

# Recruit Release Notes

Changes Launching 2015-1-22

## Applicants

The applicant review screen has been streamlined and updated to provide quicker access to the information and better match the rest of the site. Moving forward we anticipate the applicant management features being added into this page, and the existing management UI fading away.

The screenshot shows the 'IRD Recruitment' applicant review interface for Aaliyah Mante. The page includes a header with navigation links (Search Info, Reports, Applicants (11)), a user profile section with a 'Return to List of Applicants' link, and a 'Basic Qualifications' section showing 'Meets' and 'Status: Complete'. The 'About' section lists education (Doctorate at Wodko School, 2001), PhD Advisor (Christa Stokes N. Mr. Lloyd Auer), Dissertation (Vokutatum veritatis et quaquam ut quae at), Email address (ajtestmail+richard@uci.edu), and Address (3015 Arthur Shore, East Maegan, Kansas 43241). The 'Documents' section shows a table of required documents: Curriculum Vitae (Download Required), Cover Letter (Not yet provided), Statement of Research (Not yet provided), Statement of Teaching (Not yet provided), Statement of Contrib... (Not yet provided), and Misc / Additional (Not yet provided). The 'Letters of Reference' section shows '3-5 required' and 'No references provided'. The 'Review' section includes a 'Download PDF Resume' button, a 'Personal Note' field (just for you, not shared) with placeholder text, and a 'Public Comments' section with a 'Your Comment' text area and an 'Add Comment' button. The 'Flags' section shows a list of countries (Norway, Oman, Pakistan) and a 'Display to reviewers' button.

We've updated the **Equal Employment Opportunity poster link**, as requested on the discussion list. This text is shown on the list of open recruitments, as well as on each individual recruitment's details page.

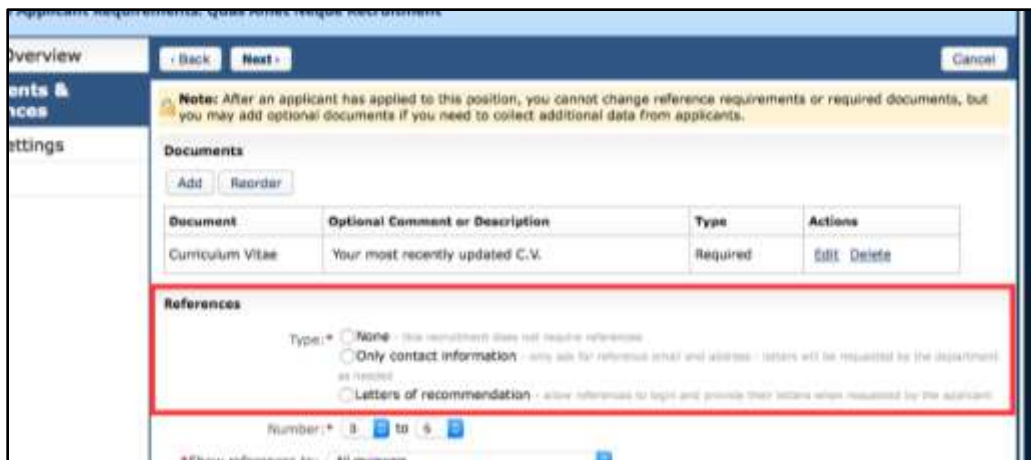
The screenshot shows the bottom of the recruitment application page. It features an 'Apply Now' button, a link for 'Questions? Contact the hiring department', and a link for 'Already applied? Log in to your application'. A red box highlights the text: 'University of California, Irvine is an Equal Opportunity/Affirmative Action Employer. You have the right to an equal employment opportunity.' Below this text are links for 'Current Primary Institution's Equal Opportunity Policy and Complaint Process' and 'Current Secondary Institution's Equal Opportunity Policy'. The footer includes 'Personnel Recruit', 'University of California, Irvine', and 'Privacy Policy Access'.

# References

We've **removed the confidentiality statement from the preview** shown to the applicant. The statement is meant for the references, and responding to applicant requests about the confidentiality statement was generating extra work for analysts.

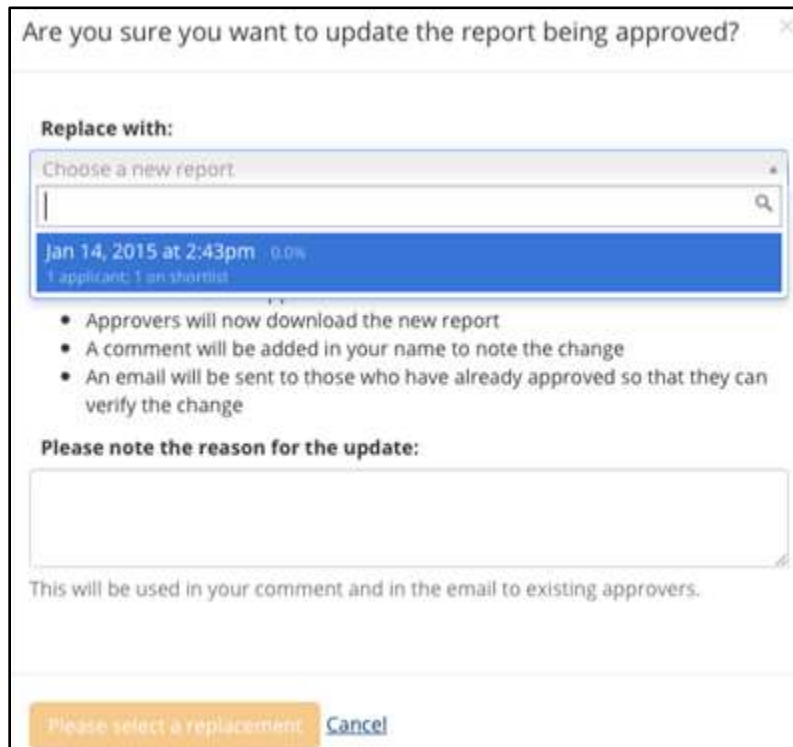


We now **require the analyst to pick how to handle references**. Previously, the default selection of “Letters of recommendation” guided analysts to ask for more information than they needed in many cases, and we had many requests to revert this setting after applicants had applied, which the system does not allow and which should not happen. By removing the default, we are forcing the analyst to think about their requirements and make a choice.



## Approvals

Resolved a usability issue when updating the approval. Diversity & Search reports generated on the same day and named the same thing had no way of being distinguished from one another when analysts wanted to choose a replacement. The choice now differentiates between reports with the time stamp along with the date stamp.



Are you sure you want to update the report being approved?

**Replace with:**

Choose a new report.

Jan 14, 2015 at 2:43pm 0.0%

1 applicant, 1 on shortlist

- Approvers will now download the new report
- A comment will be added in your name to note the change
- An email will be sent to those who have already approved so that they can verify the change

**Please note the reason for the update:**

This will be used in your comment and in the email to existing approvers.

Please select a replacement [Cancel](#)

## Responsiveness

A number of pages in the site have been optimized to make them speedier. The public-facing list of open recruitments, the recruitment's applicant list, and the [recruitment information API](#) should all be much quicker to load.

## Important Bugs

- Resolved an issue where central campus helpdesks were not CC'd on some support requests
- Resolved an issue where reference counts were wrong when downloading applicant information as a csv file (Thank you UCSC for finding this one)
- Resolved an issue where Reviewers and Additional Reviewers could not mark applicants as read from the Applicant Review page (Thank you UCR for reporting this)