Recruit Release Notes Changes Launching 2017-04-20

Recruitments: Search Conclusion

**Heads up!** You might want to announce this one, as it changes how analysts wrap up recruitments.

We added the ability to **close an applicant pool early**. This shuts out applicants from applying and from modifying their applications, so it acts a lot like inactive to the public, but it lets approvals and search committee members continue their work. For open-until-filled recruitments that are already filled, closing the applicant pool lets you wait on that last approval. For recruitments that still need one more **Hired** status, closing the applicant pool will make sure you're not wasting applicants’ time providing materials for positions they'll not be considered for.

Before search conclusions were added, analysts finished off recruitments by marking them inactive. But now that we have conclusions, we no longer need inactive, so we're **removing the ability to make a recruitment inactive**. Now instead of one big “inactive” shelf where old recruitments sit, we have new labeled shelves: these recruitments resulted in hires, these didn't, these get canceled, whatever. The labels help you know how things went, and let you determine which recruitments are **actually done** and which are just waiting for final updates. To reap these benefits, use the nice new labelled shelves; the old one's all full.

Recruitments: Unified Applicant Page

Analysts can now **edit existing reference contact information from the applicant review page**. This marks the penultimate story required before we can remove the Applicant Manage page from the Recruit application.
Exemptions
When picking which approval workflow an exemption should use, we can now take the exemption category into account. So your recalls can now route to different offices than your summer session lecturers, and no one needs to be bothered with exemptions they don’t have anything to do with.

Emails
Typos: everybody makes them. While most of the time they are inconsequential, they are a problem when it comes to an applicant or a reference’s contact info.

Typos in the email domain were causing many emails to be sent out into the ether. We have implemented a change that we feel will make it less likely that a user will enter an incorrect email to begin with. When an odd email domain, such as hutmail.com or gmel.co is entered, we now display an email suggestion alert to the user to point out the possible mistake.

Documentation
In order to ensure a smooth transition toward the Search Conclusion feature, we have updated the full user manual. The full user manual can be found on the UC Recruit project site.

Bugs ‘n Stuff
- Dropdown “picker” menus were not accepting text input. They will now accept text input.
- Success message banners kept saying that offer information was saved when analysts updated an applicant’s status. These messages will now only display if offer information is actually being saved.