

Release Notes

HR Core Business

Release 2016-12
Version 1

Content

Content	2
New	3
1. Saving leave balance	3
2. Interface between Self Service and HR Core Business	3
Changed and improved	6
3. Failure Company Code 17 (change 6045)	6
4. New translations	6
5. Automatic email messages (change 68275)	6

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.

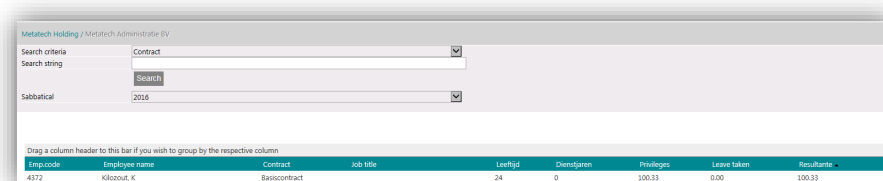
New

1. Saving leave balance

Employee | Leave of absence | Leave balance

In order to optimize performance and to make leave balance details available as Management Information, we have made a change to how leave balances are recorded. Until the December release, the various balances were calculated whenever the page was opened. With effect from this release, the calculated balances for the various expiration dates will be saved to the database, so that they can be presented faster. Balances are calculated asynchronously. Updating balances may take a little time after creating a new leave year or when recalculating a leave year. If there are any doubts as to correctness, a leave year can be recalculated for an individual employee by means of the Recalculate button on the Leave balance page.

The approved and set-off balance is presented in the overview screen, under Advanced Search in the Leave Taken column. The “Resulting Balance” column has also been added to this page; this is the total balance including any leave that may have already expired.



Metatech Holding / Metatech Administratie BV

Search criteria: Contract

Search string: [input field]

Search: [button]

Sabbatical: 2016

Drag a column header to this bar if you wish to group by the respective column

Empcode	Employee name	Contract	Job title	Leefijd	Dienjaren	Privileges	Leave taken	Resultante
4372	Kilcoot, K	Basiccontract		24	0	100.33	0.00	100.33

2. Interface between Self Service and HR Core Business

Processing of change forms in Self Service has improved

Why

A pilot to introduce the new interface between Self Service and HR Core Business has been running since release 2016-05 of HR Core Business. Technically speaking, the way in which the systems process changes (movements) has changed.

How

With effect from this release, the changes are processed as follows:

- Once every minute, a check is carried out for every individual customer for any changes that are available in Self Service and that are ready for processing (i.e. with a final status in Self Service).
- The system first determines the set of change numbers and then places the change numbers in this set in numerical order; this is done in the background.
- HR Core Business will then process the changes found for a customer one by one. The processing is done based on change numbers (workflow instances).
- As soon as a change number has been processed, it will be registered as processed in Self Service by the placing of the export date. You can see this date with the workflows in Self Service through the *Completed* menu item.
- If a workflow from Self Service contains an element that cannot be processed, the system will reject the entire change (movement).

These steps only take a few milliseconds of processing time. This new method improves performance, stability and continuity. This has also improved the usability of the failure report.

Performance

- Changes are processed faster.

Stability

- Processing individual changes leads to fewer failures.
- Fixed order for making and withdrawing applications for leave.

Continuity

- Changes by customers are processed in parallel.
- Feedback on any changes that have been processed to Self Service (via the export date).

Usability of the failure report

- Errors are easier to find by relating them to the change number.
- Filter options when searching failed changes (movements).
- More transparent error messages.

The *Failed HRSS changes* report shows the failures for individual change numbers. This enables you to always directly relate a line in the summary to a workflow in Self Service. A failure line now contains the employee number and the employee name, the name of the workflow, and a further explanation in the error message.

The page shows you the change that was last processed from HR Self Service. You will see the latest change number processed, followed by the date and time as retrieved from HR Self Service. The *Status* column lets you monitor whether any action has been taken for the failed change (movement). You can change this status in the pop-up that appears when you double-click the change. The error message shows who has changed the status. The following statuses are used:



Change not dealt with



Change is being dealt with

Change has been dealt with

Change that causes a block

In exceptional situations, a change that causes a block is retrieved from Self Service. The process of retrieving changes from Self Service then stops and no more changes will be processed. You will then see the *Delist* button that enables you to delist the change so that the processing can continue. We advise you to contact the Service Desk if you encounter a change that causes a block. They will find the cause of this block to enable you to prevent the problem happening again in the future.

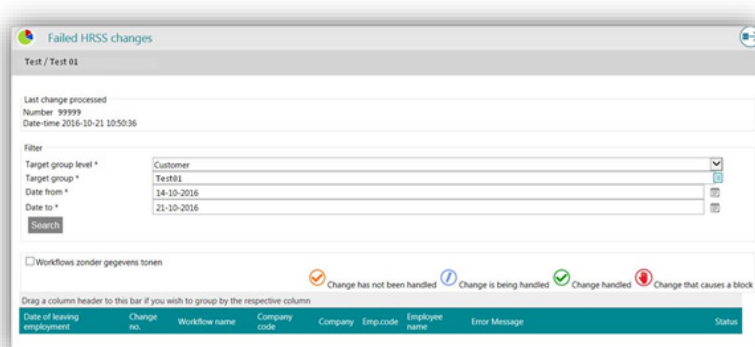
Show contents of change

Reports | Failed HRSS Changes

The failed changes report now shows you what data HR Core Business has received from Self Service. You can now view a rough version of the data received so that you can see what this data looks like and you can also do an initial analysis of the data. Double-clicking the failed change brings up a pop-up window. Clicking the **Show contents of change** button in this window shows you the data about this change that HR Core Business has received from Self Service.

Exportable elements

If the configuration of a workflow in Self Service specifies that no data will be offered to HR Core Business, the changes in question will end up with the failed changes. However, this message sometimes occurred so often that the actual failure was difficult to understand. That is why we are leaving it up to you to decide whether you want to see such failed changes or not. By default, the *Show workflow without data* checkbox has **not** been selected. Tick the box in the screen below to see the changes.



Changed and improved

3. Failure Company Code 17 (change 6045)

Import failure, error message Company Code 17 is missing with new employee

Why

The error message 'Company Code 17 is missing with new employee' was sometimes presented in the renewed interface with Self Services. This message does not clearly state the cause of the failure.

How

The new error message is as follows: Employee does not, or not yet, have an employment on date {start date}

Your action

No action is needed.

4. New translations

Why

As reported in previous release notes, this release will introduce some improvements to the translations in this application.

How

A large number of translations have been added by this release.

Your action

No action is needed.

5. Automatic email messages (change 68275)

Automatically sent email messages - Email address in the automatically sent emails is still referred to as HREasy

Why

The automatically created emails contain incorrect sender's email addresses

How

With effect from this release, the email address has been changed to:

No-Reply@youforce.net

Your action

No action is needed.

Release Notes

HR Core Business

Release 2016-11

Contents

Important messages	3
New	4
1. Renewed interface between Self Service and HR Core Business - Processing change forms in Self Service has improved	4
Changed and improved	6
2. Translations in HR Core Business (change 3940)	6
3. Status added to HRE import leave - Processed with messages	6
4. Free fields – preparing record translations for Free fields (change 4882)	7
Resolved messages	8
5. Exporting leave scheme to Excel did not work (change 71342)	8
6. Sorting by employee code in the general search screen did not work (change 4102)	8
7. RVM redelivery would yield an action date with the message Temporary not available (change 5355)	8
8. Collective leave	9
9. Error message - An unexpected error has occurred when making a selection in HR Core Business (change 5805)	10
10. Leave period for Maternity leave for multiple births has been changed	10
Management Information Business	11
Resolved message	11
11. The Processing Unit Description field and menu stated Code instead of Description (change 4309)	11
Dashboards	12
Changed and improved	12
12. OU structure in professional Dashboards has been improved	12
13. Calculation of absence percentages has been improved in manager and professional dashboards	12

This release contains improvements and any reports that have been resolved. The release notes contain a description of the new functionality and improvements introduced by this release. Some of these changes have been inspired by messages and reports from our customers. Where relevant, we have included a number to refer to our internal system in which we record messages from customers.

Menu configuration and menu options

Note: the menu configuration and menu options discussed in this document may differ from the menu configuration and menu options that have been selected in your organization.

Important messages

The November 2016 release is a maintenance release.

Nature of illness

Recording the nature of an employee's illness is not legally allowed. We therefore removed the *Nature of illness* field from the *Sickness absence* screen in release 2016-10 in HR Core Business. If you still see this field in a Self Service form, this will not lead to any failures, but you will not see this data in HR Core Business. We advise you to remove this field from the Self Service forms as soon as possible.

Actually, recording the nature of illness in a memo field is not permitted either; this is your own responsibility.

HR Core Business developments

Pilot phase of the renewed interface between Self Service and HR Core Business

After the announcements in the release notes of the past few months, we started the pilot phase of the renewed interface between Self Service and HR Core Business. The pilot has been going well and we are going to continue this phase next month by adding some customers to the pilot phase. This means that the pilot phase will be completed this month. We intend to transfer all our customers in November 2016 by converting specific groups of customers in turns. The Service Desk will inform you when we will be transferring your organization to the renewed interface.

If you have not been transferred yet, you will continue to use the *Failed HRSS changes reports* menu item. We expect that all organizations will be able to use the new processing method in December 2016.

New

1. Renewed interface between Self Service and HR Core Business - Processing change forms in Self Service has improved

Why

The pilot to introduce the new interface between Self Service and HR Core Business has been running since release 2016-05 of HR Core Business. Technically speaking, the way in which the systems process changes (movements) has changed.

How

The changes are now processed as follows:

1. Once every minute, a check is carried out for every individual customer for any changes that are ready in Self Service for processing (i.e. with a final status in Self Service).
2. The system first determines the set of change numbers and then places the change numbers in this set in numerical order; this is done in the background.
3. HR Core Business will then process the changes found for a customer one by one. The processing is done by mutation numbers (workflow instances).
4. As soon as a change number has been processed, it will be registered as processed in Self Service by the placing of the export date. You can see this date with the workflows in Self Service through the *Completed* menu item.
5. If a workflow from Self Service contains an element that cannot be processed, the system will reject the entire change (movement).

These steps take only a few milliseconds in processing time. This new method improves the system performance and leads to more stability and better continuity. This has also improved the usability of the failure report.

Performance

- Changes (movements) are processed faster.

Stability

- Processing individual changes (movements) leads to fewer failures.
- Apply a certain order for making and withdrawing applications for leave

Continuity





- Customer changes (movements) are processed in parallel
- Feedback on any changes (movements) that have been processed to Self Service (export date)

Usability

- Errors are easier to find by relating them to the change number.
- Filter options when searching failed changes (movements).
- Clarifying errors and mistakes.

The *Failed HRSS changes* report shows the failures for individual change numbers. This enables you to always directly relate a line in the summary to a workflow in Self Service. A failure line now contains the employee number and the employee name, the name of the workflow and further explanation in the error message.

The page shows you the change that was last processed from HR Self Service. You will see the latest change number processed, followed by the date and time as retrieved from HR Self Service. The *Status* column lets you monitor whether any action has been taken for the failed change (movement). You can change this status in the pop-up that appears when you double-click the change. The error message shows who has changed the status. The following statuses are used:

	Change has not been handled
	Change is being handled
	Change handled
	Change that causes a block

In exceptional situations, a change that causes a block has been retrieved from Self Service. The process of retrieving changes from Self Service then stops and no more changes will be processed. You will then see the **Delist** button that enables you to delist the change so that the processing can continue. We advise you to contact the Service Desk if you encounter a change that causes a block. They will find the cause of this block to enable you to prevent the problem.

Show contents of change

Reports > Failed HRSS Changes

The failed changes report now shows you what data HR Core Business has received from Self Service. You can now view a rough version of the data received, so that you can see what this data looks like and you can do an initial analysis of the data.

Double-clicking the failed change brings up a pop-up window. Clicking the **Show contents of change** button in this window shows you the data about this change that HR Core Business has received from Self Service.

Exportable elements

If the configuration of a workflow in Self Service specifies that no data will be offered to HR Core Business, the changes in question will end up with the failed changes. However, this message sometimes occurred so often that the actual failure was difficult to understand. That is why we are leaving it up to you to decide whether you want to see such failed changes or not. By default, the *Show workflow without data* checkbox has **not** been selected. Check this box to see the changes (movements) (fig. 01).

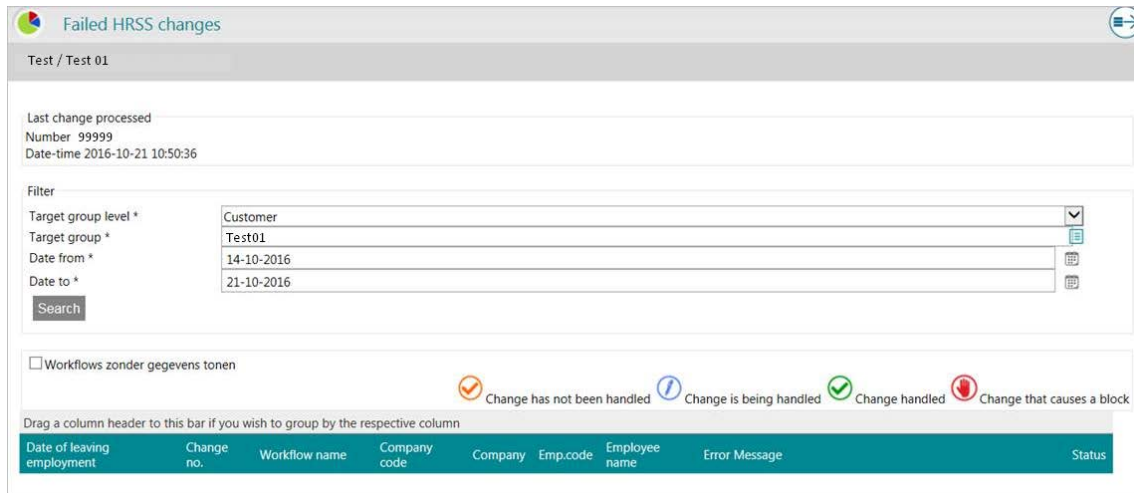


fig. 01

Changed and improved

2. Translations in HR Core Business (change 3940)

Why

Part of HR Core Business had not been fully prepared for translations.

How

Where possible, the majority of the application has now been translated. We will further improve this in upcoming releases.

Your action

No action is needed.

3. Status added to HRE import leave - Processed with messages

Settings > Import/Export > HR Data > Import Excel file (Consultant)

Why

If you import an Excel file to apply for leave, you will see the status of the processing of this file in the screen. The *Processed with messages* status has now been added to this.

How

The following statuses will be possible with effect from this release:

- Not processed

- Being processed
- Processed
- Processed with messages: this status is shown if one or more functional errors occur while processing. The file has been processed correctly to a certain extent, but there are also messages at employee level. You can view the contents of these messages in the import report, under *My Reports*
- Processing error: you will see this status if technical errors occur; the file has not been processed correctly in this case.

Your action

No action is needed.

4. Free fields – preparing record translations for Free fields (change 4882)

Settings > Configuration > Recording > Free Fields

Why

Recording translations of free fields was not possible.

How

This release enables translations of free fields to be recorded. When creating a new free field, you will see that under the languages, you only have to give a description for the language which you have logged in with. You can add the other languages.

If no translation has been entered, you will see the technical number of the field. You can change this. These translations are not yet used, we will enable this in a future release.

Dit kunt u aanpassen. Deze vertalingen worden nog niet gebruikt, dit gaan we in een latere release mogelijk maken.

Your action

In preparation you can already record translations.

Als voorbereiding kunt u alvast vertalingen vastleggen

Resolved messages

5. Exporting leave scheme to Excel did not work (change 71342)

Company > Leave of Absence > Leave Scheme

Message

The *Leave Scheme* page used to give an error message if you tried to export the data to Excel.

Solution

The software has been changed so that you can export leave schemes to Excel again.

Your action

No action is needed.

6. Sorting by employee code in the general search screen did not work (change 4102)

Employee code > Employee Data > Employees > search field Employee code

Message

Sorting by employee code from the search field in the *Employees* screen did not work.

Solution

The software has been changed so that you can sort by employee code in this screen again.

Your action

No action is needed.

7. RVM redelivery would yield an action date with the message Temporary not available (change 5355)

Company > Interfaces > RVM redelivery

Message

RVM redelivery would show the *Action Date* column with the value **Temporary not available**. However, the *Action Date* field was never supplied from RVM and should not be presented.

Solution

We have removed the *Action Date* column. We will consider the possibility of supplying this data from RVM in the future.

Your action

No action is needed.

8. Collective leave

Company > Leave of Absence > Collective Leave

Message

When assigning collective leave:

- Error messages sometimes appeared in the processing reports for errors that did not occur.
- You would sometimes see a technical code, e.g. if no working hours had been planned for a specific employee on the day when the application for collective leave was made.

Solution

The processing report has been adjusted so that:

- No more incorrect error messages will occur.
- You no longer see a technical code. For instance, if no working hours have been planned for an employee on the day when the application for collective leave is made, you will see this employee's employee code and name from now on.

Processed with messages status has been added

The *Processed with messages* status has been added to the processing report statuses, and to the processing report for importing leave.

This status means that assigning Collective leave has been processed correctly, but that there are also messages at employee level. You can now see these messages in the processing report under *My Reports*.

De medewerkercode waarbij een melding is geconstateerd staat onder in de kolom *Waarde*. De waarde in deze kolom is als volgt opgebouwd: bedrijfscode - medewerkercode - contract id - datum van de aanvraag.

You will find the employee code with the message below in the *Value* column. The value in this column is as follows: Company code - employee code - Contract ID - the date of the request.

Your action

No action is needed.

9. Error message - An unexpected error has occurred when making a selection in HR Core Business (change 5805)

Message

Several customers encountered the problem that users could no longer log into HR Core Business or that some menu items could not be opened after logging in, because an error message appeared.

Solution

The software has been changed so that these problems will not occur any more.

Your action

No action is needed.

10. Leave period for Maternity leave for multiple births has been changed

Employee > Maternity Leave > Pregnancy and Maternity Leave (WAZO)

Message

Options **D** and **E** in the *Leave period* field in the *Pregnancy and Maternity Leave (WAZO)* screen had not been capped at 10 weeks, although they should have been.

Solution

Options D and E (multiple births) in the list of values for the leave period have been changed to:

D = 8 weeks before/10 weeks after birth (multiple births)

E = 9 weeks before/10 weeks after birth (multiple births)

Your action

No action is needed.

Management Information Business

Resolved message

11. The Processing Unit Description field and menu stated Code instead of Description (change 4309)

Message

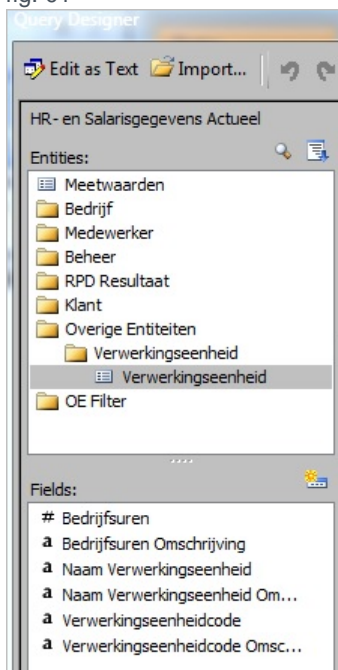
Make the description of the *Processing Unit* available to the customer.

Solution

In order to be able to use the Description in the filter, a new entity has been added for the Description of the Processing Unit.

When using the fields in this entity in a filter, you will see a menu that contains the Description (fig. 01).

fig. 01



Your action

No action is needed.

Dashboards

Changed and improved

12. OU structure in professional Dashboards has been improved

Why

Since the Dashboards failed to provide sufficient clarity as to the organization structure, we have improved this, so that you can now see the details of a certain organizational unit in a dashboard while also being able to drill down to the underlying organizational units.

This option enables you to analyse trends, developments and measured values throughout your organization.

How

The filter element lets you choose a certain level in the organization structure. The employees of the organizational units of that level, including the underlying organizational units for which the professional has been authorized, are processed in the dashboard with the option of viewing the employees of underlying organizational units in the dashboard by drilling down.

Of course, it has been taken into account here that a professional should only be able to see the people they have been authorized for. This also applies to the underlying organizational units.

Your action

No action is needed.

13. Calculation of absence percentages has been improved in manager and professional dashboards

Why

The absence percentage calculation method was based on the number of workable days in a calendar month. This did not comply with the principles that Statistics Netherlands applies to calculating absence percentages.

How

From now on, the calculation is based on calendar days instead of workable days in line with Statistics Netherlands' guidelines for calculating absence percentages.

Your action

No action is needed.

Release Notes HR Core Business

Release 201610

Content

Content		2
Changed and improved	Fout! Bladwijzer niet gedefinieerd.	
Messages remedied		3
1. Active signaling - Delete condition did not work (change 71269)		3
2. The Manager field was not filled in in Ad hoc reporting (change 3409)		3
3. Lease car details not forwarded from HRCB to Self Service (change 65918)		4
4. Processing error with collective leave (change 4253)		4
Dashboards		4
5. Manager Dashboard - Cost of absences		4
6. Professional Dashboard - Cost of absenteeism		6

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.

Solved messages

1. Active signaling - Delete condition did not work (change 71269)

menu Settings | Active signalling | Define Signal

Message

Deleting a condition with a signal was sometimes impossible.

Solution

This is possible again after this release.

Your action

Carry out the action to delete a condition of a signal.

2. The Manager field was not filled in in Ad hoc reporting (change 3409)

menu Reports | Summaries | Ad hoc reporting

Message

Selecting the *Manager* field in the Ad hoc report via HR Core Business would sometimes yield an empty field in the report.

Solution

From now on, if the *Manager* field has been included in the report and a manager is available for the employee, the name of the manager will be shown in the Ad hoc report. You can validate this through the Employment Contract (for OU) and Employees (for Manager) screens.

Your action

No action is needed.

3. Lease car details not forwarded from HRCB to Self Service (change 65918)

Not all the lease car details were forwarded from HR Core Business to Self Service.

HR Self Service menu

Message

The list price value of the car was not forwarded to Self Service.

Solution

After this release, the details will be sent from HR Core Business to Self Service. This will make the car's list price details visible.

Your action

No action is needed.

4. Processing error with collective leave (change 4253)

menu Company | Leave | Collective leave

Message

The process for assigning collective leave was often faulty. You would then see the 'Processing error' status. Furthermore, since the report did not always show all errors, some employees were not assigned collective leave.

Solution

A change has been implemented to make sure that the process is handled correctly and the collective leave is assigned to the employees in question. The report has been adjusted and any relevant messages will now be shown.

Your action

No action is needed.

Dashboards

5. Manager Dashboard - Cost of absences

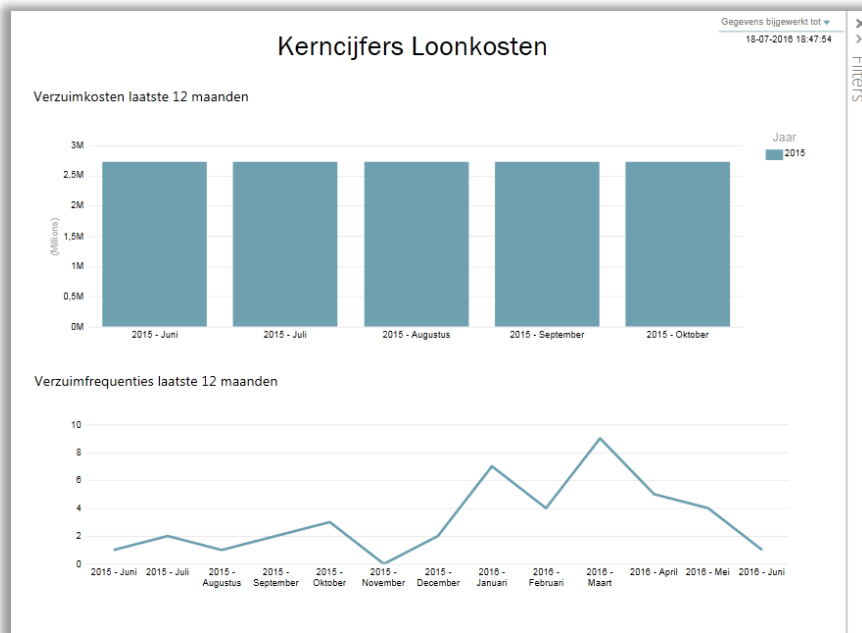
Why

A first step towards showing the cost of reported absences was taken in the August release. This first visualization is based on the gross wage recorded according to an

employee's contract and shows the cost of absences for the past 12 months, if available.

How

This first visualization is based on the gross wage recorded according to an employee's contract and shows the cost of absences for the past 12 months, if available.



6. Professional Dashboard - Cost of absenteeism

Why

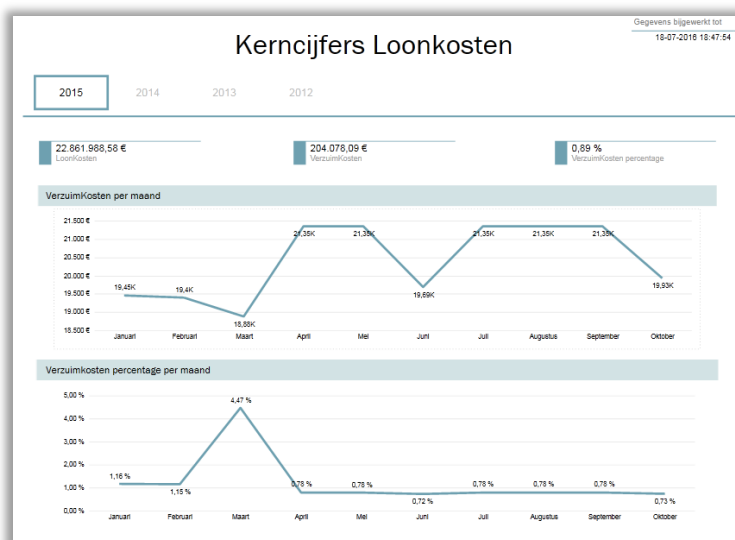
A first step towards showing the cost of reported absences was taken in the August release. This first visualization is based on the gross wage recorded according to an employee's contract and shows the cost of absences. Three new screens have now been added to the Professional Dashboard for this purpose.

How

These first visualizations are based on the gross wage recorded according to an employee's contract.

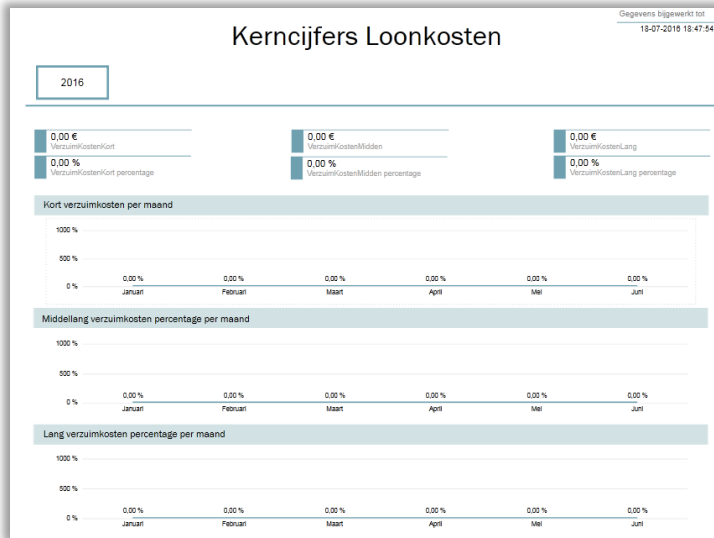
Screen 6 of 8 shows:

- the wage cost for the current year, up to and including the last full calendar month, based on the gross wage recorded according to employees' contracts
- the cost of absences for the current year, up to and including the last full calendar month, based on the gross wage recorded according to employees' contracts and pursuant to the absence percentage
- the absence percentage for the current year, up to and including the last full calendar month
- the graphic presentation of the cost of absences per month
- the graphic presentation of the absence percentage per month



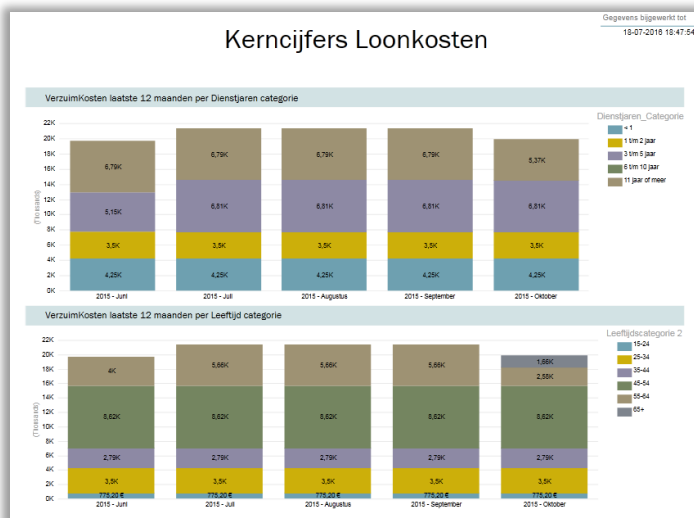
Screen 7 of 8 shows:

- the cost of absences for the current year, up to and including the last full calendar month, based on the gross wage recorded for Short, Medium, and Long-term Absence respectively
- the absence percentages for the current year, up to and including the last full calendar month for Short, Medium, and Long-term Absence respectively
- the graphic presentation of the cost of absence for Short, Medium, and Long-term Absence



Screen 8 of 8 shows:

- the cost of absences for the past 12 months for the various categories of years in employment
- the cost of absences for the past 12 months, per age bracket



Release Notes

HR Core Business

Release 2016-09

Contents

Important messages	3
Changed and improved	3
1. Browsing to a next page did not work (change 68434)	3
2. Browsing the list of values not possible after applying filter (change 2892)	4
3. Exporting Attendance schedule page did not work (change 69823)	4
4. An error message was displayed when moving an Organizational Unit to another location (change 3411 / 70625)	4
5. Possible import errors not in Import report	5
6. Export to csv - Creating a CSV file did not work (change 4112)	5
7. Alternative description of daily payments not shown in the Change Report (extended) (change 4113)	6
8. Error message when processing signals (change 4319)	6
Management Information Business	7
New	7
9. Report builder/HR Data Feed - fields added to Maternity Leave entity	7
Resolved message	7
10. Absence percentages differ in reports (change - ITRP 30356)	7
Dashboards	8
Modified	8
11. OU structure in professional Dashboards has been improved	8

This release contains improvements and any reports that have been resolved. The release notes contain a description of the new functionality and improvements introduced by this release. Some of these changes have been inspired by messages and reports from our customers. Where relevant, we have included a number to refer to our internal system in which we record messages from customers.

Menu configuration and menu options

Note: the menu configuration and menu options discussed in this document may differ from the menu configuration and menu options that have been selected in your organization.

Important messages

The September 2016 release is a maintenance release.

HR Core Business developments

Pilot phase of the renewed interface between Self Service and HR Core Business

After the announcements in the release notes of May 2016, we started the pilot phase of the renewed interface between Self Service and HR Core Business. The pilot has been going well and we are going to continue this phase next month by adding some customers to the pilot phase. This means that the duration of the pilot phase will include the September release and that the majority of customers will not use the renewed interface in September 2016.

If you have not been transferred yet, you will continue to use the *HRSS changes drop-out reports* menu item. We expect that all organizations will be able to use the new processing method after the September release.

Changed and improved

1. Browsing to a next page did not work (change 68434)

menu Company > Interfaces > RVM redistribution

Message

Browsing to the next page of the RVM redelivery was not possible

Solution

This release has made this possible again.

Your action

No action is needed.

2. Browsing the list of values not possible after applying filter (change 2892)

menu Maintenance > Repository > List of values

Message

Browsing to the next page of the list of values was not possible if a filter had been applied.

Solution

HR Core Business has been modified to re-enable browsing the list of values after you have applied a filter.

Your action

No action is needed.

3. Exporting Attendance schedule page did not work (change 69823)

menu Company > Working pattern > Attendance schedule

Message

Clicking the **Export** button in the *Attendance schedule* was hardly possible. Only a small portion of the button worked and would actually export the data.

Solution

The function of the **Export** button has been restored, enabling you to export the data again.

Your action

No action is needed.

4. An error message was displayed when moving an Organizational Unit to another location (change 3411 / 70625)

Management > Maintenance > Organizational Units

Message

When attempting to move an Organizational Unit to another location, the following message would sometimes show: *An error occurred while handling this transaction.* You were not able to move the Organizational Unit then. This occurred if:

- you entered something in the *Search string* field and then attempted to move an organizational unit without clicking *Search*.
- a more recent organizational unit was placed under an older one.

Solution

The software has been modified so that you can now also move organizational units in the situations sketched above.

Your action

No action is needed.

5. Possible import errors not in Import report

menu **Reports > Mijn rapporten**

Message

When importing data, any import errors would not be included in the import report which you can access via *My Reports*.

Solution

From now on, the import report will show any errors that occur while importing.

Your action

No action is needed.

6. Export to csv - Creating a CSV file did not work (change 4112)

Employee > Employee Data > Employees > Search button  in the top right corner

Message

If you selected that all the columns should be shown, **Exporting** the data would lead to an error message.

Solution

Exporting with all columns being shown is now possible. There may be too many columns for Word or PDF documents. They will not fit on one page then.

Your action

No action is needed.

7. Alternative description of daily payments not shown in the Change Report (extended) (change 4113)

Reports > Controlsheets > Change Report (extended)

Message

If you had recorded changes for daily payments with an alternative description in the *Payments and Deductions (daily payments)* screen, the daily payment would be listed under its original description in the *Change Report (extended)* instead of under the alternative description.

Solution

From now on, any data for which an alternative description has been recorded will also be stated in the *Change Report (extended)* under this alternative description.

Your action

No action is needed.

8. Error message when processing signals (change 4319)

HRCB Desktop

Message

When opening, editing, removing and approving active signals you would see the *An unexpected error has occurred* message.

Solution

HR Core Business has been modified so that opening, editing, removing and approving active signals now do not yield any errors.

Your action

No action is needed.

Management Information Business

New

9. Report builder/HR Data Feed - fields added to Maternity Leave entity

Why

Since fields for recording triplets or more, and flexible maternity leave were added to HR Core Business, the Report models for the ad hoc reports and HR Data Feed have been expanded by the following fields:

- Multiple birth
- WAZO End date
- Flexible maternity leave

How

These fields have been added to the entity *Employee - Maternity Leave*.

Your action

No action is needed.

Resolved message

10. Absence percentages differ in reports (change - ITRP 30356)

Message

The following reports contain inconsistent absence percentages:

- R-ZK-10000
- R-ZK-10110
- R-ZK-10140

Solution

Only absence reports based on *Department* can be compared to each other. This also applies to reports based on *OU* and *Cost centre* because the populations may be composed differently.

This means that the following reports cannot be compared to each other:

- R-ZK-10000, based on departments
- R-ZK-10110 based on cost centres
- R-ZK-10140 based on org. units

Your action

No action is needed.

Dashboards

Modified

11. OU structure in professional Dashboards has been improved

Why

Since the Dashboards failed to provide sufficient clarity as to the organization structure, we have improved this, so that you can now see the details of a certain organizational unit in a dashboard while also being able to drill down to the underlying organizational units.

This option enables you to analyse trends, developments and measured values throughout your organization.

How

The filter element lets you choose a certain level in the organization structure. The employees of the organizational units of that level, including the underlying organizational units for which the professional has been authorized, are processed in the dashboard with the option of viewing the employees of underlying organizational units in the dashboard by drilling down.

Of course, it has been taken into account here that a professional should only be able to see the people they have been authorized for. This also applies to the underlying organizational units.

Your action

No action is needed.

Release Notes

HR Core Business

Release 2016-08

August 1st 2016

Version 1.0

Contents

Important messages	3
Messages resolved	3
1. Branch showed the code only (change 3929)	3
2. Searching in EDI sickness messages did not work correctly	4
3. Memo field yields an error message (change 69581)	4
Management Information Business	4
4. New - Report Cleaner	4
Resolved message	5
5. First date of employment empty (change 4224)	5
Dashboards	6
6. New in Manager Dashboard - Cost of absences	6
7. New in Professional Dashboard - Cost of absenteeism	7

The new version of HR Core Business will be released soon. This release contains improvements and any reports that have been resolved. The release notes contain a description of 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 to refer to our internal system in which we record messages from customers.

Menu configuration and menu options

Note: the menu configuration and menu options discussed in this document may differ from the menu configuration and menu options that have been selected in your organization.

Important messages

The August 2016 release is a maintenance release.

HR Core Business developments

Pilot phase of the renewed interface between Self Service and HR Core Business

After the announcements in the release notes of May 2016, we started the pilot phase of the renewed interface between Self Service and HR Core Business. The pilot has been going well and we are going to continue this phase next month by adding some customers to the pilot phase. This means that the pilot phase will continue until the September release and that the majority of customers will not use the renewed interface in August 2016.

If you would like to be transferred to the renewed interface before then, please contact the Service Center. If you have not been transferred yet, you will continue to use the *HRSS changes drop-out reports* menu item. We expect that all organizations will be able to use the new processing method after the September release.

Messages resolved

1. Branch showed the code only (change 3929)

menu Employee > Employees

Message

Previously, when you opened the selection window at the *Branch* field in the *Employees* screen using the icon with the magnifying glass, you would only see the codes of the branches. The descriptions in the *Branch (HRE)* column were missing.

Solution

This has been changed. From now on, when you open the selection window of the *Branch (HRE)* field, you will see the descriptions of the branches and the codes.

Your action

No action is needed.

2. Searching in EDI sickness messages did not work correctly

menu Company > Illness > Edi sickness messages

Message

Searching in the *EDI sickness messages* function did not always yield the right information.

Solution

This problem has been solved and the preset filters now show the right messages.

3. Memo field yields an error message (change 69581)

Various memo fields path

Message

You would sometimes see an error message when using a memo field.

Solution

This has been resolved so that you can now use memo fields without an error message being shown.

Management Information Business

4. New - Report Cleaner

Why

Organizations regularly develop new reports. The old reports often remain in the system for a long time, resulting in a growing collection of reports of whom nobody knows whether they are still being used.

Research has shown that nearly half of all organization-specific reports had not been used for more than one year. This sometimes concerns hundreds of reports per organization.

We have developed the Report Cleaner to help you rearrange old reports.

The eventual goal of the Report Cleaner is to remove old reports that you no longer use. However, Report Cleaner version 1 which is the part of this release does not do this yet.

How

Report Cleaner version 1:

Determines which ad hoc reports, corporate reports have not been used for at least 400 days and have not been changed during the last two months either.

Moves obsolete, unused and unchanged reports to the folder **OO_Reportcleaner**. This is a kind of Recycle Bin. For the time being, the reports in this folder will continue to be available.

Sends you an email for your information.

If the Report Cleaner moves an obsolete report from the customer folder to the folder OO_Reportcleaner:

- the description of the report in the reporting system will change to show what was the original customer folder.
- changes the name of the report by adding a sequential number if this folder already contains a report of the same name.

When

The Report Cleaner is run as a monthly batch job on every second Tuesday of the month, between 00:00 and 06:00 a.m.

Which reports

The Report Cleaner only considers company-specific reports and disregards any user-specific reports, i.e. reports made by a user for their personal use, which they do not share with the organization: the reports in the Users Folders folder.

More information

To get more details on the Report Manager, see the website [https://msdn.microsoft.com/en-us/library/ms159259\(v=sql.105\).aspx](https://msdn.microsoft.com/en-us/library/ms159259(v=sql.105).aspx)

You can find extensive examples and screen shots of the Report Cleaner in the *Report Cleaner* chapter of the *Ad hoc reports* manual.

Your action

Check that an obsolete report that has been moved to the **OO_Reportcleaner** folder is really a report that is no longer used:

The report is no longer used. This report can be removed from the reporting system.

The report must be saved. You can place the report back in the original customer folder by clicking Move in the Report Manager (a web application of the Microsoft SQL Server Reporting Services reporting system).

Resolved message

5. First date of employment empty (change 4224)

First date of employment remained empty in the employee summary

Message

If you wished to change an employee in the Performance Management module, the *First date of employment* field remained empty.

Solution

After correcting the interface, the field is filled with the right information.

Dashboards

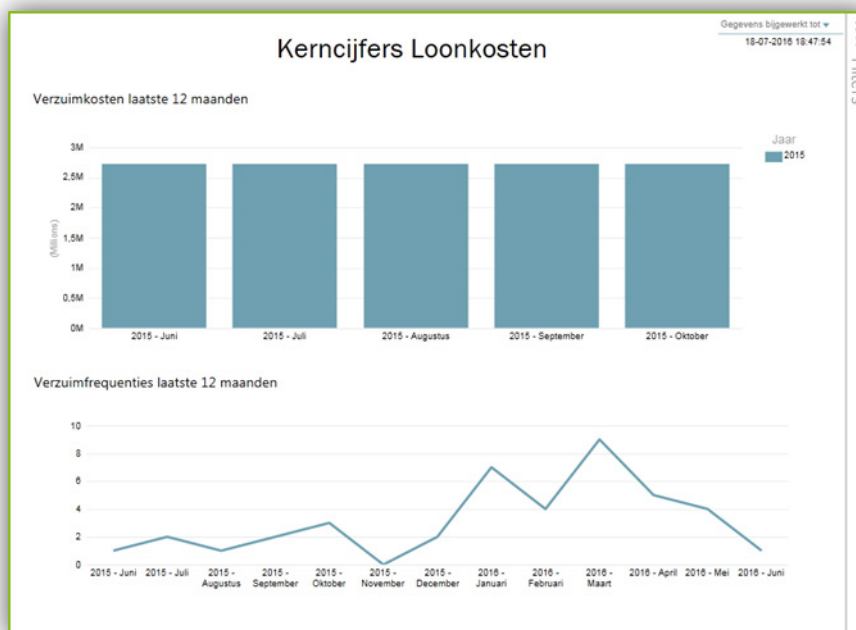
6. New in Manager Dashboard - Cost of absences

Why

Customers would like the cost of absences to be displayed. In this release we have taken a first step towards visualising the cost of absences.

How

The Manager Dashboard has been expanded by a visualization of the cost of absences based on the gross wage recorded according to an employee's contract.



Note: this screenshot is currently not available in English.

This shows you the cost of absences for the past 12 months, if available.

Your action

No action is needed.

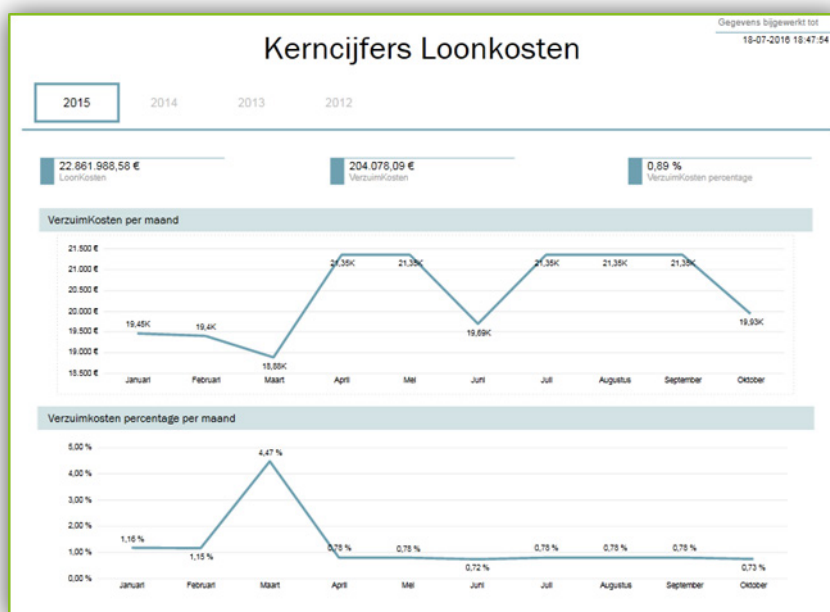
7. New in Professional Dashboard - Cost of absenteeism

Why

Customers would like the cost of absences to be displayed. In this release we have taken a first step towards visualising the cost of absences.

How

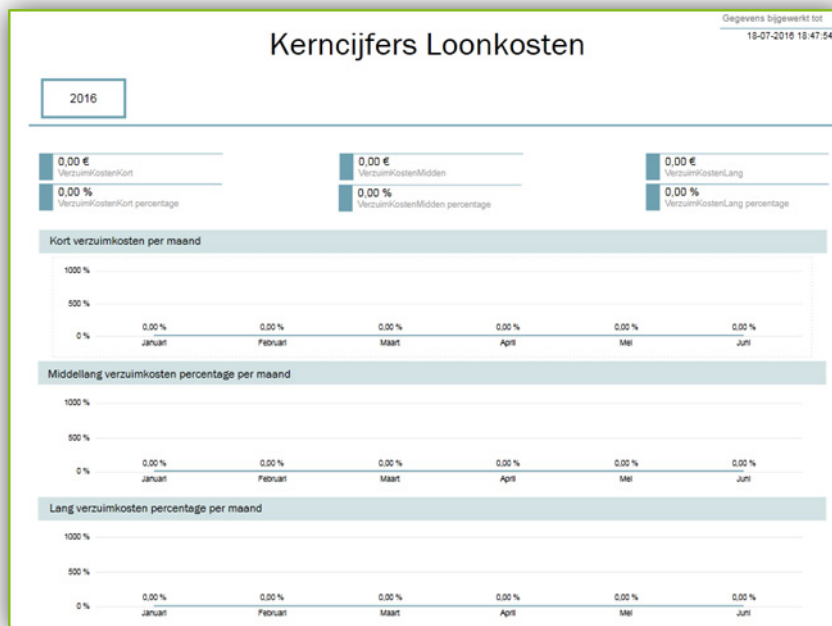
The Professional Dashboard has been expanded by three new visualizations showing you the cost of absences based on the gross wage recorded according to an employee's contract.



Note: this screenshot is currently not available in English.

Visualisation 6 of 8 shows:

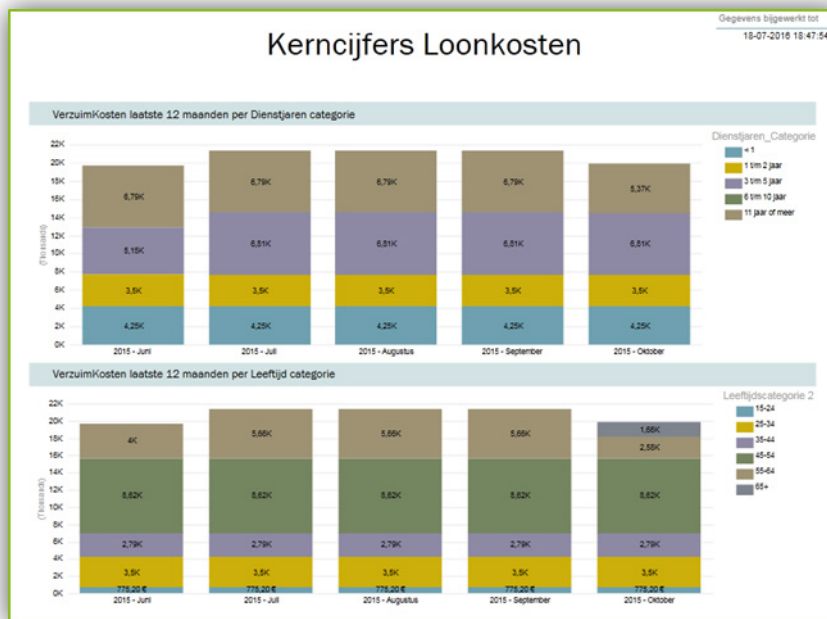
- The wage cost for the current year up to and including the last full calendar month, based on the gross wage recorded according to employees' contracts.
- The cost of of absences for the current year up to and including the last full calendar month, based on the gross wage recorded according to employees' contracts pursuant to the absence percentage.
- The absence percentage for the current year up to and including the last full calendar month.
- The graphic presentation of the cost of absences per month.
- The graphic presentation of the absence percentage per month.



Note: this screenshot is currently not available in English.

Visualisation 7 of 8 shows:

- The cost of absences for the current year up to and including the last full calendar month, based on the gross wage recorded for Short, Medium-term and Long-term Absence respectively.
- The absence percentages for the current year up to and including the last full calendar month for Short, Medium-term and Long-term Absence respectively.
- The graphic presentation of the cost of absence for Short, Medium-term and Long-term Absence.



Note: this screenshot is currently not available in English.

Visualisation 8 of 8 shows:

- The cost of absences for the past 12 months, for the various categories of years in employment.
- The cost of absences for the past 12 months, per age bracket.

Your action

No action is needed.