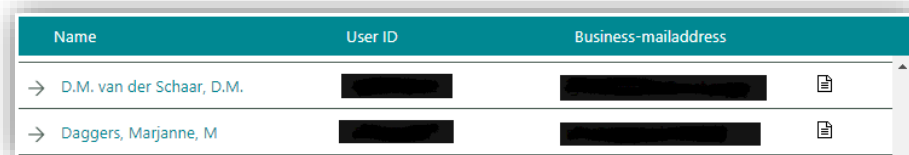
1. Authorisation reports in User Management

Why

At present, authorisations are often managed in the different modules, making it difficult to keep track of them. Raet is improving authorisation management by making an authorisation report available in Excel. This will give the administrator a better overview of a user's system rights.

How

Menu / path for the new function: *Youforce Settings / User Management / Access Management.*



Name	User ID	Business-mailaddress	
→ D.M. van der Schaar, D.M.	[REDACTED]	[REDACTED]	[Reporting Icon]
→ Daggers, Marjanne, M	[REDACTED]	[REDACTED]	[Reporting Icon]

Currently, authorisation reports can only be requested on a user-by-user basis. A reporting icon has been added next to every user in access management. Clicking the icon generates a Microsoft Excel report for the user in question. The report is downloaded in the browser automatically.

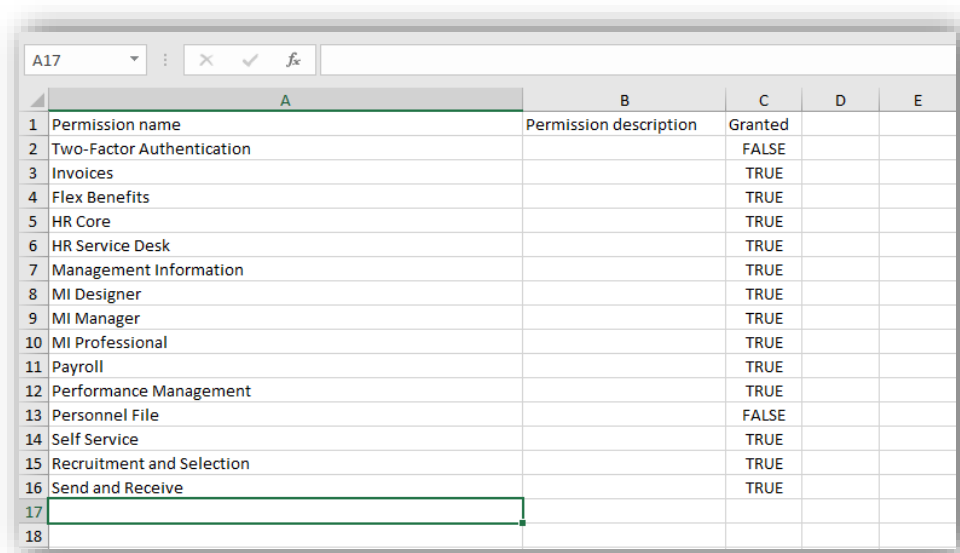
The file name contains the creation date, the Youforce User number and the name of the user, making it easy to check afterwards who created the report and when it was downloaded.

The tabs available in the report depend on the HR Core system and the modules purchased by your organisation. Any modules not purchased by your organization will not be visible as tabs.

Reports are currently available for the following Youforce applications:

- Youforce Portal (authorisation module);
- HR Core Beaufort Online;
- Self Service Business / Self Service Beaufort;
- Skills Management;
- Raet Performance;
- Learning Management;

- Personnel File;
- Flex Benefits.



	A	B	C	D	E
1	Permission name	Permission description	Granted		
2	Two-Factor Authentication		FALSE		
3	Invoices		TRUE		
4	Flex Benefits		TRUE		
5	HR Core		TRUE		
6	HR Service Desk		TRUE		
7	Management Information		TRUE		
8	MI Designer		TRUE		
9	MI Manager		TRUE		
10	MI Professional		TRUE		
11	Payroll		TRUE		
12	Performance Management		TRUE		
13	Personnel File		FALSE		
14	Self Service		TRUE		
15	Recruitment and Selection		TRUE		
16	Send and Receive		TRUE		
17					
18					

Every authorisation report in tab form contains the following columns.

- Permission name *The name of the module or permission as shown in the module.*
- Permission description *If a module offers a description of a permission, this will be shown here.*
- AssignedMay have the value TRUE or FALSE. TRUE means that the user has access to this module or functionality.
- Create** *May have the value TRUE or FALSE.*
- Read** *May have the value TRUE or FALSE.*
- Edit** *May have the value TRUE or FALSE.*
- Delete** *May have the value TRUE or FALSE.*
- Run** *May have the value TRUE or FALSE.*

** Rather than "Assigned", the HR Core Beaufort report contains the columns "Create", "Read", "Edit", "Delete", "Run" due to a different authorisation structure.

The Youforce tab is always available. It shows the modules for which a user is authorised. The other tabs show the functional authorisations within the modules. If a user has no authorisations in the module, then the tab will not appear. In some cases, a user may be authorised for a module in the Youforce tab, but the module tab will not appear because the user has no associated authorisations.

Reports are based on authorisation data that is backed up every night. The report contents therefore reflect the data from the previous day. If you change an authorisation for a user, this will be reflected in the next day's report. A user can receive an authorisation directly or as part of a role. A user may also have a permission because everyone in the organisation has rights to a certain functionality. The value TRUE or FALSE is the result of these various levels of authorisation. If a user has been granted permission on one of these levels, then the resulting value will be TRUE.

Reports will be in the same language as the setting in Youforce. If no language has been set, then the reports will be presented in your organisation's default language. Currently, only the column headers and tabs have been translated; the authorisations have not yet been translated.

Your action

No special actions are required in order to download the authorisation report. Please be advised that you will need Microsoft Excel to open and view the report.

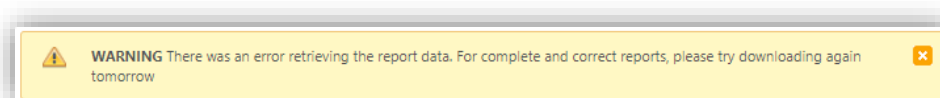
Restrictions

Please take the following into account with regard to this first version of the authorisation report:

- Currently, the report is available only in Microsoft Excel format.
- Not all modules are available. For example *Medical Leave Management* and *HR Core Business* are still in development and will be added later.
- Many of the authorisations have not yet been translated, so they are still shown in Dutch. The column headers have been translated. Also, *permissie naam* in the report may differ slightly from what you will see on the front-end of the application.
- Data for the report is queried every night. If you have changed any permissions during the day, this will be reflected in the next day's report.
- It is currently not possible to check how an authorisation was obtained, e.g. from a certain role or due to an explicit individual authorisation.
- You can only create reports on an individual user basis.
- The authorisations are of a functional nature only. Data authorisations (which govern what the user is allowed to see and their rights to perform actions for others) are not part of the report.

Known issues

Time-outs occur occasionally during authorisation data queries. If this happens, the report will be incomplete or unavailable. Access Management will then display a warning. The warning should be resolved by the next day. You can then download the report.



2. New design for Youforce login page

Why

The Youforce login page has been redesigned to correspond to the look and feel of the new Youforce products. Screen functions have not been changed.

How

Internet Explorer

raet

User name, user number or email address

Password

Change login credentials

Save user name

Login >

[Forgot password? >](#)

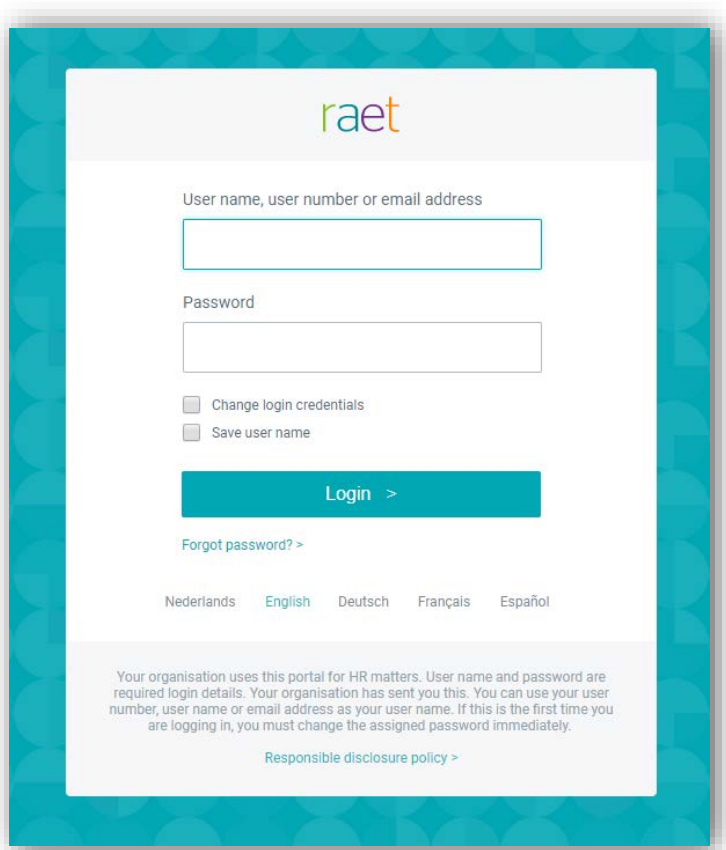
Nederlands English Deutsch Français Español

Your organisation uses this portal for HR matters. User name and password are required login details. Your organisation has sent you this. You can use your user number, user name or email address as your user name. If this is the first time you are logging in, you must change the assigned password immediately.

[Responsible disclosure policy >](#)

View in Internet Explorer.

Other browsers



raet

User name, user number or email address

Password

Change login credentials

Save user name

Login >

[Forgot password? >](#)

[Nederlands](#) [English](#) [Deutsch](#) [Français](#) [Español](#)

Your organisation uses this portal for HR matters. User name and password are required login details. Your organisation has sent you this. You can use your user number, user name or email address as your user name. If this is the first time you are logging in, you must change the assigned password immediately.

[Responsible disclosure policy >](#)

View in other browsers.

There is a minor difference in the way pages are displayed in Internet Explorer compared to other browsers (the language setting is different.)

Your action

No action is required on your part.

Release Notes Youforce Portal

Release 2018-02

Version 1.0

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This document describes the new functionality and improvements introduced by this release. Some of these changes have been inspired by messages and reports from customers. Where relevant, we have included a number in the section title to refer to the identification of the message in question (change) in our system.

New

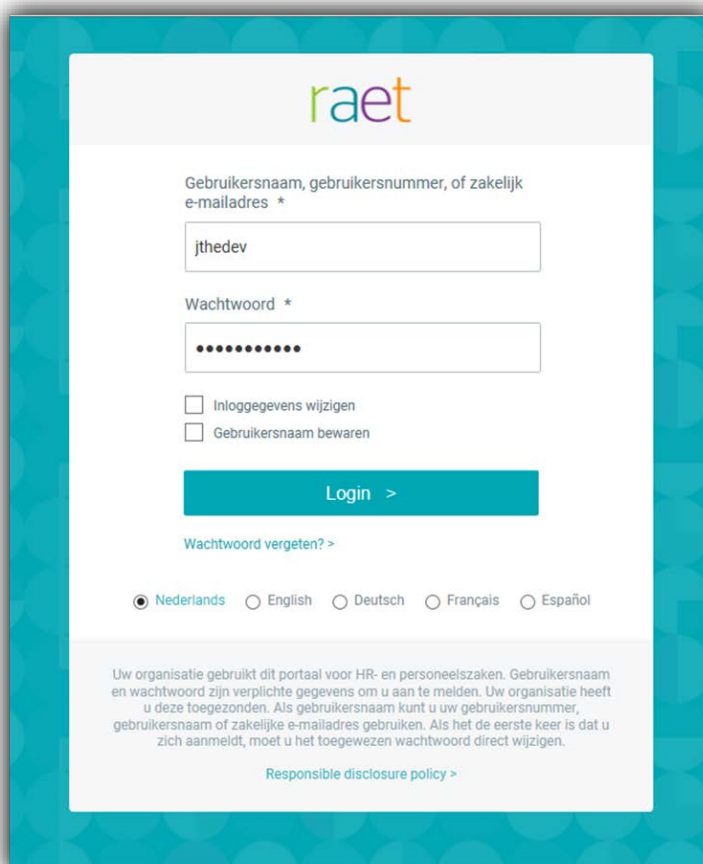
1. Pre-announcement: Login page redesigned

Why

In one of the coming releases the Youforce Login page will get a new design, which is more in line with the other new design standards of Youforce. There are no functional changes on this page.

Solution

There are no functional changes on this page. See an example below.



The screenshot shows a login page for 'raet' with a teal border. The page contains the following elements:

- raet logo** at the top center.
- Label: **Gebruikersnaam, gebruikersnummer, of zakelijk e-mailadres ***
- Input field containing: `jthedev`
- Label: **Wachtwoord ***
- Input field containing: `.....`
- Two checkboxes:
 - Inloggegevens wijzigen
 - Gebruikersnaam bewaren
- Login >** button
- [Wachtwoord vergeten? >](#)
- Language selection:
 - Nederlands
 - English
 - Deutsch
 - Français
 - Español
- Disclaimer text:

Uw organisatie gebruikt dit portaal voor HR- en personeelszaken. Gebruikersnaam en wachtwoord zijn verplichte gegevens om u aan te melden. Uw organisatie heeft u deze toegezonden. Als gebruikersnaam kunt u uw gebruikersnummer, gebruikersnaam of zakelijke e-mailadres gebruiken. Als het de eerste keer is dat u zich aanmeldt, moet u het toegewezen wachtwoord direct wijzigen.
- [Responsible disclosure policy >](#)

Solved Messages

2. Report crashes for organizations with only professional users (change 441522)

Message

The last step in *Youforce management | Reports | Create summaries* 'crashes'. This was only the case if the organization only had users without employments.

Solution

This release features a change that has remedied the problem of the system crashing.