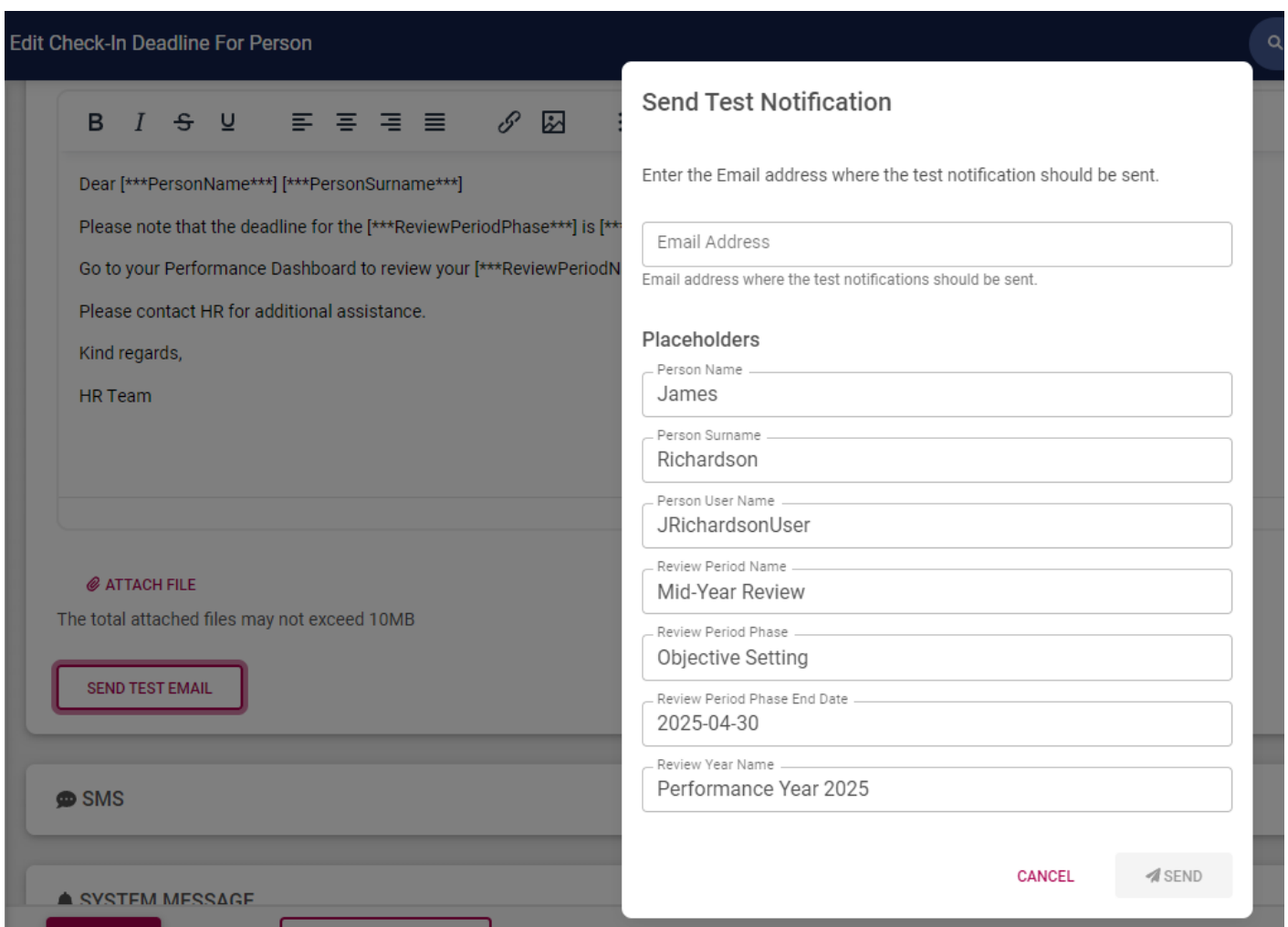


# Version 9.1.70 (26 February 2024)

## Notifications

### Add example data to recipients for notification testing (#93775)

When sending a test email, example data is added:



The screenshot shows a web interface for editing a check-in deadline for a person. A modal dialog titled "Send Test Notification" is open, allowing the user to enter an email address and provide placeholder data for the test notification. The background shows a rich text editor with a draft email and a "SEND TEST EMAIL" button.

**Edit Check-In Deadline For Person**

**Send Test Notification**

Enter the Email address where the test notification should be sent.

Email Address

Email address where the test notifications should be sent.

**Placeholders**

Person Name  
James

Person Surname  
Richardson

Person User Name  
JRichardsonUser

Review Period Name  
Mid-Year Review

Review Period Phase  
Objective Setting

Review Period Phase End Date  
2025-04-30

Review Year Name  
Performance Year 2025

CANCEL SEND

**Dear [\*\*\*PersonName\*\*\*] [\*\*\*PersonSurname\*\*\*]**

Please note that the deadline for the [\*\*\*ReviewPeriodPhase\*\*\*] is [\*\*\*ReviewPeriodPhaseEndDate\*\*\*].

Go to your Performance Dashboard to review your [\*\*\*ReviewPeriodName\*\*\*].

Please contact HR for additional assistance.

Kind regards,

HR Team

ATTACH FILE

The total attached files may not exceed 10MB

SEND TEST EMAIL

SMS

SYSTEM MESSAGE

## Job Profiler

# Check if job profile is published when calculating vacant positions on the different org structure views (#112369)

Only show Vacant Positions when the Job has been published. For example when appointing a new person.

One Job is Published and the other are not.

CODE	TITLE	POSITIONS	VANCANCIES	PUBLISHED
14f39234	Sales Supervisor	2	1	✓
15d3b3ca	Tester	2	1	✗

When appointing a new person, only the published Job's vacancies is shown.

The screenshot shows the 'Add Person' interface. On the left, under 'SELECT AN ORGANISATIONAL UNIT', a tree view shows the hierarchy: Group Signify Software (1 People, 0 Vacancies) > Country South Africa (0 People, 0 Vacancies) > Department Finance (0 People, 0 Vacancies) > Division Accounts (0 People, 0 Vacancies) > Division Customer Accounts (0 People, 0 Vacancies) > Division Systems (1 People, 0 Vacancies) > Department Human Resources and Administration (0 People, 0 Vacancies) > Division Human Resources (0 People, 0 Vacancies) > Division Administration (0 People, 0 Vacancies) > Department IT (0 People, 0 Vacancies) > Department Sales (1 People, 1 Vacancies). On the right, under 'SELECT A POSITION', the path is 'In Lee-Ann R2 | Signify Software | South Africa | Sales'. There are buttons for 'SELECT FROM POSITIONS' and 'SELECT FROM JOB LIBRARY'. A search bar is present. A '+ POSITION' button and a 'Show All Positions' toggle are also visible. A 'Positions Vacant From' date is set to '2024/02/27'. A table shows the following data:

POSITION TITLE	JOB TITLE	PERSON IN POSITION	TERMINATION DATE
Sales Supervisor (49404)	Sales Supervisor (14f39234)	Vacant	

## Performance Management

### Users can rate and approve when phase is locked (#108065)

When a phase is locked, a person should not be allowed to complete the ratings.

1 people to do Ratings & Check-Ins by 26 Feb 2024 (1 Day Overdue)

**Henry Robertson (22077)**  
Accounts Manager

**Person:** You have no items that are checked-in. Do a Check-In to see the Comments that were made.  
**Person:** Start with the Rating.  
**You:** Start with the manager Ratings.

Phase overdue

★ Rate

Performance Management | Performance Cycle 2024 | Mid-Year Review

Search here...

**HENRY ROBERTSON (22077)**  
Accounts Manager

1 Jan 2020  
Lee-Ann Janse van Rensburg (841203)

Current Phase: Ratings  
Next Action: Complete Final Ratings  
Agreement created for All Employees on 30 Jan 2024  
Template Name: Accountant

0.00  
Final Rating

**PRIMARY GOALS**

- Customer Services
- Effective People Management
- Pro-Active Operational Excellence
- Self Management
- Development
- Stakeholder Engagement

**STRETCH GOALS**

- Development

**Customer Services** 50%  
**Self Management** 20%

KEY PERFORMANCE INDICATOR	FINAL RATING	MANAGER COMMENT
Asset management Measures & Ratings	☆	
Driver scorecard score Measures & Ratings	☆	
Ownership	☆	

The Phase is not active anymore

BACK TO DASHBOARD VIEW / PRINT MODIFY OBJECTIVES APPROVE FINAL RATINGS

Revision #5

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