



5.12 & 5.13 Release Notes

Overview

5.12 & 5.13

New Features

- ActionHRM API (Application Programming Interface)
- Recruitment Resume text search and improved applicant search including complex applicant search
- SAML 2 Single Sign on Support
- Workflow Delegation
- New Payroll Extraction flexibility including both job, cost and rate factors and unitary additions / deductions e.g. km travel allowance
- Duplicate warnings for timesheets and leave requests
- Ability to load starting leave balances in New Employee Wizard for non-payroll employees
- Ability to not view employees based on Groups

Minor Improvements

- Performance improvement to focus / core employee dropdown
- Emails are now queued before sending via a scheduled task
- Improved duplicate employee warning when setting up new employee

Feature Overview

ActionHRM API (Application Programming Interface)

We have now launched an integrated RESTful API. The initial API release provides core establishment details.

We have had BETA clients using this API for number of months to integrate / update their internal systems and active directory details for some time. Allowing automated updates / adds and removes from internal business systems.

ActionHRM API Getting Started Guide

Introduction

ActionHRM API is a RESTful web service for creating and storing notes. It uses hypermedia to describe the relationships between resources and to allow navigation between them.

Getting started

In this section, we will provide a quick guide to getting started with the ActionHRM API. We will walk through the process of obtaining an authorisation token, using it to authorise a request, and searching available employees.

Generating Authorisation Token

To get started with the API, you will need to generate an authorisation token. This token is used to authorise all requests you make so that you will not need to use or store your username and password in your own scripts or applications.

Following the example, you will POST the username and password fields along with the field `grant_type` with a value of `client_credentials` to the token endpoint.

```
curl -u username:password -X POST https://v5.actionhrm.com/hrm/oauth/token --data "grant_type=client_credentials"
```

```
HTTP/1.1 200 OK

{
  "access_token": "ff404e00-0ed6-494d-a892-daa8a8a1067",
  "token_type": "bearer",
  "expires_in": 43199,
  "scope": "read write trust"
}
```

You can access the sample API documents on <https://v5.actionhrm.com/hrm/docs/getting-started-guide.html> to coordinate your access and API user account please contact our support team. In 5.14 we will be incorporating a new Recruitment API providing access to recruitment process data allowing for advanced website integration.

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Recruitment Resume Text Search and Improved Applicant Search

Applicant search now includes indexed elastic search for extremely fast complex search including document text (e.g. resume).

The screenshot displays the Applicant Details interface. At the top, there are tabs for Summary, Applicants, and Recruiters. The main area shows a search results table with columns: Name, Band, Status, Notification, Application Date, Reviewed, Last Interview Date, Decision, Points, and Blocker. Two results are visible: Kelly, Adam (Interviewed) and Jones, Adam (Hired). The Hired status is highlighted in green. To the right, there are summary panels: Recruitment Details (Job Title: Developers, Employment Type: TALENT-DEV, etc.), Status Summary (Applied: 5, Reviewed: 1, etc.), and Band Summary (1 - Pref. Applicant: 0, etc.).

You can also perform complex search including greater than, less than, equal to and have OR (Match any) and AND (Match All) search conditions.

This screenshot shows the Applicant Details interface with advanced search filters applied. The search criteria are: Application Date Greater than 01/04/2014 and Band Not Equal to 5 - Unsuitable. The filters are displayed in a yellow box above the search results table.

SAML/SAML2 Single Sign On Support

With a move to more open authentication standards we incorporated SAML and SAML2 single sign on support. This is in addition to the Active Directory authentication already available.

Workflow Delegation

When you have a manager absent for some period of time you can now enable date based delegation and have different workflow helpers assigned for different workflows if needed.

This feature is enabled under Employee > Workflows. You select the manager / or employee that wants to delegate their workflow processing rights. Enable select a start / and optional end date and select the delegatee employee.

Workflows available for selected Employee

Workflow Type	Custom or Default	Valid
Address Change	Default	✓
Expense Claim	Default	✓
Leave Request	Custom	✓
OHS Action Request	Default	✓
OHS Issue	Default	✓
Performance Assessment	Default	✓
Performance Review	Default	✓
Review Planning	Default	✓
Time Card/Sheet	Custom	✓
Training Request	Default	✓

Workflow Delegate Configuration

Workflow Type	Activate/Deactivate	Start Date *	End Date	Delegatee *	Delegate Permission
Leave Request	<input checked="" type="checkbox"/> On	29/12/2015	dd/mm/yyyy	Fung, Gary - (Bumble Bee®)	<input type="checkbox"/>
Address Change	<input type="checkbox"/> Off				

Select the manager /-employee that requires or requests to delegate their workflow processing.

Switch this on add a start date (and optional end date) and select the delegatee (e.g. the employee who will process the workflows on the managers behalf)

New Payroll Extraction flexibility including both job, cost and rate factors and unitary additions / deductions e.g. km travel allowance

Time codes now provide job, costing and pay factor overrides for complex time import into our common supported payrolls.

Cost Code

Label *	Time and Half
Costing Account	Default
Job Code	
Pay Factor	1.5
Pay Code	TAH
Interpreted	<input checked="" type="checkbox"/>

Save Back

Unitary additions and deductions can also be captured and pushed down to payroll a common example would be a Km Travel Allowance.

Value	Code	Cost Account
HARBOUR - 564256345		
INTADMIN - NO CHARGE		
Km Travel Allowance	KM-01	
ROYCOM-1315341345		
ROYCOM-1389788899		
TOIL		

Save Back

Duplicate warnings for timesheets and leave requests

Duplicate warnings have been added to the Timesheet and Leave Request.

⚠ Time Card(s) with overlapping date: 03/12/2015



Workflow Information

Time Card/Sheet Details

Employee * Adams, Kent - (Bumble Bees)

Timezone * Australia/Sydney

Single Entry Multi Day Timesheet

Date * 03/12/2015

⚠ There are Leave record(s) or request(s) that exist within this date period. Please review to avoid duplication.
Annual Leave (Unspecified) - [28/07/2015 ~ 29/07/2015 (11.25 hours), Approved by Adams, Kent on 27/07/15 10:20 AM]



New Leave Record

Employee Adams, Kent

From * 28/07/2015

To * 28/07/2015

Leave Type * Annual Leave

Leave Reason * Unspecified

Cancel Forward

Ability to load starting leave balances in New Employee Wizard for non-payroll employees

The new employee wizard has been extended to include assigning initial starting balances for non-payroll employees.

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Add Leave Balances

As At Date	03/11/2015	
Annual Leave	0.0 hours	days
Examination/Study Leave	0.0 hours	days
Long Service Leave	0.0 hours	days
Loyalty Leave	0.0 hours	days
Maternity Leave	0.0 hours	days
Paternity Leave	0.0 hours	days
Personal Leave	0.0 hours	days
RDO	0.0 hours	days
Time off in Lieu	0.0 hours	days

Cancel Back Forward Skip

Ability to not view employees based on Groups

You can now exclude a user seeing specific groups or employees e.g. blacklist. This is extremely useful if you want an employee to say see all employees in a department except senior management / or similar.

The screenshot displays five stacked panels in a web application interface:

- Permissions**: A panel with a blue header. It contains a section "Select View Access" with two radio buttons: "View All" (unselected) and "Custom Settings" (selected). Below this are two checkboxes: "Include employee's record" (checked) and "Include subordinates's record" (unchecked).
- Employee Group(s) Access**: A panel with a blue header. It features a search bar labeled "Employee Group" containing the text "All Active". There are icons for settings, a dropdown arrow, and a close button (X) to the right of the search bar. A plus sign (+) is located below the search bar.
- View List**: A panel with a blue header. It has a label "Employee" above an empty text input field.
- Black-List Group(s) Access**: A panel with a blue header. It features a search bar labeled "Employee Group" containing the text "HR Team & Senior Execs". There are icons for settings, a dropdown arrow, and a close button (X) to the right of the search bar. A plus sign (+) is located below the search bar.
- Black-List**: A panel with a blue header. It has a label "Employee" above a text input field containing the text "Brown, Mark".