Recruit Release Notes
Changes Launching 2018-07-12

Recruitments
In our continuing effort to simplify recruitment creation, we have **removed the multi-step configure for online wizard**. The old interface required you to make one single decision—what kind of reference requirement you wanted—and that's now part of the before-plan-submission checklist instead. That means that you can make a new recruitment in six fewer clicks, and makes this part of Recruit work and act like the rest of the application.

To assist users who are unfamiliar with this new recruitment creation process, we have implemented a **step-by-step tour** that activates as soon as the user initiates the creation of a new recruitment.

It was previously difficult for users to know which sections were required before a search plan could be submitted for approval. In order to guide users toward a successful search plan approval request, we have **added the required elements to the search plan checklist**.

**Multi-level recruitments** see it on your QA site

We spent a lot of time building out the new Requirements tab that will soon house the document and reference requirements. This new tab will allow Recruit to handle multi-level recruitments while streamlining and updating the experience for the usual single-level case.
The new tab lets you **change your document requirements by level**. That means that you can make a document required for one level, but optional in another. You can even decline to request a document from some levels, and the applicant won't even see that document.

**Document requirements can also be deleted.** Deleting will affect all levels; if you want a document in some levels but not others you can make it “Not requested” for some levels while making it “Required” or “Optional” for others.

You can also **reorder document requirements**, which affects the order in which document requirements will appear to applicants in all levels.

Analysts can also now **request late documents** after the requirements lock. As before, these are only allowed to be Optional for equity purposes, but in multi-level recruitments analysts can limit the scope by specifying which level's applicants will receive the optional document request.

**Documentation**
We have updated the online help documentation to include the new recruitment creation process.