

## Cornerstone October 2019 Release Notes

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# Release Notes for October 2019

## What's New for October '19


The following release resources are available within Online Help:

- **Printable Release Notes** - This topic provides a printable version of all release notes content. [See Printable Release Notes.](#)
- **New and Enhanced Permissions** - This topic provides a list of all permissions that are newly added or modified with this release. [See New and Enhanced Permissions for October '19 Release](#) on page 24 [for additional information.](#)
- **New Reporting Fields** - This topic provides a list of all reporting fields that are newly added with this release. [See Master List of New Report Fields for October '19 Release](#) on page 26 [for additional information.](#)
- **Release Notes Updates** - This topic provides a complete list of all changes that have been made to the release notes. [See Release Notes Updates for October '19 Release](#) on page 28 [for additional information.](#)
- **Past Releases** - This topic contains links to past release overviews. [See Past Release Notes.](#)

*Safe Harbor Statement: Any unreleased services or features referenced in this or other documents or public statements are not currently GENERALLY available and may not be delivered on time or at all. Customers who purchase Cornerstone OnDemand applications should make their purchase decisions based upon features that are currently available.*

The following new features and enhancements are available for the October '19 release:

### Core Features

FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
<b>Bio - About Accessibility Enhancement</b>	Yes	<p>With this enhancement, the accessibility of the Universal Profile Bio: About page is improved. The following updates are made when using the <b>EDIT</b> button  in the Summary, Interests, and Subjects sections of the Universal Profile Bio: About page:</p> <ol style="list-style-type: none"> <li>1. The <b>EDIT</b> button can be activated in the following ways:               <ol style="list-style-type: none"> <li>A. Select the button.</li> <li>B. Tab to the button and press the Enter key.</li> <li>C. Tab to the button and press the Spacebar key.</li> </ol> </li> <li>2. When the Edit button is selected, the page maintains visual focus on the section that is being edited.</li> <li>3. Support for screen readers (e.g., JAWS, Nvidia) is added when editing these sections. For example, a screen reader will announce when a section is expanded or collapsed.</li> </ol>

FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
<b>Chinese Simplified Language Pack Upgrade</b>	Yes	With the October '19 Release, Cornerstone has reverted the Chinese Simplified language pack. At release, the updated language pack is available and is on by default in portals where the Chinese Simplified Language Pack has been installed. Custom language packs are not impacted by this upgrade.
<b>Cookie-less Video Streaming</b>	Yes	With the September 6 patch, the Akamai video player is now cookie-less. As a result, the player no longer requires the acceptance or use of third-party cookies and organizations no longer need to add Akamai trusted sites to browser configurations.
<b>Default Login Page and "Forgot Password" Page UI Redesign</b>	Yes	<p>With this enhancement, the default Login page and "Forgot Password" pages include the following updates:</p> <ul style="list-style-type: none"> <li>○ The Cornerstone logo is updated to match the latest logo design.</li> <li>○ The button colors are updated to match the logo.</li> <li>○ The font used on the pages is updated to "Roboto" to match the application's font style</li> <li>○ The pages are designed to be mobile responsive so that they can be easily viewed and utilized on a smaller screen size.</li> </ul> <p><i>This functionality is targeted to be available in Stage portals on 8 October 2019.</i></p>
<b>Inline Help Enhancements</b>	Yes	<p>With this enhancement, additional Inline Help resources will be available in the following areas:</p> <ul style="list-style-type: none"> <li>○ Training Removal Tool</li> </ul> <p><i>This functionality is not available during UAT.</i></p>
<b>jQuery Validation Tool</b>	Yes	Older versions of jQuery may contain vulnerabilities that would allow the application to be compromised or unduly influenced. Therefore, Cornerstone will be upgrading its jQuery library from version 1.7 to 3.4 in the future, date yet to be determined. Cornerstone's upgrade of its jQuery library only updates standard core pages of the application. Custom code that clients have utilized will not be upgraded by Cornerstone as a result of this effort and thereby may contain vulnerabilities and errors produced by older versions of jQuery.

FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
		<p>Understanding the potential impact a jQuery library upgrade can have on clients' customizations, Cornerstone has built a validation tool that will generate a report to help clients test the versions of jQuery used in their custom code in their portals. Once initiated, this back-end process scans through custom jQuery entered on custom developed areas of the application and generates a report of errors which identify potential fixes that need to be implemented. This tool is a guideline for identification purposes only. It does not guarantee that all potential errors will be identified nor does it handle any of the updating of the jQuery versioning. Cornerstone will not be able to provide support on fixing custom code and recommends that impacted clients consult with a qualified engineer to review all custom code to ensure compatibility with jQuery version 3.4 before Cornerstone updates its jQuery library.</p> <p>Administrators can run the tool and the logged in user will receive an emailed report of findings. If using the tool in Stage or Pilot environments, the emailed report will bypass dead box settings. Depending on the number of custom scripts in a portal, the report may take up to 24 hours to complete.</p> <p><i>This functionality is not available at the start of UAT. It is available in Stage portals as of the 16 October 2019 patch.</i></p>
<b>Cornerstone Mobile App Deprecation - March 2020</b>	Yes	<p>In an effort to provide a more modern mobile experience, the Cornerstone Mobile app is scheduled for deprecation. Effective immediately, the Cornerstone Mobile app is still available but has reached its end-of-service life and is no longer supported, except for critical security and application down issues. The Cornerstone Mobile app end-of-life is targeted to occur in March 2020. End-of-life means the Cornerstone Mobile app will no longer function and will be removed from app stores in March 2020.</p>
<b>Online Help Redesign and Content Restructure</b>	Yes	<p>Previously, Online Help content was organized by role and then by product suite.</p> <p>With this enhancement, the table of contents is restructured to align with Cornerstone's product suites and features. Now, all information related to a product feature is grouped in the same area of the Table of Contents. In addition, the interface is modernized to improve the experience of using Online Help.</p>



FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
		<i>This functionality is not available during UAT.</i>
<b>Partner Access Administration Enhancements</b>	Yes	<p>With this enhancement, the Partner Access Administration page has been enhanced to improve the usability of the tool and provide a more intuitive workflow. New enhancements include:</p> <ul style="list-style-type: none"> <li>○ Ability to send a reset password email to the partner user - <i>This was released with the 20 September 2019 patch.</i></li> <li>○ Ability to modify the partner's expiry date - <i>This was released with the 20 September 2019 patch.</i></li> <li>○ Modification History for each partner user - <i>This was released with the 20 September 2019 patch.</i></li> <li>○ Ability to re-enable inactive partner users - <i>This was released with the 20 September 2019 patch.</i></li> <li>○ Ability to set the language for Partner users - <i>This is targeted to be available in Stage portals with the 8 October 2019 patch, and it is being released to production portals with the October 2019 release.</i></li> <li>○ Partner Case Management - Partners will no longer be able to use the old case management system as of 2 December 2019. <i>This is targeted to be released with the 15 November 2019 patch.</i></li> <li>○ Partner Deactivation Email - <i>This is targeted to be released with the 15 November 2019 patch.</i></li> </ul>
<b>Reporting 2.0 (Early Adopter) - Dashboard Reporting 2.0 (Early Adopter) - Dashboard</b>	Yes, after enabling Reporting 2.0	<p><b>Note:</b> <i>This functionality was previously made available as part of the 16 August 2019 patch release.</i></p> <p>With this enhancement, organizations can now add their Reporting 2.0 charts to dashboards using a new <b>PUBLISH TO DASHBOARDS</b> toggle. This toggle appears on the Report Properties flyout.</p>
<b>Reporting 2.0 (Early Adopter) - Migration Tool Enhancements</b>	Yes, after enabling Reporting 2.0	<p><b>Note:</b> <i>This functionality was previously made available as part of the 16 August 2019 patch release.</i></p> <p>With this enhancement, the following changes have been made regarding migrated custom reports:</p>

FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
		<ol style="list-style-type: none"> <li>1. Organizations can now move migrated custom reports out of the Imported Custom Reports folder to create the organization you prefer.</li> <li>2. When a custom report is imported, the fields in the imported report <u>do not</u> display section prefixes by default unless the report contains multiple fields with the same name (e.g., User First Name from User section and from Manager section).</li> <li>3. The <b>Show Field Prefixes</b> toggle in the Report Properties flyout is now available for imported custom reports. This toggle enables organizations to easily identify the report section associated with each field. <ol style="list-style-type: none"> <li>A. If the imported custom report contains multiple fields with the same name, this toggle is on (field prefixes are displayed), and it cannot be changed. This ensures that you can distinguish all fields. This is existing behavior for Reporting 2.0 reports.</li> <li>B. If the imported custom report does not contain multiple fields with the same name, this toggle is off by default and can be changed.</li> </ol> </li> <li>4. For imported custom reports that were imported prior to this enhancement, the <b>Show Field Prefixes</b> toggle is now available when editing the report, and it is in the On position by default. If the report does not contain multiple fields with the same name, then this toggle can be switched to the Off position.</li> </ol>
<b>Reporting 2.0 (Early Adopter) Enhancements</b>	Yes, after <b>enabling Reporting 2.0</b>	<p>Reporting 2.0 is the new reporting tool for standard and custom reports. The new tool must be self-enabled and is intended to provide you with a simplistic and intuitive way to build and use reports. Enabling does not impact Standard or Custom Reports. This is a powerful new engine that delivers a single application for creating reports.</p> <p>The following features are available with the October '19 release:</p> <ul style="list-style-type: none"> <li>○ <b>Custom Column Headers</b></li> <li>○ <b>Multi-Module Reporting</b></li> <li>○ <b>Usability Enhancements</b></li> <li>○ <b>Additional Fields - Connect</b></li> </ul>

FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
		<ul style="list-style-type: none"> <li>○ <b>Additional Fields - Succession</b></li> </ul>
<b>RTDW Updates to Reporting API, RDW, and Data Exporter</b>		Impacting only clients using Reporting API, Replicated Data Warehouse, and Data Exporter, the Real-Time Data Warehouse (RTDW) categories may be impacted, deprecated, or break applications, scripts, or functionalities that are based on earlier versions of RTDW objects.

## Cornerstone HR Features

FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
<b>Required User Custom Fields</b>	Yes	A new <b>Required</b> option is available on the Custom Field Administration page when creating or editing a user record custom field in Custom Field Administration.
<b>Point-in-Time Headcount</b>	Yes	<p>The Point-in-Time Headcount feature enables administrators to retrieve and export employee records for a specified date. The exported historical data can be used to analyze how the organization changed over time or to compare past employee data with the most current employee data.</p> <p><i>This functionality is not available at the start of UAT.</i></p>
<b>Employee Record Change Outbound Feed - Display Completed Scheduled Changes</b>	Yes	The outbound data feed provides new data files that contain the list of completed scheduled changes.

## APIs & Connectors

FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
<b>API Authentication: OAuth 2.0 - Granular Scopes</b>		<p>With this enhancement, the ability to select granular scopes is now available, allowing organizations to control the methods and endpoints an application can access through Cornerstone's APIs using the OAuth 2.0 API credentials. A "scope" is a mechanism in OAuth 2.0 which is used to limit an external application's access.</p> <p><b>This enhancement will be made available with a post-release patch.</b></p>
<b>Deprecation of Proxy Enrollment API with the October '20 Release</b>		<p>Cornerstone's legacy Proxy Enrollment API, available as part of Cornerstone API, is scheduled for deprecation. It is being replaced by the new Learning Assignment API.</p> <p><b>The Proxy Enrollment API will be made unavailable entirely with the October '20 Release.</b></p>
<b>Learning Assignment Tool Public API</b>		<p>A new Learning Assignment Tool public API will be made available via the Edge Marketplace. This public API offers flexibility when a custom solution for the Learning Assignment Tool is required by an organization. With the new Learning Assignment API, users can enjoy many of the same features that exist in the Learning Assignment Tool user interface.</p> <p><b>This API is targeted for the Nov 15, 2019 patch.</b></p>
<b>STS Authentication Deprecation to Begin in February 2020</b>		<p>Cornerstone's custom authentication framework, Session Token Service (STS), will be deprecated in February 2020 and will be fully retired and unavailable in February 2021. During the deprecation phase, Cornerstone will stop supporting STS. The STS endpoint will still be available during the deprecation phase, but Cornerstone will no longer address any defects or enhance this endpoint. Any requests to the endpoint will fail starting February 2021, when STS is fully retired.</p>

## Edge Integrate Features

FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
<b>A-Check Global Background Screening Integration</b>		See <b>Recruiting Features</b> on page 22 <i>for additional information.</i>
<b>Choice Screening Background Check Integration</b>		See <b>Recruiting Features</b> on page 22 <i>for additional information.</i>
<b>Cornerstone Tile in Kronos Workforce Dimensions</b>	No	The new Kronos Workforce Dimensions Employee Dashboard Tile integration in Edge automatically creates a Cornerstone tile on organizations' Workforce Dimensions tenant. This tile provides learners with basic information about their Cornerstone training that is past due, assigned, in progress, and completed. It also allows learners to be redirected to their Cornerstone transcript if the learner has an active Cornerstone session.
<b>Employment Background Investigations (EBI) Background Check Integration</b>		See <b>Recruiting Features</b> on page 22 <i>for additional information.</i>
<b>LinkedIn Learning Subject Synchronization</b>		With this enhancement, administrators can synchronize LinkedIn Learning subjects to LinkedIn Learning courses using Edge. Once an administrator enables subject synchronization using Edge, relevant subjects are automatically populated to the Subject Management page in the Learning Management System (LMS) and are added to existing and future LinkedIn Learning courses.

FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
<b>Sterling Screening Direct Background Check Integration</b>		See <b>Recruiting Features</b> on page 22 <i>for additional information.</i>
<b>USAJOBS Integration - Ability to Update and Cancel Job Postings</b>		See <b>Recruiting Features</b> on page 22 <i>for additional information.</i>
<b>Zoom Video Webinars Integration</b>		With this enhancement, the Zoom Video Webinar integration is available via the Edge Marketplace. The Zoom Video Webinar integration for the Cornerstone OnDemand Learning Suite streamlines training with a frictionless video experience on computers, mobile, and conference rooms.

## Learning Features

FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
<b>Apply Equivalencies Retroactively</b>	Yes	<p>With this enhancement, the following training equivalency enhancements have been made to the system:</p> <ul style="list-style-type: none"> <li>Following this enhancement, learning administrators can retroactively apply training equivalencies and language equivalencies to user transcripts directly from the Course Catalog to trigger training items in pre-completion statuses to move to a Completed Equivalent status when applicable.</li> <li>Also with this enhancement, learning administrators can set a training item as "Version Equivalent" to the prior active version directly from Course Console.</li> </ul>
<b>Auto Upgrade to Content Publishing</b>		In 2020, Cornerstone will retire the Course Publisher, and all portals will be automatically upgraded to the Content Uploader with Online Course Versioning, which was made generally available during the October '17 release. The

FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
<b>Redesign with Online Course Versioning in 2020</b>		<p>exact date of the automatic upgrade is yet to be determined, but is being announced far in advance to provide administrators with sufficient time to plan for the change.</p> <p>Activating the new Content Uploader and Online Course Versioning functionality remains optional until a future date in 2020. When Course Publisher is retired, it will no longer be accessible in the system.</p>
<b>Certification Enhancement</b>	Yes	<p>With this enhancement, when a training inside a certification is versioned and a user has not activated the previous version, the certification displays the lowest active version. This ensures the user can access and complete the training that is required for their certification.</p> <p><i>This functionality was released with the 20 September 2019 patch.</i></p>
<b>Cornerstone for Salesforce - Self Registration Support</b>	Installed through the Edge Marketplace	<p>Clients with large external communities can now instantaneously engage partners, temp workers, and external users with the ability to self-register and take Cornerstone training content within Force.com.</p> <p><i>This functionality is not available at the start of UAT.</i></p>
<b>Cornerstone for Salesforce - Multiple Single Sign-On</b>	Installed through the Edge Marketplace	<p>Multiple SSO configurations are supported within the CFS product. Previously CFS only supported a single SSO configuration for their Salesforce to Cornerstone SSO. With the release of Self-Registration Support, it is necessary to also provide support for multiple SSO configurations. This will allow for users to self-register in Salesforce and automatically create a user ID in Cornerstone no matter what SSO configuration is used.</p> <p><i>This functionality is not available at the start of UAT.</i></p>
<b>Cornerstone for Salesforce - Reporting in Salesforce</b>	Installed through the Edge Marketplace	<p>Clients can use their Cornerstone for Salesforce (CFS) integration to surface learning data from within Salesforce using new Training View components. Transcript data and Salesforce data can be used to run joint reports and create dashboards, all without having to leave Salesforce. This enhancement may remove the need for outbound data feeds for some clients by centralizing reporting where they work – in Salesforce.</p>



FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
		<i>This functionality is not available at the start of UAT.</i>
<b>Cornerstone Learn - Biometric Support</b>	Yes	<p>With this enhancement, the Cornerstone Learn app provides biometric support for Single Sign-on (SSO) on iOS devices. After a user signs in to the Cornerstone Learn app with SSO, they are prompted to associate the biometric information that they have on their phone to their login. This enhancement closes a key gap in functionality as it relates to logging into the iOS app.</p> <p><i>This functionality was released with the 6 September 2019 patch.</i></p> <p>With this enhancement, the Cornerstone Learn app provides biometric support for credential-based login and Single Sign-on (SSO) on Android devices.</p> <p><i>This functionality is targeted for the 4 October 2019 patch.</i></p>
<b>Cornerstone Learn - Hide/Show Price on Training Details</b>	Yes	<p>With this enhancement, the existing <b>Price Visible</b> field in Content Request Preferences is respected in the Cornerstone Learn app.</p> <p><i>This functionality was released with the 6 September 2019 patch.</i></p>
<b>Cornerstone Learn - Support for Login Messages</b>	Yes	<p>With this enhancement, organizations can now configure a login message to display in Cornerstone Learn. Mobile login messages are configured using the same Login Messages page as the existing traditional login message, but they are created exclusively for use with the Cornerstone Learn app.</p> <p><i>This functionality is targeted for the 4 October 2019 patch.</i></p>
<b>Cornerstone Learn - Mobile Optimized Banner Images</b>	Yes	<p>With this enhancement, organizations have the ability to upload banner images that are optimized for smaller screen sizes. Organizations can upload mobile-optimized banner images for portrait orientation, which is generally displayed on mobile phones, and landscape orientation, which is generally displayed on tablets.</p> <p><i>This functionality is not available during UAT. The Mobile (Portrait) and Mobile (Landscape) fields are visible in Learner Home Preferences at the start of UAT, but this</i></p>



FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
		<i>enhancement also requires the app update, which is not available until the October '19 Release.</i>
<b>Cornerstone Tile in Kronos Workforce Dimensions</b>	No	The new Kronos Workforce Dimensions Employee Dashboard Tile integration in Edge automatically creates a Cornerstone tile on organizations' Workforce Dimensions tenant. This tile provides learners with basic information about their Cornerstone training that is past due, assigned, in progress, and completed. It also allows learners to be redirected to their Cornerstone transcript if the learner has an active Cornerstone session.
<b>Course Catalog - Activate and Inactivate Courses in Bulk</b>	Yes	With this enhancement, it is possible to activate and inactivate training in bulk via the Course Catalog.
<b>Deprecation of Proxy Enrollment API with the October '20 Release</b>		Cornerstone's legacy Proxy Enrollment API, available as part of Cornerstone API, is scheduled for deprecation. It is being replaced by the new Learning Assignment API. <i>The Proxy Enrollment API will be made unavailable entirely with the October '20 Release.</i>
<b>Deprecation of Volunteer Management with February '20 Release</b>		Cornerstone is deprecating Volunteer Management functionality with the February '20 release, and has ended support for Volunteer Management. Once deprecated, access to the Volunteer Management user interface, including reporting, will no longer be available in client portals.
<b>Learning Assignment Tool - High User Count Warning Enhancements</b>	Yes	With this enhancement, it is possible to set a more granular threshold for the High User Count warning via Assignment Tool Preferences. The administrator may specify a threshold percentage with up to two decimal places, or the administrator may specify an exact number of users which will trigger the High User Count warning message when a learning assignment is submitted.
<b>Learning Assignment</b>		A new Learning Assignment Tool public API will be made available via the Edge Marketplace. This public API offers

FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
<b>Tool Public API</b>		<p>flexibility when a custom solution for the Learning Assignment Tool is required by an organization. With the new Learning Assignment API, users can enjoy many of the same features that exist in the Learning Assignment Tool user interface.</p> <p><b>This API is targeted for the Nov 15, 2019 patch.</b></p>
<b>Learning Assignment Tool - Summary Page Enhancement</b>	Yes	<p>With this enhancement, when the administrator views the assignment history of the assignment, and a learner no longer meets the criteria of the assignment, the <b>Removed from Assignment</b> tag displays to the right of the learner's name. If the learner was assigned the same training by another assignment, and the learner was removed from that other assignment, the <b>Removed from Assignment</b> tag appears in the Occurrence flyout and displays at the occurrence level.</p> <p>In addition, the <b>Associated Date</b> field from the Transcript History section of the Assignment Summary page has been relocated to the Occurrence flyout.</p>
<b>Learning Details Redesign</b>	Yes, enabled via self-service.	<p>With the February 2019 release, a redesigned Learning Details page was released as an Early Adopter enhancement. With the October 2019 release, the Learning Details page is generally available, and the following additional enhancements have been made to this feature:</p> <ul style="list-style-type: none"> <li>○ Enhanced page design for all training types</li> <li>○ More metadata available on Learning Details page</li> <li>○ Curriculum structure now displays on Learning Details page for curricula</li> <li>○ Additional training actions available</li> <li>○ View Prerequisite section added</li> <li>○ View Pre-work section added</li> <li>○ View Post-work section added</li> <li>○ Ratings and Reviews section added</li> <li>○ Related Learning section added</li> <li>○ Ability to view the contents of curricula from the Learning Details page</li> <li>○ Session details are now available in a new Session flyout, accessible from the event's Learning Details page</li> <li>○ <b>Available on Mobile</b> field displays for online courses</li> </ul>

FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
		<ul style="list-style-type: none"> <li>○ A new <b>Edit Training</b> link is available to administrators, allowing them to edit the training in the Course Catalog</li> <li>○ Administrators can enable and disable the Learning Details page for specific training types via Learning Details Preferences</li> </ul>
<b>Level 1 Evaluation Tag Available in Training Completion Emails</b>	Yes	<p>Following this enhancement, administrators can add a link to the Level 1 evaluation into the training completion email that is sent to users after they have completed training. This enables administrators to provide an additional external trigger to bring learners back into the system and potentially increase evaluation response rates.</p> <p><b>This enhancement will be available with the October 1st Stage deployment.</b></p>
<b>LinkedIn Learning Subject Synchronization</b>		<p>With this enhancement, administrators can synchronize LinkedIn Learning subjects to LinkedIn Learning courses using Edge. Once an administrator enables subject synchronization using Edge, relevant subjects are automatically populated to the Subject Management page in the Learning Management System (LMS) and are added to existing and future LinkedIn Learning courses.</p>
<b>Machine Learning Cluster Compute Time Stamp</b>	Yes	<p>With this enhancement, a time stamp for the latest cluster compute now displays on the Machine Learning Preferences page. This provides administrators with more insight into cluster compute cycles.</p>
<b>Process Responses Waitlist Enhancement</b>	Yes	<p>With this enhancement, the <b>PROCESS RESPONSES</b> button on the Waitlists page for sessions has been updated to the <b>UPDATE ORDER AND PROCESS RESPONSES</b> button. When the <b>UPDATE ORDER AND PROCESS RESPONSES</b> button is clicked, any waitlist responses are processed, and any updates made to the waitlist order are also applied simultaneously. This allows administrators to complete both actions with one click, which saves time and prevents confusion.</p>

FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
		This enhancement is targeted to be available in Stage with the October 10 deployment, and will be available in Production with the Oct 2019 release.
<b>Reporting - Connect Fields</b>	Yes	With this enhancement, Reporting 2.0 now includes additional fields in the Posting New > Posting User > Author section when building a report using the "Connect Communities Report" data map.  <i>This functionality is targeted to be available in Stage portals on 1 October 2019.</i>
<b>Reporting - Learning Fields</b>	Yes	With this enhancement, the <b>Remove from Transcript?</b> field and the <b>Archive from Transcript?</b> fields automatically convert null values into a value of <b>False</b> . This allows users to filter these fields effectively by <b>True</b> and <b>False</b> values.  <i>Not available at the start of UAT. Targeted to be available in Stage with the October 16 deployment.</i>
<b>Training Removal Enhancement</b>	Yes	With this enhancement, the entire curriculum, including its child training, remains intact when removed via the Training Removal Tool, Learning Assignment Tool, or by manual transcript removal. This preserves the structure of the removed curriculum and eliminates the need for transcript cleanup. Upon reassignment, the intact curriculum moves to the Active tab of the user's transcript.
<b>Zoom Video Webinars Integration</b>		With this enhancement, the Zoom Video Webinar integration is available via the Edge Marketplace. The Zoom Video Webinar integration for the Cornerstone OnDemand Learning Suite streamlines training with a frictionless video experience on computers, mobile, and conference rooms.

## Mobile Features

FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
<b>Cornerstone Learn - Biometric Support</b>		See <b>Learning Features</b> on page 13 for additional information.

FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
<b>Cornerstone Learn - Hide/Show Price on Training Details</b>		See <b>Learning Features</b> on page 13 for additional information.
<b>Cornerstone Learn - Support for Login Messages</b>		See <b>Learning Features</b> on page 13 for additional information.
<b>Cornerstone Learn - Mobile Optimized Banner Images</b>		See <b>Learning Features</b> on page 13 for additional information.
<b>Cornerstone Mobile App Deprecation - March 2020</b>		See <b>Core Features</b> on page 5 for additional information.

## Performance Features

FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
<b>Auto-Upgrade to Development Plans Redesign with the May 2020 Release</b>	N/A	Cornerstone's legacy Development Plan module is scheduled for deprecation with the May '20 Release. Once deprecated, access to legacy Development Plans will no longer be available in client portals and all clients remaining on the legacy Development Plans module will be automatically upgraded to the Development Plans redesigned module.
<b>Check-Ins (Early Adopter)</b>	Yes	<p>The following enhancements are now included in the Check-Ins tool:</p> <ul style="list-style-type: none"> <li>○ Email Notification - Administrations can configure the system to send an email of check-in activities to specific users, OUs, or to all users in the organization.</li> <li>○ Check-In Template Enhancements - Administrators can lock and localize templates.</li> <li>○ Check-Ins Reporting 2.0 - Administrators can build and view reports about Check-Ins usable by Organizational Unit. <i>This functionality is not available at the start of UAT and is targeted for the October 1, 2019 Stage deployment.</i></li> <li>○ A Development Plan option - End-users can view development plans, objections, actions, and learning courses.</li> <li>○ Blank Template - A blank check-in template is provided which allows users to create a template from scratch.</li> </ul>

FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
		<ul style="list-style-type: none"> <li>○ A Modification History Page - Users can track changes made to a template.</li> </ul>
<b>Currencies Redesign</b>	Yes	<p>The Compensation Tool is updated to include new currency types. Additionally, administrators can view or edit currency details and set the default portal currency.</p> <p><i>This enhancement is targeted for the Dec 6, 2019 patch.</i></p>
<b>Development Plans Redesign Enhancements</b>	Yes	<p>Development Plan have been enhanced to improve usability.</p> <p>For administrators, new enhancements include:</p> <ul style="list-style-type: none"> <li>○ A new option that allows managers to cancel development plans for their subordinates.</li> <li>○ The option to filter recommended training by individual competencies.</li> </ul> <p>For end-users, new enhancements include:</p> <ul style="list-style-type: none"> <li>○ Auto-refresh of learning object (LO) secondary actions. <ul style="list-style-type: none"> <li>○ <i>This was released with the 20 September 2019 patch.</i></li> </ul> </li> <li>○ URLs in the <b>Description</b> section of a development plan now open in a new tab.</li> </ul>
<b>Goals Enhancements</b>	Yes	<p>This enhancement will make it easier for Goal Approvers to approve or deny goals created in their organizations.</p> <p>New enhancements include:</p> <ul style="list-style-type: none"> <li>○ Goal Approvals from Team goals and Universal Profile Snapshot.</li> <li>○ Goal Approvals in the Email Digest. <i>This feature is not available during UAT and is targeted for a post-release patch.</i></li> </ul>
<b>Reporting - Succession Fields</b>	Yes	<p>New fields are available in the <i>Succession Task &gt; Co-Planner</i> section in Reporting 2.0 when building a report using the Succession Report data map.</p>

FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
<b>Succession Metric Filtering added to Batch Step</b>	Yes	Metric and metric value filters are added to the batch step to make it easier to find and rate assessee's.

## Recruiting Features

FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
<b>A-Check Global Background Screening Integration</b>	Available in Edge Marketplace	<p><i>This functionality was previously made available as part of the 20 September 2019 patch release.</i></p> <p>A-Check Global's background screening integration with Cornerstone provides an effective resource to help organizations make well-informed hiring decisions—all within the convenience of the hiring management system you already use. A-Check Global provides employment, education, criminal, and other background checks that are required during the hiring process.</p>
<b>Choice Screening Background Check Integration</b>	Available in Edge Marketplace	<p><i>This functionality was released with the 6 September 2019 patch release.</i></p> <p>The Choice Screening Background Check integration in Edge allows Cornerstone Recruiting clients with a Choice Screening account to seamlessly background check applicants all from within Recruiting.</p>
<b>Employment Background Investigations (EBI) Background Check Integration</b>	Available in Edge Marketplace	<p><i>This functionality was previously made available as part of the 20 September 2019 patch release.</i></p> <p>Employment Background Investigations (EBI) provides screening services that are fast, accurate, compliant, and secure.</p>
<b>Internal Career Sites</b>	No. Administrators can self-	the new Internal Career Site feature lets administrators upload a custom search banner, and configure job search filters by Grade OU, Division OU, and requisition custom fields. On the



FEATURE NAME	AUTOMATICALLY ENABLED?	DESCRIPTION
<b>(Early Adopter)</b>	enable on the Feature Activation Preferences page.	<p>Internal Career Site Preferences pages, administrations can configure the end-user site to display position OU details, competency information, recommend learning by competency assessment, and recommended learning by position OU. Additionally, administrators can enable users to apply for a position through LinkedIn, and create a development plan. Recruiting clients can self-enable this functionality in Feature Activation Preferences.</p> <p><i>This functionality is targeted to be available for testing in Stage portals on 10 October 2019.</i></p>
<b>Mobile-Friendly Career Site Job Search Optimizations</b>	Yes	<p><i>This functionality was previously made available as part of the 6 September 2019 patch release.</i></p> <p>With this enhancement, job seekers receive up-to-date search results with improved performance of the job search engine. Jobs posted to Mobile-Friendly Career Sites are now visible to applicants soon after a recruiter publishes the posting.</p>
<b>Sterling Screening Direct Background Check Integration</b>	Available in Edge Marketplace	<p><i>This functionality was previously made available as part of the 20 September 2019 patch release.</i></p> <p>The Sterling ScreeningDirect Background Check integration provides a pre-built integration between Sterling's ScreeningDirect platform and Cornerstone's Recruiting platform.</p>
<b>USAJOBS Integration - Ability to Update and Cancel Job Postings</b>	Available in Edge Marketplace	<p>With this enhancement, you can now edit and cancel job requisitions that have been posted on USAJOBS and are within the effective and expiration dates of the job posting. Job requisitions that fall outside of those dates cannot be edited or cancelled.</p> <p>In addition, jobs that are posted on USAJOBS can now be edited on the Postings page in your Cornerstone portal, such as changing the effective and expiration dates.</p> <p>The USAJOBS integration is for U.S. Federal Agencies only.</p>



# New and Enhanced Permissions for October '19 Release

The following permissions have been added or updated with this release:

## New Permissions

The following permissions are new for the October '19 release:

### Core

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
jQuery Validation Tool - Manage	Grants ability to access and run the jQuery Validation Tool. This permission cannot be constrained. This is an administrator permission.	Core Administration
Point-in-Time Headcount - Manage	Grants user permission to export the full employee record for a specified date. This permission is only available for organizations using Cornerstone for HR.	Core Administration
Required User Custom Fields - Manage	Grants the ability to manage the Required setting for user record custom fields. This permission cannot be constrained. This is an administrator permission. This permission is only available for organizations using Cornerstone for HR.	Core Administration

### Recruiting

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Internal Career Site	Enables users to view the Internal Career Site. Assigned by default to the System Administrator, Cornerstone Administrator, and the Recruiting Administrator.	Recruiting Administration
Manage Internal Career Site Preferences	Grants access to set preferences for the Internal Career Site. Assigned by default to the System Administrator, Cornerstone Administrator, and the Recruiting Administrator. This is an administrator permission.	Recruiting Administration

### Reporting

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
-----------------	------------------------	----------

Reporting - Share -  
Apply Report Owner  
Constraints

Grants ability to turn on the **Apply Owner Constraints** setting for reports in the Report Properties panel. This setting affects shared users, delivery, and reports published to dashboards.

When the setting is enabled, the report owner's constraints are applied to the report, and users that run the report will see the report with the report owner's constraints instead of their own.

Due to the possibility of unintended user data becoming visible to a user viewing a report with the report owner's constraints, it is recommended that filters be added to the report to restrict data visibility. It is also recommended that the report owner test the report prior to sharing to ensure the data visibility is appropriate and intended.

Reporting

# Master List of New Report Fields for October '19 Release

This page provides the master list of new report fields for the October '19 release.

## Learning

FIELD NAME	SECTION	CUSTOM REPORT NAME	APPLICABLE TO REPORTING 2.0?
Author Division	Posting New	Connect Communities Report	Yes
Author Email	Posting New	Connect Communities Report	Yes
Author Location	Posting New	Connect Communities Report	Yes
Author Name	Posting New	Connect Communities Report	Yes
Author Position	Posting New	Connect Communities Report	Yes

## Performance

FIELD NAME	SECTION	CUSTOM REPORT NAME	APPLICABLE TO REPORTING 2.0?
Check-In Is Archived	Posting New	Check-Ins Report	Yes
Check-In Created By (ID)	Posting New	Check-Ins Report	Yes
Check-In Created By (Name)	Posting New	Check-Ins Report	Yes
Check-In Created Date	Posting New	Check-Ins Report	Yes
Check-In Frequency	Posting New	Check-Ins Report	Yes
Check-In Last Activity Date	Posting New	Check-Ins Report	Yes
Check-In Last Modified By (ID)	Posting New	Check-Ins Report	Yes
Check-In Last Modified By (Name)	Posting New	Check-Ins Report	Yes
Check-In Last Modified Date	Posting New	Check-Ins Report	Yes

FIELD NAME	SECTION	CUSTOM REPORT NAME	APPLICABLE TO REPORTING 2.0?
Check-In Meeting Date	Posting New	Check-Ins Report	Yes
Check-In Name	Posting New	Check-Ins Report	Yes
Check-In Note Has Content	Posting New	Check-Ins Report	Yes
Check-In Template Is Active	Posting New	Check-Ins Report	Yes
Check-In Template Title	Posting New	Check-Ins Report	Yes
Check-In Topic Title	Posting New	Check-Ins Report	Yes

#### Succession

FIELD NAME	SECTION	CUSTOM REPORT NAME	APPLICABLE TO REPORTING 2.0?
Co-Planner (ID)	Posting New	Succession Report	Yes
Co-Planner (Name)	Posting New	Succession Report	Yes

## Release Notes Updates for October '19 Release

Currently, there are no updates to the October '19 release notes. Continue checking this topic to view all changes that have been made to the release notes.

The following changes have been made to the release notes since they were initially published:

[Changes made on 18 October 2019:](#)

### Core

ENHANCEMENT NAME	NAME OF UPDATED TOPIC	PURPOSE OF CHANGE
Partner Access Administration Enhancements	Partner Access Administration Enhancements	<p>Added a new partner deactivation email enhancement that is scheduled to be released with the 15 November patch.</p> <p>With the addition of the Partner Case Management enhancement, partners will no longer be able to use the old case management system as of 2 December 2019.</p>

### Edge

ENHANCEMENT NAME	NAME OF UPDATED TOPIC	PURPOSE OF CHANGE
Deprecation of Proxy Enrollment API with the October '20 Release	Deprecation of Proxy Enrollment API with the October '20 Release	<p>Clarified that support for the Proxy Enrollment API will not be ended with the Oct 2019 release of the new API. Added the following information:</p> <p>Support will NOT be discontinued at this time for the Proxy Enrollment API, but new integrations for the Proxy Enrollment API will be discontinued.</p>
Learning Assignment Tool Public API	Learning Assignment Tool Public API	<p>Clarified that support for the Proxy Enrollment API will not be ended with the Oct 2019 release of the new API. Added the following information:</p> <p>Support will NOT be discontinued at this time for the Proxy Enrollment API, but new</p>

ENHANCEMENT NAME	NAME OF UPDATED TOPIC	PURPOSE OF CHANGE
		integrations for the Proxy Enrollment API will be discontinued.

## Learning

ENHANCEMENT NAME	NAME OF UPDATED TOPIC	PURPOSE OF CHANGE
Apply Equivalencies Retroactively	Apply Equivalencies Retroactively - Overview	<p>Added the following consideration to the enhancement:</p> <p>Training on a user's Removed transcript is excluded from the retroactive version equivalent process. If a retroactive equivalency is applied to a training item which is on a user's Removed transcript, that training item does NOT receive a Completed Equivalent status on the user's transcript.</p>
Apply Equivalencies Retroactively	Apply Equivalencies Retroactively - Overview	<p>Added the following line to the Implementation section:</p> <p>Clients who wish to apply retroactive training or language equivalencies to a large number of existing equivalency pairs may submit a request to Global Product Support (GPS) to have this task performed in bulk.</p>
Deprecation of Proxy Enrollment API with the October '20 Release	Deprecation of Proxy Enrollment API with the October '20 Release	<p>Clarified that support for the Proxy Enrollment API will not be ended with the Oct 2019 release of the new API. Added the following information:</p> <p>Support will NOT be discontinued at this time for the Proxy Enrollment API, but new integrations for the Proxy Enrollment API will be discontinued.</p>
Learning Assignment Tool Public API	Learning Assignment Tool Public API	<p>Clarified that support for the Proxy Enrollment API will not be ended with the Oct 2019 release of the new API. Added the following information:</p> <p>Support will NOT be discontinued at this time for the Proxy Enrollment API, but new integrations for the Proxy Enrollment API will be discontinued.</p>

ENHANCEMENT NAME	NAME OF UPDATED TOPIC	PURPOSE OF CHANGE
Learning Details Redesign	Learning Details Redesign - Overview	Re-designated the Learning Details Redesign project as Early Adopter, and added a list of considerations for early adopters.  Also added additional items to the Exclusions section.
Learning Details Redesign	Learning Details Redesign - Overview	Added the following items to the list of included enhancements: <ul style="list-style-type: none"> <li>Corporate color will be respected by the new Learning Details page.</li> <li>Support for prerequisite exception requests (events, sessions, and curricula) is targeted for a post-release patch.</li> <li>A <b>Notify Me</b> link will be available on the Learning Details page for events, even if sessions are currently available. This enhancement is targeted for a post-release patch</li> </ul>
Learning Details Redesign	Learning Details - Edit Training Link Available for Training in Development Plans	Added new topic with the following additional feature:  Administrators with permission to manage the Course Catalog also have access to an <b>Edit Training</b> option for training items included in a development plan when the administrator views a development plan.
LinkedIn Learning Subject Synchronization	LinkedIn Learning - Settings	Added the following consideration to the enhancement:  Subject Synchronization is OFF by default.  When the Subject Synchronization is turned ON: <ul style="list-style-type: none"> <li>Subjects from LinkedIn Learning will be added and enabled within twenty-four hours of the preference update.</li> <li>Subjects added and updated manually by the administrator will be overwritten each time the courses are synchronized.</li> </ul>

ENHANCEMENT NAME	NAME OF UPDATED TOPIC	PURPOSE OF CHANGE
		<p>When the Subject Synchronization is turned OFF:</p> <ul style="list-style-type: none"> <li>Subjects from LinkedIn Learning will be removed and disabled within twenty-four hours of the preference update. All courses will be resynchronized without subjects.</li> <li>Subjects added via the Subject Synchronization will become inactive in the portal.</li> <li>Subjects manually added after the Subject Synchronization will no longer be overwritten as long as the preference remains OFF.</li> </ul>
Reporting - Learning Fields	Reporting - Learning Fields	<p>This is a new enhancement that was added to the Oct 2019 release.</p> <p><b>Not available at the start of UAT. Targeted to be available in Stage with the October 16 deployment.</b></p>

## Performance

ENHANCEMENT NAME	NAME OF UPDATED TOPIC	PURPOSE OF CHANGE
Check-Ins	Check-Ins - Check-In Created Email Triggers	<p>Changed the wording in the second bullet.</p> <ul style="list-style-type: none"> <li>Original wording: An email notification is sent to participants in a check-in informing them that they are listed as a participant in a check-in.</li> <li>New wording: An email notification is sent to users informing them when they are listed as a participant in a check-in.</li> </ul>
Development Plans	Development Plans Redesign Enhancements	Moved the "A new option to filter recommended training by individual competencies" bullet from the Administrator section to the end-user section.



## Recruiting

ENHANCEMENT NAME	NAME OF UPDATED TOPIC	PURPOSE OF CHANGE
Required User Custom Fields	Required User Custom Fields	Added a graphic.

Changes made on 8 October 2019:

## Learning

ENHANCEMENT NAME	NAME OF UPDATED TOPIC	PURPOSE OF CHANGE
Certification Enhancement	Certification Enhancement	Clarified that versioning training within a certification does not version the certification. Also, removed the inaccurate use case and added clearer use cases.

Changes made on 4 October 2019:

## Core

ENHANCEMENT NAME	NAME OF UPDATED TOPIC	PURPOSE OF CHANGE
Default Login Page and "Forgot Password" Page UI Redesign	Default Login Page and "Forgot Password" Page UI Redesign	Updated the target availability date to October 8.
jQuery Validation Tool	jQuery Validation Tool	Updated to indicate that the report is accessible directly from the jQuery Validation Tool page. This report is not emailed to the administrator.  An updated image was added to show how the reports are accessed once they are generated.
Partner Access Administration Enhancements	Partner Access Administration Enhancements	Updated the availability for the ability to set the language for Partner users.  Updated the availability for the partner ability to manage cases.

## Learning

ENHANCEMENT NAME	NAME OF UPDATED TOPIC	PURPOSE OF CHANGE
Apply Equivalencies Retroactively	Apply Equivalencies Retroactively - Overview	Updated the Considerations section to clarify the behavior of two different training status groups when an equivalency is applied.
Learning Assignment Tool Summary Page Enhancements	LAT - Removed from Assignment	Modified the Associated Date section of this topic to reflect that the <b>Occurrence</b> field is clickable even if the value of the field is "1."
Reporting - Connect Fields	Reporting - Connect Fields	Updated each of the field names.
Update Process Waitlist Enhancement	Update Process Waitlist Enhancement - Overview	Added this new enhancement to the Oct 2019 release. <b>This enhancement is targeted to be available in Stage with the October 10 deployment, and will be available in Production with the Oct 2019 release.</b>

## Performance

ENHANCEMENT NAME	NAME OF UPDATED TOPIC	PURPOSE OF CHANGE
Check-Ins (Early Adopter)	Check-In Created Email Trigger	Renamed the topic from "Check-Ins - Manage the Email Notification."
Check-Ins (Early Adopter)	Reporting - Check-Ins Fields	Updated the field names related to user full name and ID.
Development Plans Redesign Enhancements	Development Plans Redesign Enhancements Development Plan Redesign - End User Enhancements	Indicated that the "Update LO Secondary Actions to Auto-Refresh" enhancement was originally released with the September 20 patch.  Also, if the training is not on a user's transcript, "View" is the training's primary action.
Reporting - Succession Fields	Reporting - Succession Fields	Removed erroneous references to Connect and Performance Review tasks. Also, updated each of the field names.

Changes made on 27 September 2019:

## Learning

ENHANCEMENT NAME	NAME OF UPDATED TOPIC	PURPOSE OF CHANGE
Learning Details Redesign	Learning Details Redesign - Overview Learning Details Preferences Learning Details Page Enhancements Learning Details - Curricula Learning Details - Events and Sessions	Content was originally missing from release notes.

## 1 November Patch Release Functionality

## What's New for the 1 November 2019 Patch Release

The following is released along with the 1 November 2019 patch release:

MODULE	FEATURE	DESCRIPTION
Core	Expire User Sessions at Password Reset	As of the November 1 patch, anytime a user resets their password, they are logged out of the system and are required to log in with the new password to access the portal.
Learning	Learning Details Redesign (Early Adopter) Enhancements	<p>With the Nov 1, 2019 patch, the following enhancements were made to the Learning Details (Early Adopter) page:</p> <ul style="list-style-type: none"> <li>○ A permanent <b>Notify Me of New Sessions</b> link is available on the Learning Details page for events, even if sessions are currently available for the event.</li> <li>○ Users can generate an exception request when a session they are requesting has prerequisites that the user has neither requested nor completed. This enhancement applies to both the Events Details page and the Curriculum Details page.</li> </ul>
Performance	Goals	With this enhancement, administrators can configure the Email Digest to send an automated report to approvers when a goal is pending their approval.
Recruiting	Broadbean OFCCP Integration	<p>OFCCP Compliance provider with non-government partnerships, which acquires Cornerstone job listings and distributes to state workforce agencies and their technology partners.</p> <p>This integration is available on 4 November 2019.</p>
Recruiting	Clinch Talent Integration	<p>Cornerstone and Clinch seamlessly integrate to deliver an optimized candidate experience to help talent acquisition teams recruit more effectively with less manual effort. Covering every step of the candidate journey - from first visit to the careers site all the way through apply, hire and pre-boarding.</p> <p>This integration is available on 4 November 2019.</p>
Recruiting	Sterling RISQ Background Check Integration	A background screening solution between Cornerstone Recruiting and Sterling's RISQ platform that frees teams from manual, time consuming tasks

MODULE	FEATURE	DESCRIPTION
		related to screening program, while also providing real-time screening results directly into Cornerstone. This integration is available on 4 November 2019.

## Learning

## Learning Details Redesign Enhancements



## Learning Details Redesign Enhancements (Early Adopter) - Overview

With the Nov 1, 2019 patch, the following enhancements were made to the Learning Details (Early Adopter) page:

- A permanent **Notify Me of New Sessions** link is available on the Learning Details page for events, even if sessions are currently available for the event.
- Users can generate an exception request when a session they are requesting has prerequisites that the user has neither requested nor completed. This enhancement applies to both the Events Details page and the Curriculum Details page.

### Implementation

These updates were made available to all organizations using the Learning Details page on Nov 1st, 2019.

The Learning Details page can be enabled via self-service in any portal using the Learning module, for supported training types. The new Learning Details page can be enabled via a new preferences page by an administrator with permission to configure these preferences.

- For information about enabling the Learning Details page in your portal: [See Learning Details \(Early Adopter\) - Preferences](#) on page 243 *for additional information*.

## Learning Details (Early Adopter) - Notify Me of New Sessions

With this enhancement, a **Notify Me of New Sessions** link is always available on the Event Details page, even if sessions are currently available for the event. This allows users to be notified of any additional sessions which are added for the event.

The **Notify Me of New Sessions** link is available under the list of available sessions on the Event Details page. To be notified when new sessions are added for the event, the user can click the **Notify Me of New Sessions** link, which is located in the Options drop-down menu for the session. This navigates the user to the Interest Tracking page, and the user can specify that they would like to be notified when new sessions are added to the event.

**Note:** *The "ILT Session Becomes Available" email must be configured via Email Administration in order for users to be notified via email when a new session is available for an event in which they are interested.*

If Interest Tracking is not enabled via ILT Preferences, the **Notify Me of New Sessions** link does not display.

Hi Lindsey,

The documentation looks good. Here is an updated screenshot of the "Notify Me" functionality:

The screenshot displays the Cornerstone user interface for an event titled "Chatbot Conference". The page includes a header with the Cornerstone logo and navigation icons. The event details section shows the provider as "Zondervan", the available language as "English (US)", and the status as "Not Started". A dropdown menu titled "Select a Session" is open, showing options: "Edit Training", "View Training Details", "Save for Later", "Add to Playlist", and "Notify Me of New Sessions". The "Notify Me of New Sessions" option is highlighted with a red rectangle. Below the event details, there is a section for "Upcoming Sessions" with a date filter set to "Date (Ascending)" and a list of sessions. The first session is "Chatbot 101" on Friday, Nov 22, from 8:30 AM to 5:30 PM PST, with 99 spaces left. The page footer includes the Cornerstone logo and a "Global Leader in Talent Management" badge.

**EVENT**

## Chatbot Conference

Last Updated 11/02/2019 ★★★★★ 1

**Details**

There's an amazing opportunity to advance humanity by designing and developing technology that understands us better. Conversational interfaces, like chatbots and voice-first devices, help extend a product's reach and grow a brand. There's a wide array of conversational opportunities: marketing, commerce, customer support, consumer apps, and enterprise apps. The workshop will demystify how machines understand humans and how you can create intuitive interfaces that anticipate users' needs. You'll gain a foundational knowledge of conversational design principles and hands-on experience implementing a conversational design process.

Provider: Zondervan

Available Language(s): English (US)

Is Mobile: No

Subject(s): Technology

[Show More](#)

**Upcoming Sessions**

Date (Ascending) 6 Sessions

**NOV 22** Chatbot 101  
Fri, Nov 22, 8:30 AM - 5:30 PM PST  
Ocean on Santa Monica, California, United States, North America  
English (US)

[View Details](#)

99 spaces left

Thanks,

**Eliot Sosa**  
Product Manager, Learning  
(310) 752-1872

**Cornerstone** realize your potential

**Global Leader in Talent Management**

[LEARN MORE](#)

## Learning Details (Early Adopter) - Exception Requests for Prerequisite Training

With this enhancement, users can generate an exception request when a session they are requesting has prerequisite training that the user has neither requested nor completed.

**Note:** *This functionality is available on both the Event Details page and on the Curriculum Details page.*

If a user requests a session with prerequisites, but the user has not yet requested or completed the prerequisites, a pop-up appears. The pop-up asks the user if they would like to submit an exception request for the session's prerequisites. The user can select from the following options:

- **YES** - If the user clicks this option, an exception request is generated for the prerequisite. The exemption request will be sent to administrators with permission to manage exemption requests, who can then approve or deny the request.
- **NO** - If the user clicks this option, the pop-up closes and no action is performed.

For more information about exception requests: [See Exception Requests.](#)

For more information about approving and denying exception requests as an administrator: [See Grant/Deny Requests.](#)

## Performance

## Goal Enhancements - Goal Approvals in Email Digest

Prior to this enhancement, goal approvers were often not aware that new goals were created and needed their approval. This resulted in approvers missing approval deadlines or managing a large list of goals that need immediate approval.

With this enhancement, administrators can configure the Email Digest to send an automated report to approvers when a goal is pending their approval.

To create an email digest, go [ADMIN > TOOLS > CORE FUNCTIONS > EMAIL DIGEST MANAGEMENT](#), and then click the **CREATE EMAIL DIGEST** button.

The Section name for goal approvals is **Goals Pending Approval**.

Creating an email digest is the same across all areas.

- [See Email Digest - Create/Edit.](#)
- [See Email Digest - Add Section.](#)

### Use Case

Anna creates a goal on the Create Goals page or edits a goal on the Edit Goals page, then clicks the **Submit** button to submit the changes. On the My Goals page, Anna has the option to click the **SEND APPROVAL REQUEST** button to send an approval request.

Anna gets distracted and forgets to click the **SEND APPROVAL REQUEST** button, but an email digest message was automatically populated as soon as Anna clicked the **SUBMIT** button when she originally created or edited the goal. As a result, the approver is notified via an Email Digest notification at a frequency set by the administrator, that there is a goal to approve.

## Recruiting

## Broadbean OFCCP Integration

OFCCP Compliance provider with non-government partnerships, which acquires Cornerstone job listings and distributes to state workforce agencies and their technology partners.

### Implementation

This integration is a vendor-built integration and not by Cornerstone. More information and instructions can be found in [Edge Integrate](#). Available 4 November 2019.

### Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge



## Clinch Talent Integration

Cornerstone and Clinch seamlessly integrate to deliver an optimized candidate experience to help talent acquisition teams recruit more effectively with less manual effort. Covering every step of the candidate journey - from first visit to the careers site all the way through apply, hire and pre-boarding.

Clinch Talent uses Cornerstone's Recruiting APIs to retrieve data from your Cornerstone portal. Requests made by Clinch Talent using these APIs will count toward your overall throttling limit for Cornerstone's APIs. If you have other integrations, including custom integrations, that use Cornerstone's APIs, you will want to ensure that the overall usage across all your integrations is within the throttling limits for Cornerstone's APIs. Throttling limits for Cornerstone's APIs are documented in the API Explorer.

## Implementation

This integration is a vendor-built integration and not by Cornerstone. More information and instructions can be found in [Edge Integrate](#). Available 4 November 2019.

## Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge

## Sterling RISQ Background Check Integration

A background screening solution between Cornerstone Recruiting and Sterling's RISQ platform that frees teams from manual, time consuming tasks related to screening program, while also providing real-time screening results directly into Cornerstone.

- Initiate a background check within Cornerstone Recruiting. The candidate information/required screening package is then automatically sent to Sterling.
- The candidate receives an email containing a link to complete consent, confirm and provide additional information and, if applicable, select a drug test location.
- Status of the background check is shared in real-time in Cornerstone Recruiting.
- Upon completion, the results are posted within Cornerstone Recruiting.

### Implementation

This integration is a vendor-built integration and not by Cornerstone. More information and instructions can be found in [Edge Integrate](#). Available 4 November 2019.

### Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge

## 15 November Patch Release Functionality

## What's New for the 15 November 2019 Patch Release

The following is released along with the 15 November 2019 patch release:

MODULE	FEATURE	DESCRIPTION
Core	Partner Access Administration Enhancements	<p>With this enhancement, the Partner Access Administration page has been enhanced to improve the usability of the tool and provide a more intuitive workflow. New enhancements include:</p> <ul style="list-style-type: none"> <li>○ Partner Case Management - Partners will no longer be able to use the old case management system as of 2 December 2019.</li> <li>○ Partner Deactivation Email</li> </ul>
Learning	Standalone on Transcript Field in Reporting	<p>With the Nov 15th patch, a new reporting field was made available in Reporting 2.0 and Custom Reporting. The new <b>Standalone on Transcript</b> field allows administrators to report on whether a training item is standalone training.</p>
Recruiting	Talent Plus TalentBank Integration	<p>The Talent Plus integrations provides a seamless candidate experience and easy access to Talent Plus assessment recommendations and results.</p>
Succession	SMP PowerPoint Template Standard Report	<p>With this enhancement, the SMP PowerPoint Template Standard Report no longer needs Adobe Flash enabled to upload a template.</p>

## Core

## Partner Access Administration Enhancements

With this enhancement, the Partner Access Administration page has been enhanced to improve the usability of the tool and provide a more intuitive workflow. New enhancements include:

- Partner Case Management - Partners will no longer be able to use the old case management system as of 2 December 2019.
- Partner Deactivation Email

### Partner Case Management

Partners who are added and active in the Partner Access Administration tool automatically get the ability to manage that client's cases through Salesforce Communities.

Partners will no longer be able to use the old case management system as of 2 December 2019.

### Partner Deactivation Email

This enhancement is partner specific; clients will not see this change. When a partner's account in a client portal is deactivated, either through a user choosing to "End Access" immediately or through their expiry date being reached, they will receive an email notifying them of the change. The email is not configurable and is not visible in Email Administration.

### Considerations

- The deactivation email for partners is sent to the partner in the language that is set for them using the **Change Language** option. If a language has not been set for them, the email is sent to the partner in the portal's default language.
- The deactivation email for partners is not available for configuration in Email Administration.

### Implementation

This functionality is automatically enabled for all organizations.

### Permissions

The following existing permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Access Partner Authorization - Manage	Grants ability to manage partner authorized access to portal via Partner Access Administration. This permission cannot be constrained. This is an administrator permission.	Core Administration

## Recruiting

## Talent Plus TalentBank Integration

The Talent Plus integrations provides a seamless candidate experience and easy access to Talent Plus assessment recommendations and results.

When a Talent Plus assessment is associated to a job requisition, candidates are taken to Talent Plus to complete the assessment. The Talent Plus system sends the results back to Cornerstone, including the recommendation statement and score, as well as a link to the candidate's results.

### Implementation

This integration is a vendor-built integration and not by Cornerstone. More information and instructions can be found in [Edge Integrate](#). Available 18 November 2019.

### Security

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge



## Succession

## SMP PowerPoint Template Standard Report

With the November 15 patch, the SMP PowerPoint Template Standard Report no longer needs Adobe Flash enabled to upload a template. The Flash icon has been removed and users will be prompted to upload a template by default.

### Implementation

This functionality is automatically enabled for all organizations.

## 6 December Patch Release Functionality

## What's New for the 6 December 2019 Patch Release

The following is released along with the 6 December 2019 patch release:

MODULE	FEATURE	DESCRIPTION
Core	French Language Pack Update	Updates have been made to the French language pack to improve translations for the <a href="#">Learning Details Redesign</a> and <a href="#">Internal Career Site</a> pages. For more information on the changes, visit the <a href="#">Language Pack Updates topic in the Success Center</a> .
Learning	Cornerstone Learn - Offline Course Deletion	With the Dec 6th 2019 patch, learners using the Cornerstone Learn app offline can delete previously downloaded courses. This enhancement is available for iOS on December 6 2019, and will tentatively be available for Android with the February 2020 release.
Learning	Create Tool - Remix Grovo Courses	With this enhancement, organizations can remix the Grovo courses included in content packages they have purchased. Organizations which have purchased Content Anytime or any other partial content package which includes Grovo courses will be able to remix the Grovo courses within that package using the Create Tool.
Learning	Standalone on Transcript Field in Reporting	With the Nov 15th patch, a new reporting field was made available in Reporting 2.0 and Custom Reporting. The new <b>Standalone on Transcript</b> field allows administrators to report on whether a training item is standalone training.
Performance	Development Plan Training ID Added to Reporting 2.0	A new field is available for use with Development Plans section in Reporting 2.0 when building a report using the Development Plan data map.
Performance	Check-Ins	The Check-Ins - Create permissions is now constrained by OU, User's OU, User Self And Subordinates, User, User's Subordinates, User's Direct Reports, User's Self, User's Manager, User's Superiors, and Employee Relationship.
Recruiting	Applicant User in Reporting 2.0	With this enhancement, the following changes are made to Applicant fields in Reporting 2.0: <ul style="list-style-type: none"> <li>When creating a Recruiting report, the name of the "User" field group will appear as "Applicant User." This helps to better represent Recruiting</li> </ul>

MODULE	FEATURE	DESCRIPTION
		<p>user types in Reporting 2.0. New permissions are also added as part of this enhancement.</p> <ul style="list-style-type: none"><li>○ The "Applicant" field group is renamed "Applicant Details."</li></ul>
Recruiting	Group Filter Removed from Onboarding Dashboard	With this enhancement, the <b>Group</b> option is removed from the filter. This is being done to alleviate confusion and improve the onboarding experience.

## Core

## French Language Pack Update

Updates have been made to the French language pack to improve translations for the [Learning Details Redesign](#) and [Internal Career Site](#) pages. For more information on the changes, visit the [Language Pack Updates topic in the Success Center](#).

### Implementation

Once available, this functionality is automatically enabled for all organizations using the French language pack.

## Learning



## Cornerstone Learn - Offline Course Deletion

## Cornerstone Learn - Offline Course Deletion - Overview

Prior to this enhancement, users of the Cornerstone Learn app were only able to delete downloaded courses from their application while connected to the internet.

With the Dec 6th 2019 patch, learners using the Cornerstone Learn app offline can delete previously downloaded courses. This enhancement is available for iOS on December 6 2019, and will tentatively be available for Android with the February 2020 release.

### Implementation

This functionality is automatically available to iOS users of the Cornerstone Learn app with the Dec 6th patch. Download updates for the Cornerstone Learn app from the Apple App store.

The same functionality will tentatively be available for Android users of the Cornerstone Learn app with the February 2020 release.

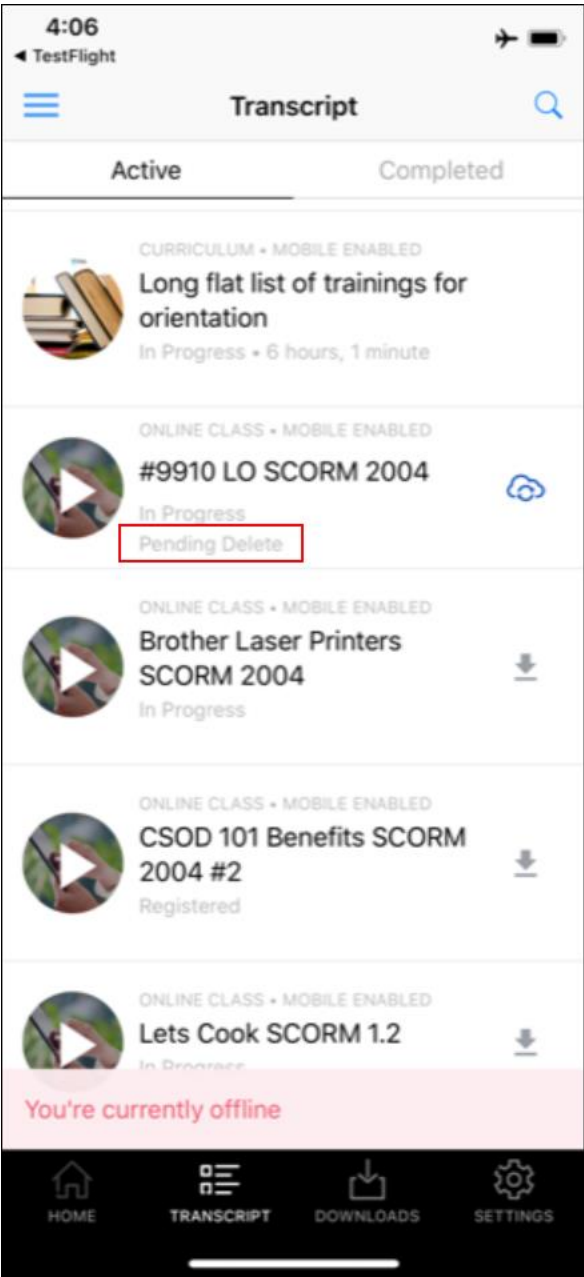
## Cornerstone Learn - Delete Offline Course

Users can delete courses from their Cornerstone Learn app transcript even when they are not connected to the internet.

To delete a course:

1. Navigate to your transcript and tap the downloaded course you want to delete.
2. Tap the Options icon in the upper-right corner of the screen. This expands the Options menu.
3. Tap the **Delete** option. This option is available even when the Cornerstone Learn app is accessed offline. The downloaded course will be in a Pending Delete status while the deletion is in progress. When the course has been successfully deleted, it will be available for download again and the **Download** icon will display to the right of the course.

The course will no longer be available for offline consumption via your Cornerstone Learn app unless it is downloaded again.



## Create Tool - Remix Grovo Courses

## Create Tool - Remix Grovo Courses - Overview

With this enhancement, organizations can remix the Grovo courses included in content packages they have purchased. Organizations which have purchased Content Anytime or any other partial content package which includes Grovo courses will be able to remix the Grovo courses within that package using the Create Tool.

### Considerations

Organizations which have already purchased the Grovo Full Library are not impacted by this enhancement, as remixing Grovo courses is already possible when using the Grovo Full Library and the Create Tool.

### Implementation

In order to remix Grovo courses using the Create Tool, your organization must have purchased both the Create Tool and a content package containing Grovo courses.

Depending on your organization's feature and content purchases, your organization may or may not be impacted by this enhancement. To determine whether your organization is impacted by this enhancement, please see the chart below:

PURCHASED CREATE TOOL?	CONTENT PACKAGE	IMPACTED BY RELEASE?	EXPLANATION
Yes	Grovo Full Library	No	Organizations with the Create Tool and the Grovo Full Library already have the ability to remix Grovo courses.
Yes	Grovo Partial Library	Yes	It was not previously possible for organizations with the Create Tool and the Grovo Partial Library to remix Grovo courses, but it is now possible for them to remix purchased Grovo courses with this release.
Yes	Content Anytime	Yes	It was not previously possible for organizations with the Create Tool and Content to remix Grovo courses, but it is now possible for them to remix purchased Grovo courses with this release.
Yes	No Grovo content	No	Organizations that have not purchased Grovo content are not impacted by this enhancement. Only purchased Grovo content can be remixed.
No	Grovo Full Library	No	Organizations that have not purchased the Create Tool are not

PURCHASED CREATE TOOL?	CONTENT PACKAGE	IMPACTED BY RELEASE?	EXPLANATION
			impacted by this release and cannot remix Grovo content.
No	Grovo Partial Library	No	Organizations that have not purchased the Create Tool are not impacted by this release and cannot remix Grovo content.
No	Content Anytime	No	Organizations that have not purchased the Create Tool are not impacted by this release and cannot remix Grovo content.
No	No Grovo Content	No	Organizations that have not purchased Grovo content are not impacted by this enhancement. Only purchased Grovo content can be remixed.

#### Permissions

The following existing permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Create Tool	Grants access to Create Tool for content authoring. This permission cannot be constrained.	Learning - Administration

## Grovo Remix - Built by Grovo

If your organization has purchased the Create Tool and also a content package which includes Grovo courses, the purchased Grovo courses display on the Built by Grovo tab on the Lessons page of the Create Tool.

To access the Create Tool, go to: [ADMIN > TOOLS > LEARNING > CATALOG MANAGEMENT](#) and click the **Create Tool** link.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Create Tool	Grants access to Create Tool for content authoring. This permission cannot be constrained.	Learning - Administration

**Courses** CREATE LESSON

Built by me 6 Built by amandaliu 6 **Built by Grovo 2792**

6 lessons

STATUS	TITLE	LAST UPDATED	ACTIONS
Draft	Lesson Template: Explain a Concept (replace this title)	11/19/19	Edit Duplicate Export Delete
Draft	What Guidance Does HIPAA Provide for Protecting PHI? kykhghjkhgh	11/19/19	Edit Duplicate Export Delete
Published	Copy of Incorporate Data and Figures Into Your Story	10/22/19	Edit Duplicate Export Delete
Draft	Lesson Template: Explain a Concept (replace this title)	10/04/19	Edit Duplicate Export Delete
Published	IT Pro TV test course	10/01/19	Edit Duplicate Export Delete
Published	Spotlight, yeah. Moonlight, yeah.	9/30/19	Edit Duplicate Export Delete

100 | 500 per page

Page 1 of 1

Any Grovo courses your organization has purchased can be managed and remixed from the Built by Grovo tab. If you are interested in purchasing Grovo content, please contact your Client Executive for pricing.

### FAQ

**Q: How long will it take to see changes in the Create Tool after a client purchases a new content package that includes more Grovo courses?**

**A:** The courses visible in Create Tool will be updated within 24 hours.

**Q: What will happen to an organization's course access in the Create Tool if they downgrade their content package?**

**A:** If an organization chooses to downgrade their content package from the full Grovo library to a partial library or no content package at all, they will retain access to their previously



remixed course content. Courses visible in the Built by Grovo tab will be updated accordingly to match the their content subscription within 24 hours.

## Standalone on Transcript Field in Reporting

With this enhancement, a new reporting field is available in Reporting 2.0 and Custom Reporting. The new **Standalone on Transcript** field allows administrators to report on whether or not a training item is standalone training on a user's transcript.

FIELD NAME	REPORT SECTION	FIELD DESCRIPTION	FIELD TYPE	AFFECTED REPORTS
Standalone on Transcript	Transcript Section, Curriculum Section	Allows administrators to report on whether training on a learner's transcript is a standalone training. When a training item exists as a standalone item on a learner's transcript, this field displays a value of True. When a training item exists as a child item within a curriculum, this field displays a value of False.	True/False	Custom Transcript Report, Custom Curriculum Training Report

### Implementation

This functionality is automatically available to organizations using the Learning module and Reporting 2.0 or Custom Reporting.

### Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Custom Curriculum Transcript Report - Create	Grants ability to view results of custom Curriculum Transcript reports created by self or shared by others. This permission can be constrained by OU, User's OU, User, User Self and Subordinates, User's Direct Reports.	Reports - Analytics
Custom Curriculum Transcript Report - View	Grants ability to create and edit custom Curriculum Transcript reports. This permission can be constrained by OU, User's OU, User, User Self and Subordinates, User's Direct Reports.	Reports - Analytics
Custom Transcript Reports - Create	Grants ability to create and edit Custom Transcript (Training Record) reports. This permission can be	Reports - Analytics

	constrained by OU, User's OU, User Self and Subordinates, and User's Direct Subordinates.	
Custom Transcript Reports - View	Grants ability to view results of Custom Transcript (Training Record) reports created by self or shared by others. This permission can be constrained by OU, User's OU, User Self and Subordinates, and User's Direct Subordinates.	Reports - Analytics

## Performance

## Check-Ins - Constraints for Cornerstone Check-Ins in Reporting 2.0

The Check-In Templates - Manage and Check-Ins - Create permissions can now be constrained by OU, User's OU, User Self And Subordinates, User, User's Subordinates, User's Direct Reports, User's Self, User's Manager, User's Superiors, and Employee Relationship. This lets administrators expand reporting on Check-Ins to other users as needed.

## Development Plan Training ID Added to Reporting 2.0

The following field is now available when building a report using the Development Plan Report data map.

FIELD NAME	FIELD DESCRIPTION	FIELD TYPE
Training ID	<p>For ILT sessions, this field displays the Session ID entered by the administrator in the Session ID field on the <b>Details</b> tab when configuring the session.</p> <p>For other LO types, an ID is generated by the system on the back end when the learning object is created.</p>	Text

### How Does This Enhancement Benefit My Organization?

By reporting on Training IDs in Development plans, clients can use the import capability in the new offline Training Plan.

### Considerations

This functionality is automatically enabled for all organizations using Development Plans and Reporting 2.0. This field is only available for Reporting 2.0.

### Implementation

This functionality is automatically enabled for all Development Plan users.

## Recruiting

## Applicant User in Reporting 2.0

With this enhancement, the following changes are made to Applicant fields in Reporting 2.0:

- When creating a Recruiting report, the name of the "User" field group will appear as "Applicant User." This helps to better represent Recruiting user types in Reporting 2.0. *See the Permissions section below for new permissions that apply to this change.*
- The "Applicant" field group is renamed "Applicant Details."

### Implementation

This functionality is available for all portals with Reporting 2.0 enabled.

The Reporting 2.0 functionality must be self-enabled. All clients can opt-in to Early Adopter in Stage, Pilot, and Production portals. [See Enable Reporting 2.0.](#)

### Permissions

The following new permissions apply to the Applicant User field group functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Reporting - Recruiting - Applicant - Applicant User - Manage	Grants users ability to manage the Applicant User field group in Reporting 2.0.  This permission is used in conjunction with the necessary product, section, and field level permissions. Users must have permission to view or manage Reporting 2.0 in order to have access to it.	Reporting
Reporting - Recruiting - Applicant - Applicant User - View	Grants users ability to view the Applicant User field group in Reporting 2.0.  This permission is used in conjunction with the necessary product, section, and field level permissions. Users must have permission to view or manage Reporting 2.0 in order to have access to it.	Reporting



## Data Load Wizard - GUID Required to Convert Applicant to User

When using the Applicant data load in the Data Load Wizard, a new validation has been added. When converting an applicant to an employee via the Data Load Wizard, the user's GUID must be provided. Lack of a GUID will result in an error.

### Implementation

This functionality is automatically enabled for all organizations using the Applicant load within the Data Load Wizard.

### Glossary

- GUID (Global Unique Identifier) - This is a unique ID that some organizations use to identify users in their system.

## Group Filter Removed from Onboarding Dashboard

Prior to this enhancement, a **Group** option was available from the **OU Criteria** filter on the onboarding dashboard. However, groups are not supported when starting onboarding for new hires, so when the filter was used, no results were returned.

With this enhancement, the **Group** option is removed from the filter. This is being done to alleviate confusion and improve the onboarding experience.

The screenshot displays the 'Onboarding Dashboard' interface. At the top, there's a header 'Onboarding Dashboard'. Below it, a section titled 'Onboarding Completion Status' contains a search bar with fields for 'First Name', 'Last Name', and two date pickers set to '10/4/2019' and '2/4/2020'. A 'Select OU Criteria' dropdown menu is open, showing a list of criteria: 'Select OU Criteria' (with a checkmark), 'Division', 'Position', 'Grade', 'Cost Center', 'Location', 'Group' (highlighted with a red box), and 'Self Registration Group'. A 'Search' button is located to the right of the search bar. Below the search bar, it says 'Results(0)'.

## Implementation

Upon implementation, this functionality will be available for all portals using Onboarding.

## Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Employee Onboarding: Manage	Grants ability to manage user onboarding in the Onboarding Dashboard and the Onboarding tab on the Universal Profile. This permission can be constrained by OU, User's OU, and User Self and Subordinates.	Employee Onboarding
Employee Onboarding: View	Grants ability to view the Onboarding Dashboard and the Onboarding tab on the Universal Profile.	Employee Onboarding

This permission can be constrained by OU, User's OU, and User Self and Subordinates.

## 20 December Patch Release Functionality

## What's New for the 20 December 2019 Patch Release

The following is released along with the 20 December 2019 patch release:

MODULE	FEATURE	DESCRIPTION
Core	Expire User Sessions at Password Reset	As of the November 1 patch, anytime a user resets their password, they are logged out of the system and are required to log in with the new password to access the portal.
Learning	Learning Details Redesign - Session Scheduling Conflict Pop-Up	With this enhancement, a pop-up displays when a learner attempts to register for a session that conflicts with the time and date of another session for which they are already registered. This allows the learner to decide if they want to register for the session despite the conflict or stop the registration process for the new session.
Learning	Learning Search - Exact Title Match	<p>When using Learning Search, if an exact title match is found, that training item is prioritized and returned higher in the search results than other items. This allows learners to find relevant training results quickly and accurately. However, if a user searched for a training title that is not offered in their display language, no exact title match would be found, and a course with that title would not be prioritized in search results.</p> <p>With this enhancement, users can receive exact title matches for training items offered in languages that are not their own by searching for the training using its default title.</p>
Performance	Mobile Responsive UI - Goals, Skills Matrix, Observation Checklists, Universal Profile	<p>With this enhancement, the mobile response capability is improved for Goals, Skills Matrix, Observation Checklists, and Universal Profile pages. There are no changes to functionality.</p> <p><i>Observation Checklists and Skills Matrix pages are mobile responsive as of the December 20 patch. All other pages are targeted for UAT in stage environments and production/pilot with the Feb '20 Release.</i></p>

MODULE	FEATURE	DESCRIPTION
Recruiting	HireRight Global Employment Screening Integration	<p>The HireRight Global Employment Screening Integration lets you order any of the HireRight 200+ global background screening and drug testing services directly from within Cornerstone. Status updates are provided in real-time, providing you with fast and reliable visibility into screening orders.</p> <p>If you are using the legacy HireRight integration, please contact HireRight to begin the migration process.</p> <p>This integration is available on 23 December 2019.</p>
Recruiting	SHL Talent Assessments Integration	<p>The SHL Talent Assessments integration lets recruiters identify best-fit candidates, using targeted, predicted assessments, and provides an engaging, candidate-centric experience to help you attract the top candidates. This integration is available for clients using SHL TalentCentral.</p> <p>If you are using the legacy SHL Select2Perform, please reach out to your SHL Account Manager to discuss the upgrade to SHL TalentCentral.</p> <p>This integration is available on 23 December 2019.</p>

## Core

## Expire User Sessions at Password Reset

As of the November 1 patch, anytime a user resets their password, they are logged out of the system and are required to log in with the new password to access the portal.

*This functionality was released with the 1 November 2019 patch.*

### Implementation

This functionality is automatically enabled for all organizations.

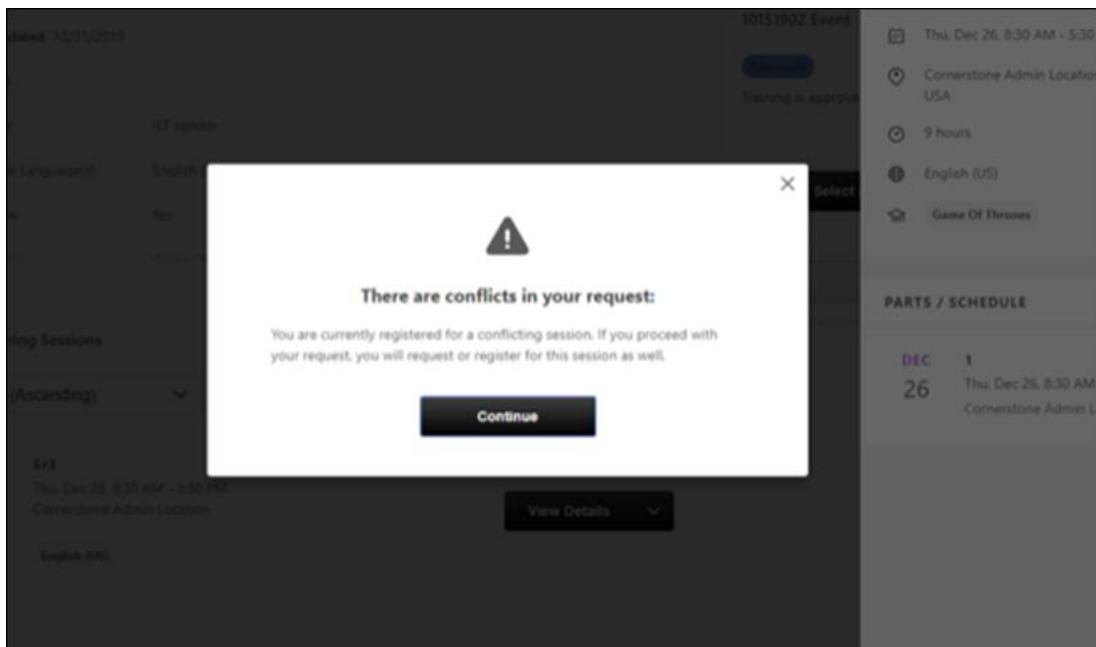


## Learning

## Learning Details Redesign - Session Scheduling Conflict Pop-Up

With this enhancement, a pop-up displays when a learner attempts to register for a session that conflicts with the time and date of another session for which they are already registered. This allows the learner to decide if they want to register for the session despite the conflict or stop the registration process for the new session.

If the learner would like to cancel their registration request, they can click the **NO** button in the pop-up. If the learner would like to proceed with registering for the training despite the scheduling conflict, they can click the **YES** button. The registration request will be completed, and the user will have multiple sessions scheduled for the same time on their transcript.



### Implementation

This functionality is automatically enabled in all portals using the Learning module and the Learning Details page.

## Learning Search - Exact Title Match

When using Learning Search, if an exact title match is found, that training item is prioritized and returned higher in the search results than other items. This allows learners to find relevant training results quickly and accurately. However, if a user searched for a training title that is not offered in their display language, no exact title match would be found, and a course with that title would not be prioritized in search results.

With this enhancement, users can receive exact title matches for training items offered in languages that are not their own by searching for the training using its default title.

### Use Case

Gavi is a content administrator at ACME Corp. He creates an online course called "The Importance of Being Modest." Gavi's display language is set to English (US), so the default language of the training and the title of the training is set to English (US). This means that English (US) is the language in which the training displays to the user if the course is not localized in their language. Gavi also configures a localized title in Spanish (Spain) of "La importancia de ser modesto."

Maya, a user whose display language is set to Italian (Italy), logs into the system and searches for "The Importance of Being Modest." Learning Search is able to find an exact title match using the default title even though the course is not available in Maya's display language.

Henri, a user whose display language set to Spanish (Spain), logs into the system and searches for "La importancia de ser modesto" and sees Gavi's course prioritized in search results.

### Considerations

This functionality is applied to the following system areas:

- Learning Search
- Learner Home
- Global Search (only if the **Learning Search** option has been selected instead of **Traditional Search** via Search Preferences)

For more information about selecting the search engine for Global Search: [See Search Preferences - Training](#).

### Implementation

This functionality is automatically enabled for all portals using the Learning module.

### Q&A










See below for common questions and answers about this feature:

Q: How do I know the default language or title of a training item?

A: Access the Course Catalog page for the training item and view the Default Language field on the General tab.

## Edit Informatics - An approach to HCI

Select any of the tabs below to edit course information. Moving to a different tab will automatically save the information on the previous page.

General	Prerequisites	Subjects	Skills	Competencies	Acknowledgement	Approval Workflow
<b>Edit Training</b>						
<p><b>Original Title:</b> ACME TRAINING AND QUIZ</p> <p><b>Title:</b> Informatics - An approach to HCI </p> <p><b>Course Code:</b> ABC_000886_2.0 </p> <p><b>Provider:</b> Internal  </p> <p><b>Type:</b> Online Class</p> <p><b>Version:</b> 2.0</p> <p><b>Effective Date:</b> 5/21/2019</p> <p><b>Keywords:</b> <input type="text"/> </p> <p><b>Description:</b> <div></div></p> <p><b>Thumbnail Image:</b> <input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/></p> <p><b>Resources:</b> <a href="#">Add Attachment</a> </p> <p>No attachments have been uploaded for this Online Class</p> <p><b>Available Languages:</b> <input type="text" value="English (US)"/> </p> <p><b>Default Language:</b> <b>English (US)</b> : This is the language shown to the user if the course is not localized in their language.</p> <p><b>Points:</b> <input type="text" value="0"/></p> <p><b>Badge:</b> <a href="#">Add Badge</a> </p>						

Q: Can I edit the default title of a training item?

A: If your display language matches the default language, simply edit the title of the training. If your display language does not match the default language, click the localization icon next to the **Title** field on the Course Catalog - General page for the training and change the title of the training for the default language.

## Recruiting

## HireRight Global Employment Screening Integration

The HireRight Global Employment Screening integration lets you order any of the HireRight 200+ global background screening and drug testing services directly from within Cornerstone. Status updates are provided in real-time, providing you with fast and reliable visibility into screening orders.

If you are using the legacy HireRight integration, please contact HireRight to begin the migration process.

### Migration

If your company has an assigned HireRight Account Manager, contact them directly and they will guide you through the migration process.

If your company does not have an assigned HireRight Account Manager, contact HireRight Customer Support and tell them you want to be migrated to the Cornerstone Edge HireRight integration, and the HireRight Customer Support representative will start the migration process.

### Implementation

This integration is available on 23 December 2019. This integration is a vendor-built integration and not by Cornerstone. More information and instructions can be found in [Edge Integrate](#).

### Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge

## SHL Talent Assessments Integration

The SHL Talent Assessments integration lets recruiters identify best-fit candidates, using targeted, predicted assessments, and provides an engaging, candidate-centric experience to help you attract the top candidates. This integration is available for clients using SHL TalentCentral.

If you are using the legacy SHL Select2Perform, please reach out to your SHL Account Manager to discuss the upgrade to SHL TalentCentral.

### Migration

Both the SHL Talent Assessments and the SHL Select2Perform integrations can be used simultaneously. However, in order to use SHL Talent Assessments it is necessary to be on SHL Talent Central.

If you are using the legacy SHL Select2Perform, it is necessary to work with SHL to migrate. The new integration only works for mobile-friendly workflows and currently only supports one numeric value for the assessment score to be displayed.

### Implementation

This integration is available on 23 December 2019. This integration is a vendor-built integration and not by Cornerstone. More information and instructions can be found in [Edge Integrate](#).

### Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge

## 10 January Patch Release Functionality



## What's New for the 10 January 2020 Patch Release

The following is released along with the 10 January 2020 patch release:

MODULE	FEATURE	DESCRIPTION
Core/Edge	Data Load Wizard - Additional Validation for Active Period Data	<p>When using the User data load in Data Load Wizard to update active period data, the Active value must be set to True, and an Activation Date and Deactivation Date must be provided. If the following are not true, the load will result in an error.</p> <ul style="list-style-type: none"> <li>○ If the Active value is set to True for a user, then Activation Date and Deactivation Date values must be provided for the user.</li> <li>○ If an Activation Date or Deactivation Date is provided for a user, then the Active value must be set to True for the user, and both the Activation Date and Deactivation Date values must be provided for the user.</li> </ul> <p>If the Active value is set to False for a user, then the Activation Date and Deactivation Date columns do not need to be provided for the user.</p>
Learning	Learning Details Redesign (Early Adopter) Enhancements	<p>The following Learning Details Redesign enhancements are available with the January 10 patch:</p> <ul style="list-style-type: none"> <li>○ <b>View Roster Link</b> - Instructors have access to a clickable View Roster link in the Session flyout and the Upcoming Sessions section on the Learning Details page to access the roster for each of their sessions.</li> <li>○ <b>Display Registration Deadline</b> - When it exists, the registration deadline is highlighted to the learner on the Session flyout. A red flag noting that a registration deadline exists will also display on the Upcoming Sessions section.</li> <li>○ <b>Display Training Contact In Session Flyout</b> - The training contact full name and contact information (email and phone number, if configured) will display on the Session Flyout.</li> </ul>

## Core

## Data Load Wizard - Additional Validation for Active Period Data

When using the User data load in Data Load Wizard to update active period data, the Active value must be set to True, and an Activation Date and Deactivation Date must be provided. If the following are not true, the load will result in an error.

- If the Active value is set to True for a user, then Activation Date and Deactivation Date values must be provided for the user.
- If an Activation Date or Deactivation Date is provided for a user, then the Active value must be set to True for the user, and both the Activation Date and Deactivation Date values must be provided for the user.

If the Active value is set to False for a user, then the Activation Date and Deactivation Date columns do not need to be provided for the user.

### Implementation

This functionality is automatically enabled for all organizations using the User data load in the Data Load Wizard.

## Learning

## Learning Details Redesign (Early Adopter) Enhancements

## Learning Details Redesign (Early Adopter) Enhancements - Overview

In 2019, a redesigned Learning Details page was released as an Early Adopter enhancement. With the Jan 10 2020 patch, the Learning Details page is still in an Early Adopter status, and the following additional enhancements have been made to this feature:

- Session registration deadlines display on the Session flyout and in the Upcoming Sessions section
- Session rosters are accessible to instructors via the Session flyout and in the Upcoming Sessions section
- Training contact information displays on the Session flyout for each session

### Considerations

The redesigned Learning Details page is only available for the following training types:

- Curricula
- Events and Sessions (new)
- External Content
- Materials
- Online Courses
- Online Content
- Tests
- Videos

The following training types are NOT currently scheduled to be updated to the new Learning Details page design:

- Forms
- Libraries
- Observation Checklists
- Quick Courses

### Exclusions and Considerations

The following Learning Details exclusions apply to ALL supported training types:

- Anonymous Browsing is not yet supported. This means that any configured self-registration workflows will continue to direct to the legacy Learning Details page
- No training types can be added to a Training Plan via the Learning Details page
- Badges are not supported on the Learning Details page by any training type (this does not affect Badge functionality elsewhere in the system)
- The ability to edit or delete ratings and reviews is not supported on the Learning Details page

The following Learning Details exclusions apply to VIDEO training items only:

- Video preview functionality is not supported

The following Learning Details considerations apply to EVENTS and SESSIONS only:

- Session Details - Sessions no longer have a dedicated Details page. Session details are now found in the Session flyout when the **View Details** link is clicked for a session
- Sessions Display - The Upcoming Sessions list for an event now displays all sessions available to the user
- **View Full Calendar** link - This link, which is available for the legacy Event Details page, is NOT available when viewing the new Learning Details page for an event
- Add to Waitlist - Users are no longer prompted with a pop-up to confirm whether they want to be added to the waitlist. Instead, they can access a **Add to Waitlist** link, which if clicked, immediately places them on the waitlist and redirects them to their transcript page
- The following metadata does not display for events and sessions on the Learning Details page:
  - Number of currently registered users and max registration
  - Locator Number
  - Objectives

Is Being an Early Adopter Right for My Organization?

Your organization may benefit from the Early Adopter program if the following are true:

- A significant number of your organization's users access learning via mobile platforms
- Your organization aims to increase mobile usage across learners
- Your organization heavily utilizes events and sessions (note that exclusions apply to the Learning Details page for events and sessions)
- Your organization aims to increase learner engagement through discovery and self-registration of training
- Your organization leverages assignment functionality and would benefit from learners being able to view the status and due date of training from the Learning Details page
- Your organization uses ratings and reviews

Your organization may NOT be a good fit for the Early Adopter program if the following are true:

- Your organization heavily uses training types that are not currently supported, including:
  - Certifications
  - Programs and Cohorts
  - Libraries
  - Quick Courses
- Your organization heavily uses pre-work and post-work but does not set pre-work and post-work as available to learners
- Your organization relies heavily on Training Badges
- Your organization has heavy customization on this page (injected CSS via the page footer)
- Your organization has extended enterprise clients who need support for anonymous browsing

## Implementation

The Learning Details page can be enabled via self-service in any portal using the Learning module, for supported training types. The new Learning Details page can be enabled via a new preferences page by an administrator with permission to configure these preferences.

- For information about enabling the Learning Details page in your portal: [See Learning Details \(Early Adopter\) - Preferences](#) on page 243 *for additional information*.

## Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Assign Training	Grants ability to assign learning objects to the transcripts of those for whom the user is the assigned manager, approver or cost center approver. This is a manager/approver permission.	Learning
Course Catalog - Update	<p>Grants ability to manage and edit training items listed in the Course Catalog and also grants access to the Course Console, where training can also be managed and edited. This permission also grants access to the Popular Requests and Highest Rated widgets on the Learning Admin Console (in conjunction with the Learning Admin Console - View permission). This permission also allows administrators to reversion online courses via the Course Console page. This permission also allows administrators to access an <b>Edit Training</b> option for training items included as objectives in Development plans.</p> <p>This permission can be constrained by OU, User's OU, Training Type, Training Item, Provider, ILT Provider, User's ILT Provider, User, User Self and Subordinates, and User's LO Availability. This is an administrator permission.</p> <p><b>Note:</b> Adding an OU constraint and a provider constraint to this permission results in an "AND" statement.</p>	Learning - Administration
LO Attachments - Manage	Grants ability to upload attachments to learning objects. Administrators with this permission are automatically granted the LO Attachments - View permission. This permission can be constrained by	Learning - Administration



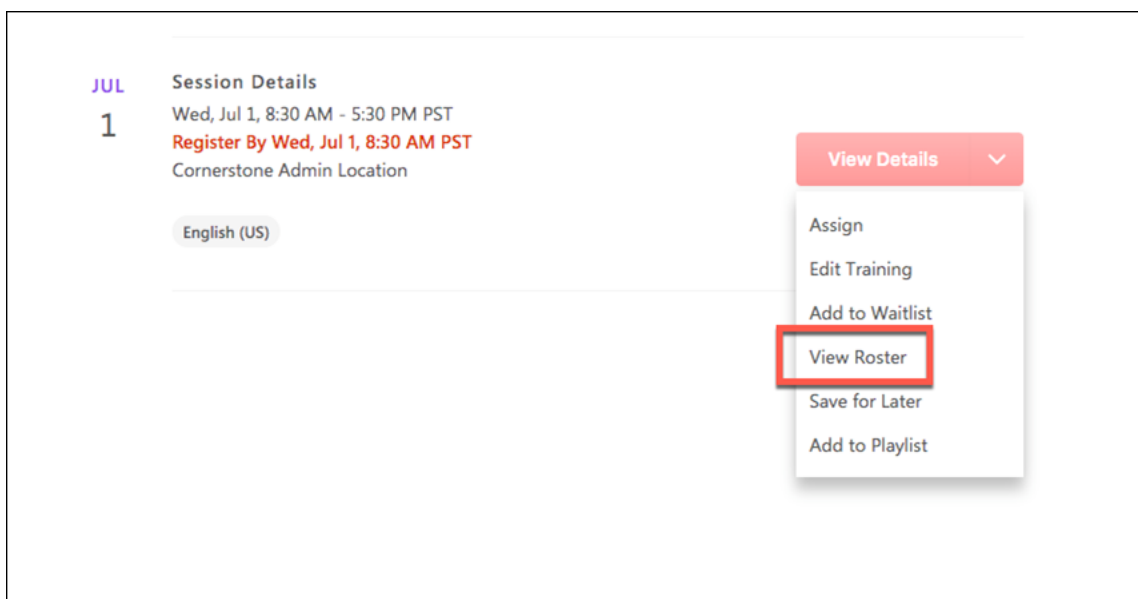
	User's ILT Provider, Provider, and ILT Provider. This is an administrator permission.	
LO Attachments - View	Grants ability to view the learning object attachments that are set to be available to administrators. This permission can be constrained by User's ILT Provider, Provider, and ILT Provider. This is an administrator permission.	Learning - Administration
Playlists - Create	Grants ability to create private Learning Playlists. This permission cannot be constrained. This is an end user permission.	Learning - Administration
View Transcript Item	Grants ability to view details of learning objects that appear on the transcript (training record), by clicking on the name of the learning object. Users must also have the Bio About - View permission in order to access the transcript within Universal Profile. This permission can be constrained by OU, User's OU, User Self and Subordinates, User, or User's Self. This is an end user permission.	Learning - Administration
Display all Training Custom Fields	Enables display of all training custom field values including blank fields when viewing details of training on transcript. Without this permission, the custom field will only appear if it is populated with a value. This is an end user permission.	Learning

## Learning Details Redesign (Early Adopter) Enhancements - Access Roster from Session Flyout

With this enhancement, instructor-led training (ILT) instructors and administrators can access the roster for their sessions using the Session flyout.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Roster - Manage	Grants ability to manage instructor led training session rosters, including updating attendance, and marking the ILT session complete to update student transcripts. A variety of other features are available depending upon additional roster permissions. This permission works in conjunction with Events - View, Sessions - View, and Roster - View permissions. This permission can be constrained by Instructor, User as Instructor, ILT Provider, and User's ILT Provider. This is an administrator permission.	Learning - Administration
Roster - View	Grants view-only access to instructor led training session rosters. This permission works in conjunction with Events - View and Sessions - View permissions. This permission can be constrained by Instructor, ILT Provider, User's ILT Provider, and User as Instructor. This is an administrator permission.	Learning - Administration



## View Roster

To access the roster for an ILT session, access the Learning Details page for the associated event and locate the session on the Learning Details page. Click the **Options** drop-down to the right of the session and click the **View Roster** link. You will be redirected to the Roster page for the session within the same browser window.

For more information about managing a session roster: [See Session Roster - Roster Tab](#).

## Learning Details Redesign (Early Adopter) Enhancements - Session Registration Deadline

With this enhancement, if a session has a registration deadline, the registration deadline displays on the Session flyout and the Upcoming Sessions section in red text. The Session flyout is accessed by clicking the **View Details** option for a session on the Learning Details page of an event. If a session does not have a registration deadline, no registration deadline displays.

Session Details

SESSION

Session Details

Fri, Nov 29, 8:30 AM - 5:30 PM PST

Register by Fri, Nov 31, 5:30 PM PST

North America > United States > California

9 hours

English (US)

Technology

PARTS / SCHEDULE

NOV  
29

CHATBOT SESSION: 1  
Fri, Nov 29, 8:30 AM - 5:30 PM PST  
North America > United States > California > Ocean on Santa Monica

Request

A registration deadline alert also displays next for sessions with a registration deadline in the Upcoming Sessions section. If a session does not have a registration deadline configured, this text does not display.

Training Contact

John Del  
9498242400jdelshadi@csod.com

Show Less

Upcoming Sessions

Date (Ascending) ▾

6 Sessions

NOV 22

Session Details

Fri, Nov 22, 8:30 AM - 5:30 PM PST

Register by Fri, Nov 31, 5:30 PM PST

Ocean on Santa Monica, California, United States, North America

English (US)

View Details ▾

99 spaces left

EVENT

Chatbot Conference

Not Started

Select a Session ▾

or

Assign

## Learning Details Redesign (Early Adopter) Enhancements - Training Contact Visible in Session Flyout

With this enhancement, information for the training contact associated with the instructor-led training (ILT) session displays on the Session flyout on the Learning Details page. To access the Session flyout, click the **View Details** option for a session on the Learning Details page of the event.

The following information displays for the training contact:

- Name
- Email Address
- Phone Number (if available)


The screenshot displays the 'Chatbot Conference' event page. The main content area shows event details, including the title 'Chatbot Conference', last updated date '12/24/2019', and a description. Below this, there's a section for 'Upcoming Sessions' with a dropdown menu set to 'Date (Ascending)' and a list of sessions. The first session is highlighted for 'FEB 12' on 'Wed, Feb 12, 8:30 AM - Thu, Feb 13, 5:30 PM PST'. A 'View Details' button is visible next to the session. At the bottom, there's a 'Ratings and Reviews' section with a prompt 'Be the first to leave a rating' and a star rating interface.

On the right side, a 'Session Details' flyout is open. It contains the following information:


- SESSION** Chatbot Conference
- Calendar icon: Wed, Feb 12, 8:30 AM - Thu, Feb 13, 5:30 PM PST
- Register By Wed, Feb 12, 8:30 AM PST
- Location icon: Client Admin Location USA
- Duration icon: 33 hours
- Language icon: English (US)
- Category icon: Technology
- Training Contact (highlighted in red):** John Doe, jdoe@csod.com, 3105552795
- PREREQUISITES**
- COMMUNITIES** Prior Reading
- PARTS / SCHEDULE**
- FEB 12 FIRST SESSION** Wed, Feb 12, 8:30 AM - Thu, Feb 13, 5:30 PM PST, Client Admin Location
- Price:** \$0.00
- Buttons:** Assign, View Training Details (dropdown)

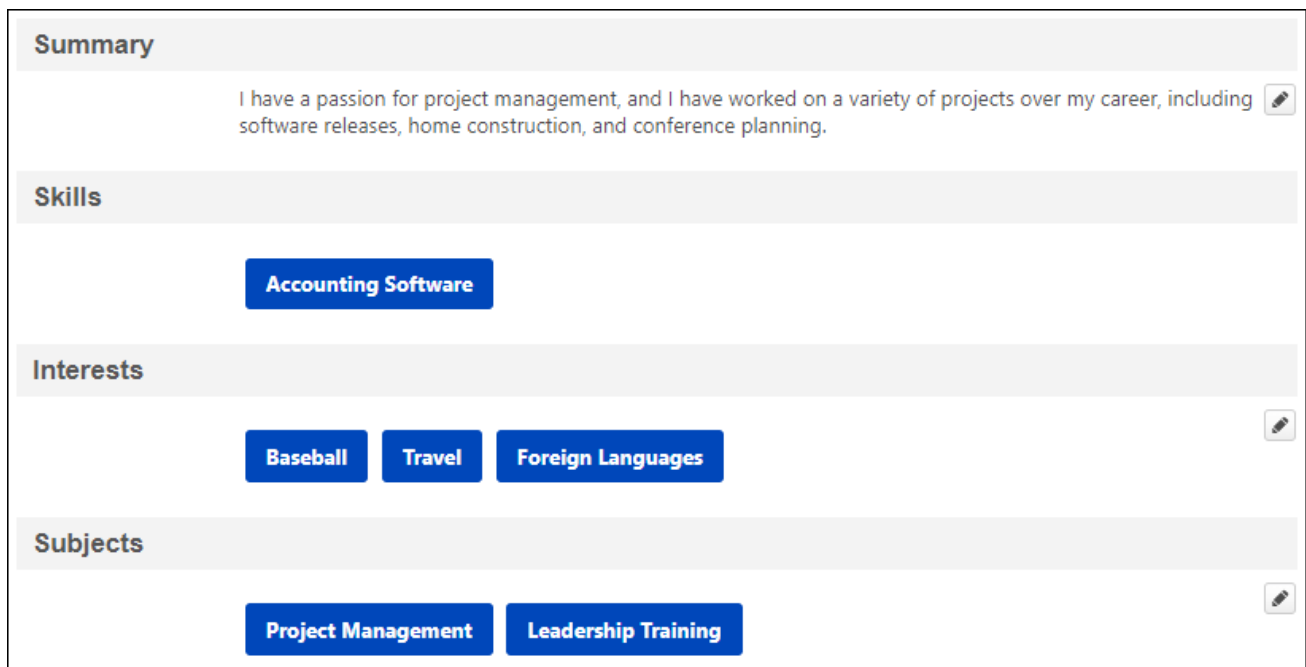
## Core

## Bio - About Accessibility Enhancement

With this enhancement, the accessibility of the Universal Profile Bio: About page is improved. The following updates are made when using the **EDIT** button  in the Summary, Interests, and Subjects sections of the Universal Profile Bio: About page:

1. The **EDIT** button can be activated in the following ways:
  - A. Select the button.
  - B. Tab to the button and press the Enter key.
  - C. Tab to the button and press the Spacebar key.
2. When the Edit button is selected, the page maintains visual focus on the section that is being edited.
3. Support for screen readers (e.g., JAWS, Nvidia) is added when editing these sections. For example, a screen reader will announce when a section is expanded or collapsed.

When the **EDIT** button is selected, the button is changed to a **COLLAPSE** button . The user can perform any of the above actions to collapse the expanded section.



The screenshot displays the 'Bio: About' page interface. It features four main sections, each with a header and an edit button (pencil icon):

- Summary:** Contains the text 'I have a passion for project management, and I have worked on a variety of projects over my career, including software releases, home construction, and conference planning.' with an edit button on the right.
- Skills:** Contains a single blue button labeled 'Accounting Software'.
- Interests:** Contains three blue buttons labeled 'Baseball', 'Travel', and 'Foreign Languages' with an edit button on the right.
- Subjects:** Contains two blue buttons labeled 'Project Management' and 'Leadership Training' with an edit button on the right.

## How Does this Enhancement Benefit My Organization?

These enhancements improve the accessibility of the Bio: About page.

## Considerations

These accessibility enhancements may impact custom code in the headers, footers and other areas of these Universal Profile pages.



## Implementation

This functionality is automatically enabled for all organizations.

## Permissions

The following existing permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Bio About - View	<p>Enables user to view the Bio page for users within their permission constraints. This permission must be enabled to view the Transcript page within Universal Profile. If a user does not have this permission and they click a person's name or user photo within the Universal Profile, then the Bio page will not open.</p> <p>On the Learner Home page, this permission also allows end users to view the <b>Completions &amp; Hours</b> field, the training sidebar, and the Continue Learning carousel.</p> <p>This permission can be constrained by Employee Relationship, OU, User's OU, User's Direct Reports, User Self and Subordinates, and User. <b>Note:</b> <i>For security purposes, this permission is constrained to User Self and Subordinates by default. However, the permission constraints can be modified to allow users to view the Bio About page for other users.</i></p>	Universal Profile

## Chinese Simplified Language Pack Upgrade

With the October '19 Release, Cornerstone has reversioned the Chinese Simplified language pack. At release, the updated language pack is available and is on by default in portals where the Chinese Simplified Language Pack has been installed. Custom language packs are not impacted by this upgrade.

### Implementation

This functionality is automatically enabled for all organizations using the Chinese Simplified language pack.

## Cookie-less Video Streaming

With the September 6 patch, the Akamai video player is now cookie-less. As a result, the player no longer requires the acceptance or use of third-party cookies and organizations no longer need to add Akamai trusted sites to browser configurations.

*This was released with the 6 September 2019 patch.*

## Implementation

This functionality is automatically enabled for all organizations.

## Cornerstone Mobile App Deprecation - March 2020

Cornerstone has two mobile application offerings in existence today:

- Cornerstone Mobile
- Cornerstone Learn (Introduced in February '18 Release)

In an effort to provide a more modern mobile experience, the Cornerstone Mobile app is scheduled for deprecation. Effective immediately, the Cornerstone Mobile app is still available but has reached its end-of-service life and is no longer supported, except for critical security and application down issues. The Cornerstone Mobile app end-of-life is targeted to occur in March 2020. End-of-life means the Cornerstone Mobile app will no longer function and will be removed from app stores in March 2020.

Cornerstone is encouraging clients to use the Cornerstone Learn app which is available today for both iOS and Android. The Cornerstone Learn app provides a more scalable solution, newer user interface, and takes advantage of the native features of the iOS and Android systems. When using the Cornerstone Learn app, learners can take advantage of the additional Learn Application functionality such as improved login flow, a more modern Learner Home, Offline capabilities with auto-sync, Curriculum support, enhanced customization abilities, custom navigation links, and more. In the future, the Cornerstone Learn app will eventually be expanded to a broader suite of Cornerstone products allowing for a single, end-user experience.

### Implementation

Effective immediately, the Cornerstone Mobile app is still available but has reached its end-of-service life and is no longer supported, except for critical security and application down issues.

The Cornerstone Mobile app end-of-life is targeted to occur in March 2020.

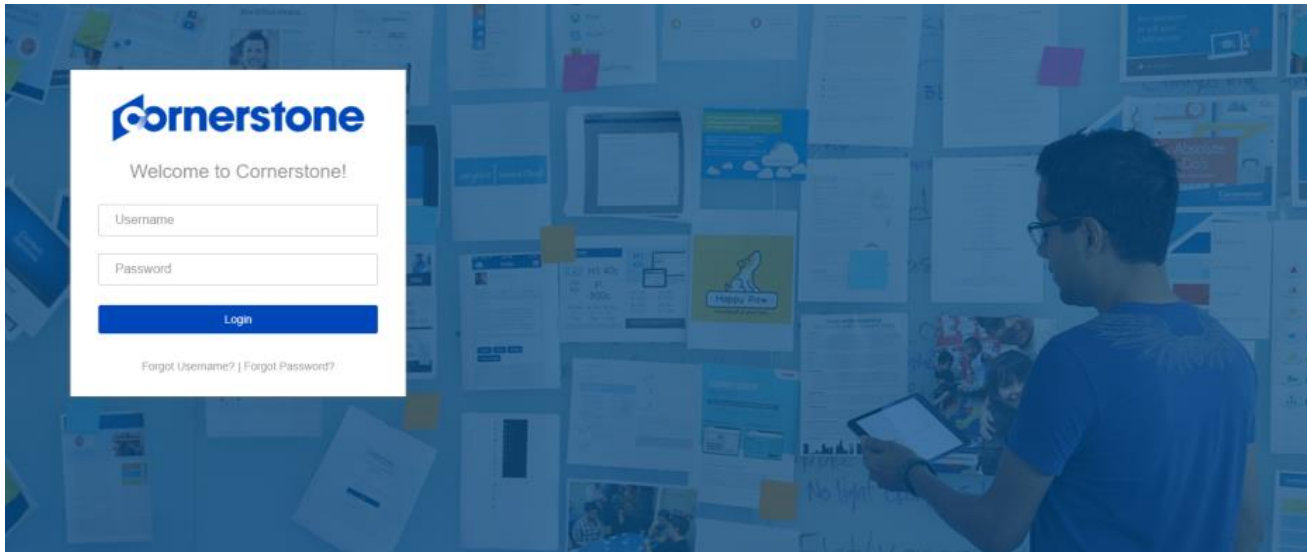
## Default Login Page and "Forgot Password" Page UI Redesign

With this enhancement, the default Login page and "Forgot Password" pages include the following updates:

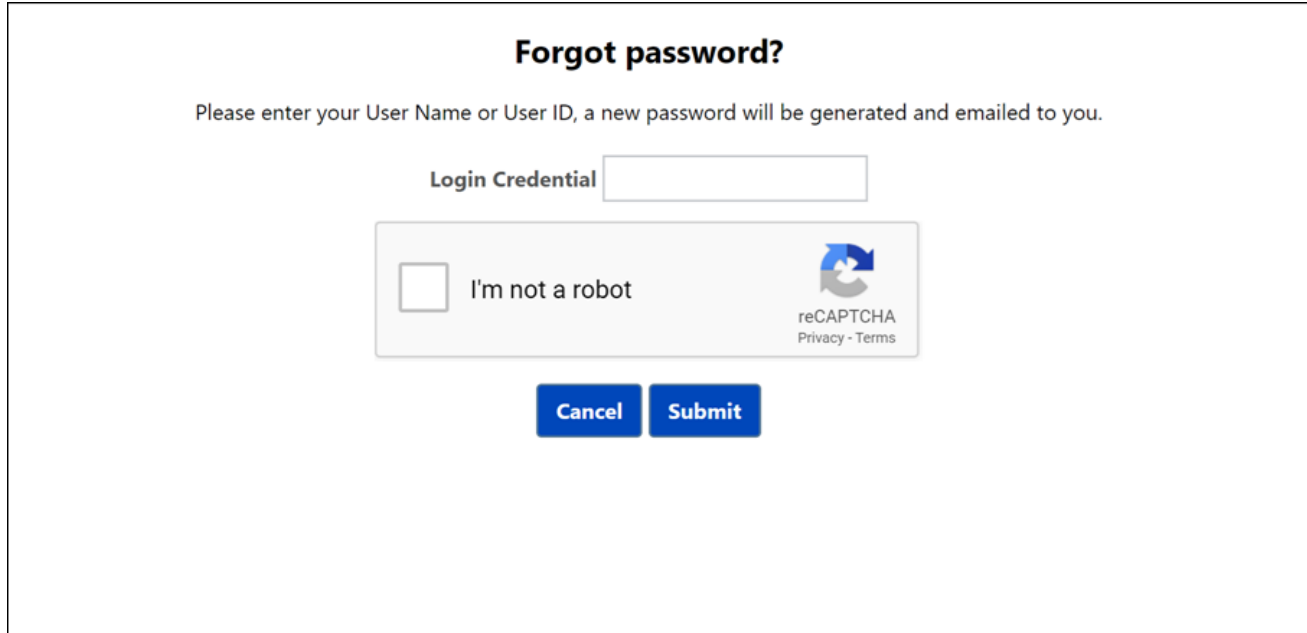
- The Cornerstone logo is updated to match the latest logo design.
- The button colors are updated to match the logo.
- The font used on the pages is updated to "Roboto" to match the application's font style
- The pages are designed to be mobile responsive so that they can be easily viewed and utilized on a smaller screen size.

*This functionality is targeted to be available in Stage portals on 8 October 2019.*

### Default Login Page



## Default Forgot Password Page



The screenshot shows a web form titled "Forgot password?". Below the title is a message: "Please enter your User Name or User ID, a new password will be generated and emailed to you." There is a text input field labeled "Login Credential". Below the input field is a reCAPTCHA widget with a checkbox and the text "I'm not a robot". To the right of the checkbox is the reCAPTCHA logo and the text "reCAPTCHA Privacy - Terms". At the bottom of the form are two buttons: "Cancel" and "Submit".

### How Does this Enhancement Benefit My Organization?

Redesigned, responsive pages offer an updated look and feel during login.

### Considerations

Custom login pages and custom "Forgot Password" pages are unaffected by this enhancement.

### Implementation

This functionality is automatically enabled for organizations using the default login and "Forgot Password" pages.

## Inline Help Enhancements

With this enhancement, additional Inline Help resources will be available in the following areas:

- Training Removal Tool

*This functionality is not available during UAT.*

## Implementation

This functionality is automatically enabled for all organizations.

This functionality is not available during UAT.

## jQuery Validation Tool

Older versions of jQuery may contain vulnerabilities that would allow the application to be compromised or unduly influenced. Therefore, Cornerstone will be upgrading its jQuery library from version 1.7 to 3.4 in the future, date yet to be determined. Cornerstone's upgrade of its jQuery library only updates standard core pages of the application. Custom code that clients have utilized will not be upgraded by Cornerstone as a result of this effort and thereby may contain vulnerabilities and errors produced by older versions of jQuery.

Understanding the potential impact a jQuery library upgrade can have on clients' customizations, Cornerstone has built a validation tool that will generate a report to help clients test the versions of jQuery used in their custom code in their portals. Once initiated, this back-end process scans through custom jQuery entered on custom developed areas of the application and generates a report of errors which identify potential fixes that need to be implemented. This tool is a guideline for identification purposes only. It does not guarantee that all potential errors will be identified nor does it handle any of the updating of the jQuery versioning. Cornerstone will not be able to provide support on fixing custom code and recommends that impacted clients consult with a qualified engineer to review all custom code to ensure compatibility with jQuery version 3.4 before Cornerstone updates its jQuery library.

Administrators can run the tool, and the tool will scan custom jQuery on custom-developed areas. The tool generates a report of potential areas that need to be addressed. Once the report is generated, administrators may download the report from the Reports section of the page. The tool may only be run once every 24 hours. Depending on the number of custom scripts in a portal, the report may take up to 24 hours to complete.

To access the jQuery Validation Tool, go to [ADMIN > TOOLS > CORE FUNCTIONS > JQUERY VALIDATION TOOL](#).

*This functionality is not available at the start of UAT. It is available in Stage portals as of the 16 October 2019 patch.*



## JQuery Compatibility Report Generator Tool

We are upgrading our jQuery library version from 1.7 to 3.4. Not all existing jQuery code will function once we upgrade this library version to 3.4. This tool generates a report of potential jQuery errors on custom-developed pages and core areas such as headers and footers. Once initiated, this tool will scan custom jQuery entered on your custom-developed areas of the application and generate a report of potential fixes that need to be addressed. You will receive the findings in an email.

**Disclaimer:**  
 Cornerstone allows clients to customize by using jQuery. Cornerstone assumes no responsibility for the upgrade and maintenance of your custom scripts. This tool is merely a guideline for identification purposes. It does not guarantee that all potential errors will be identified nor does it handle any updates related to jQuery versioning, identified errors, or other required changes identified. Cornerstone recommends that a qualified engineer review all custom code to ensure compliance with jQuery version 3.4. Depending on the number of custom scripts in your org, the report may take up to 24 hours to complete.

[Generate Report](#)

### JQuery Compatibility Reports

Request By	Request Date	Status
Last, First	9/30/2019 3:00:00 PM	<a href="#">Download</a>
Last, First	9/29/2019 3:00:00 PM	<a href="#">Download</a>

## How Does this Enhancement Benefit My Organization?

This functionality assists organizations in identifying older versions of jQuery used in custom development.

## Resources

Listed are helpful links for developers updating the jQuery in your custom development

- jQuery Core 1.9 Upgrade Guide: <https://jquery.com/upgrade-guide/1.9/>
- jQuery Migrate: Migrate older jQuery code to jQuery 1.9+:  
<https://github.com/jquery/jquery-migrate/tree/1.x-stable#readme>
- jQuery Core 3.0 Upgrade Guide: <https://jquery.com/upgrade-guide/3.0/>
- jQuery Migrate: <https://github.com/jquery/jquery-migrate/>

## Implementation

This tool is automatically available for all organizations.

## Glossary

- jQuery - A JavaScript library designed to simplify HTML Document Object Model (DOM) tree traversal and manipulation, as well as event handling, CSS animation, and Ajax.

## Permissions

The following new permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
jQuery Validation Tool - Manage	Grants ability to access and run the jQuery Validation Tool. This permission cannot be constrained. This is an administrator permission.	Core Administration

## Security Roles

Upon release, the new *jQuery Validation Tool - Manage* permission is automatically granted to the default System Administrator role. Administrators must grant this permission with the appropriate constraints to other roles, if necessary.

## Online Help Redesign and Content Restructure

Previously, Online Help content was organized by role and then by product suite.

With this enhancement, the table of contents is restructured to align with Cornerstone's product suites and features. Now, all information related to a product feature is grouped in the same area of the Table of Contents. In addition, the interface is modernized to improve the experience of using Online Help.

*This functionality is not available during UAT.*

### How Does this Enhancement Benefit My Organization?

A modern look and feel enhances the appearance of Online Help, and an improved content structure makes it easier to find the information you need.

### Considerations

- Any URLs you may have bookmarked or linked to are not impacted by this enhancement.
- As previously implemented, Online Help content remains permission based. For example, users with the Help Link - User permission will not have access to administrator or manager content in Online Help.
- To identify which users can access a page or perform certain actions on a page, please refer to the permissions listed on the corresponding Online Help topic.

### Implementation

This functionality is automatically enabled for all organizations.

This functionality is not available during UAT.

### Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Help Link - Manager	Provides access to view the User and Manager topics in online help. This is a manager permission.	Core
Help Link - System Administrator	Provides access to view the User, Manager and System Administrator topics in online help. This is an administrator permission.	Core
Help Link - User	Provides access to view the End User topics in online help. This is an end user permission.	Core

## Partner Access Administration Enhancements

With this enhancement, the Partner Access Administration page has been enhanced to improve the usability of the tool and provide a more intuitive workflow. New enhancements include:

- Ability to send a reset password email to the partner user - *This was released with the 20 September 2019 patch.*
- Ability to modify the partner's expiry date - *This was released with the 20 September 2019 patch.*
- Modification History for each partner user - *This was released with the 20 September 2019 patch.*
- Ability to re-enable inactive partner users - *This was released with the 20 September 2019 patch.*
- Ability to set the language for Partner users - *This is targeted to be available in Stage portals with the 8 October 2019 patch, and it is being released to production portals with the October 2019 release.*
- Partner Case Management - Partners will no longer be able to use the old case management system as of 2 December 2019. *This is targeted to be released with the 15 November 2019 patch.*
- Partner Deactivation Email - *This is targeted to be released with the 15 November 2019 patch.*

## Send Forgot Password Email

A new **Send Forgot Password Email** option is now available in the **Options** drop-down for an active partner.

When this option is selected, the administrator will receive a Success or Failure message that indicates whether or not the email was sent. When successful, the partner receives an email that enables them to reset their password. **Note:** *The password reset email is sent to the partner in the language that is set for them using the **Change Language** option. If a language has not been set for them, the password reset email is sent to the partner in the portal's default language. This email is not available for configuration in Email Administration.*

*This was released with the 20 September 2019 patch.*

## Change Expiration Date

A new **Change Expiration Date** option is now available in the **Options** drop-down for an active partner.

When this option is selected, a pop-up opens that enables the administrator to set a new expiration date for the partner. This is the same pop-up that appears when setting the expiration date for a new partner. When a new expiration date is successfully set, the partner's expiration date is updated with the new date.

*This was released with the 20 September 2019 patch.*

## View Modification History

A new **View Modification History** option is now available in the **Options** drop-down for an active or inactive partner.

When this option is selected, the Modification History page opens, displaying the full modification history for the respective partner user. This includes the following values for each change:

- Change Date - The date and time at which the change occurred
- Description - A brief description of the change that occurred
- Changed To - The original value of the field that was changed (e.g., the original access status or expiration date)
- Changed From - The updated value of the field that was changed (e.g., the new access status or expiration date)
- Changed By - The name of the administrator who modified the partner

*This was released with the 20 September 2019 patch.*

## Re-Enable Access

A new **Re-Enable Access** option is now available in the **Options** drop-down for an inactive partner.

When this option is selected, a pop-up opens that enables the administrator to set a new expiration date for the inactive partner. This is the same pop-up that appears when setting the expiration date for a new partner. When a new expiration date is successfully set, the partner is reactivated with the new expiration date.

*This was released with the 20 September 2019 patch.*

## Change Language

A new **Change Language** option is now available in the **Options** drop-down for an active partner.

When this option is selected, an Update Language pop-up opens in which the administrator can set the partner user's language so that the partner can view the portal in their preferred language.

*This is targeted to be available in Stage portals with the 8 October 2019 patch, and it is being released to production portals with the October 2019 release.*

## Partner Case Management

Partners who are added and active in the Partner Access Administration tool automatically get the ability to manage that client's cases through Salesforce Communities.

Partners will no longer be able to use the old case management system as of 2 December 2019.

*This is targeted to be released with the 15 November 2019 patch.*

## Partner Deactivation Email

This enhancement is partner specific; clients will not see this change. When a partner's account in a client portal is deactivated, either through a user choosing to "End Access" immediately or through their expiry date being reached, they will receive an email notifying them of the change. The email is not configurable and is not visible in Email Administration.

*This is targeted to be released with the 15 November 2019 patch.*

## Considerations

- The password reset email and deactivation email for partners are sent to the partner in the language that is set for them using the **Change Language** option. If a language has not been set for them, the password reset email is sent to the partner in the portal's default language.
- The password reset email and deactivation email for partners are not available for configuration in Email Administration.

## Implementation

This functionality is automatically enabled for all organizations.

## Permissions

The following existing permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Access Partner Authorization - Manage	Grants ability to manage partner authorized access to portal via Partner Access Administration. This permission cannot be constrained. This is an administrator permission.	Core Administration

## Reporting 2.0 (Early Adopter) Enhancements

## Reporting 2.0 (Early Adopter) Enhancements - Overview

Reporting 2.0 is the new reporting tool for standard and custom reports. The new tool must be self-enabled and is intended to provide you with a simplistic and intuitive way to build and use reports. Enabling does not impact Standard or Custom Reports. This is a powerful new engine that delivers a single application for creating reports.

The following features are available with the October '19 release:

- **Custom Column Headers**
- **Multi-Module Reporting**
- **Usability Enhancements**
- **Additional Fields - Connect**
- **Additional Fields - Succession**

For detailed information about creating and viewing reports, see the following existing topics in Online Help:

- **Reporting 2.0 - Homepage**
- **Reporting 2.0 - Create Report**
- **Reporting 2.0 - Report Viewer**

**Note:** You will continue to have full access to standard and custom reports following self-enablement of this functionality in your portal.

### Reporting 2.0 - Early Adopter Details

Reporting 2.0 (Early Adopter) is intended to give you a chance to get familiar with the tool in your Production and/or Pilot environment before it is made generally available (GA) in a future release. Early Adopters can build both ad hoc reports and report templates with their data by adding columns, specifying filter logic, and specifying filter properties.

While all clients are encouraged to be a part of the Reporting 2.0 (Early Adopter), it is important to make sure the features meet your needs. The following are a few components of an Early Adopter:

- **Experienced in building Custom Reports**
  - The Early Adopter will build report templates and share them with other users. These other users do not necessarily need to be experienced in building Custom Reports as they will simply be using templates and downloading reports.
- **My portal has User and Learning, Recruiting, Performance, Extended Enterprise, or Succession Data**
  - Compensation is not fully supported at this time.
- I understand that not all existing Custom Reporting features are currently available in the Early Adopter but **I am eager to start using the features that are available now**

### Use Case

#### Anna Administrator

1. As Anna Administrator, I build and maintain reports for my organization.



2. I am most interested in the filter properties because I can:
  - A. Make it easier for Viewers to know which criteria to set.
  - B. Hide confusing filters.
  - C. Limit how Viewers interact with filters.
3. I build reports and bring in my favorite standard and custom fields.
4. I share reports with other users and let them know they have a new report.
5. I spend the most time making sure the filter logic is correct and easy to use.

### Vicky Viewer

1. As Vicky Viewer, I run reports for my team.
2. I do not have the create permission, thankfully, because I am too busy to learn how to build reports.
3. I love running report templates others have built for me. I change a couple filters like date.
4. If I need something complex changed in the report, I will talk to Anna Administrator and ask her to change it for me.

### Implementation

The Reporting 2.0 functionality must be self-enabled. For self-enablement information, [See Enable Reporting 2.0](#). All clients can opt-in to Early Adopter in Stage, Pilot, and Production portals.

Each Early Adopter client should have a stakeholder experienced with building custom reports. The stakeholder(s) should build report templates and share them with other users. The other users do not need Custom Reports experience, as they will simply be using templates and downloading reports. **Note:** *Without a stakeholder with fair to moderate Custom Report experience (or comparable experience with a reporting/analytics tool), the user experience may not be as successful.*

### Security

The Reporting 2.0 functionality is controlled by a series of permissions that allow you to create more specific reports by report field. For this reason, permissions are at more of a granular level with this functionality.

The permissions are broken down by the main product level permission, section level, and then at the field level. For example, if you wanted to report on Instructor Led Training (ILT) in the system, you would need:

- The Reporting - Manage permission to create reports.
- The Reporting - View permission to preview reports and view reports.

You would also need:

- The top-level product specific permission to create reports related to that product.
  - e.g. Reporting - Learning - Manage
- The section specific permission to create reports for that feature within the product.
  - e.g. Reporting - Learning - ILT - Manage

- The field level permissions to be able to create reports with the specific fields for that feature within the product.
  - e.g. Reporting - Learning - ILT - ILT Facility - Manage

If a user does not have each level of permission, then they may not have access to the report builder, or the section may not be visible, or the fields within the section may not be visible. Also, if a user does not have the top-level product permission, then none of the fields for that product will be visible, such as the fields for LMS reports.

The power of this granularity of permissions is that you can give access to as many or as few fields as necessary for your users. For example, you may give users access to the User section but not give them access to the User Identifier section if that contains sensitive data for your portal.

### Reporting 2.0 List of Permissions

For the full list of existing permissions and their relationships, [see the permissions spreadsheet in Online Help](#).

### Permission Constraints

Constraints exist at the section level for permissions. At this time, the following constraints are available:

- OU
- User's OU
- User Self and Subordinates
- User's Direct Report
- User
- Learning-specific constraints:
  - Provider
  - Training Item
  - Training Type
- Requisition-specific constraints:
  - User's Division
  - User's Position
  - User's Location
  - Division
  - Position
  - Location

### New Permission for October '19 Release

As part of the Apply Owner Constraints functionality, a new *Reporting - Share - Apply Report Owner Constraints* permission is added to the Reporting permissions category.

Grants ability to turn on the **Apply Owner Constraints** setting for reports in the Report Properties panel. This setting affects shared users, delivery, and reports published to dashboards.

When the setting is enabled, the report owner's constraints are applied to the report, and users that run the report will see the report with the report owner's constraints instead of their own.

Due to the possibility of unintended user data becoming visible to a user viewing a report with the report owner's constraints, it is recommended that filters be added to the report to restrict data visibility. It is also recommended that the report owner test the report prior to sharing to ensure the data visibility is appropriate and intended.


## Custom Column Headers

Prior to this enhancement, column headers reflected the name of the report field. The name could not be changed, which resulted in confusion when sharing reports. Shared users were not always able to understand what data was being provided in a report column because the column name did not provide a clear explanation.

With this enhancement, you can now change the name of column headers in Reporting 2.0. This will make it easier to identify the data you are running in a report. This feature is unique to Reporting 2.0 and is not available in Custom Reports.

### Rename Column Header

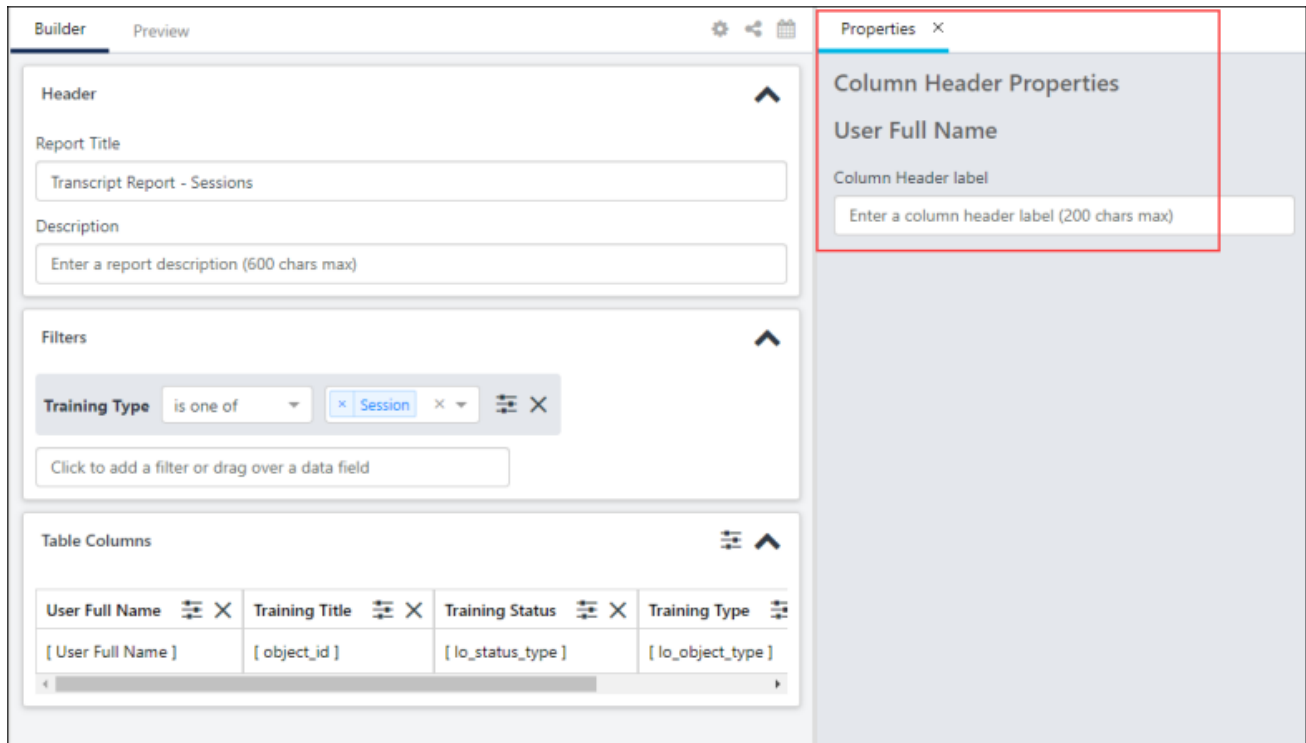
To change the name of a column header:

1. Click the icon  to the right of the field name in the Table Columns section. This opens the Column Header Properties icon.
2. Enter a new column name in the **Column Header label** field.
3. Click **SAVE** at the bottom of the page. This saves the setting to the report. Note: If you only click Refresh after changing the column header name, the Preview tab will show the change, but the setting is not saved to the report.

The new column name is not visible on the Builder tab but is visible on the Preview tab.

The name change applies to charts and filters, as well as to the exported report and exception reports. However, you can opt to change the name of a filter and/or chart axis if you do not want to use the updated column header name.

Shared users will also see the name change.



The screenshot shows the Reporting 2.0 interface with the 'Builder' tab selected. The 'Table Columns' section is visible, showing a table with columns: User Full Name, Training Title, Training Status, and Training Type. The 'User Full Name' column is highlighted. A red box highlights the 'Column Header Properties' dialog box, which is open. The dialog box has a title bar 'Properties' and a close button 'X'. It contains the following text:

**Column Header Properties**

**User Full Name**

Column Header label

Enter a column header label (200 chars max)

The 'Table Columns' section shows the following table:

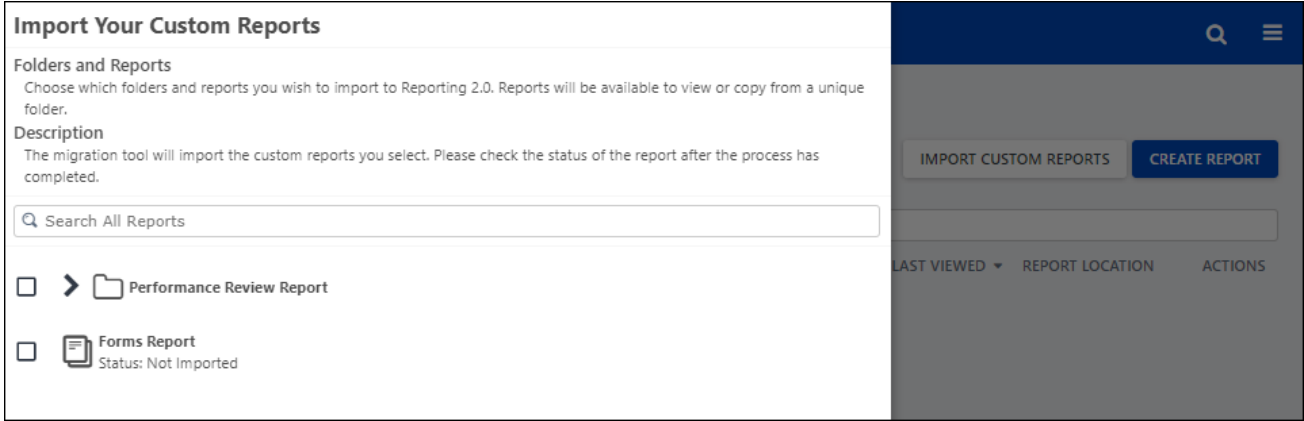
User Full Name	Training Title	Training Status	Training Type
[ User Full Name ]	[ object_id ]	[ lo_status_type ]	[ lo_object_type ]

# Multi-Module Reporting

With this enhancement, Multi-Module Custom Reports can be imported into Reporting 2.0. This is the first phase of multi-module reporting in Reporting 2.0. By providing this functionality, you can continue to use multi-module reports from the Custom Reports tool, while the multi-module functionality is built for Reporting 2.0.

To import a Multi-Module Custom Report, use the **IMPORT CUSTOM REPORTS** option on the Reporting 2.0 homepage. [See Custom Reports Migration Tool](#).

Full multi-module reporting in Reporting 2.0 is targeted to be delivered in a later release.



## Usability Enhancements

The following smaller enhancements for the October '19 release are intended to improve the user experience for Reporting 2.0:


### Apply Owner Constraints

With this enhancement, you can enable other users to view the report with the same constraints that you have. This lets report viewers see any data in the report, chart, and dashboard to which your constraints give you access. This also applies to shared reports and reports that are scheduled for delivery.

You can still limit what users see by using the Filters section on the Builder tab. This lets you add filters that restrict the data that appears in the report.

This enhancement is controlled by the *Reporting - Share - Apply Report Owner Constraints* permission and is available via a backend setting during the first part of UAT, until 1 October 2019. To enable this functionality during that time, contact Global Product Support. This functionality will be enabled by default on 1 October 2019.

To apply owner constraints:

1. Click the **Show/Hide Report Options** icon  on the Builder tab of the report. This opens the Properties tab.
2. Toggle the **Apply Owner Constraints** option to on. This opens a confirmation pop-up.
3. Click **CONFIRM** in the confirmation pop-up. This confirms that you are running the report with your constraints, meaning that users who view the report will see the same data that you see.

### Use Case

An executive is viewing a report you created. She can only see data that is within her constraints. However, she needs to see data for all users in her Division Organizational Unit (OU).

You toggle the **Apply Owner Constraints** option to On and confirm the change. You open the report in View mode to make sure the report only contains data that she should be able to see.

By applying owner constraints, you do not need to manage other permissions and constraints to allow her access to the report data she needs. You also do not need to bother changing the user's permissions and constraints back to their previous state once she is done with the report. Further, because you have not removed constraints completely, the user is not able to see all data; they only see what you as the report owner can see.

### How do I limit the data users see when I enable Apply Owner Constraints?

To make sure users don't see more data than intended, it is advised to:

- Set report filters in the Filters section on the Builder tab
- Control what users can see when they run the report by setting the Report Viewing Options in the Filter Properties panel; make sure users are not able to remove/change filters in the Report Viewer that would allow them to see more data than intended

- Limit filter criteria
- Open the report in View mode and test the filter settings before sharing the report

### I want to share the report with Apply Owner Constraints. What do my shared users see?


The users with whom you share the report will see what is visible within your owner constraints. They can copy the report but will not have the ability to waive your constraints.

### Queue Report to Download in CSV

For users with the *Reporting - Download* permission, a new Queue Report option is available in the Actions column on the Reporting 2.0 homepage when the option is enabled by a backend setting. The option allows for reports to be queued for downloading to a .csv file. When queued for download, the row limit is increased to one million, making this a great option for larger reports.

Once the queued report is done processing, the system sends an email notification to the user to indicate whether the process was successful.

To queue a report to download to .csv:

1. Click the download icon  in the Actions column for the report on the Reporting 2.0 homepage. This opens a queue report pop-up.
2. Click **QUEUE** to download to a .csv file.

### Additional Report Delivery Formats

Reports that are configured for delivery can now be exported in the following additional formats: text with pipe delimiter (TXT PIPE), text with tab delimiter (TXT TAB), and XML.




### Data Map Changes to Report Type

The term "data map" is changing to "report type." There is no change to the functionality. Changing the name is being done to better align with the functionality.


The term is visible on the Report Properties panel when clicking the **Show/Hide Report Options** icon .

### Report/Table Properties Updates

The following updates are made to Report Properties and Table Properties:

- **Show Report Properties** - Prior to this enhancement, the Report Properties panel was accessed from the **Show Report Properties** icon  in the Table Columns section of the Builder tab. With this enhancement, Report Properties are accessed from the **Show/Hide Report Options** icon .
- **Show Table Properties** - Prior to this enhancement, table properties were part of the Report Properties panel. With this enhancement, the **Show Report Properties** icon  is changed to **Show Table Properties**. Clicking the icon opens a Table Properties panel, from which you can access column summary and sorting options.

## View Header/Filter/Charts

Prior to this enhancement, the checkboxes to view the Header, Filters, and Charts section of the Builder tab were available from the **Show/Hide Report Options** icon .

With this enhancement, the options are now available on the Report Properties panel.

## Migration Tool Enhancements

The following migration tool enhancements were made as part of the 16 August 2019 patch release:

1. Organizations can now move migrated custom reports out of the Imported Custom Reports folder to create the organization you prefer.
2. When a custom report is imported, the fields in the imported report do not display section prefixes by default unless the report contains multiple fields with the same name (e.g., User First Name from User section and from Manager section).
3. The **Show Field Prefixes** toggle in the Report Properties flyout is now available for imported custom reports. This toggle enables organizations to easily identify the report section associated with each field.
  - A. If the imported custom report contains multiple fields with the same name, this toggle is on (field prefixes are displayed), and it cannot be changed. This ensures that you can distinguish all fields. This is existing behavior for Reporting 2.0 reports.
  - B. If the imported custom report does not contain multiple fields with the same name, this toggle is off by default and can be changed.
4. For imported custom reports that were imported prior to this enhancement, the **Show Field Prefixes** toggle is now available when editing the report, and it is in the On position by default. If the report does not contain multiple fields with the same name, then this toggle can be switched to the Off position.

See the [Custom Reports Migration Tool](#) topic in Online Help for more information about migrating custom reports to Reporting 2.0.

## Migration Tool Error Message

With this enhancement, the error message that appears when an import fails due to missing fields now includes the column that caused the import to fail. This helps you to know which fields in your custom report need to be removed in order for the import to be successful.



## RTDW Updates to Reporting API, RDW, and Data

Impacting only clients using Reporting API, Replicated Data Warehouse, and Data Exporter, the Real-Time Data Warehouse (RTDW) categories may be impacted, deprecated, or break applications, scripts, or functionalities that are based on earlier versions of RTDW objects.

Documentation that describes RTDW views and fields used in Custom Reports are updated and available in the [RTDW Documentation for Reporting API, RDW, and Data Exporter Community](#). Join and follow the community to be notified of new posts.

### RTDW Deprecated Objects - For Oct '19 Release

This table describes the objects that will be deprecated with the Aug '19 release. Do not use these deprecated objects in new development work, and modify applications that currently use these deprecated objects as soon as possible.

CATEGORY	DEPRECATED OBJECT	REPLACEMENT	REMOVAL DATE	ACTION
Certification	transcript fields in report.vw_rpt_certification	Transcript fields in report.vw_rpt_transcript. Join report.vw_rpt_certification with report.vw_rpt_transcript on user_id = transc_user_id and cert_object_id = transc_object_id and reg_num = reg_num	Release 20.01.00 (Feb 2020)	Marked for deletion
Compliance	report.vw_rpt_compliance	No replacement, 'Compliance Report' Report Category was deprecated and deleted in Release 19.02.00 (May 2019).	Release 20.01.00 (Feb 2020)	Marked for deletion
Evaluation	transcript fields in report.vw_rpt_evaluations	Transcript fields in report.vw_rpt_transcript. Join report.vw_rpt_evaluations with report.vw_rpt_transcript on target_user_id = transc_user_id and re_eval_lo_id = transc_object_id eval_reg_num (new field that will be added) = reg_num	Release 20.01.00 (Feb 2020)	Marked for deletion
Test	transcript fields in report.vw_rpt_test	Transcript fields in report.vw_rpt_transcript. Join report.vw_rpt_test with report.vw_rpt_transcript on	Release 20.01.00 (Feb 2020)	Marked for deletion

CATEGORY	DEPRECATED OBJECT	REPLACEMENT	REMOVAL DATE	ACTION
		eval_user_id = transc_user_id and eval_lo_id = transc_object_id and eval_reg_num = reg_num		
Transaction	transcript fields in report.vw_rpt_transaction	Transcript fields in report.vw_rpt_transcript. Join report.vw_rpt_transaction with report.vw_rpt_transcript on rb_user_id = transc_user_id and rb_object_id = transc_object_id and trans_reg_num = reg_num	Release 20.01.00 (Feb 2020)	Marked for deletion
Training and Transcript	[user_lo_remove_first_name], [user_lo_remove_last_name] fields in report.vw_rpt_transcript	[user_name_first], [user_name_last] fields in report.vw_rpt_user. Join report.vw_rpt_transcript with report.vw_rpt_user on user_lo_remove_id ( new field that will be added to report.vw_rpt_transcript) = user_id (in report.vw_rpt_user)	Release 20.01.00 (Feb 2020)	Marked for deletion
Training and Transcript	[exemptor_ref], [exemptor_full_name] fields in report.vw_rpt_transcript	[user_ref], [user_name_first], [user_name_last] fields in report.vw_rpt_user. Join report.vw_rpt_transcript with report.vw_rpt_user on exemptor_id = user_id	Release 20.01.00 (Feb 2020)	Marked for deletion
Training and Transcript	[user_part_attendance] field in report.vw_rpt_transcript	New report object with [user_part_attendance] field will be provided	Release 20.01.00 (Feb 2020)	Marked for deletion
Training and Transcript	[user_lo_status] field in report.vw_rpt_transcript	[status] in report.vw_rpt_transcript_status_local Join report.vw_rpt_transcript with report.vw_rpt_transcript_status_local on user_lo_status_id (in report.vw_rpt_transcript) = status_id and culture_id =1 (default culture)	Release 20.01.00 (Feb 2020)	Marked for deletion

CATEGORY	DEPRECATED OBJECT	REPLACEMENT	REMOVAL DATE	ACTION
User	OU fields in report.vw_rpt_user	report.vw_rpt_user_ou_info Join report.vw_rpt_user_ou_info with report.vw_rpt_user on user_ou_info_user_id (vw_rpt_user_ou_info) = user_id (report.vw_rpt_user)	Release 20.01.00 (Feb 2020)	Marked for deletion
User	User dynamic relation fields in report.vw_rpt_user	report.vw_rpt_user_dynamic_r elation Join report.vw_rpt_user_dynamic_r elation with report.vw_rpt_user on user_dynamic_relation_user_i d (vw_rpt_user_dynamic_relatio n) = user_id (report.vw_rpt_user)	Release 20.01.00 (Feb 2020)	Marked for deletion

## Scheduled Changes in RTDW Objects

This table describes changes in RTDW objects for future releases.

CATEGORY	OBJECT/FIELDS	DATE OF SCHEDULED CHANGE	ACTION
Development Plan	Datatype for [target_dt] field in report.vw_rpt_devplan will be changed from smalldatetime to datetime.	Release 20.01.00 (Feb 2020)	Marked for update
Succession	Datatype of the succession custom fields in report.vw_rpt_succession_incumbent_smp_cf will be changed from nvarchar(4000) to datatype based on the custom field type, e.g.: <ul style="list-style-type: none"> <li>‘Checkbox’: bit</li> <li>‘Date Field’: datetime</li> <li>‘Numeric Field’: float</li> <li>‘Short Text Box’: nvarchar(200)</li> <li>‘Scrolling Text Box’: nvarchar(2000)</li> </ul>	Release 20.01.00 (Feb 2020)	Marked for update

CATEGORY	OBJECT/FIELDS	DATE OF SCHEDULED CHANGE	ACTION
Training Plan	Datatype and values for training plan custom fields of type Enumerated Options in report.vw_rpt_training_plan_forecasted_item will be changed: Datatype: from nvarchar(200) to int Values: from Option label to Option ID	Release 20.01.00 (Feb 2020)	Marked for update
Evaluation	Transcript fields will be removed from report.vw_rpt_evaluations (as described in RTDW Deprecated Objects), new field eval_reg_num - the registration number for the transcript will be added. Before the change, report.vw_rpt_evaluations has transcript fields for trainings only with latest registration (is_latest_reg_num = 1). After change, joining report.vw_rpt_evaluations and report.vw_rpt_transcript will allow to have transcript fields for all registered trainings.	Release 20.01.00 (Feb 2020)	Marked for update
User	Data in report.vw_rpt_user_ou_info after change will include users' OU details for OU of all OU types which allow singular membership. Before change report.vw_rpt_user_ou_info includes users' OU details for OU of the OU types that have defined in application flag 'Show in Analytics' and excluded OU type 'Group'	Release 20.01.00 (Feb 2020)	Marked for update

## Deprecated Data Exporter Objects

This table describes deprecated objects that are still available in the Data Exporter. These objects are scheduled to be removed in the current and future releases. Do not use these deprecated objects in new development work, and modify applications that currently use these deprecated objects as soon as possible.

DEPRECATED OBJECT PUBLIC NAME	REPLACEMENT	REMOVAL DATE	ACTION
training_purpose_local Note: undocumented deprecated object	training_purpose_local2	Release 19.04.00	Deleted

DEPRECATED OBJECT PUBLIC NAME	REPLACEMENT	REMOVAL DATE	ACTION
[training_purpose_local] has the same fields as replacement object [training_purpose_local 2] ([purpose_id],[ culture_id], [title]) and field ([id] int) that is for internal use.		(October 2019)	
ou_user  Note: deprecated [ou_user] includes fields described in report.vw_rpt_user_ou and additional undocumented fields that are for internal use: [xxxcreator_id] int [xxxcreate_dt] smalldatetime [type_id] int [action_type] int Use [user_ou_core]	[user_ou_core] - User-OU associations that exclude Organizational Units that have OU types: "Legacy Availability", "Deprecated Legacy Availability"	Release 19.04.00 (October 2019)	Deleted
ou_title_local	[ou_local_core]	Release 19.04.00 (October 2019)	Deleted
[user_ou] (RTDW object report.vw_rpt_user_ou)	[user_ou_core] - User-OU associations that exclude Organizational Units that have OU types: "Legacy Availability", "Deprecated Legacy Availability"	Release 20.01.00 (Feb 2020)	Marked for deletion
user_groups_core	[user_ou_multi_core] - User-OU associations (multi-membership only). This is a subset of user_ou_core whose OU types allow for multi- membership. Note: deprecated [user_groups_core] included User-OU associations only for OU type 'Group'. [user_ou_multi_core] includes all multi- membership User-OU associations, for	Release 20.01.00 (Feb 2020)	Marked for deletion

DEPRECATED OBJECT PUBLIC NAME	REPLACEMENT	REMOVAL DATE	ACTION
	OU type 'Group' use filter ou_type_id = 128 .		
ou_type	[ou_type_core] – OU type master list that excludes OU types: "Legacy Availability", "Deprecated Legacy Availability" and inactive OU types	Release 20.01.00 (Feb 2020)	Marked for deletion
compliance	No replacement, 'Compliance Report' Report Category was deprecated and deleted in Release 19.02.00 (May 2019).	Release 20.01.00 (Feb 2020)	Marked for deletion
Following fields in [transcript] object (documented in RTDW Documentation:  report.vw_rpt_transcript ) [user_lo_removal_first_name], [user_lo_removal_last_name], [exemptor_ref], [exemptor_full_name], [user_part_attendance], [user_lo_status]		Release 20.01.00 (Feb 2020)	Marked for deletion
Datatype for [target_dt] field in [devplan], [due_dt] field in [devplan_core], will be changed from smalldatetime to datetime		Release 20.01.00 (Feb 2020)	Marked for deletion
[lo_root_id] field in [training_core]	New field [source_object_id] in [training_core] (it will be available in 19.04.01)	Release 20.02.00 (May 2020)	Marked for deletion

DEPRECATED OBJECT PUBLIC NAME	REPLACEMENT	REMOVAL DATE	ACTION
COMPATIBILITY_ou_title_local	[ou_local_core]	Release 20.02.00 (May 2020)	Marked for deletion
COMPATIBILITY_qti_text_local	[qna_text_local_core]	Release 20.02.00 (May 2020)	Marked for deletion
ou	[ou_core]	Release 20.02.00 (May 2020)	Marked for deletion
training_type	[training_type_core]	Release 20.02.00 (May 2020)	Marked for deletion
training_type_local	[training_type_local_core]	Release 20.02.00 (May 2020)	Marked for deletion
transcript_status	[transcript_status_local_core] Use filter for default culture: [is_default] = 1	Release 20.02.00 (May 2020)	Marked for deletion
transcript_status_local	[transcript_status_local_core]	Release 20.02.00 (May 2020)	Marked for deletion
training_title_local	[training_local_core]	Release 20.02.00 (May 2020)	Marked for deletion
COMPATIBILITY_custom_field_value_local	Custom Field Enumerated Options Localization objects: [application_cf_enum_local_core] [devplan_cf_enum_local_core] [offer_letter_cf_enum_local_core] [ou_cf_enum_local_core] [performance_review_cf_enum_local_core] [succession_cf_enum_local_core] [training_forecast_cf_enum_local_core] ]	Release 20.02.00 (May 2020)	Marked for deletion

DEPRECATED OBJECT PUBLIC NAME	REPLACEMENT	REMOVAL DATE	ACTION
	[user_cf_enum_local_core]		
custom_field_value	Custom Field Enumerated Options Localization objects. Use filter for default culture: [is_default] = 1: [application_cf_enum_local_core] [devplan_cf_enum_local_core] [offer_letter_cf_enum_local_core] [ou_cf_enum_local_core] [performance_review_cf_enum_local_core] [succession_cf_enum_local_core] [training_forecast_cf_enum_local_core] [user_cf_enum_local_core]	Release 20.02.00 (May 2020)	Marked for deletion
custom_field_value_local	Custom Field Enumerated Options Localization objects: [application_cf_enum_local_core] [devplan_cf_enum_local_core] [offer_letter_cf_enum_local_core] [ou_cf_enum_local_core] [performance_review_cf_enum_local_core] [succession_cf_enum_local_core] [training_forecast_cf_enum_local_core] [user_cf_enum_local_core]	Release 20.02.00 (May 2020)	Marked for deletion
COMPATIBILITY_training_form_cf_display_value_local	[training_cf_enum_local_core]	Release 20.02.00 (May 2020)	Marked for deletion



# Cornerstone HR

## Employee Record Change Outbound Feed - Display Completed Scheduled Changes

Prior to this enhancement, in the outbound data feed, clients were able to see when a future-dated scheduled change was scheduled, but not when the change was executed.

With this enhancement, the outbound data feed provides a new data file that contains the list of completed scheduled changes since the last feed as follows:

### CSV Feed

	Prior to this Enhancement	After this Enhancement
Data File	#.csv	Modification_history_#.csv Completed_scheduled_changes_#.csv
ReadMe File	Readme.txt	Readme.txt Modification_history_readme.csv Completed_scheduled_changes.csv
Schema File	Schema.csv	Schema.csv

### XML Feed

	Prior to this Enhancement	After this Enhancement
Data File	#.csv	Modification_history_#.xml Completed_scheduled_changes_#.xml
ReadMe File	Readme.txt	Readme.txt Modification_history_readme.xml Completed_scheduled_changes.xml
Schema File	Schema.xml	Schema.xml

## Implementation

- This functionality is available by default for existing CHR clients.
- CHR clients with a feed installed before September 20, 2019 need to update any integration that consumes the feed to include the new file names or the integration may not function properly.

## Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Users - Effective Dating: Manage	Enables administrator to make effective dated changes to the user record. This permission only works when used in conjunction with the Users - Edit General Information permission. This permission cannot be constrained. This is an administrator permission.	Core Administration

## Point-in-Time Headcount - Overview

The Point-in-Time Headcount feature enables administrators to retrieve and export employee records for a specified date. The exported historical data can be used to analyze how the organization changed over time or to compare past employee data with the most current employee data. Exported data can include both active and inactive employees for a specified date. The data is exported to a pipe or comma pipe delimited .csv file.

Users with the appropriate permission can create, re-run, and download an exported report.

*This functionality is not available at the start of UAT.*

## Implementation

This functionality is only available to organizations using Cornerstone HR (CHR) and is enabled by default.

## Permissions

The following new permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Point-in-Time Headcount - Manage	Grants user permission to export the full employee record for a specified date. This permission is only available for organizations using Cornerstone for HR.	Core Administration

## Security Roles

Upon release, the new *Point in Time Headcount - Manage* permission is automatically granted to the default System Administrator role. Administrators must grant this permission with the appropriate constraints to other roles, if necessary.

## Point-in-Time Headcount Administration

This is a new page.

The Point-in-Time Headcount feature enables administrators to retrieve and view employee records as on any specified date. By default, all active employee records for the specified date are exported to a .csv file in comma delimited or pipe delimited format. Inactive employees may be included in the export if desired. The employee's status will be based on the selected date.

Users with the appropriate permission can create, re-run, and download a headcount report.

*This functionality is not available at the start of UAT.*

To access the Point-in-Time Headcount page, go to [ADMIN > TOOLS > CORE FUNCTIONS > POINT-IN-TIME HEADCOUNT](#).

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Point-in-Time Headcount - Manage	Grants user permission to export the full employee record for a specified date. This permission is only available for organizations using Cornerstone for HR.	Core Administration

**Headcount Details Export** Beta  
Export point-in-time employee data to a CSV file.

**My Exports** Create Export

Date Created	Export Name	Record Count	Job Status	
9/20/2019 at 3:50 PM	Employees_2019_08_05	1,726,862*	In-Progress	Cancel
9/20/2019 at 3:50 PM	Employees_2019_08_05	140,780	In-Progress	Cancel
9/20/2019 at 3:50 PM	Employees_2019_08_05	1,692,601	Canceled	Re-Run
9/20/2019 at 3:50 PM	Employees_2019_08_05	156,693	Completed	Download Re-Run
3/20/2014 at 2:20 AM	Employees_2014_02_04	952,099	Completed	Download Re-Run

\*CSV file includes inactive employee records

### Create Export

Use the **CREATE EXPORT** button to export headcount details to a .csv file. If the records exceed 1 million rows, the files are separated into multiple files.

**Note:** If this is the very first export, the Point-in-Time Headcount page appears empty with only the **CREATE EXPORT** button visible.

To export headcount details, follow these steps:

1. Click the **CREATE EXPORT** button. The Create Export fly-out opens.

2. In the **Date of Employee Records** field, select the appropriate date from which you want to view employee record data. No records will be returned for dates prior to when the effective date was turned on.
3. In the **Employee Status** field, select the type of employees to include in the export. Options are:
  - **Active Employees Only** - Click to export only active employees.
  - **Active and Inactive Employees** - Click to export active and inactive employees.
4. In the **File Format** field, select the appropriate format for the report output file:
  - **CSV - Comma Delimited** - Data is separated by a comma.
  - **CSV - Pipe Delimited** - Data is separated by a pipe ( | ).
5. Click the **CREATE** button. When the export is done, the **Job Status** changes to **Complete** and the **Re-Run** and **Download** options appear.

To view the downloaded files, click **Download**. [See Download the Exported File](#) on page 150 *for additional information*.

To re-run the export, click **Re-Run**. [See Re-Run the Export](#) on page 150 *for additional information*.

## My Exports Table

The My Exports table displays the 20 most recent exports. The table displays the following information for each export:

- **Date Created** - The date and time the data was requested.
- **Export Name** - The name of the exported file. There may be several files listed. The format is : Employees\_YYYY\_MM\_DD.
- **Record Count** - The number of exported user records.
- **Job Status** - The status of the export. Options are:
  - Complete - The export job is done and can be downloaded or re-run.
  - Estimated Time - The export is in progress. This job can be canceled if necessary.
  - Failed - The export did not complete and an error message may appear. This job can be re-run.
  - Queued - The export is submitted, but cannot begin until a previously submitted export is done.

## Re-Run the Export

Click **RE-RUN** to export the data again. If you want to view the exported files, click **DOWNLOAD**.

## Download the Exported File

Click **DOWNLOAD** to download the exported data to a location of your choice.

## Cancel

Click **CANCEL** to stop exports that are in queued or running status.

## Required User Custom Fields

Prior to this enhancement, Cornerstone HR (CHR) clients were unable to set custom fields to a Required status on a user record. If a system administrator wanted to mark a custom user field as required, they had to create a separate form with required custom fields.

With this enhancement, a new **Required** option is available when creating or editing a user record custom field in Custom Field Administration. When checked, the custom field appears on the user record with a red asterisk and the end user must enter a value in the field.

**Custom Field Administration**

**Define Field**

Define the field name, field type, field availability and additional field properties below. If availability is not defined the custom field is not visible to anyone.

Name: animal  
 Category: User Record Custom Field  
 Email Tag: animal  
 Type: Dropdown  
 Active: ☒  
 All Users: ☒ If unchecked, this field will only appear on the records of users added via a self-registration group. If checked, this field will appear on the records of all users, regardless of how they are added to the portal.

**Read Only:** ☐  
**Required:** ☒ If checked, users must enter a value in this field for User Records, bulk data loads and feeds, and Employee Public API. Any existing feed setup must be reconfigured to include required fields.

**OPTIONS**

Please define additional options for this field by clicking on the add icon. Use drag and drop to order the options.

☒ Set "Select" as default option

Name	Active	Remove
<input type="text" value="pets"/>	<input checked="" type="checkbox"/>	<input type="button" value="Remove"/>
<input type="text" value="zoo"/>	<input checked="" type="checkbox"/>	<input type="button" value="Remove"/>

**AVAILABILITY**

Once a user record custom field is set as required, the following behavior applies:

- User Record - Required custom fields will be displayed with a red asterisk and required field validation will be enforced.
- Data Load Wizard (DLW) - Required field validation will be enforced. **Note:** DLW does not support encrypted and hierarchy type custom fields. Required field validation is not enforced for these custom field types when the user record is being modified via DLW.
- Employee Public API - Required field validation will be enforced.
- Forms - Required custom fields will be displayed with a red asterisk on the form and required field validation will be enforced.
- My Account Preferences - When a required user custom field is added to this page, the **Required** box will remain checked and required field validation will be enforced.

## How Does this Enhancement Benefit My Organization?

CHR clients can now create and require user record custom fields to manage their country specific or regional compliance requirements.

## Considerations

- The **Required** option is not available for branched drop-down type fields.



- The **Required** option can only be selected if the **Active** and **All Users** options are selected.
- If a system administrator changes an existing user record custom field to **Required** via Custom Field Administration and this field also exists on the My Account Preferences page, the **Required** setting is also selected for this field on the My Account Preferences page and this setting cannot be edited. If the system administrator removes the **Required** status via Custom Field Administration, the **Required** setting for the field on the My Account Preferences page becomes editable.
- If a user record custom field is required, the field will be validated regardless of availability. This means that a field may be required even if an administrator does not have access to the field. Organizations can either set availability to All Users for required custom fields or ensure required custom fields are available to all administrators who are managing user records.

## Implementation

This functionality is automatically enabled for all organizations using CHR.

## Permissions

The following new permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Required User Custom Fields - Manage	Grants the ability to manage the Required setting for user record custom fields. This permission cannot be constrained. This is an administrator permission. This permission is only available for organizations using Cornerstone for HR.	Core Administration

The following existing permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Self-Registration and User Record Custom Fields - Manage	Grants access to manage custom fields for user Self Registration and the user record in Custom Field Administration. This permission can be constrained by OU and User's OU. This is an administrator permission.	Core Administration
User Record Custom Field Configurable Validations - Manage	Grants ability to manage the configurable validations for user record custom fields within Custom Field Administration. This permission cannot be constrained. This is an administrator	Core Administration

permission. This permission is only available to organizations that are using Cornerstone HR.
-----------------------------------------------------------------------------------------------

## Security Roles

Upon release, the new *Required User Custom Fields - Manage* permission is automatically granted to the default System Administrator role. Administrators must grant this permission with the appropriate constraints to other roles, if necessary.

## Edge

## API Authentication: OAuth 2.0 - Granular Scopes

## API Authentication: OAuth 2.0 - Granular Scopes

With the August 2019 release, OAuth 2.0 was made generally available. OAuth 2.0 is an industry-standard authentication and authorization protocol for APIs. Using this protocol reduces the time and effort needed by external developers to integrate with the Cornerstone system.

With this enhancement, the ability to select granular scopes is now available, allowing organizations to control the methods and endpoints an application can access through Cornerstone's APIs using the OAuth 2.0 API credentials. A "scope" is a mechanism in OAuth 2.0 which is used to limit an external application's access.

This means that clients can now specify applications' access to individual calls. For example, an organization can specify an application's access to GET /services/api/Recruiting/JobApplicant by choosing the get\_jobApplicant scope.

**This enhancement will be made available during a post-release patch.**

### Implementation

This functionality is available to any organization that has purchased Cornerstone APIs or the Reporting API. A purchase inquiry for Cornerstone APIs or the Reporting API can be submitted through the Edge Marketplace.

To access Cornerstone APIs or the Reporting API in the Edge Marketplace, go to: [ADMIN > TOOLS > EDGE](#) and click the **Marketplace** link. Search for and click the Cornerstone API tile. Click the Setup tab for setup instructions for the API.

Additional information about scopes will be made available in the API Explorer: <https://apiexplorer.csod.com/apiconnectorweb/apiexplorer#/>

### Permissions

The following existing permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge APIs - Manage	Grants ability to manage Edge APIs on the API Management page.	Edge


## API Management - Scopes


The Scopes for an API can be added when registering a new OAuth 2.0 application from the API Management page in Edge.

To access the API Management page, go to: [ADMIN > TOOLS > EDGE](#) and click the **API Management** link. Click the Manage OAuth 2.0 Applications tab.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge APIs - Manage	Grants ability to manage Edge APIs on the API Management page.	Edge

 [Back](#) Register New Application

 Setup Instructions

Application Name \*

User ID \*

Access Token Validity Period

Register Application

## Register New Application

Scopes can be configured during the application registration process. To register an application:

1. Click the **REGISTER NEW APPLICATION** button.
2. Populate the fields on the Register New Application page, including the **Application Name**, **Username**, and a validity period, if applicable.
  - o Each registered application must be associated with an existing user account, which functions as a service account. This user account is bound to the application and to the client ID and secret.
  - o The validity period defines the time period, in seconds, for which an access token is issued. This field is optional. If no value is entered, access tokens will be assigned a default validity period of one hour. The maximum value that can be entered in this field is 86,400 seconds (one day). The minimum value is 300 seconds.

3. Configure the application's scopes. The Scopes section contains a list of endpoints and operations to which the application needs access. The external application will not be able to access an endpoint or operation if it is not selected on this page. Select any necessary scopes.
4. Click the **REGISTER APPLICATION** button.
5. Copy the client ID and secret generated by Cornerstone to use when building your API-based integration. Be sure to save this information for your use, as you will only be shown the secret once.
  - For more information about managing APIs: [See API Management.](#)
  - For more information about specific APIs, go to the API Explorer in Edge:  
<https://apiexplorer.csod.com/apiconnectorweb/apiexplorer#/>

## STS Authentication Deprecation to Begin in February 2020

Cornerstone's custom authentication framework, Session Token Service (STS), will be deprecated in February 2020 and will be fully retired and unavailable in February 2021. During the deprecation phase, Cornerstone will stop supporting STS. The STS endpoint will still be available during the deprecation phase, but Cornerstone will no longer address any defects or enhance this endpoint. Any requests to the endpoint will fail starting February 2021, when STS is fully retired.

Organizations will need to modify their code for existing integrations that use Cornerstone's API and switch to OAuth 2.0 from STS by February 2021. This only impacts Cornerstone's RESTful APIs, which includes the following:

- Cornerstone's Foundational APIs (i.e. Cornerstone REST services)
- Reporting API
- Employee API (i.e. Cornerstone Core/CHR services)
- Express Class API
- Job Application API

The following are NOT currently impacted:

- xAPIs
- SOAP APIs



## Learning Assignment Tool Public API

## Learning Assignment Tool Public API

A new Learning Assignment Tool public API will be made available via the Edge Marketplace. This public API offers flexibility when a custom solution for the Learning Assignment Tool is required by an organization. With the new Learning Assignment API, users can enjoy many of the same features that exist in the Learning Assignment Tool user interface.

**This API is targeted for the Feb 2020 release.**

### How does this benefit my organization?

Public APIs promote extensibility and allow organizations to interface with the system and its features in ways the system itself may not currently accommodate through its front-end user interfaces. Public APIs can be used to create custom solutions by any organization using internal development resources, partners, integrators, or other third party development resources.

### Exclusions

The following Learning Assignment Tool features from the system are NOT supported by the Learning Assignment Tool public API:

- Dynamic learning assignments (only standard assignments are supported)
- Custom emails and ad hoc emails
- Scheduling the assignment for the future (your organization can build a queuing system if needed)
- **Force Prerequisites** option
- **Training Start Date** option

### Considerations

Cornerstone's legacy Proxy Enrollment API, available as part of Cornerstone API, is scheduled for deprecation. It is being replaced by the new Learning Assignment API. Cornerstone will continue to support the Proxy Enrollment API as of the October '19 Release, but new integrations for the API will be discontinued. The Proxy Enrollment API will still be available at this time, but Cornerstone will not fix any defects or enhance this API. The documentation for this API will be removed from the Foundational APIs tile in the API Explorer after the new Learning Assignment API becomes available with the October '19 Release.

Organizations using the Proxy Enrollment API must modify any code referencing the Proxy Enrollment API and update the code to reference the Learning Assignment Tool public API.

For more information: [See Deprecation of Proxy Enrollment API with the October '20 Release](#) on page 221 *for additional information*.

### Implementation

This public API requires the purchase of Cornerstone APIs. For organizations which have already purchased Cornerstone APIs, no additional purchase is required. A purchase inquiry for Cornerstone APIs can be submitted through the Edge Marketplace.

To access Cornerstone APIs in the Edge Marketplace, go to: [ADMIN > TOOLS > EDGE](#) and click the **Marketplace** link. Search for and click the Cornerstone API tile. Click the Setup tab for setup instructions for the API.

Additional documentation about the Learning Assignment Tool public API is available in the API Explorer. To access the API Explorer independently of a Cornerstone portal, go to: <https://apiexplorer.csod.com/apiconnectorweb/apiexplorer#/>

## Permissions

The Learning Assignment API references the user's permissions, just as they are referenced for creation of an assignment via the Learning Assignment Tool in the system. The user account associated with the OAuth 2.0 application must have the required permissions to create a standard learning assignment using this API. The permissions required are listed in the API Explorer.

The following existing permission is needed to access the API Explorer from within the Cornerstone system:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Develop - API Explorer	Grants access to the API Explorer, which provides access to help documentation for various API applications.	Edge

## Deprecation of Proxy Enrollment API with the October '20 Release

Cornerstone's legacy Proxy Enrollment API, available as part of Cornerstone API, is scheduled for deprecation. It is being replaced by the new Learning Assignment API. The Proxy Enrollment API end-of-life is targeted to occur with the October '20 Release.

End-of-life means the Proxy Enrollment API will be taken down as of the October '20 Release. Clients, partners, and vendors must modify their code for existing integrations that use Cornerstone's Proxy Enrollment API (`/services/api/ProxyEnroll/CreateProxyEnrollment` and `/services/api/ProxyEnroll/ProxyEnrollmentStatus`). The code should be updated to use the new Learning Assignment API instead and this should be done prior to the October '20 Release.

Between now and October '20, Cornerstone may still address defects reported with the Proxy Enrollment API, but no enhancements will be made to the API. Clients and partners using the Proxy Enrollment API are encouraged to update their code to move to the new Learning Assignment API as early as possible, but no later than October '20. Calls to the Proxy Enrollment API will begin to fail starting with the October '20 release. If you are building new integrations that require training to be assigned to users via an API, it is necessary to use the new Learning Assignment API.

The documentation for the Proxy Enrollment API will be removed from under the Foundational APIs tile in the API Explorer once the new Learning Assignment API becomes available in a patch after the October '19 release.

## Cornerstone Tile in Kronos Workforce Dimensions

## Cornerstone Learning Tile in Kronos Workforce Dimensions

The new Kronos Workforce Dimensions Employee Dashboard Tile integration in Edge automatically creates a Cornerstone tile on organizations' Workforce Dimensions tenant. This tile provides learners with basic information about their Cornerstone training that is past due, assigned, in progress, and completed. It also allows learners to be redirected to their Cornerstone transcript if the learner has an active Cornerstone session.

### Use Cases

Use Case 1: User views training transcript details on Workforce Dimensions employee dashboard and navigates to Cornerstone transcript page

Lisa is an Acme Company employee, and she uses the Cornerstone Learning system. Lisa has added the Cornerstone Learning tile to her Workforce Dimensions employee dashboard. She logs into Acme's Workforce Dimensions tenant to access the employee dashboard page. She wants to know the number of training items assigned to her that are past due, so she views the Cornerstone Learning tile for a summary of her transcript details.

Lisa wants to complete one of her past due training items, so she clicks the **View My Transcript** link on the tile. Because Lisa has an active Cornerstone session, she is taken directly to her Cornerstone transcript page to complete her training.

Use Case 2: User views transcript details on Workforce Dimensions employee dashboard and navigates to Cornerstone login page

Jessie is an employee at Acme Company and uses the Cornerstone Learning system. Jessie has added the Cornerstone Learning tile to her Workforce Dimensions employee dashboard. She logs into Acme's Workforce Dimensions tenant to access the employee dashboard page. She wants to know the number of training items that are in progress on her transcript, so she views the Cornerstone Learning tile to access her transcript details.

Jessie wants to complete one of her in progress training items, so she clicks the **View My Transcript** link on the tile. Because Jessie does not have an active Cornerstone session, she is taken to Acme's Cornerstone portal login page and is prompted to enter her credentials. After entering her credentials, she is navigated to her transcript page to complete her training.

### Considerations

The following considerations apply to this integration:

- Certifications are not supported by this integration.
- SSO is supported for organizations which have an IDP SSO configured in both Workforce Dimensions and in Cornerstone.
- This integration is only offered in English.

## Implementation

The Kronos Workforce Dimensions Employee Dashboard Tile integration can be activated via self-service in the Edge Marketplace. There is no additional cost associated with this integration.

## Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge

## Activate Kronos Workforce Dimensions Tile

The Kronos Workforce Dimensions Employee Dashboard Tile integration can be activated by an administrator via Edge Marketplace and Edge Integration Center.

To access the Edge Marketplace, go to [ADMIN > TOOLS > EDGE > MARKETPLACE](#). From the Edge Marketplace, search for and select the Kronos Workforce Dimensions Employee Dashboard Tile integration.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge

[Settings](#)
[Transaction History](#)
[Getting Started](#)

Please fill in the fields below to configure your integration.
Copy from ▼

▶ Setup Instructions

Kronos Tenant URL \*  
Client ID \*  
App Key \*  
Client Secret \*  
Username \*  
Password \*

Save Settings

▶ Activity



## Settings

Configure the Kronos Workforce Dimensions Employee Dashboard Tile integration using the following steps after selecting the integration from the Edge Marketplace:

1. Click the **INSTALL** button.
2. Review and accept the Terms and Conditions.
3. Click the **CREATE INTEGRATION** button.
4. Click the **CONFIGURE NOW** button. This redirects you to the Settings page.
5. On the Settings page, populate the following fields, using credentials provided by Workforce Dimensions:
  - Kronos Tenant URL
  - Client ID
  - App Key
  - Client Secret
  - (Kronos Admin) Username
  - Password
6. Click the **SAVE SETTINGS** button to save the settings you have configured. You will be directed to the Edge Integration Center.
7. From the Edge Integration Center, toggle the Kronos Workforce Dimensions Employee Dashboard Tile integration switch to the On position. This adds the tile to users' employee dashboards.

## Make Cornerstone Learning Tile Accessible to Learners

To make the Cornerstone Learning tile available to employees on the Kronos Workforce Dimensions tenant:

1. Log in to your Kronos Workforce Dimensions tenant.
2. Navigate to Home Page Management by going to: [ADMINISTRATION > APPLICATION SETUP > DISPLAY PREFERENCES > INFORMATION ACCESS](#).
3. Select the Name from Home Page Management that you would like to associate with the Cornerstone Learning tile, and then click the **Edit** icon.
4. Select the Cornerstone Learning tile.
5. Click the **SAVE** button. Employees will be able to add the Cornerstone Learning tile to their employee dashboard.

## Workforce Dimensions Tile

Once the Kronos Workforce Dimensions Tile integration has been enabled via Edge, the Kronos system administrator can make the tile available for its employees to add to their employee dashboard. The Cornerstone Learning tile displays with the following information:

- Basic Transcript Details
  - Number of training items in a Past Due status
  - Number of training items in an In Progress status
  - Number of assigned training items
  - Number of training items in a Completed status
- **View My Transcript** link - The link navigates the user directly to their Cornerstone transcript page if the user has an active Cornerstone session. If the user does not have an active Cornerstone session open, then the user is redirected to the Cornerstone login page. Note: SSO is only supported if the organization has an existing IDP SSO SAML 2.0 configured in both Kronos Workforce Dimensions and in Cornerstone.

The training counts included in the basic transcript details of the tile include data for the following training types:

- Online courses
- Curricula (child training items within the curriculum are not counted unless they exist as standalone items on the transcript)
- Instructor-led training sessions
- Materials
- Cohorts
- Tests
- Videos
- Libraries (*Note: Child training items within the library are not counted unless they exist as standalone items on the transcript*)
- External Content
- External Training
- Postings

## LinkedIn Learning Subject Synchronization

## LinkedIn Learning Subject Synchronization

Prior to this enhancement, LinkedIn Learning courses were integrated without any associated subjects. As a result, any operations which rely on subjects being associated with training were unavailable for LinkedIn Learning courses.

With this enhancement, administrators can synchronize LinkedIn Learning subjects to LinkedIn Learning courses using Edge. Once an administrator enables subject synchronization using Edge, relevant subjects are automatically populated to the Subject Management page in the Learning Management System (LMS) and are added to existing and future LinkedIn Learning courses.

The subjects populated in the LMS via Edge are added to the Learning Search page, the Course Catalog, and to Learner Home. These subjects are automatically defined based on the course metadata sent from LinkedIn Learning.

### Considerations

The following considerations apply to this functionality:

- Subjects created using the LinkedIn Integration are automatically parent-level subjects
- If an identical parent subject already exists in the portal, the existing subject will be used, and no duplicate subject will be created
- When the **Subject** preference is turned off, LinkedIn Learning courses are re-synchronized without the subjects, and LinkedIn Learning subjects' statuses are changed to Inactive
- LinkedIn Learning subjects will be enabled or disabled in the portal within twenty-four hours of the updates made to Preferences.
- Once LinkedIn Learning subjects are added to the portal, they can be used by other training types. These subjects function in the same manner as subjects created within the LMS.
- LinkedIn courses synchronized to the Course Catalog can override metadata changes. Subjects added by an administrator will not be retained when a course synchronization occurs.

### Implementation

This functionality is automatically available for organizations using the LinkedIn Learning integration. This integration is available for no additional cost via the Edge Marketplace . Additional information about the LinkedIn Learning integration and its configuration options is also available through the Edge Marketplace.

### Permissions

The following existing permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
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Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
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## Subjects Synchronization

To enable subject synchronization for the LinkedIn Learning integration:

1. On the Settings tab for the integration, toggle the **Subjects Synchronization** switch to the On position.
2. Click the **SAVE SETTINGS** button at the bottom of the page.
3. Once an administrator enables subject synchronization for the integration, the subjects will be automatically defined based on the course metadata sent from LinkedIn Learning as part of the integration. The new subjects are automatically populated to the Subjects Management page in the Learning Management System (LMS) and are added to existing and future LinkedIn Learning courses.

The subjects populated using this integration operate in the same manner as subjects created manually within the LMS. They will be visible in the Subject filter on the Learning Search page, in Course Catalog, and in the Your Subjects widget on the Learner Home page. Subjects created using the LinkedIn Learning integration will be added to the system as parent subjects. If an identical parent subject already exists in the portal, the existing subject will be used, and no duplicated subject will be created.

**Note:** *Enabling subject synchronization initiates a full synchronization of LinkedIn courses. Metadata changes made to LinkedIn's courses may be overridden by the full synchronization. Subjects added by the administrator are not retained when a courses synchronization takes place.*

### Subjects Synchronization Considerations

Subject Synchronization is OFF by default.

When the Subject Synchronization is turned ON:

- Subjects from LinkedIn Learning will be added and enabled within twenty-four hours of the preference update.
- Subjects added and updated manually by the administrator will be overwritten each time the courses are synchronized.

When the Subject Synchronization is turned OFF:

- Subjects from LinkedIn Learning will be removed and disabled within twenty-four hours of the preference update. All courses will be resynchronized without subjects.
- Subjects added via the Subject Synchronization will become inactive in the portal.
- Subjects manually added after the Subject Synchronization will no longer be overwritten as long as the preference remains OFF.

## Zoom Videos Webinar Integration



## Zoom Video Webinars Integration - Overview

With this enhancement, the Zoom Video Webinar integration is available via the Edge Marketplace. The Zoom Video Webinar integration for the Cornerstone OnDemand Learning Suite streamlines training with a frictionless video experience on computers, mobile, and conference rooms. With this integration, administrators and users can do the following:

- Add instructors as Zoom hosts - After an administrator creates an instructor in the Learning Management System (LMS), that instructor will be automatically added as Zoom user with Zoom Video webinar capabilities.
- Create Cornerstone instructor-led training (ILT) sessions as Zoom Video webinars - When an administrator creates an ILT session in the LMS, a corresponding webinar will automatically be created in the Zoom platform. This webinar will appear on your organization's Zoom webinar list.
- Update Webinars - Administrators can make updates or edits to the webinar from the LMS, such as title, date, time, and instructor.
- Launch Webinars - Zoom Video webinars can be launched directly from the LMS.
- Get Attendance - Attendance information can be captured from a Zoom Video webinar within the LMS.

## Considerations

In order to use the Zoom Video Webinar integration, you must already have the following:

- A Zoom Pro, Business, or Education account
- A Webinar license
- The Cornerstone Learning module
- Administrative privileges in both Cornerstone and Zoom

## Implementation

The Zoom Video Webinar integration can be activated via self-service in the Edge Marketplace. In order to use this integration, you must be using the Learning module and also have a Zoom Pro, Business, or Education account.

This integration requires admin-level scopes in order to perform actions such as adding a Zoom user, create Zoom meetings on behalf of instructors, and access report information. Go to <https://zoom.us/role> to check whether your role has the following necessary Zoom permissions:

- View report data
- View users information and manage users
- View and manage all user Webinars

## Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge

## Configure Zoom Video Webinar

The Zoom Video Webinar integration can be activated by an administrator via Edge Marketplace and Edge Integration Center.

To access the Edge Marketplace, go to [ADMIN > TOOLS > EDGE > MARKETPLACE](#). From the Edge Marketplace, search for and select the Zoom Video Webinar integration.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge

Please fill in the fields below to configure your integration.

► Setup Instructions

Integration Name \*

Username \*

Password \*

Base URL \*

Save Settings

## Settings

Configure the Zoom Video Webinar integration using the following steps after selecting the integration from the Edge Marketplace:

1. Click the **INSTALL** button.
2. Review and accept the Terms and Conditions.
3. Click the **CREATE INTEGRATION** button.

4. Click the **CONFIGURE NOW** button. This redirects you to the Settings page.
5. On the Settings page, populate the following fields for the Zoom Video Webinar integration:
  - Integration Name
  - Username
  - Password
  - Base URL
6. Click the **SAVE SETTINGS** button to save the settings you have configured. You will be directed to the Edge Integration Center, where your newly configured Zoom Video Webinar integration displays.
7. From the Edge Integration Center, toggle the switch next to the Zoom Video Webinar integration to the On position to activate the integration.

For more information about using the Zoom Video Webinar integration, see:  
<https://zoomappdocs.docs.stoplighlight.io/cornerstone-webinar>

# Learning

## Apply Equivalencies Retroactively

## Apply Equivalencies Retroactively - Overview

Prior to this enhancement, the following training equivalency behaviors applied to the system:

- Previously, training equivalencies and language equivalencies set within the Course Catalog could not be applied to user transcripts which already contained both training items within an equivalency relationship, and populations of users would therefore not receive earned credit for training.
- Previously, while versioning a training item, if a learning administrator did not specify the new version as "Version Equivalent" to the prior version, there was no way to return and retroactively set the two versions as equivalent.

With this enhancement, the following training equivalency enhancements have been made to the system:

- Following this enhancement, learning administrators can retroactively apply training equivalencies and language equivalencies to user transcripts directly from the Course Catalog to trigger training items in pre-completion statuses to move to a Completed Equivalent status when applicable.
- Also with this enhancement, learning administrators can set a training item as "Version Equivalent" to the prior active version directly from Course Console.

## Considerations

The following considerations apply to this functionality:

- Impacted user transcripts are automatically updated and receive Completed Equivalent statuses when learning administrators retroactively apply an equivalency via the Course Catalog or Course Console.
- Training on a user's Removed transcript is excluded from the retroactive version equivalent process. If a retroactive equivalency is applied to a training item which is on a user's Removed transcript, that training item does NOT receive a Completed Equivalent status on the user's transcript.
- Reporting is indirectly impacted by this enhancement. No new reporting fields are included with this enhancement, but users' learning data will reflect changes made to equivalence.
- There are two types of pre-completion transcript statuses which behave differently in response to the configuration of an equivalency:
  - Pre-registration - This status group includes statuses prior to registration, such as Pending Prior Training or Not Activated, and they do not trigger a Completed Equivalent status. If the training is in a pre-registration status, it will update to a Completed Equivalent status upon activation on the user's transcript.
  - Pre-completion - This status group includes all statuses after registration and before completion, such as In-Progress and Approved. These statuses immediately update to a Completed Equivalent status once the training equivalency has processed.

## Implementation

This functionality is automatically enabled in all portals using the Learning module.

Clients who wish to apply retroactive training or language equivalencies to a large number of existing equivalency pairs may submit a request to Global Product Support (GPS) to have this task performed in bulk.

## Permissions

The following existing permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Course Catalog - Update	<p>Grants ability to manage and edit training items listed in the Course Catalog and also grants access to the Course Console, where training can also be managed and edited. This permission also grants access to the Popular Requests and Highest Rated widgets on the Learning Admin Console (in conjunction with the Learning Admin Console - View permission). This permission also allows administrators to reversion online courses via the Course Console page. This permission also allows administrators to access an <b>Edit Training</b> option for training items included as objectives in Development plans.</p> <p>This permission can be constrained by OU, User's OU, Training Type, Training Item, Provider, ILT Provider, User's ILT Provider, User, User Self and Subordinates, and User's LO Availability. This is an administrator permission.</p> <p><b>Note:</b> Adding an OU constraint and a provider constraint to this permission results in an "AND" statement.</p>	Learning - Administration



## Equivalence - Course Catalog

With this enhancement, administrators can use the Course Catalog to retroactively apply training equivalencies and language equivalencies to user transcripts, which trigger certain user transcript statuses to move to a Completed Equivalent status.

To access the Course Catalog, go to [ADMIN > TOOLS > LEARNING > CATALOG MANAGEMENT > COURSE CATALOG](#). Search for the training item you want to edit and click the Options drop-down to the right of the item. Click the **Edit** option.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Course Catalog - Update	<p>Grants ability to manage and edit training items listed in the Course Catalog and also grants access to the Course Console, where training can also be managed and edited. This permission also grants access to the Popular Requests and Highest Rated widgets on the Learning Admin Console (in conjunction with the Learning Admin Console - View permission). This permission also allows administrators to reversion online courses via the Course Console page. This permission also allows administrators to access an <b>Edit Training</b> option for training items included as objectives in Development plans.</p> <p>This permission can be constrained by OU, User's OU, Training Type, Training Item, Provider, ILT Provider, User's ILT Provider, User, User Self and Subordinates, and User's LO Availability. This is an administrator permission.</p> <p><b>Note:</b> Adding an OU constraint and a provider constraint to this permission results in an "AND" statement.</p>	Learning - Administration

When a curriculum active for recurrence is re-requested or re-assigned, the internal learning objects will be reset.

**Recurrence:**

- ☐ Allow users to request this training more than once.
- ☐ Allow this training to be assigned to the same user more than once.
- ☐ Allow subsequent instances of training to be approved based on original approval. Leave unmarked to apply approval workflow for every request.

**Available Offline:** ☒ **Allow download for offline consumption**

**Language Equivalents:** If a training item is available in the user's portal display language, the language equivalent training will be displayed to the user by default. Do not exceed one training item per language.

[Add Language Equivalents](#)

[Add Training Equivalents](#)

NAME	TYPE	AVAILABLE LANGUAGES	BIDIRECTIONAL	APPLY RETROACTIVELY	OPTIONS
Health & Safety	Online Class	English (US), English (UK) ...	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Health & Safety: Classroom Study	Event	English (US), English (UK) ...	<input type="checkbox"/>	<input type="checkbox"/>	

Indicate the training purposes available for selection in a drop down by the end user:

**Training Purpose:**

- ☐ Play
- ☐ Test

**Exclude from Course Recommendations:** ☒ When selected, this training will not be recommended to users via Course Recommendations.

**Active:** ☒ When selected, this training is active. ☐ Deactivate this course on:

**Mobile:** ☒ Allow this training to be viewed via the Cornerstone Mobile application/website.

Note: For mobile devices, please ensure no plugins (i.e. Flash, Java) are required for the course.

**Required Electronic Signature:** ☐

**Signature Message:**

Provide a message to override the default electronic signature message.

## Apply Retroactively

To retroactively apply any training equivalents or language equivalents to users' transcripts, scroll down to the Training Equivalence section of the Course Catalog - General page. Check the **Apply Retroactively** option next to any training equivalents or language equivalents that should be retroactively applied to users' transcripts.

Click the **Save** button to apply your changes. After the **SAVE** button is clicked, the administrator receives a pop-up which indicates the estimated number of impacted user transcript records. Note that the estimated number of impacted transcripts includes all users who currently have both training items within the equivalency pair on their transcript, regardless of whether the user's status will be updated as a result of the administrator applying the equivalency retroactively.

If the administrator clicks **CONTINUE**, the training or language equivalent updates are applied to the training item and retroactively applied to affected users. If the administrator clicks **CANCEL**, the administrator is returned to the Course Catalog and no updates are applied.

**Are you sure you want to continue?**

If you choose to retroactively apply equivalent credit, the estimated number of transcript records impacted will be as follows:

Training Title	Estimated impacted records
Health & Safety	842

After clicking the **CONTINUE** button, the administrator is redirected to the Course Catalog. The application of equivalencies to user transcripts takes time to process, which may vary based on volume. To see when processing is complete, the administrator can return to the Course Catalog page for either training within the equivalency pair. While the equivalencies are in the process of being applied, all fields within the Training and Language Equivalencies row of the Course Catalog page are disabled, and the word "Processing"

appears within that section until processing is complete. The administrator can manually refresh the page until the word "Processing" has disappeared and the equivalency is again available for editing. All other fields of the training's Course Catalog can still be edited during processing.

### Examples

- **Example 1:** A user has both Training A and Training B on their transcript. The status of Training A is Complete, and the status of Training B is Registered. After the training or language equivalency is applied, the status of Training B changes to Completed Equivalent.
- **Example 2:** A user has both Training A and Training B on their transcript, and both training items are in a Registered status. After the training or language equivalency is applied, both items retain the Registered status. After the user completes Training A, the status of Training A changes to Completed, and the status of Training B changes to Completed Equivalent.

### Modification History

Any changes made to the training or language equivalence for a training item are recorded in the Equivalency Modification History section for both the Course Catalog and affected users' transcripts. If the training equivalence update is applied retroactively, this is noted in the Modification History.



### Catalog Audit

Any changes are tracked as a part of the Equivalency Modification History in the Course Catalog:

- If an administrator adds a new equivalency which applies retroactively, the following message displays in the Equivalency Modification History: "[Training] added and applied retroactively by [User Full Name] on [Date Time]."
- If an administrator edits an existing equivalency which applies retroactively, the following message displays in the Equivalency Modification History: "[Training] modified and applied retroactively by [User Full Name] on [Date Time]."

## Transcript Audit

If a user's transcript was impacted as a result of an equivalency being applied retroactively, this is reflected in the Transcript History audit trail for that user on the Training (Transcript) Details page:

- Training: "Edited by FirstName LastName (username) on MM/DD/YYYY HH:MM:SS AM/PM Comments: Training equivalency retroactively applied from Catalog between [training A] and [training B]"
- Language: "Edited by FirstName LastName (username) on MM/DD/YYYY HH:MM:SS AM/PM Comments: Language equivalency retroactively applied from Catalog between [training A] and [training B]"

Additionally, the main details section of the Training (Transcript) Details page displays the date the equivalency was established.

## Considerations

- Bidirectionality settings for training and language equivalencies are respected when applying equivalent credit to users' transcripts.
- If an equivalency is removed, there is no impact to historical user transcript statuses. This is consistent with existing behavior.
- Whether a training is active or inactive does not impact the ability of the equivalency to trigger a Completed Equivalent status. The only way to prevent a training or language equivalency from triggering a Completed Equivalent status for future user transcripts is to remove the equivalency completely.

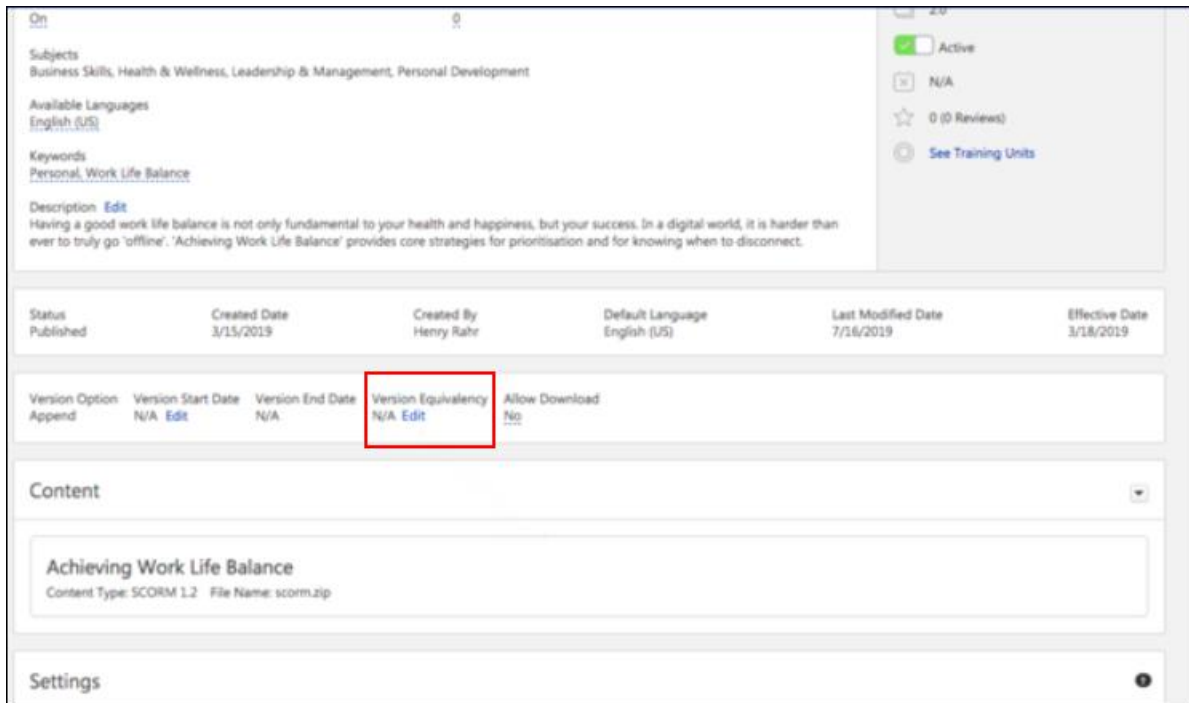
## Equivalence - Course Console

With this enhancement, learning administrators can set a training item as "Version Equivalent" to the prior active version directly from Course Console in order to apply equivalent credit to applicable user transcripts. The Versioning section is also now always visible on the Course Console page for materials, online courses, and tests.

To access the Course Console, go to [ADMIN > TOOLS > LEARNING > CATALOG MANAGEMENT > COURSE CATALOG](#) and then search for a specific training item using the **Search the Catalog** field. After you have found the training for which you want to view the Course Console, click on the training's title. This navigates you to the Course Console page for that training item.

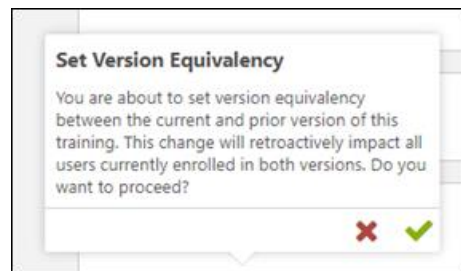
### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Course Catalog - Update	<p>Grants ability to manage and edit training items listed in the Course Catalog and also grants access to the Course Console, where training can also be managed and edited. This permission also grants access to the Popular Requests and Highest Rated widgets on the Learning Admin Console (in conjunction with the Learning Admin Console - View permission). This permission also allows administrators to reversion online courses via the Course Console page. This permission also allows administrators to access an <b>Edit Training</b> option for training items included as objectives in Development plans.</p> <p>This permission can be constrained by OU, User's OU, Training Type, Training Item, Provider, ILT Provider, User's ILT Provider, User, User Self and Subordinates, and User's LO Availability. This is an administrator permission.</p> <p><b>Note:</b> Adding an OU constraint and a provider constraint to this permission results in an "AND" statement.</p>	Learning - Administration



## Version Equivalency

To edit the version equivalency for a training item via the Course Console, scroll down to the versioning information and click the **Edit** link for the Version Equivalency field. Clicking the **Edit** link causes a message to appear, prompting the administrator to confirm the version equivalence action. If the administrator confirms the version equivalency, this equivalence will be retroactively applied to update relevant user transcript statuses to a Completed Equivalent status. If the administrator denies the version equivalence action, no changes are made to the version equivalence settings.



## Considerations

- If version equivalency already exists, the equivalent version number displays as a link on the Course Console page. This is existing behavior.
- If version equivalency does NOT exist, "N/A" displays in the Version Equivalency field with an **Edit** link. After clicking the Edit link, an inline notification displays, offering the administrator the option to reset equivalency to the prior active version.

- While user transcripts are being updated, a Processing status displays in the Version Equivalency field. When complete, the equivalent version number displays as a link. The administrator is required to manually refresh the page to view the latest state.

#### FAQs

- **Question:** When I set version equivalency from the Course Console, does it apply to all prior versions, or only the previous version?
  - **Answer:** The version equivalency applies to ONLY the prior active version of the training.
- **Question:** What is the "Prior Active Version" of a training item?
  - **Answer:** The Prior Active Version is the active version directly before the current version of the training. Example: If the current training is 5.0, the Prior Active Version is typically 4.0. If the training before the current version (4.0) has been manually deactivated, then the Prior Active Version is 3.0. This does not apply to versions which have become the "old version" of training due to a higher version being created.
- **Question:** Am I able to apply version equivalency between two versions if neither of them are the current version? Example: If the current version is 5.0, can I set equivalency between 4.0 and 3.0?
  - **Answer:** Yes, this is possible by navigating to the Course Console for version 4.0 of the training.

## Auto Upgrade to Content Publishing Redesign with Online Course Versioning in 2020

In 2020, Cornerstone will retire the Course Publisher, and all portals will be automatically upgraded to the Content Uploader with Online Course Versioning, which was made generally available during the October '17 release. The exact date of the automatic upgrade is yet to be determined, but is being announced far in advance to provide administrators with sufficient time to plan for the change.

Activating the new Content Uploader and Online Course Versioning functionality remains optional until a future date in 2020. When Course Publisher is retired, it will no longer be accessible in the system.

For documentation about the Content Uploader and Online Course Versioning, see the following Online Help resources:

- [\*Learning Feature Activation Preferences.\*](#)
- [\*Create an Online Course - Overview.\*](#)
- [\*Content Uploader - Upload Files.\*](#)
- [\*Online Course Versioning vs. Modifying - Overview.\*](#)



## Certification Enhancement

With this enhancement, when a training inside a certification is versioned and a user has not activated the previous version, the certification displays the lowest active version. This ensures the user can access and complete the training that is required for their certification.

This enhancement applies to all training types within a certification.

*This functionality was released with the 20 September 2019 patch.*

## Use Cases

### Scenario 1

1. Version 1 (V1) of a material is included in a certification.
2. The material is versioned with replace.
3. Only version 2 (V2) of the material is active.

The following table indicates what is displayed on the Certification Details page before and after this enhancement:

PRIOR TO ENHANCEMENT	AFTER ENHANCEMENT
V1 - The user sees the option to request V1 of the material. When the user receives the material, they see the most recent version, and it may be confusing to know which training is necessary.	V2 - The user can immediately request the most recent version of the material.

### Scenario 2

1. V1 of a material is included in a certification.
2. The material is versioned with append.
3. V1 and V2 of the material are active.

The following table indicates what is displayed on the Certification Details page before and after this enhancement:

PRIOR TO ENHANCEMENT	AFTER ENHANCEMENT
V1 - The user can request V1 immediately.	V1 - The lowest active version is displayed. The user can request V1 immediately.

### Scenario 3

1. V1 of a material is included in a certification.
2. The material is versioned multiple times with append.
3. Only V2 and V3 of the material are active. V1 is not active.

The following table indicates what is displayed on the Certification Details page before and after this enhancement:

PRIOR TO ENHANCEMENT	AFTER ENHANCEMENT
V1 - Because this version is inactive, the user cannot request the material. As a result, they cannot complete the certification.	V2 - The user can request the active material and complete the certification.

## Implementation

This functionality is automatically enabled for all organizations using certifications.

## Cornerstone for Salesforce - Learner Home Integration Enhancements

In June, 2019, Cornerstone for Salesforce Learner Home Intergration was introduced to provide learning and training integration between Cornerstone for Salesforce (CFS) and Salesforce.

The following enhancements will be included in CFS.

*These features are not available during UAT.*

### Multiple Single-Sign On (SSO)

Prior to this enhancement, CFS only supported a single SSO configuration for their Salesforce to Cornerstone SSO.

With this enhancement, multiple SSO configurations are supported within the CFS product. With the release of Self-Registration Support, it is necessary to also provide support for multiple SSO configurations. This will allow for users to self-register in Salesforce and automatically create a user ID in Cornerstone no matter what SSO configuration is used.

Clients with internal and external users or international users with different Single Sign-On (SSO) providers need support for multiple SSO providers within Cornerstone for Salesforce (CFS).

### Self Registration Support

Administrative overhead is reduced while managing user registrations and turnover with the ability for users to self-register in Salesforce and automatically create a user ID in Cornerstone. This new process streamlines the user-registration flow, eliminates the need for manual work, and facilitates a simple path to self-registration and enrollment into training. Clients can either leverage the out-of-the-box registration component or work with an implementation consultant to create a custom workflow. Both solutions allow clients to auto-generate users in Cornerstone when a guest registers in a Salesforce community. The auto-created user can be assigned to a specific organizational unit (OU), Manager and Account and will have access to predefined content.

Clients with large external communities can now instantaneously engage partners, temp workers, and external users with the ability to self-register and take Cornerstone training content within Force.com.

This automation does not auto-generate users in Salesforce based on a Cornerstone registration - users are autogenerated in Cornerstone based on Salesforce self-registration.

The out-of-the-box component supports assignment to one Salesforce account and OU. Customizations and custom fields are not supported by the out-of-the-box component and require a custom implementation of the self-registration flow using the provided global methods.

## Reporting in Salesforce

Clients can use their CFS integration to surface learning data from within Salesforce using new **Training View** components. Transcript data and Salesforce data can be used to run joint reports and create dashboards, all without having to leave Salesforce. This enhancement may remove the need for outbound data feeds for some clients by centralizing reporting where they work – in Salesforce.

Reporting in Salesforce gives executives visibility into training and impact on performance with reporting directly on Salesforce.com that leverages data points from Cornerstone.

## Implementation

- This integration is available on the Lightning platform only.
- This integration is available for named Cornerstone users and licensed Salesforce users.
- Learner Home must be enabled.
- Users may need additional Salesforce permissions.

## Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Learner Home	Grants access to the Learner Home and the Learning Search page. This is an end user permission. This permission cannot be constrained.	Learning
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge

## Cornerstone Learn - Biometric Support

### Biometric Support for SSO on iOS Devices

Prior to this enhancement, a user could use their biometric information with a credentials-based log in on an iOS device, but not with Single Sign-on.

With this enhancement, the Cornerstone Learn app provides biometric support for Single Sign-on (SSO) on iOS devices. After a user signs in to the Cornerstone Learn app with SSO, they are prompted to associate the biometric information that they have on their phone to their login. This enhancement closes a key gap in functionality as it relates to logging into the iOS app.

When a user associates the biometric information on their phone with their login, the user can then log in to the Cornerstone Learn app using the SSO login method and fingerprint or facial recognition, depending on their device.

If a user chooses not to associate the biometric information on their phone with their login, then the user can make this association from the Settings page within the app.

*This functionality was released with the 6 September 2019 patch.*

### Biometric Support for Android Devices

Prior to this enhancement, a user could not use their biometric information to log in to the Cornerstone Learn app on an Android device.

With this enhancement, the Cornerstone Learn app provides biometric support for credential-based login and Single Sign-on (SSO) on Android devices.

After a user signs in to the Cornerstone Learn app, they are prompted to associate the biometric information that they have on their phone to their login. This enhancement closes a key gap in functionality as it relates to logging into the Android app.

When a user associates the biometric information on their phone with their login, the user can then log in to the Cornerstone Learn app using fingerprint recognition if this functionality is available for their device.

If a user chooses not to associate the biometric information on their phone with their login, then the user can make this association from the Settings page within the app.

*This functionality is targeted for the 4 October 2019 patch.*

### Considerations

There can only be one Cornerstone account associated with biometric information on a single device. This means that if User A and User B are using the same device and User A associates their biometric information with their Cornerstone Learn login, then User B is not able to associate their biometric information with their Cornerstone Learn login.

For User B, the option to set up biometric association in the Settings menu is disabled, and the following message is displayed: "There is already a user associated with touch/face ID on this device."

## Implementation

This functionality is automatically enabled for all organizations using the Cornerstone Learn app.

Users must be using the latest version of the Cornerstone Learn app to leverage this enhancement.

## Cornerstone Learn - Hide/Show Price on Training Details

With this enhancement, the existing **Price Visible** field in Content Request Preferences is respected in the Cornerstone Learn app.

*This functionality was released with the 6 September 2019 patch.*

### How Does this Enhancement Benefit My Organization?

This enhancement enables organizations to hide the **Price** field within the Cornerstone Learn app if there is never a cost associated with learning for the organization.

### Implementation

This functionality is automatically enabled for all organizations using the Cornerstone Learn app.

Users must be using the latest version of the Cornerstone Learn app to leverage this enhancement.

### Permissions

The following existing permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Content Request Preferences - Manage	Grants ability to set learning Content Requesting Preferences, which enables setting a maximum price for training content, specifying whether training price appears to users and more. This is an administrator permission.	Learning - Administration

## Cornerstone Learn - Support for Login Messages



## Cornerstone Learn - Support for Login Messages - Overview

Prior to this enhancement, organizations could only create login messages that displayed when accessing the Cornerstone system from an Internet browser.

With this enhancement, organizations can now configure a login message to display in Cornerstone Learn. Mobile login messages are configured using the same Login Messages page as the existing traditional login message, but they are created exclusively for use with the Cornerstone Learn app.

When a login message is set as "Mobile Only" using the new checkbox, it only displays in the Cornerstone Learn app. It does not display when logging in via web browser.

Similarly, a login message that does not have the "Mobile Only" checkbox selected only displays when logging in via web browser. It is not displayed when logging in to Cornerstone Learn.

*This functionality is targeted for the 4 October 2019 patch.*

### How Does this Enhancement Benefit My Organization?

Login messages ensure important information is seen as soon as mobile learners login to the app.

### Considerations

- Users must be using the latest version of the Cornerstone Learn app to leverage this enhancement.
- There is no change to existing login messages. For any login messages that existed prior to this enhancement, the **Mobile Only** checkbox is disabled and cannot be selected.
- In order to create a mobile-only login message, administrators must copy an existing message or create a new one.
- Mobile-only login messages follow the same ranking rules as non-mobile login messages.

### Implementation

This functionality is automatically enabled for all organizations that are using the latest version of the Cornerstone Learn app. However, administrators must set up and enable a mobile login message in the Login Message preferences in order for it to be displayed when logging in to the Cornerstone Learn app.

### Permissions

The following existing permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Log In Message - Manage	Grants access to create a message that appears upon portal login to all users or a selected	Core Administration

group/subset of users. This is an administrator permission. This permission can be constrained by OU and User's OU.
---------------------------------------------------------------------------------------------------------------------

## Login Messages - Mobile Only

With this enhancement, organizations can now configure a login message to display in Cornerstone Learn. Mobile login messages are configured using the same Login Messages page as the existing traditional login message, but they are created exclusively for use with the Cornerstone Learn app.

*This functionality is targeted for the 4 October 2019 patch.*

To access Login Message preferences, go to [ADMIN > TOOLS > CORE FUNCTIONS > CORE PREFERENCES > LOGIN MESSAGE](#).

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Log In Message - Manage	Grants access to create a message that appears upon portal login to all users or a selected group/subset of users. This is an administrator permission. This permission can be constrained by OU and User's OU.	Core Administration

### Mobile Only Checkbox

A new **Mobile Only** checkbox is available in the following locations:

- Create Mobile Login Message - General Settings
- Manage Login Messages - Login Messages table

When this option is selected for a login message, the message only displays in the Cornerstone Learn app. It does not display when logging in via web browser.

Similarly, if this option is not selected for a login message, the message only displays when logging in via web browser. It is not displayed when logging in to Cornerstone Learn.

For any login messages that existed prior to this enhancement, the **Mobile Only** checkbox is disabled and cannot be selected. In order to create a mobile-only login message, administrators must copy an existing message or create a new one.

A mobile-only login message only displays to a user if the user is using the latest version of the Cornerstone Learn app.

### Create Mobile Login Message

When creating a login message, a new **Mobile Only** checkbox is available in the General settings.

## Login Message

[General](#)  
[Message](#)  
[Actions](#)  
[Summary](#)

### Define Login Message

General  
Configure general settings for the Login Message

Title :

Active : ☒

Mobile Only : ☐

---

#### DISPLAY

Recurrence : ☐ Display for  logins  
☒ Always Display

Display Dates : From :  To :

☒ Allow users to see a 'Do not show again' checkbox.  
☒ Allow users to close message box.

---

#### AVAILABILITY

Select OU Criteria ▼

All users in Corporation: Techwriter (QA01-techwriter)

## Manage Login Messages

When viewing the Login Messages page, a new **Mobile Only** checkbox is available in the Login Messages table.

Mobile-only login messages follow the same ranking rules as non-mobile login messages.

### Techwriter

Drag and drop rows below to configure Login Message rankings for the Division. In the event a user meets Availability criteria for multiple Login Messages on the same date, the message with the highest rank will be display to the user.

[Create Login Message](#)
☐ Display Inactive

Rank	Title	Availability	Display Period	Mobile Only	Active	Options
1	Login Disclaimer	All users in Corporation: QA01-techwriter (QA01-techwriter)	9/1/2019 - 12/31/2020	<input type="checkbox"/>	Yes	
2	Mobile Login Message	All users in Corporation: QA01-techwriter (QA01-techwriter)	9/16/2019 - 9/30/2020	<input checked="" type="checkbox"/>	Yes	

☐ Overwrite custom settings previously saved for child Corporations. (If unchecked, the preferences will still be applied to any child Corporations that are either new or currently inherit the parent settings.)

## Cornerstone Learn - Mobile Optimized Banner Images

## Cornerstone Learn - Mobile Optimized Banner Images - Overview

The cover image that is configured in Learner Home Preferences is applied to the Learner Home page and the Cornerstone Learn app home page.

Prior to this enhancement, organizations could only upload one banner image for Learner Home, and this image was displayed on the Learner Home page on the web and the Cornerstone Learn app homepage. However, the banner image did not properly resize when viewed in the Cornerstone Learn app.

With this enhancement, organizations can upload banner images that are optimized for smaller screen sizes. Organizations can upload mobile-optimized banner images for portrait orientation, which is generally displayed on mobile phones, and landscape orientation, which is generally displayed on tablets.

*This functionality is not available during UAT. The Mobile (Portrait) and Mobile (Landscape) fields are visible in Learner Home Preferences at the start of UAT, but this enhancement also requires the app update, which is not available until the October '19 Release.*

### How Does this Enhancement Benefit My Organization?

Additional image options in Learner Home Preferences ensure that banner images display as intended in the Cornerstone Learn app. Organizations can upload a mobile portrait image for display on phones. Upload a mobile landscape image for display on tablets.

### Considerations

- The recommended image dimensions for mobile portrait images are 750x560.
- The recommended image dimensions for mobile landscape images are 1640x570.
- The new mobile images have the existing app functionality as it relates to links and text:
  - Display text will show at the bottom of the image.
  - Buttons are not supported.
  - Entire image will be a link.

### Implementation

This functionality is automatically enabled for all organizations using the Cornerstone Learn app.

Administrators must upload images in Learner Home Preferences.

*This functionality is not available during UAT. The Mobile (Portrait) and Mobile (Landscape) fields are visible in Learner Home Preferences at the start of UAT, but this enhancement also requires the app update, which is not available until the October '19 Release.*

### Permissions

The following existing permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
-----------------	------------------------	----------

<p>Learner Home Preferences</p>	<p>Grants access to the Learner Home Preferences page, where the administrator can configure the arrangement of content on Learner Home, as well as other settings. This permission can be constrained by organizational unit (OU) and User's OU. This is an administrator permission.</p> <p>With the Aug 2019 release, this permission also grants access to the Learning Search Preferences page, where the administrator can configure Learning Search options.</p>	<p>Learning - Administration</p>
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## Learner Home Preferences - Mobile Banners

With this enhancement, administrators can now upload mobile-optimized banner images for portrait orientation, which is generally displayed on mobile phones, and landscape orientation, which is generally displayed on tablets.


*This functionality is not available during UAT. The Mobile (Portrait) and Mobile (Landscape) fields are visible in Learner Home Preferences at the start of UAT, but this enhancement also requires the app update, which is not available until the October '19 Release.*

To access Learner Home Preferences, go to [ADMIN > TOOLS > LEARNING > LEARNING PREFERENCES > LEARNER HOME PREFERENCES](#). Select the division for which you want to configure preferences.

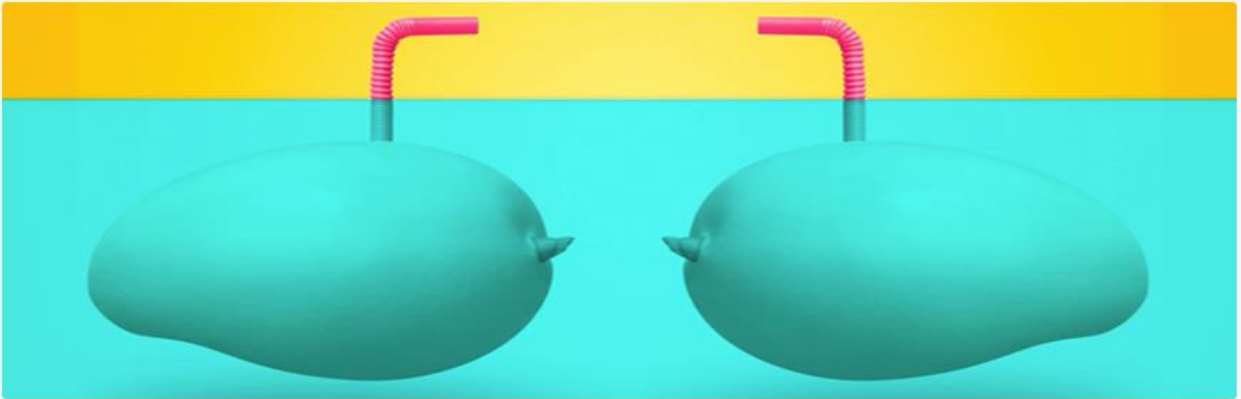
### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Learner Home Preferences	<p>Grants access to the Learner Home Preferences page, where the administrator can configure the arrangement of content on Learner Home, as well as other settings. This permission can be constrained by organizational unit (OU) and User's OU. This is an administrator permission.</p> <p>With the Aug 2019 release, this permission also grants access to the Learning Search Preferences page, where the administrator can configure Learning Search options.</p>	Learning - Administration






**Image #1**  
 Status: **Enabled**   Display Text: CSOD   Link URL: [www.csod.com](http://www.csod.com)



[See Preview](#)

Drag and drop your image here


Select an image



Mobile (Portrait) - 750\*560 This image will display in Cornerstone Learn on phones and tablets in portrait mode.

Drag and drop your image here

Select an image



Mobile (Landscape) - 1640\*570 This image will display in Cornerstone Learn on tablets in landscape mode.

Drag and drop your image here

Select an image

## Mobile (Portrait)

This image will display in Cornerstone Learn on mobile phones when in portrait mode. If no image is uploaded in this section, then the web default banner image is displayed in the Cornerstone Learn app on mobile phones.

To select an image for mobile devices, either drag and drop an image into the field or select the **SELECT AN IMAGE** button. The recommended image dimensions are 750x560. **Note:** *Images that are uploaded cannot be deleted from the system. They can only be replaced.*

A preview of the image is displayed when uploaded.

## Mobile (Landscape)

This image will display in Cornerstone Learn on tablets when in landscape mode. If no image is uploaded in this section, then the web default banner image is displayed in the Cornerstone Learn app on tablets.

To select an image for tablets, either drag and drop an image into the field or select the **SELECT AN IMAGE** button. The recommended image dimensions are 1640x570. **Note:** *Images that are uploaded cannot be deleted from the system. They can only be replaced.*

A preview of the image is displayed when uploaded.

## Cornerstone Tile in Kronos Workforce Dimensions

## Cornerstone Learning Tile in Kronos Workforce Dimensions

The new Kronos Workforce Dimensions Employee Dashboard Tile integration in Edge automatically creates a Cornerstone tile on organizations' Workforce Dimensions tenant. This tile provides learners with basic information about their Cornerstone training that is past due, assigned, in progress, and completed. It also allows learners to be redirected to their Cornerstone transcript if the learner has an active Cornerstone session.

### Use Cases

Use Case 1: User views training transcript details on Workforce Dimensions employee dashboard and navigates to Cornerstone transcript page

Lisa is an Acme Company employee, and she uses the Cornerstone Learning system. Lisa has added the Cornerstone Learning tile to her Workforce Dimensions employee dashboard. She logs into Acme's Workforce Dimensions tenant to access the employee dashboard page. She wants to know the number of training items assigned to her that are past due, so she views the Cornerstone Learning tile for a summary of her transcript details.

Lisa wants to complete one of her past due training items, so she clicks the **View My Transcript** link on the tile. Because Lisa has an active Cornerstone session, she is taken directly to her Cornerstone transcript page to complete her training.

Use Case 2: User views transcript details on Workforce Dimensions employee dashboard and navigates to Cornerstone login page

Jessie is an employee at Acme Company and uses the Cornerstone Learning system. Jessie has added the Cornerstone Learning tile to her Workforce Dimensions employee dashboard. She logs into Acme's Workforce Dimensions tenant to access the employee dashboard page. She wants to know the number of training items that are in progress on her transcript, so she views the Cornerstone Learning tile to access her transcript details.

Jessie wants to complete one of her in progress training items, so she clicks the **View My Transcript** link on the tile. Because Jessie does not have an active Cornerstone session, she is taken to Acme's Cornerstone portal login page and is prompted to enter her credentials. After entering her credentials, she is navigated to her transcript page to complete her training.

### Considerations

The following considerations apply to this integration:

- Certifications are not supported by this integration.
- SSO is supported for organizations which have an IDP SSO configured in both Workforce Dimensions and in Cornerstone.
- This integration is only offered in English.

## Implementation

The Kronos Workforce Dimensions Employee Dashboard Tile integration can be activated via self-service in the Edge Marketplace. There is no additional cost associated with this integration.

## Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge

## Activate Kronos Workforce Dimensions Tile

The Kronos Workforce Dimensions Employee Dashboard Tile integration can be activated by an administrator via Edge Marketplace and Edge Integration Center.

To access the Edge Marketplace, go to [ADMIN > TOOLS > EDGE > MARKETPLACE](#). From the Edge Marketplace, search for and select the Kronos Workforce Dimensions Employee Dashboard Tile integration.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge

Settings Transaction History Getting Started

Please fill in the fields below to configure your integration. Copy from ▾

▸ Setup Instructions

Kronos Tenant URL \*

Client ID \*

App Key \*

Client Secret \*

Username \*

Password \*

Save Settings

▸ Activity

## Settings

Configure the Kronos Workforce Dimensions Employee Dashboard Tile integration using the following steps after selecting the integration from the Edge Marketplace:

1. Click the **INSTALL** button.
2. Review and accept the Terms and Conditions.
3. Click the **CREATE INTEGRATION** button.
4. Click the **CONFIGURE NOW** button. This redirects you to the Settings page.
5. On the Settings page, populate the following fields, using credentials provided by Workforce Dimensions:
  - Kronos Tenant URL
  - Client ID
  - App Key
  - Client Secret
  - (Kronos Admin) Username
  - Password
6. Click the **SAVE SETTINGS** button to save the settings you have configured. You will be directed to the Edge Integration Center.
7. From the Edge Integration Center, toggle the Kronos Workforce Dimensions Employee Dashboard Tile integration switch to the On position. This adds the tile to users' employee dashboards.

## Make Cornerstone Learning Tile Accessible to Learners

To make the Cornerstone Learning tile available to employees on the Kronos Workforce Dimensions tenant:

1. Log in to your Kronos Workforce Dimensions tenant.
2. Navigate to Home Page Management by going to: [ADMINISTRATION > APPLICATION SETUP > DISPLAY PREFERENCES > INFORMATION ACCESS](#).
3. Select the Name from Home Page Management that you would like to associate with the Cornerstone Learning tile, and then click the **Edit** icon.
4. Select the Cornerstone Learning tile.
5. Click the **SAVE** button. Employees will be able to add the Cornerstone Learning tile to their employee dashboard.

## Workforce Dimensions Tile

Once the Kronos Workforce Dimensions Tile integration has been enabled via Edge, the Kronos system administrator can make the tile available for its employees to add to their employee dashboard. The Cornerstone Learning tile displays with the following information:

- Basic Transcript Details
  - Number of training items in a Past Due status
  - Number of training items in an In Progress status
  - Number of assigned training items
  - Number of training items in a Completed status
- **View My Transcript** link - The link navigates the user directly to their Cornerstone transcript page if the user has an active Cornerstone session. If the user does not have an active Cornerstone session open, then the user is redirected to the Cornerstone login page. Note: SSO is only supported if the organization has an existing IDP SSO SAML 2.0 configured in both Kronos Workforce Dimensions and in Cornerstone.

The training counts included in the basic transcript details of the tile include data for the following training types:

- Online courses
- Curricula (child training items within the curriculum are not counted unless they exist as standalone items on the transcript)
- Instructor-led training sessions
- Materials
- Cohorts
- Tests
- Videos
- Libraries (*Note: Child training items within the library are not counted unless they exist as standalone items on the transcript*)
- External Content
- External Training
- Postings



## Course Catalog - Activate and Inactivate Courses in Bulk

## Course Catalog - Activate and Inactivate Courses in Bulk

Prior to this enhancement, it was necessary for administrators to activate and inactivate training items individually via the Course Catalog. This could be time consuming if the administrator needed to activate or inactivate a large number of courses.

With this enhancement, it is possible to activate and inactivate training in bulk via the Course Catalog.

### Use Cases

#### Use Case #1: Activating Content in Bulk

Clara, a learning administrator at ACME, is planning to roll out new content for an upcoming learning campaign. She wants to activate many courses at once on her launch date. To do this, Clara uses the Bulk Editor within the Course Catalog to activate many courses at once with a few simple clicks.

#### Use Case #2: Automatically Deactivate Content in Bulk

Hidalgo is a content administrator at ACME, and he needs to deactivate all content from an old provider at the end of this year. To accomplish this Hidalgo sets a deactivation date for many courses at once, using the Course Catalog Bulk Editor. This will deactivate all the courses he selected automatically on the date he chooses.

### Considerations

- If a bulk activation or inactivation is in progress, the administrator may see a message stating, "Another update is currently being processed. Please try again." While this update is processing, no other changes can be applied.
- Bulk actions made through the editor override the training item's existing settings. For example, if several training items are selected, some of which are active, some of which are inactive, and some of which have a future inactivation date, upon submitting a bulk update, all previous settings on these training items are overridden by the bulk edit.
- On the Edit Active page of the bulk edit process, you can enter a deactivation date when the active checkbox is selected.

### Implementation

This functionality is automatically available for all portals using the Learning module.

### Permissions

The following existing permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Course Catalog - Update	Grants ability to manage and edit training items listed in the Course Catalog and also grants access to the Course Console, where training	Learning - Administration

can also be managed and edited. This permission also grants access to the Popular Requests and Highest Rated widgets on the Learning Admin Console (in conjunction with the Learning Admin Console - View permission). This permission also allows administrators to reversion online courses via the Course Console page. This permission also allows administrators to access an **Edit Training** option for training items included as objectives in Development plans.

This permission can be constrained by OU, User's OU, Training Type, Training Item, Provider, ILT Provider, User's ILT Provider, User, User Self and Subordinates, and User's LO Availability. This is an administrator permission.

**Note:** *Adding an OU constraint and a provider constraint to this permission results in an "AND" statement.*

## Active - Bulk Edit

In order to batch edit the **Active** setting for multiple training items at one time, the administrator must have permission to update the Course Catalog.

To batch edit items in the course catalog, follow these steps:

1. Go to [ADMIN > TOOLS > LEARNING > CATALOG MANAGEMENT > COURSE CATALOG](#).
2. Select the appropriate learning objects and click the **EDIT SELECTED** button.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Course Catalog - Update	<p>Grants ability to manage and edit training items listed in the Course Catalog and also grants access to the Course Console, where training can also be managed and edited. This permission also grants access to the Popular Requests and Highest Rated widgets on the Learning Admin Console (in conjunction with the Learning Admin Console - View permission). This permission also allows administrators to reversion online courses via the Course Console page. This permission also allows administrators to access an <b>Edit Training</b> option for training items included as objectives in Development plans.</p> <p>This permission can be constrained by OU, User's OU, Training Type, Training Item, Provider, ILT Provider, User's ILT Provider, User, User Self and Subordinates, and User's LO Availability. This is an administrator permission.</p> <p><b>Note:</b> Adding an OU constraint and a provider constraint to this permission results in an "AND" statement.</p>	Learning - Administration

Selected Training

[Edit Signatures](#) > [Edit Skills](#) > [Edit Competencies](#) > [Edit Subjects](#) > [Edit Acknowledgement](#) > [Edit Evaluations](#) > [Edit Availability](#) > [Edit Points](#) > [Edit Badge](#) > [Edit Course Recommendations](#) > [Edit Pricing](#) > [Edit Commerce](#) > [Edit Thumbnail Image](#) > [Edit Mobile](#) > [Edit Active](#)

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TITLE	PROVIDER	TYPE	DATE ADDED
10 of the Most Innovative Chatbots on the Web	Wrox	Publications	2/16/2019
A Deep Dive: Chatbots A-to-Z	Zondervan	Curriculum	4/25/2019
Bot Building Basics	Zondervan	Online Class	2/16/2019
Building Chatbots with Google Dialogflow	Zondervan	Online Class	4/25/2019
Chatbot Case Studies: Do Chatbots Increase Conversions?	Zondervan	Online Class	2/16/2019
Chatbot Conference 2019 in NYC	Zondervan	Event	2/17/2019
Chatbot Design 101	Zondervan	Event	2/17/2019
Chatbot International Conference	Zondervan	Event	2/17/2019
Deep Learning and NLP: A Chatbot Curriculum	Zondervan	Curriculum	4/25/2019
Google Duplex: A.I. Assistant Calls Local Businesses To Make Appointments	Zondervan	Video	2/18/2019
How Chatbots Will Transform Customer Experience: An Infographic	Zondervan	Multimedia	2/16/2019
How to Build a Barista Bot in Twilio Studio	Zondervan	Video	2/18/2019
How to Build a Chatbot Without Coding	Zondervan	Online Class	2/16/2019
How to Build Chatbots: From Beginner to Intermediate	Zondervan	Online Class	2/16/2019
Introduction to Chatbots - Programming with Text	Zondervan	Video	2/18/2019
Test Curriculum	Zondervan	Curriculum	7/8/2019
THE CHATBOT THERAPIST WILL SEE YOU NOW	Zondervan	Multimedia	2/16/2019
The Next Generation of AI: Chatbots & Cognitive Services	Zondervan	Video	2/18/2019
Understanding AI: Power Behind Chatbots	Zondervan	Video	2/18/2019
Voicebot and Chatbot Design: Flexible conversational interfaces	Zondervan	Publications	2/17/2019

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## Edit Active

To edit the **Active** setting for the multiple training items you have selected, click the **Edit Active** link. This allows you to edit the **Active** setting in bulk. The following options are available:

- **Active** - To activate the selected training items in bulk, check the **Active** option on the Edit Active page. To deactivate the selected training items in bulk, uncheck the **Active** option.
- **Deactivate Selected Training On** - If needed, you can specify a date on which all the selected training will be automatically deactivated. To do this, check the **Deactivate Selected Training On** checkbox and then select a date from the calendar.

To apply your changes to the selected training items, click the **SUBMIT** button.

**Edit Active**

The active status, deactivation date for selected training will be update upon clicking submit.

**Edit Active**

☐ Active
 ☐ Deactivate selected training on

« Back Submit

## Deprecation of Proxy Enrollment API with the October '20 Release

Cornerstone's legacy Proxy Enrollment API, available as part of Cornerstone API, is scheduled for deprecation. It is being replaced by the new Learning Assignment API. The Proxy Enrollment API end-of-life is targeted to occur with the October '20 Release.

End-of-life means the Proxy Enrollment API will be taken down as of the October '20 Release. Clients, partners, and vendors must modify their code for existing integrations that use Cornerstone's Proxy Enrollment API (/services/api/ProxyEnroll/CreateProxyEnrollment and /services/api/ProxyEnroll/ProxyEnrollmentStatus). The code should be updated to use the new Learning Assignment API instead and this should be done prior to the October '20 Release.

Between now and October '20, Cornerstone may still address defects reported with the Proxy Enrollment API, but no enhancements will be made to the API. Clients and partners using the Proxy Enrollment API are encouraged to update their code to move to the new Learning Assignment API as early as possible, but no later than October '20. Calls to the Proxy Enrollment API will begin to fail starting with the October '20 release. If you are building new integrations that require training to be assigned to users via an API, it is necessary to use the new Learning Assignment API.

The documentation for the Proxy Enrollment API will be removed from under the Foundational APIs tile in the API Explorer once the new Learning Assignment API becomes available in a patch after the October '19 release.

## Deprecation of Volunteer Management with February '20 Release

Cornerstone is deprecating Volunteer Management functionality with the February '20 release, and has ended support for Volunteer Management. Once deprecated, access to the Volunteer Management user interface, including reporting, will no longer be available in client portals.

## Learning Assignment Tool - High User Count Warning



## Learning Assignment Tool - High User Count Warnings

Prior to this enhancement, it was already possible to specify a threshold percentage for the High User Count warning which appears when an administrator attempts to submit a learning assignment that will assign training to more than that specified percentage of the system's users. This preference setting only supported whole percentages.

With this enhancement, it is possible to set a more granular threshold for the High User Count warning via Assignment Tool Preferences. The administrator may specify a threshold percentage with up to two decimal places, or the administrator may specify an exact number of users which will trigger the High User Count warning message when a learning assignment is submitted.

### Use Case

Gilfoyle is a system administrator who manages several regional administrators. His regional administrators sometimes make errors when assigning training via the Learning Assignment Tool, for a number of reasons. A common resulting issue with this is that when training is accidentally assigned to a large number of users, resources are wasted, because these users complete unnecessary training. By allowing Gilfoyle to set an exact number of users that triggers the High User Count alert during the assignment submission process, he believes his administrators will be more aware of when their mistakes have the potential to impact a large number of employees.

### Implementation

This functionality is automatically available in all portals using the Learning module.

### Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Assignment Tool Preferences	Grants access to Assignment Tool Preferences where an administrator can activate the new Assignment Tool and configure the processing options and settings to create Learning Assignments. This permission cannot be constrained. This is an administrator permission.	Learning - Administration
Assignment Tool - Standard	Grants ability to create Standard (one-time) Learning Assignments to directly assign training to users. This permission can be constrained by OU, Provider, Training Item, Training Type, User, User Self and Subordinates, and User's OU. If this permission is constrained by Location, Provider, Training Type, or Training Item, then	Learning - Administration

	they can only assign training within the constraints. If this permission is constrained by OU, User, User Self and Subordinates, or User's OU, then they can only assign to and view assignments created by users within the constraints. This is an administrator permission.	
Assignment Tool - Standard and Dynamic	Grants ability to create Standard (one-time) and Dynamic (continuous) Learning Assignments to directly assign training to users. This permission can be constrained by OU, Provider, Training Item, Training Type, User, User Self and Subordinates, and User's OU. If this permission is constrained by Location, Provider, Training Type, or Training Item, then they can only assign training within the constraints. If this permission is constrained by OU, User, User Self and Subordinates, or User's OU, then they can only assign to and view assignments created by users within the constraints. This is an administrator permission.	Learning - Administration
Assignment Tool - Standard and Dynamic - Recurrence	Grants ability to create Standard (one-time) and Dynamic (continuous) Learning Assignments to directly assign training to users. Also grants ability to enable/disable Recurrence when creating a Dynamic Learning Assignment. This permission can be constrained by OU, Provider, Training Item, Training Type, User, User Self and Subordinates, and User's OU. If this permission is constrained by Location, Provider, Training Type, or Training Item, then they can only assign training within the constraints. If this permission is constrained by OU, User, User Self and Subordinates, or User's OU, then they can only assign to and view assignments created by users within the constraints. This is an administrator permission.	Learning - Administration

## High User Count Warning - Assignment Tool Preferences

On the Assignment Tool Preferences page, the administrator can set the High User Count warning threshold, either using a percentage with up to two decimal places or a specific number of users.

To access the Assignment Preferences page, go to [ADMIN > TOOLS > LEARNING > LEARNING PREFERENCES](#) and click the **Assignment Tool Preferences** link under General Learning Preferences.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Assignment Tool Preferences	Grants access to Assignment Tool Preferences where an administrator can activate the new Assignment Tool and configure the processing options and settings to create Learning Assignments. This permission cannot be constrained. This is an administrator permission.	Learning - Administration

Configuration Tools > Learning > Learning Preferences > Assignment Tool Preferences

### Assignment Tool Preferences

Use these preferences to configure default settings for newly created Assignments. [Show Me](#)

#### Dynamic Re-assignment Options

Set the default Dynamic Re-assignment processing settings for all newly created Assignments. These settings can be modified from the Assignment Summary page.

☒ Enable Dynamic Re-assignment

☐ Re-assign latest version. When enabled, users will be upgraded to the latest version upon Re-assignment if applicable.

#### High User Count Warning

Set the threshold that will trigger the High User Count warning to appear when submitting a new Learning Assignment.

Display warning when  **Percent** or more of the active users in the portal have been selected for an Assignment.

☐ Percent  
☐ Users

#### Prerequisite Options

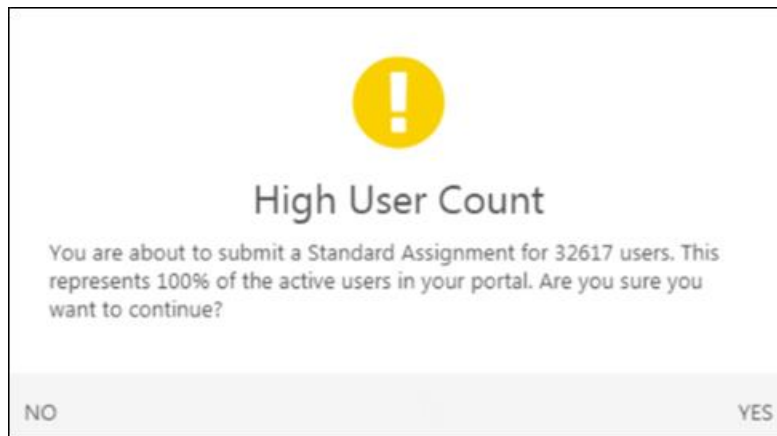
Set the default prerequisite preferences for all Learning Assignments. This setting will only impact new assignments.

☐ Enforce prerequisites. When enabled, users not satisfying training prerequisites will not receive the associated training.

### Set Threshold

In the High User Count Warning section, the administrator can enter either the percentage of users, up to two decimal places, or the specific number of users that will trigger the High User Count warning message. After entering the desired percentage or number, click the drop-down menu and select either **Percent** or **Users**.

After configuring the options for the High User Count warning message, click the **SAVE** button at the bottom of the page. Once your changes have been applied, if an administrator attempts to submit a learning assignment which will assign training to more than the configured percentage of users or specific number of users, the High User Count warning message will appear. The percentage may display with up to two decimal points.



## Learning Assignment Tool Public API

## Learning Assignment Tool Public API

A new Learning Assignment Tool public API will be made available via the Edge Marketplace. This public API offers flexibility when a custom solution for the Learning Assignment Tool is required by an organization. With the new Learning Assignment API, users can enjoy many of the same features that exist in the Learning Assignment Tool user interface.

**This API is targeted for the Feb 2020 release.**

### How does this benefit my organization?

Public APIs promote extensibility and allow organizations to interface with the system and its features in ways the system itself may not currently accommodate through its front-end user interfaces. Public APIs can be used to create custom solutions by any organization using internal development resources, partners, integrators, or other third party development resources.

### Exclusions

The following Learning Assignment Tool features from the system are NOT supported by the Learning Assignment Tool public API:

- Dynamic learning assignments (only standard assignments are supported)
- Custom emails and ad hoc emails
- Scheduling the assignment for the future (your organization can build a queuing system if needed)
- **Force Prerequisites** option
- **Training Start Date** option

### Considerations

Cornerstone's legacy Proxy Enrollment API, available as part of Cornerstone API, is scheduled for deprecation. It is being replaced by the new Learning Assignment API. Cornerstone will continue to support the Proxy Enrollment API as of the October '19 Release, but new integrations for the API will be discontinued. The Proxy Enrollment API will still be available at this time, but Cornerstone will not fix any defects or enhance this API. The documentation for this API will be removed from the Foundational APIs tile in the API Explorer after the new Learning Assignment API becomes available with the October '19 Release.

Organizations using the Proxy Enrollment API must modify any code referencing the Proxy Enrollment API and update the code to reference the Learning Assignment Tool public API.

For more information: [See Deprecation of Proxy Enrollment API with the October '20 Release](#) on page 221 *for additional information*.

### Implementation

This public API requires the purchase of Cornerstone APIs. For organizations which have already purchased Cornerstone APIs, no additional purchase is required. A purchase inquiry for Cornerstone APIs can be submitted through the Edge Marketplace.

To access Cornerstone APIs in the Edge Marketplace, go to: [ADMIN > TOOLS > EDGE](#) and click the **Marketplace** link. Search for and click the Cornerstone API tile. Click the Setup tab for setup instructions for the API.

Additional documentation about the Learning Assignment Tool public API is available in the API Explorer. To access the API Explorer independently of a Cornerstone portal, go to: <https://apiexplorer.csod.com/apiconnectorweb/apiexplorer#/>

## Permissions

The Learning Assignment API references the user's permissions, just as they are referenced for creation of an assignment via the Learning Assignment Tool in the system. The user account associated with the OAuth 2.0 application must have the required permissions to create a standard learning assignment using this API. The permissions required are listed in the API Explorer.

The following existing permission is needed to access the API Explorer from within the Cornerstone system:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Develop - API Explorer	Grants access to the API Explorer, which provides access to help documentation for various API applications.	Edge

## Learning Assignment Tool - Summary Page Enhancement



## Learning Assignment Tool Summary Page Enhancements

Prior to this enhancement, the **Removed from Assignment** tag displayed next to individual training items for learners in the Transcript History section of the Assignment Summary page.

With this enhancement, when the administrator views the assignment history of the assignment, and a learner no longer meets the criteria of the assignment, the **Removed from Assignment** tag displays to the right of the learner's name. If the learner was assigned the same training by another assignment, and the learner was removed from that other assignment, the **Removed from Assignment** tag appears in the Occurrence flyout and displays at the occurrence level.

In addition, the **Associated Date** field from the Transcript History section of the Assignment Summary page has been relocated to the Occurrence flyout.

### Implementation

This functionality is automatically enabled for all portals using the Learning module.

### Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Assignment Tool - Standard	Grants ability to create Standard (one-time) Learning Assignments to directly assign training to users. This permission can be constrained by OU, Provider, Training Item, Training Type, User, User Self and Subordinates, and User's OU. If this permission is constrained by Location, Provider, Training Type, or Training Item, then they can only assign training within the constraints. If this permission is constrained by OU, User, User Self and Subordinates, or User's OU, then they can only assign to and view assignments created by users within the constraints. This is an administrator permission.	Learning - Administration
Assignment Tool - Standard and Dynamic	Grants ability to create Standard (one-time) and Dynamic (continuous) Learning Assignments to directly assign training to users. This permission can be constrained by OU, Provider, Training Item, Training Type, User, User Self and Subordinates, and User's OU. If this permission is constrained by Location, Provider, Training Type,	Learning - Administration

	or Training Item, then they can only assign training within the constraints. If this permission is constrained by OU, User, User Self and Subordinates, or User's OU, then they can only assign to and view assignments created by users within the constraints. This is an administrator permission.	
Assignment Tool - Standard and Dynamic - Recurrence	Grants ability to create Standard (one-time) and Dynamic (continuous) Learning Assignments to directly assign training to users. Also grants ability to enable/disable Recurrence when creating a Dynamic Learning Assignment. This permission can be constrained by OU, Provider, Training Item, Training Type, User, User Self and Subordinates, and User's OU. If this permission is constrained by Location, Provider, Training Type, or Training Item, then they can only assign training within the constraints. If this permission is constrained by OU, User, User Self and Subordinates, or User's OU, then they can only assign to and view assignments created by users within the constraints. This is an administrator permission.	Learning - Administration

## LAT - Removed from Assignment

In the Transcript History section of the Assignment Summary page, administrators will see a Removed from Assignment tag next to the names of any users who no longer meet the assignment criteria. The **Associated Date** field also now displays in the Occurrence flyout.

To access the Assignment Summary page for a learning assignment, go to [ADMIN > TOOLS > LEARNING > LEARNING ASSIGNMENT TOOL](#) and click on the title of the learning assignment for which you want to view the Assignment Summary page.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Assignment Tool - Standard	Grants ability to create Standard (one-time) Learning Assignments to directly assign training to users. This permission can be constrained by OU, Provider, Training Item, Training Type, User, User Self and Subordinates, and User's OU. If this permission is constrained by Location, Provider, Training Type, or Training Item, then they can only assign training within the constraints. If this permission is constrained by OU, User, User Self and Subordinates, or User's OU, then they can only assign to and view assignments created by users within the constraints. This is an administrator permission.	Learning - Administration
Assignment Tool - Standard and Dynamic	Grants ability to create Standard (one-time) and Dynamic (continuous) Learning Assignments to directly assign training to users. This permission can be constrained by OU, Provider, Training Item, Training Type, User, User Self and Subordinates, and User's OU. If this permission is constrained by Location, Provider, Training Type, or Training Item, then they can only assign training within the constraints. If this permission is constrained by OU, User, User Self and Subordinates, or User's OU, then they can only assign to and view assignments created by users within the constraints. This is an administrator permission.	Learning - Administration
Assignment Tool - Standard and	Grants ability to create Standard (one-time) and Dynamic (continuous) Learning Assignments to	Learning - Administration

## Dynamic - Recurrence

directly assign training to users. Also grants ability to enable/disable Recurrence when creating a Dynamic Learning Assignment. This permission can be constrained by OU, Provider, Training Item, Training Type, User, User Self and Subordinates, and User's OU. If this permission is constrained by Location, Provider, Training Type, or Training Item, then they can only assign training within the constraints. If this permission is constrained by OU, User, User Self and Subordinates, or User's OU, then they can only assign to and view assignments created by users within the constraints. This is an administrator permission.

The screenshot displays the 'A Material 123' assignment page. On the left, a sidebar shows the user 'Algan Rustinya' with two occurrences of the assignment. Both occurrences have a 'REMOVED FROM ASSIGNMENT' tag. The main content area shows the 'Transcript History' section, which is currently set to 'Assigned'. It lists two users: 'Algan Rustinya' and 'Pat Kelly'. For each user, the transcript history shows two items: 'A Material 123' and '2DD Teeth'. Both items have a 'REMOVED FROM TRANSCRIPT' tag. The interface also includes sections for 'Options', 'Schedule', and 'Users'.

## Removed from Assignment

If a user no longer meets the criteria of an assignment in which they were previously included, the Removed from Assignment tag appears to the right of their name in the Transcript History section. If one of the training items they were assigned by the learning assignment was removed from their transcript, the Removed from Transcript tag appears to the right of the training item itself.

If the learner was assigned the same training by another learning assignment, and the learner was removed from that other assignment, the **Removed from Assignment** tag appears in the Occurrence flyout and displays at the occurrence level.

# Associated Date

The **Occurrence** field is clickable and opens the Occurrence flyout. The **Associated Date** field displays in the Occurrence flyout for training items.

A Material 123

Algan Rustinya

REMOVED FROM ASSIGNMENT

Occurrence #2

Assigned By: Learning Assignment Tool (39415)

Associated Date: 8/29/2019 5:46 PM

Status: Not Started (Registered)

Completed Date: N/A

REMOVED FROM ASSIGNMENT

Occurrence #1

Assigned By: Learning Assignment Tool (39414)

Assigned Date: 8/29/2019 5:42 PM

Status: Not Started (Registered)

Completed Date: N/A

Options ⓘ

Type: Standard Training Assignment Workflow: Assigned, Approved, and Registered Emails: Training Specific Emails

Schedule

Processing Start Date: As soon as Assignment is submitted Due Date: No due date

Users ⓘ

Assign New Occurrence: On

Transcript History ⓘ

Assigned Not Assigned

Search by First Name, Last Name, or User ID.

Algan Rustinya

REMOVED FROM ASSIGNMENT

User ID: Organizational Unit(s): (en-US)Net Software Engineer (Position)

A Material 123 Version: 2.0

REMOVED FROM TRANSCRIPT

Status: Not Started (Registered) Assigned By: Learning Assignment Tool (39415) Associated Date: 8/29/2019 5:46 PM Completed Date: N/A Occurrence: 2

2DD Teeth Version: 1.0

Status: Not Started (Registered) Assigned By: Learning Assignment Tool (39415) Associated Date: 8/29/2019 5:46 PM Completed Date: N/A Occurrence: 2

Pat Kelly

User ID: PKelly Organizational Unit(s): (en-US)Fire Department ("Division Custom Title Test"), (en-US)Fire Chief (Position)

!!!!!! A Material 123 Version: 2.0

Status: Not Started (Registered) Assigned By: Learning Assignment Tool (39415) Associated Date: 8/29/2019 5:46 PM Completed Date: N/A Occurrence: 2

2DD Teeth Version: 1.0

Status: Not Started (Registered) Assigned By: Learning Assignment Tool (39632) Assigned Date: 9/3/2019 10:53 AM Completed Date: N/A Occurrence: 2

## Learning Details Redesign

## Learning Details Redesign (Early Adopter) - Overview

With the February 2019 release, a redesigned Learning Details page was released as an Early Adopter enhancement. With the October 2019 release, the Learning Details page is still in an Early Adopter status, and the following additional enhancements have been made to this feature:

- Enhanced page design for all training types
- More metadata available on Learning Details page
- Curriculum structure now displays on Learning Details page for curricula
- Additional training actions available
- View Prerequisite section added
- View Pre-work section added
- View Post-work section added
- Ratings and Reviews section added
- Related Learning section added
- Ability to view the contents of curricula from the Learning Details page
- Session details are now available in a new Session flyout, accessible from the event's Learning Details page
- **Available on Mobile** field displays for online courses
- A new **Edit Training** link is available to administrators, allowing them to edit the training in the Course Catalog
- **Edit Training** option available for training items within a development plan for administrators with the permission to update the Course Catalog
- Administrators can enable and disable the Learning Details page for specific training types via Learning Details Preferences
- Corporate color will be respected by the new Learning Details page.
- Support for prerequisite exception requests (events, sessions, and curricula) is targeted for a post-release patch.
- A **Notify Me** link will be available on the Learning Details page for events, even if sessions are currently available. This enhancement is targeted for a post-release patch

## Considerations

The redesigned Learning Details page is only available for the following training types:

- Curricula
- Events and Sessions (new)
- External Content
- Materials
- Online Courses
- Online Content (not available with UAT)
- Tests
- Videos

The following training types are NOT currently scheduled to be updated to the new Learning Details page design:

- Forms
- Libraries
- Observation Checklists
- Quick Courses

## Exclusions and Considerations

The following Learning Details exclusions apply to ALL supported training types:

- Anonymous Browsing is not yet supported. This means that any configured self-registration workflows will continue to direct to the legacy Learning Details page following the October 2019 release
- No training types can be added to a Training Plan via the Learning Details page
- Badges are not supported on the Learning Details page by any training type (this does not affect Badge functionality elsewhere in the system)
- The Request Exception workflow is not supported for prerequisites via the Learning Details page for curricula, events, and sessions
- Thumbnail images are not supported on the Learning Details page
- The ability to edit or delete ratings and reviews is not supported on the Learning Details page

The following Learning Details exclusions apply to VIDEO training items only:

- In-line video player is not supported

The following Learning Details considerations apply to EVENTS and SESSIONS only:

- Session Details - Sessions no longer have a dedicated Details page. Session details are now found in the Session flyout when the **View Details** link is clicked for a session
- Sessions no longer provide a link for the map view of the session's location
- Pre-work and post-work are not yet supported for sessions via the Sessions flyout
- Sessions Display - The Upcoming Sessions list for an event now displays all sessions available to the user
- **View Full Calendar** link - This link, which is available for the legacy Event Details page, is NOT available when viewing the new Learning Details page for an event
- Add to Waitlist - Users are no longer prompted with a pop-up to confirm whether they want to be added to the waitlist. Instead, they can access a new **Add to Waitlist** link, which if clicked, immediately places them on the waitlist and redirects them to their transcript page
- The following metadata does not display for events and sessions on the Learning Details page:
  - Registration Deadline
  - Number of currently registered users and max registration
  - Training contact (at the session level)



- Roster
- Locator Number
- Objectives

## Is Being an Early Adopter Right for My Organization?

Your organization may benefit from the Early Adopter program if the following are true:

- A significant number of your organization's users access learning via mobile platforms
- Your organization aims to increase mobile usage across learners
- Your organization heavily utilizes events and sessions (note that exclusions apply to the Learning Details page for events and sessions)
- Your organization aims to increase learner engagement through discovery and self-registration of training
- Your organization leverages assignment functionality and would benefit from learners being able to view the status and due date of training from the Learning Details page
- Your organization uses ratings and reviews

Your organization may NOT be a good fit for the Early Adopter program if the following are true:

- Your organization heavily uses training types that are not currently supported, including:
  - Certifications
  - Programs and Cohorts
  - Libraries
  - Quick Courses
- Your organization heavily uses pre-work and post-work but does not set pre-work and post-work as available to learners
- Your organization relies heavily on Training Badges
- Your organization has heavy customization on this page (injected CSS via the page footer)
- Your organization has extended enterprise clients who need support for anonymous browsing

## Implementation

The Learning Details page can be enabled via self-service in any portal using the Learning module, for supported training types. The new Learning Details page can be enabled via a new preferences page by an administrator with permission to configure these preferences.

- For information about enabling the Learning Details page in your portal: [See Learning Details \(Early Adopter\) - Preferences](#) on page 243 *for additional information*.

## Permissions

The following updated permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
-----------------	------------------------	----------

Course Catalog - Update	<p>Grants ability to manage and edit training items listed in the Course Catalog and also grants access to the Course Console, where training can also be managed and edited. This permission also grants access to the Popular Requests and Highest Rated widgets on the Learning Admin Console (in conjunction with the Learning Admin Console - View permission). This permission also allows administrators to reversion online courses via the Course Console page. This permission also allows administrators to access an <b>Edit Training</b> option for training items included as objectives in Development plans.</p> <p>This permission can be constrained by OU, User's OU, Training Type, Training Item, Provider, ILT Provider, User's ILT Provider, User, User Self and Subordinates, and User's LO Availability. This is an administrator permission.</p> <p><b>Note:</b> Adding an OU constraint and a provider constraint to this permission results in an "AND" statement.</p>	Learning - Administration
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The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Assign Training	Grants ability to assign learning objects to the transcripts of those for whom the user is the assigned manager, approver or cost center approver. This is a manager/approver permission.	Learning
LO Attachments - Manage	Grants ability to upload attachments to learning objects. Administrators with this permission are automatically granted the LO Attachments - View permission. This permission can be constrained by User's ILT Provider, Provider, and ILT Provider. This is an administrator permission.	Learning - Administration
LO Attachments - View	Grants ability to view the learning object attachments that are set to be available to administrators. This permission can be constrained by User's ILT Provider, Provider, and ILT Provider. This is an administrator permission.	Learning - Administration

Playlists - Create	Grants ability to create private Learning Playlists. This permission cannot be constrained. This is an end user permission.	Learning - Administration
View Transcript Item	Grants ability to view details of learning objects that appear on the transcript (training record), by clicking on the name of the learning object. Users must also have the Bio About - View permission in order to access the transcript within Universal Profile. This permission can be constrained by OU, User's OU, User Self and Subordinates, User, or User's Self. This is an end user permission.	Learning - Administration
Display all Training Custom Fields	Enables display of all training custom field values including blank fields when viewing details of training on transcript. Without this permission, the custom field will only appear if it is populated with a value. This is an end user permission.	Learning

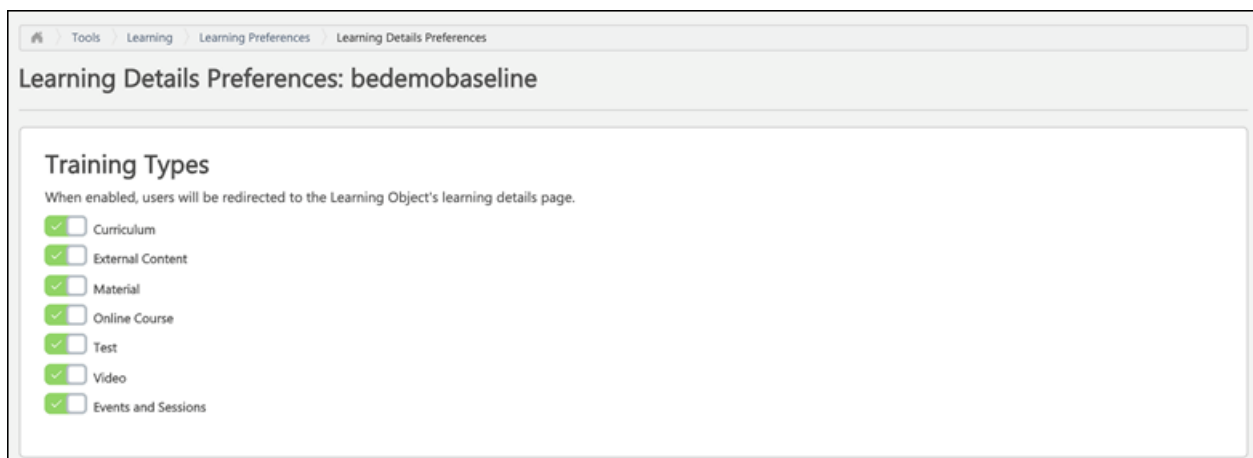
## Learning Details (Early Adopter) - Preferences

The Learning Details Preferences page allows administrators to configure preferences for the redesigned Learning Details page. The Learning Details redesign is in an Early Adopter status, so currently only certain training types are currently supported by the Learning Details page.

To configure Learning Details Preferences, go to: [ADMIN > TOOLS > LEARNING > LEARNING PREFERENCES](#) and click the **Learning Details Preferences** link. These preferences are set by division, so choose a division for which to configure preferences.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Learning Details Preferences	Grants ability to manage Learning Details preferences.	Learning - Administration



## Training Types

In the Training Types section of the Learning Details Preferences page, the administrator can determine which available training types should direct users to the redesigned Learning Details page. The Learning Details page is available for the following training types:

- Curriculum
- Events and Sessions (new with the Oct 2019 release)
- External Content
- Material
- Online Course
- Online Content (not available with UAT, and only supported if your organization has purchased Online Content through Content Anytime)
- Test
- Video

To enable or disable the Learning Details page for a training type, toggle the switch next to the training type to the On (green) or Off (gray) position. When a user attempts to view the details of a training type for which the Learning Details page has been enabled, the user will be directed to the redesigned Learning Details page.

## Overwrite Settings

Choose whether to overwrite custom settings for child division OUs. If you choose to overwrite custom settings for child division OUs, the selected settings are applied to both new and existing child OUs. Any previously customized child OUs are updated with the selected settings.

If this option is unselected, then only the child OUs that do not have customized settings will be updated, as well as any OUs that are added in the future.

A child OU that has not been customized always inherits from the parent, regardless of whether this option is selected.

An OU is considered customized if its preferences or settings have been changed.

## Save

To save any changes you have made to the Learning Details Preferences page, click the **SAVE** button in the bottom-right corner of the page. To leave the page without saving any changes, you can click the **Cancel** link in the bottom-left corner of the page.

## Learning Details (Early Adopter) - Page Enhancements

The Learning Details page features a modern, intuitive design which makes it easy for users to find key information about training items. The Learning Details page is also fully responsive, so users can interact with the Learning Details page on any mobile device.

To access the Learning Details page for a training item, the Learning Details page must firstly be supported and enabled via Learning Details Preferences. Then, users can access the Learning Details page by clicking the title of a training item from any of the following locations:

- Learner Home
- Learning Search
- Global Search
- Browse for Training

Users can access the Learning Details page by clicking the title of a training item from Learner Home or Learning Search.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Assign Training	Grants ability to assign learning objects to the transcripts of those for whom the user is the assigned manager, approver or cost center approver. This is a manager/approver permission.	Learning
LO Attachments - Manage	Grants ability to upload attachments to learning objects. Administrators with this permission are automatically granted the LO Attachments - View permission. This permission can be constrained by User's ILT Provider, Provider, and ILT Provider. This is an administrator permission.	Learning - Administration
LO Attachments - View	Grants ability to view the learning object attachments that are set to be available to administrators. This permission can be constrained by User's ILT Provider, Provider, and ILT Provider. This is an administrator permission.	Learning - Administration
Playlists - Create	Grants ability to create private Learning Playlists. This permission cannot be constrained. This is an end user permission.	Learning - Administration

View Transcript Item	Grants ability to view details of learning objects that appear on the transcript (training record), by clicking on the name of the learning object. Users must also have the Bio About - View permission in order to access the transcript within Universal Profile. This permission can be constrained by OU, User's OU, User Self and Subordinates, User, or User's Self. This is an end user permission.	Learning - Administration
Display all Training Custom Fields	Enables display of all training custom field values including blank fields when viewing details of training on transcript. Without this permission, the custom field will only appear if it is populated with a value. This is an end user permission.	Learning

MATERIAL

10 Secrets of Time Management for Salespeople

Duration 5 hours, 30 minutes

Details

This course will teach you all of the secrets to gaining a competitive edge and making every second count!

Provider

External Training

Show More

Prerequisites

2 Options

OPTION 1

ONLINE CLASS

3 routes to good communication

CURRICULUM

Compliance - Basic Level

OPTION 2

ONLINE CLASS

Antitrust Basics 4.0

Pework

1 Training

ONLINE CLASS

A logical approach to corporate finance

Completed

Postwork

3 Trainings

EVENT

5k Fun Run

Completed

EVENT

An Introduction to Using Assessment in Instruction

ONLINE CLASS

ACME - Security for your computer

MATERIAL

10 Secrets of Time Management for Salespeople

Pending Prerequisite

Please complete prerequisite(s) in order to register for/complete this training.

\$100.00 | 1000.00 Training Units

View Prerequisite

or

Assign

## Header

The header section of the Learning Details page displays general information about the training. The following information and metadata is available in the header:

- **Training Type** - The type of the training, such as online course, material, curriculum, etc.
- **Title** - The title of the training
- **Duration** - The duration time of the training
- **Last Update** - The date and time at which the training was last modified by an administrator
- **Rating** - The overall star rating of the training, along with the total number of reviews which contributed to the overall rating
- **Details** - The Details section displays the following information, if available:
  - Description (including support for HTML)



- Available metadata (see the Details - Metadata section below for more information about the metadata which may display in the Details section)
- Available custom fields
- **Show More** - Click this link to expand any training details that are hidden

## Details - Metadata

The metadata may display in the expanded Details section of the Learning Details page:

- **Price** - The price of the training, if applicable
- **Version** - The current version of the training item
- **Available Languages** - The languages in which the training is offered
- **Training Equivalencies** - All courses that have been configured as equivalent to this training. This field only displays if configured, and is a clickable link which navigates the user to the Learning Details page for that training item.
- **Language Equivalencies** - All courses that are equivalent to this training in another language. This field only displays if configured, and is a clickable link which navigates the user to the Learning Details page for that training item.
- **Start Date/End Date** - This field is only applicable to material training types. This field only displays if configured.
- **Resources** - Any documents that have been attached to the training and are visible to the user. The user must also have permission to view or manage LO attachments. Click the attachment title to open the document.
- **Subjects** - Any subjects associated with the training display. If you click a subject, you are redirected to the Learning Search page, where results will be filtered according to the subject you selected. This field only displays if configured. **Note:** *If the Learning Search page is not enabled in the system, the subjects are not clickable on the Learning Details page.*
- **Points** - Any points associated with the training display. This field only displays if configured and if the user has permission to view points.
- **Training Contact** - The name of the training contact, as well as the associated contact information, such as email and phone number. These fields only display if configured.
- **Recommended Training** - This section displays all courses that are recommended for users who complete this training item. Administrators are able to specify training items as Recommended via the Course Catalog (only displays if configured).
- **Training Custom Fields** - Any custom fields associated with the training. This is a new feature exclusive to the Learning Details page.
- **Version** - The current version of the training item
- **Provider** - The training provider of the training item
- **Available on Mobile** - Indicates whether the training is available for mobile device. This is a new feature exclusive to the Learning Details page.

## Action Card

The Action Card displays in the upper-right corner of the Learning Details page when viewed on a desktop screen, and on the bottom of the screen as a sticky footer when viewed on a mobile screen. The options available within the card vary depending on the

training type and the user's transcript status for the training. The following fields and features appear in the Action Card:

- **Training Type** - The type of the training, such as online course, material, curriculum, etc.
- **Title** - The title of the training
- **Primary Action Button** - The primary available action for the training item displays as a button in the Action card. The following actions may be available, depending on the training type and the training status:
  - **Edit Training** - Administrators have access to the **Edit Training** option. Clicking the **Edit Training** option navigates the administrator to the Course Catalog page for the training, where they can make modifications to the training metadata.
  - **Save for Later** - Click this option to add the training to the Saved for Later carousel on your Learner Home page. The permission to access Learner Home is needed to see this option.
  - **Remove from Saved** - Click this option to remove the training from the Saved for Later carousel on your Learner Home page. The permission to access Learner Home is needed to see this option.
  - **Add to Playlist** - Click this option to add the training to one of the existing playlists you have created. Upon clicking **Add to Playlist**, the learner sees a flyout which allows the learner to choose whether to add the training to an existing playlist or to create a new playlist. Permission to create playlists is required.
  - **Create New Playlist** - Click this option to begin creating a new playlist with this training as the first training item in the playlist. Permission to create playlists is required.
  - **Transcript Actions** - Available transcript actions may be available for the training, depending on the training type and the training status. For example, the user may have the ability to request training, launch training, select a session, etc. If the user selects any of the following actions, the user remains on the Learning Details page and receives the corresponding message:
    - **Request** - "You have successfully requested [training]!"
    - **Re-request** - "You have successfully requested [training]!"
    - **Request Again** - "You have successfully requested [training]!"
    - **Register** - "You have successfully registered for [training]!"
    - **Mark Complete** - "You have successfully completed [training]!"
    - **Launch** - No message displays. The training opens in a separate tab, but the user remains on the Learning Details page.
  - **Request Prerequisites** - Click this option to access any prerequisite training items required for the training. The Learning Details page for the training item will open in a separate tab.
  - **Specify Training Purpose** - If a training item is configured to require a training purpose upon request or assignment, the learner requesting the training or the administrator assigning the training will have the option to specify a training purpose before the training request or assignment is complete. **Note:** *This option leverages Amazon Web Services.*

- **Assign** - If available, the **ASSIGN** button displays below the Primary Action button. The **ASSIGN** button only displays to users who have permission to assign training, and the button is only available if the user is a manager, approver, or cost center approver who can assign training to users. The rest of the process for assigning training is unchanged. [See Assign Training from Search Results.](#)
- **Transcript Status** - If the training already exists on the user's transcript, a color-coded transcript status flag displays with instructional text related to that status, which helps inform the user about what the status means and what next steps are required, if any. If the training has a due date, the due date information also displays. When the training is past due, a separate red flag appears to indicate that the training is overdue.

## Prerequisites

Any prerequisite training items associated with the training display in the Prerequisites section. Each prerequisite training item displays with basic information about the training. Each training item displays with the following information:

- **Training type** - This is the type of training, such as online course, curriculum, event, etc.
- **Training Title** - This is the title of the training item
- **Completed Training Status** - If the training is in a Completed status (including Completed, Completed Equivalent, and Exempt), the corresponding status tag displays next to the training.

Click the prerequisite to access the Learning Details page for the prerequisite. **Note:** *If there are multiple options for completing a prerequisite, these options are separated into separate sections, labeled Option 1, Option 2, etc.*

**Note:** *The Request Exception workflow is NOT currently supported for prerequisites by the Learning Details page.*

Prerequisites		2 Options
OPTION 1		
ONLINE CLASS	3 routes to good communication	
CURRICULUM	Compliance - Basic Level	
OPTION 2		
ONLINE CLASS	Antitrust Basics 4.0	
Pework		1 Training
ONLINE CLASS	A logical approach to corporate finance	Completed
Postwork		3 Trainings
EVENT	5k Fun Run	Completed
EVENT	An Introduction to Using Assessment in Instruction	
ONLINE CLASS	ACME - Security for your computer	

## Pre-Work

Any pre-work training items associated with the training display in the Pre-Work section. Each pre-work training item displays with basic information about the training. Each training item displays with the following information:

- **Training type** - This is the type of training, such as online course, curriculum, event, etc.
- **Training Title** - This is the title of the training item
- **Completed Training Status** - If the training is in a Completed status (including Completed, Completed Equivalent, and Exempt), the corresponding status tag displays next to the training.

Click the pre-work to access the Learning Details page for the pre-work. **Note:** *If there are multiple options for completing pre-work, these options are separated into separate sections, labeled Option 1, Option 2, etc.*

## Post-Work

Any post-work training items associated with the training display in the Post-Work section. Each post-work training item displays with basic information about the training. Each training item displays with the following information:

- **Training type** - This is the type of training, such as online course, curriculum, event, etc.
- **Training Title** - This is the title of the training item
- **Completed Training Status** - If the training is in a Completed status (including Completed, Completed Equivalent, and Exempt), the corresponding status tag displays next to the training.

Click the post-work to access the Learning Details page for the post-work. **Note:** *If there are multiple options for completing post-work, these options are separated into separate sections, labeled Option 1, Option 2, etc.*


## Ratings and Reviews






Learners can view a training item's ratings and reviews in the Ratings and Reviews section of the Learning Details page, provided ratings and reviews functionality has been activated in the portal via Course Ratings Preferences. The following features display in this section:

- **Average Rating** - This is the average star rating the training has received from all its reviewers combined
- **Total Reviews** - This is the total number of reviews the training has received
- **Review Distribution** - This chart displays the percentage of reviewers which gave the training each star rating
- **Leave a Review** - To add your own review for the training, click the star rating you wish to give the training. You will be navigated to the Rate This Training page for the training item, where you can provide a review title and write your review.
- **Individual Rating and Reviews** - Each rating and review given to the training display on the page in the order in which they were given, with the following information:
  - **Reviewer Name** - The name of the user who provided the review
  - **Profile Photo** - The profile photo associated with the system user who provided the review
  - **Rating** - The star rating the user gave to the training
  - **Review Title** - The title the user gave their training review
  - **Review Body** - The full review the user wrote for the training
  - **Show More** - This link displays if the review is longer than three lines. Click the **Show More** link to read the full review if the review is more than three lines long


[Show more](#)

**Ratings and Reviews**


**4.0**  
  
 2 reviews

	<div style="width: 100%;"></div>	0%
	<div style="width: 100%; background-color: blue;"></div>	100%
	<div style="width: 0%;"></div>	0%
	<div style="width: 0%;"></div>	0%
	<div style="width: 0%;"></div>	0%

---



**Sasha Sinclair**




3 days ago

**One of the best courses for CFS Admins.**


One of the best courses I've come across for CFS Administrators. The concepts are explained clearly, and I was able to understand parts of the system that were giving me headaches for weeks! Thank you again.... I hope you create a course

[Show more](#)

---



**Erica Martins**




Jan 23

**Overall a good investment.**


I attended the "Intro to Cornerstone for Salesforce" session and really liked the way the instructor created real scenarios and case studies to explain concepts. At times I felt the pace could have been sped up a bit. Overall a good investment!

**Related Learning**




**ONLINE CLASS**

Salesforce: Domain Experience



**ONLINE CLASS**

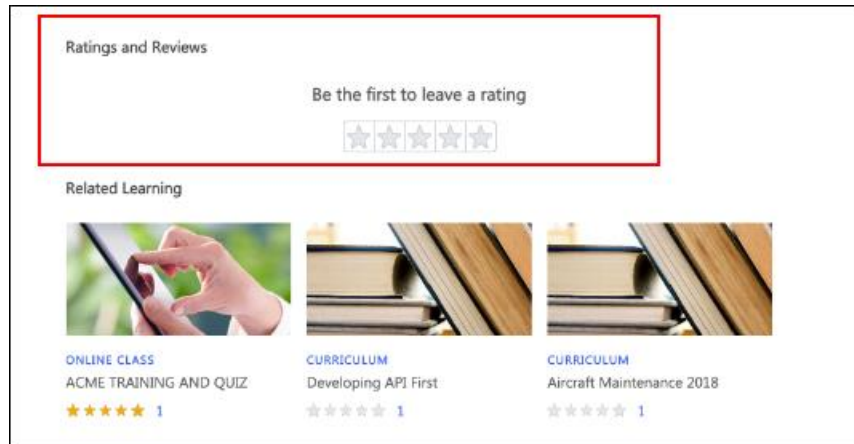
RFP Submission Process in Salesforce



**VIDEO**

Creating an SSR in Salesforce (SFDC)

If no ratings or reviews have been created for the training, the Ratings and Reviews section supports a zero state that prompts the user to "Be the first to leave a rating," and the user can choose a star rating to begin creating a rating and review.



## Related Learning

A Related Learning carousel, powered by machine learning, displays at the bottom of the Learning Details page. The Related Learning carousel provides users with quick access to training related to the training item for which they are currently viewing the Learning Details page. **Note:** *The permission to view Learner Home is NOT required to view this carousel.*

Each training tile in the carousel displays the following information:

- **Thumbnail Image** - The image associated with the training item displays at the top of each tile.
- **Training Type** - This field displays the type of the training item, such as online class, curriculum, material, etc.
- **Title** - This field displays the title of the training item.
- **Duration** - This field displays the duration of the training. **Note:** *if the duration is 0, this field does not display.*

**Note:** *The tile is clickable and re-directs the user to the Learning Details page for the training item if the training type supports the Learning Details page and the Learning Details page has been enabled for that training type. If the training type does not have the Learning Details page enabled, the user is directed to the old version of the Details page for the training.*



## Learning Details (Early Adopter) - Curricula

With this enhancement, when a user accesses the Learning Details page for a curriculum, they are able to view the contents of the curriculum. A list of the child training included in the curriculum displays on the Learning Details page in a flat, easy-to-view design.

Additionally, the contents of a curricula are not clickable, to prevent user confusion about how to consume the curricula training. If the curriculum is not on the user's transcript, the user can request the curriculum from the Action card. Similarly, if the curriculum IS on the user's transcript, the user can click the **OPEN CURRICULUM** option to access the Curriculum Player and take the child training from within the Curriculum Player.

Each child training item within the curriculum displays on the Learning Details page with the following information:

- **Training type** - This is the type of training, such as online course, curriculum, event, etc.
- **Training Title** - This is the title of the training item

**Note:** Curriculum sections are not supported by the Learning Details page.

**CURRICULUM**

### Onboarding for New Managers

★★★★★ 1

**Details**

This curriculum is used for new managers to provide leadership development courses and training. This curriculum is designed for anyone desiring to understand what characteristics makes a great leader.

Provider: Internal

[Show More](#)

**Contents** 6 Trainings

NOTE	Welcome to the Leadership Development Curriculum
ONLINE CLASS	Applying Leadership Basics (Second Edition) (Includes Simulation)
EVENT	Essentials of Leadership
MATERIAL	Fifteen Lessons on Leadership, with Jamie Oliver

[Show More](#)

**Ratings and Reviews**

5.0

★★★★★ 1 review

★★★★★ 100%  
 ★★★★★ 0%  
 ★★★★★ 0%

**CURRICULUM**

Onboarding for New Managers

\$0.00

[Request](#)

or

[Assign](#)



## Considerations

The following considerations apply to the Learning Details page for curricula:

- If the curriculum structure exceeds a certain length, a **Show More** link displays. The user can click this link to expand the entire curriculum and view all of its contents.

## Learning Details (Early Adopter) - Events and Sessions

With this enhancement, the Learning Details page is now available for events and sessions. All the same Learning Details features available to other training types are also available to events and sessions, but additional features and considerations apply to event and session training items.

As part of this enhancement, sessions no longer have a dedicated Details page. Session details are now conveniently located in the Session flyout when the **View Details** link is clicked for a session.

**EVENT**

### Cornerstone for Salesforce Product Training

Last Update 06/01/2019 ★★★★★ 2

**Details**

Cornerstone for Salesforce is the leading learning app on Salesforce's AppExchange with the highest rating and quantity of customer reviews. Come learn how to reinvent the way you deliver information to staff, partners, and customers. Cornerstone for Salesforce leverages your Salesforce investment to support more effective learning across your organization.

[Show more](#)

**Upcoming Sessions**

by Date ▼ 10 Sessions

<b>JUN 3</b>	<b>Intro to Cornerstone for Salesforce</b> Mon Jun 3, 11:00am - 1:30pm PST Los Angeles, CA English (US) Spanish (ES)	<a href="#">View Details</a> ▼ 10 spaces left
	<b>CFS System Admin Training</b> Mon Jun 3, 2:00pm - 5:30pm PST Los Angeles, CA English (US)	<a href="#">View Details</a> ▼ 10 spaces left
<b>JUN 4</b>	<b>Intro to Cornerstone for Salesforce</b> Tue Jun 4, 11:00am - 1:30pm PST Los Angeles, CA English (US)	<a href="#">View Details</a> ▼ 10 spaces left
	<b>CFS System Admin Training</b> Tue Jun 4, 2:00pm - 5:30pm PST Los Angeles, CA	<a href="#">View Details</a> ▼ 10 spaces left

**EVENT**

Cornerstone for Salesforce Product Training

Select a Session ▼

or

Assign

### Select a Session

In the Actions Card of the Learning Details page, the primary action for the training item displays as a button. If a user accesses the Learning Details page for an event and the user

has not already registered for a session of the event, a **SELECT A SESSION** button displays. Clicking this button automatically scrolls the user to the Upcoming Sessions section on the page, where the user can choose and register for a session.

## Upcoming Sessions

On the Learning Details page for events, an Upcoming Sessions section displays. The Upcoming Sessions section contains the following features:

- **Sort** drop-down - This drop-down allows the user to sort the sessions according to selected criteria. Sessions can be sorted alphabetically and by date.
- **Total number of sessions** - The total number of sessions currently available for the event displays.
- **Dates** - The date on which the session will occur displays to the left of the session.
- **Sessions** - Each session displays with the following information and options:
  - **Title** - This is the title of the session.
  - **Date and Time** - This field displays the day of the week, date, time, and time zone of the session.
  - **Location** - This field displays the location of the session.
  - **Available Languages** - Any languages supported by the session display as tags.
  - **ACTION** Button - The action button provides access to any available actions for the session. The following actions may be available:
    - **View Details** - Clicking this option opens the Session flyout, where training details about the session display. Metadata about the session is available in the Session flyout, along with any associated prerequisites, pre-work, or post-work.
    - **Select a Session** - This option allows the user to select the session and add it to their transcript.
    - **Add to Waitlist** - If a session is full, an **Add to Waitlist** option displays for the session. If a user clicks the **Add to Waitlist** link, they are immediately placed on the waitlist for the session, and the user is redirected to their transcript. The waitlist will be managed by the system in the manner configured by the administrator who created the event.
    - **Request** - Clicking this option triggers a session request from the user.
    - **Register** - Clicking this option registers the user for the session.
    - **Add to Cart** - Clicking this option redirects the user to the shopping cart checkout process for the session.
    - **Add to Waitlist** - Clicking this option adds the user directly to the waitlist for the session.
    - **Withdraw** - Clicking this option withdraws the user from a session that the user is already registered for.
    - **Save for Later/Remove from Saved** - Clicking this option saves the session for later on the user's Learner Home page, or removes the session from the user's Learner Home page if it had already been saved.
    - **Add to Playlist** - Clicking this option triggers the playlist flyout, which allows the user to add the session to an existing playlist a new playlist.

- **Number of spaces left** - The number of spaces remaining in each session displays below the Action button
- **Status** - If the user is registered for the session, the user's transcript status displays below the Action button instead of the number of spaces left in the session.

## Session Flyout

The Session flyout is opened by clicking the **VIEW DETAILS** button for the session on the Learning Details page for the event. The Session flyout displays training details and metadata for the session, along with any prerequisites. **Note:** *Pre-work and post-work for sessions are not currently supported by the Session flyout.*

If the user viewing the flyout is able to assign training, the Assign button displays at the bottom of the flyout. The primary action button displays the primary action available for the session, and additional options may be accessible by clicking the drop-down menu on the right side of the button. For more information about the actions available via the Learning Details page: [See Learning Details \(Early Adopter\) - Page Enhancements](#) on page 245 for additional information.

The screenshot displays the 'Session Details' flyout for a training session. The flyout is divided into two main sections: a left sidebar with session listings and a main content area with detailed information.

**Left Sidebar (Upcoming Sessions):**

- SEP 29** Sunday Session  
Sun, Sep 29, 8:30 AM - 5:30 PM MIT China  
English (US)
- OCT 7** Week Session  
Mon, Oct 7, 6:00 AM - Fri, Oct 11, 7:30 AM MST APW\_Facility  
English (US)
- Monday Session**  
Mon, Oct 7, 5:00 PM - 5:30 PM MIT China  
English (UK) English (US)
- DEC 1** Water Garden Session  
Sun, Dec 1, 8:30 AM - Tue, Dec 3, 11:55 PM PST 6th Floor, Water Garden, Los Angeles, Western US, USA  
English (US)

**Main Content Area (Session Details):**

- Session Details** (Close button X)
- Navigation:** Accounting, Administration, Compliance & Sensitivity Training
- PREREQUISITES:** 3 OPTIONS
- OPTION 1:**
  - CURRICULUM:** Compliance Program
  - EVENT:** Introductory Training
- OPTION 2:**
  - MATERIAL:** Reading List
  - MATERIAL:** Study Guide
  - MATERIAL:** Syllabus (Completed)
- OPTION 3:**
  - VIDEO:** The History of our Organization
- Additional Options:** 11 OPTIONS (Show More)
- Price:** \$280.00 (£280.00)
- Actions:** Assign, Edit Training (dropdown)

## Notify Me When New Sessions Are Available

To be notified when new sessions are added for the event, the user can click the **Notify me when new sessions are available** link. This link, along with a zero state image, displays when no sessions are currently available. **Note:** *The ILT Session Becomes Available email must be configured via Email Administration in order for users to be notified via email when a new session is available for an event in which they are interested.*

### Considerations

The following considerations apply to the Learning Details page for events and sessions:

- Sessions Display - The Upcoming Sessions list for an event now displays all sessions available to the user
- **View Full Calendar** link - This link, which is available for the legacy Event Details page, is NOT available when viewing the new Learning Details page for an event

## Level 1 Evaluation Tag Available in Training

## Level 1 Evaluation Tag Available in Training Completion Emails - Overview

Prior to this enhancement, learners could launch a Level 1 evaluation from their transcript page after completing a training, but this was not obvious to all learners. This led to low evaluation completion rates in some cases.

Following this enhancement, administrators can add a link to the Level 1 evaluation into the training completion email that is sent to users after they have completed training. This enables administrators to provide an additional external trigger to bring learners back into the system and potentially increase evaluation response rates.

**This enhancement will be available with the October 1st Stage deployment.**

### Use Case

John is a Learning administrator at ACME Corporation. He is a firm believer in gathering feedback from his learners so that he can continuously improve the learning experience. He creates a Level 1 evaluation to gather feedback after a popular instructor-led training session called, "Product Management for Dummies." Because this is a physical training session, John knows that not all learners will log into the system to complete the post-training evaluation. To ensure he receives feedback from as many learners as possible, John adds a link to launch the Level 1 evaluation within the training completion email that will be sent to learners after the training's completion.

### Considerations

- This functionality only applies to Level 1 evaluations. Other evaluation types are not supported by this enhancement.
- This new email tag supports SSO functionality

### Implementation

This functionality is automatically available in all portals using the Learning module.

### Permissions


The following existing permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Global Email Administration - Manage	Grants ability to manage email trigger templates across all active modules in the portal. Enables creating, editing and deleting email message templates for various system actions and workflows. This permission can be constrained by OU, User's OU, User Self and Subordinates, and User. This is an administrator permission.	Core Administration

## Level 1 Evaluation Tag

Administrators can add a tag which functions as a link to an associated Level 1 evaluation within training completion emails. The following emails can include the Level 1 evaluation tag:

- Training is Completed
- ILT Session Marked as Completed
- Session Transcript Status Changed by Roster Submission

To create an email, go to [ADMIN > TOOLS > CORE FUNCTIONS > EMAIL MANAGEMENT](#). Then, click the Add Email icon  in the Options column of the email action for which you would like to create an email. This opens the Create New Email page.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Global Email Administration - Manage	Grants ability to manage email trigger templates across all active modules in the portal. Enables creating, editing and deleting email message templates for various system actions and workflows. This permission can be constrained by OU, User's OU, User Self and Subordinates, and User. This is an administrator permission.	Core Administration

## Evaluation Level 1 Tag

Click the **Display a list of tags** link to view tags available to use in the **Subject** or **Message** fields. The tags that are available to include are dependent upon the email type selected. When the email is sent, the tags are replaced with actual information. The tags must be entered exactly as they are listed, and they are case sensitive.

To include a link to an associated Level 1 evaluation within the training completion email, enter the tag, EVALUATION.LEVEL1, into the email body. When the email is sent to a user, the tag text is replaced by the link to the evaluation associated with the training item the user completed. The user can click this link to access and complete the Level 1 evaluation.

**Note:** *If no evaluation is associated with the training that was completed, the tag is removed from the email body and no content displays in its place.*

## Considerations

The following considerations apply to this functionality:

- Only Level 1 evaluations can be included with this tag. Other evaluation types are not supported.
- If the user clicks the link for an evaluation and the evaluation task has expired, the user may still be able to view the evaluation, but the evaluation will not be marked complete if the user completes it.



## LinkedIn Learning Subject Synchronization

## LinkedIn Learning Subject Synchronization

Prior to this enhancement, LinkedIn Learning courses were integrated without any associated subjects. As a result, any operations which rely on subjects being associated with training were unavailable for LinkedIn Learning courses.

With this enhancement, administrators can synchronize LinkedIn Learning subjects to LinkedIn Learning courses using Edge. Once an administrator enables subject synchronization using Edge, relevant subjects are automatically populated to the Subject Management page in the Learning Management System (LMS) and are added to existing and future LinkedIn Learning courses.

The subjects populated in the LMS via Edge are added to the Learning Search page, the Course Catalog, and to Learner Home. These subjects are automatically defined based on the course metadata sent from LinkedIn Learning.

### Considerations

The following considerations apply to this functionality:

- Subjects created using the LinkedIn Integration are automatically parent-level subjects
- If an identical parent subject already exists in the portal, the existing subject will be used, and no duplicate subject will be created
- When the **Subject** preference is turned off, LinkedIn Learning courses are re-synchronized without the subjects, and LinkedIn Learning subjects' statuses are changed to Inactive
- LinkedIn Learning subjects will be enabled or disabled in the portal within twenty-four hours of the updates made to Preferences.
- Once LinkedIn Learning subjects are added to the portal, they can be used by other training types. These subjects function in the same manner as subjects created within the LMS.
- LinkedIn courses synchronized to the Course Catalog can override metadata changes. Subjects added by an administrator will not be retained when a course synchronization occurs.

### Implementation

This functionality is automatically available for organizations using the LinkedIn Learning integration. This integration is available for no additional cost via the Edge Marketplace . Additional information about the LinkedIn Learning integration and its configuration options is also available through the Edge Marketplace.

### Permissions

The following existing permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
-----------------	------------------------	----------

Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
----------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------



## Subjects Synchronization

To enable subject synchronization for the LinkedIn Learning integration:

1. On the Settings tab for the integration, toggle the **Subjects Synchronization** switch to the On position.
2. Click the **SAVE SETTINGS** button at the bottom of the page.
3. Once an administrator enables subject synchronization for the integration, the subjects will be automatically defined based on the course metadata sent from LinkedIn Learning as part of the integration. The new subjects are automatically populated to the Subjects Management page in the Learning Management System (LMS) and are added to existing and future LinkedIn Learning courses.

The subjects populated using this integration operate in the same manner as subjects created manually within the LMS. They will be visible in the Subject filter on the Learning Search page, in Course Catalog, and in the Your Subjects widget on the Learner Home page. Subjects created using the LinkedIn Learning integration will be added to the system as parent subjects. If an identical parent subject already exists in the portal, the existing subject will be used, and no duplicated subject will be created.

**Note:** *Enabling subject synchronization initiates a full synchronization of LinkedIn courses. Metadata changes made to LinkedIn's courses may be overridden by the full synchronization. Subjects added by the administrator are not retained when a courses synchronization takes place.*

### Subjects Synchronization Considerations

Subject Synchronization is OFF by default.

When the Subject Synchronization is turned ON:

- Subjects from LinkedIn Learning will be added and enabled within twenty-four hours of the preference update.
- Subjects added and updated manually by the administrator will be overwritten each time the courses are synchronized.

When the Subject Synchronization is turned OFF:

- Subjects from LinkedIn Learning will be removed and disabled within twenty-four hours of the preference update. All courses will be resynchronized without subjects.
- Subjects added via the Subject Synchronization will become inactive in the portal.
- Subjects manually added after the Subject Synchronization will no longer be overwritten as long as the preference remains OFF.

## Machine Learning Cluster Compute Time Stamp

## Machine Learning Cluster Compute Time Stamp - Overview

With this enhancement, a time stamp for the latest cluster compute now displays on the Machine Learning Preferences page. This provides administrators with more insight into cluster compute cycles.

### What is the Cluster Compute?

The Cornerstone Machine Learning Platform (MLP) applies various algorithmic techniques to training data to generate training recommendations for users. This process is extremely complex and requires considerable computational power to run the algorithms for every user in every machine learning-enabled portal. This process is called the "Cluster Compute."

Running the Cluster Compute on the Cornerstone MLP requires many servers and a large amount of hardware to handle the load of analyzed data. Cornerstone continues to invest in more hardware to ensure the load is high-performing. However, due to the resources required, Cornerstone MLP runs according to a different schedule than other Cornerstone features.

### How frequently does the Cluster Compute run?

The frequency of the Cluster Compute is dependent on the type of portal. This is due to the existing large load on the overall cluster.

The following portal types run according to the following schedules:

- Production portals: Approximately every two weeks
- Stage portals: Approximately every two weeks during UAT periods (less frequently between UAT periods)

### Use Case

Zahra, an administrator at ACME, recently added new training content to her portal and would like it to display in recommendation carousels on Learner Home. She accesses the cluster compute cycle time stamp via Machine Learning Preferences to determine the approximate time her new training will be included in recommendation carousels.

### Implementation

This functionality is automatically available in all portals using the Machine Learning Platform.

### Permissions

The following existing permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
-----------------	------------------------	----------

Machine Learning  
Preferences

Grants ability to access the Machine Learning  
Preferences page. This is an administrator  
permission.

Learning -  
Administration



## Machine Learning Preferences - Cluster Compute

The Machine Learning Preferences page allows the administrator to view the time of the last cluster compute.

To access the Machine Learning Preferences page, go to: [ADMIN > TOOLS > LEARNING > LEARNING PREFERENCES](#) and click the **Machine Learning Preferences** link.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Machine Learning Preferences	Grants ability to access the Machine Learning Preferences page. This is an administrator permission.	Learning - Administration

## Machine Learning Preferences

### Cross-Portal Content Recommendations

Enable to augment your portal's content recommendation algorithms to improve personalized recommendations based on activity from learners consuming the same content in other Cornerstone portals. Regardless of whether this preference is enabled, no personally identifiable information, confidential company information, or confidential company content is shared between portals.

☒ Receive improved training content recommendations based on activity from other Cornerstone portals

### Content Filtering

If enabled, any content with a due date will be flagged as "required" and excluded from machine learning recommendation carousels. Content identified as having been assigned at least once without a due date is considered "not required" and will still be recommended. This will not affect content discovery outside of recommendation carousels.

☒ Filter content identified as "required" out of recommendation carousels

Last cluster computation cycle occurred on Thursday, July 25, 2019, 7:15 PM

Cancel Save

### Last Cluster Computation Cycle

The date and time of the last cluster computation cycle displays at the bottom of the Machine Learning Preferences page. This information is read-only.

## Process Responses Waitlist Enhancement

## Process Responses Waitlist Enhancement - Overview

Prior to this enhancement, the following two buttons were available on the Waitlists page for instructor-led training (ILT) sessions:

- **PROCESS RESPONSES** - When clicked, this button only processed waitlist responses
- **UPDATE ORDER** - When clicked, this button only updated the waitlist order

With this enhancement, the **UPDATE ORDER** button is still available on the Waitlists page for sessions as a standalone button, but the **PROCESS RESPONSES** button has been updated to the **UPDATE ORDER AND PROCESS RESPONSES** button. When the **UPDATE ORDER AND PROCESS RESPONSES** button is clicked, any waitlist responses are processed, and any updates made to the waitlist order are also applied simultaneously. This allows administrators to complete both actions with one click, which saves time and prevents confusion.

This enhancement is targeted to be available in Stage with the October 10 deployment, and will be available in Production with the Oct 2019 release.

### Implementation

This functionality is automatically available in all portals using the Learning module.

### Permissions

The following existing permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Waitlists - Manage	Grants ability to approve or deny instructor led training waitlist requests. This permission works in conjunction with the Events - View and Waitlists - View permissions. This is an administrator permission.	Learning - Administration

## Update Order and Process Responses Button

The Waitlisted Users page allows instructor-led training (ILT) administrators to view and act upon waitlist requests. The administrator can process responses and update the waitlist order from this page.

There are two ways to view the waitlist for a session:

- From the session roster, click the **Waitlisted** link.
- Go to [ILT > MANAGE EVENTS & SESSIONS](#) and click the **WAITLISTS** button and search for the session by title, vendor, session ID, or locator number. Waitlists can be viewed by User or by Session using the tabs. You can also view past waitlists on the Pass Requests tab. Next to the waitlist, click **View** to view and respond to waitlisted users.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Waitlists - Manage	Grants ability to approve or deny instructor led training waitlist requests. This permission works in conjunction with the Events - View and Waitlists - View permissions. This is an administrator permission.	Learning - Administration

Manage Events & Sessions > Waitlisted Users >

### Waitlist for 08271902 Event

Control the waitlist for this session below. Auto-registering a user means that by automatically or manually allowing somebody into a session, you are registering them for it as well. All billing takes place at time of waitlist grant, and the user does not need to take any action at all. Auto-processing works by automatically inserting a user into an open spot in a session (if auto-register is turned on) or a spot will be reserved for that specific person (if auto-register is off).

**Options**

- ☐ Allow Auto-Management of Waitlist
- ☐ Auto-register user upon granting waitlist

30973

[Printable Version](#)
[Export to Excel](#)

Order	Name	Organization Unit(s)	Locator	Original Request Date	Response Comments	Respond
1	Delarosa, Anthony	adalarosa division (Division) Cornerstone Admin Location (Position) Cornerstone Admin Location (Location) Cornerstone Admin Cost Center (Cost Center) New_Group_11042014154504 (Group) New_Group_11052014114455 (Group)	30973	8/27/2019 3:08:54 PM		<input type="radio"/> Grant <input type="radio"/> Deny

[Update Order](#)
[Update Order and Process Responses](#)
[Back](#)

## Update order and Process Responses

After making updates to the waitlist order and adding any responses, click the **UPDATE ORDER AND PROCESS RESPONSES** button to simultaneously apply the order updates and process the waitlist responses.

## Reporting - Connect Fields

With this enhancement, Reporting 2.0 now includes the following fields in the *Posting New > Posting User > Author* section when building a report using the "Connect Communities Report" data map:

FIELD NAME	FIELD DESCRIPTION	FIELD TYPE
Division	This field displays the division of the community posting author. If a posting has one or more reply, then each author's division is listed on a separate row. The character limit for this field is 200. This value is pulled from the <b>Organizational Structure section of the user's User Record</b> .	Text
Location	This field displays the location of the community posting author. If a posting has one or more reply, then each author's location is listed on a separate row. The character limit for this field is 200. This value is pulled from the <b>Organizational Structure section of the user's User Record</b> .	Text
Position	This field displays the position of the community posting author. If a posting has one or more reply, then each author's position is listed on a separate row. The character limit for this field is 200. This value is pulled from the <b>Organizational Structure section of the user's User Record</b> .	Text
User Email	This field displays the email address of the community posting author. If a posting has one or more reply, then each author's email address is listed on a separate row. The character limit for this field is 200. This value is pulled from the <b>Contact section of the user's User Record</b> .	Text
User Full Name	This field displays the name of the community posting author. If a posting has one or more reply, then each author's name is listed on a separate row. The character limit for this field is 200. This value is pulled from the <b>General section of the user's User Record</b> .	Text

*This functionality is targeted to be available in Stage portals on 1 October 2019.*

## How Does this Enhancement Benefit My Organization?

Fields that previously existed in the Connect Communities custom report are now available in Reporting 2.0.

## Implementation

This functionality is automatically enabled for all organizations using Connect and Reporting 2.0.

## Reporting - Learning Fields

Prior to this enhancement, the following two Boolean fields in custom reporting sometimes returned null values, which prevented organizations from filtering effectively by **True** and **False**:

- **Remove from Transcript?**
- **Archive from Transcript?**

**Note:** A Boolean field is a field which should only contain values of **True** and **False**.

With this enhancement, the **Remove from Transcript?** field and the **Archive from Transcript?** fields automatically convert null values into a value of **False**. This allows users to filter these fields effectively by **True** and **False** values. Existing fields are included in this enhancement.

## Considerations

This enhancement applies to both Custom Reporting and Reporting 2.0.

## Implementation

This functionality is automatically enabled for all portals using the Learning module and Reporting.

**Not available at the start of UAT. Targeted to be available in Stage with the October 16 deployment.**

## Training Removal Enhancement

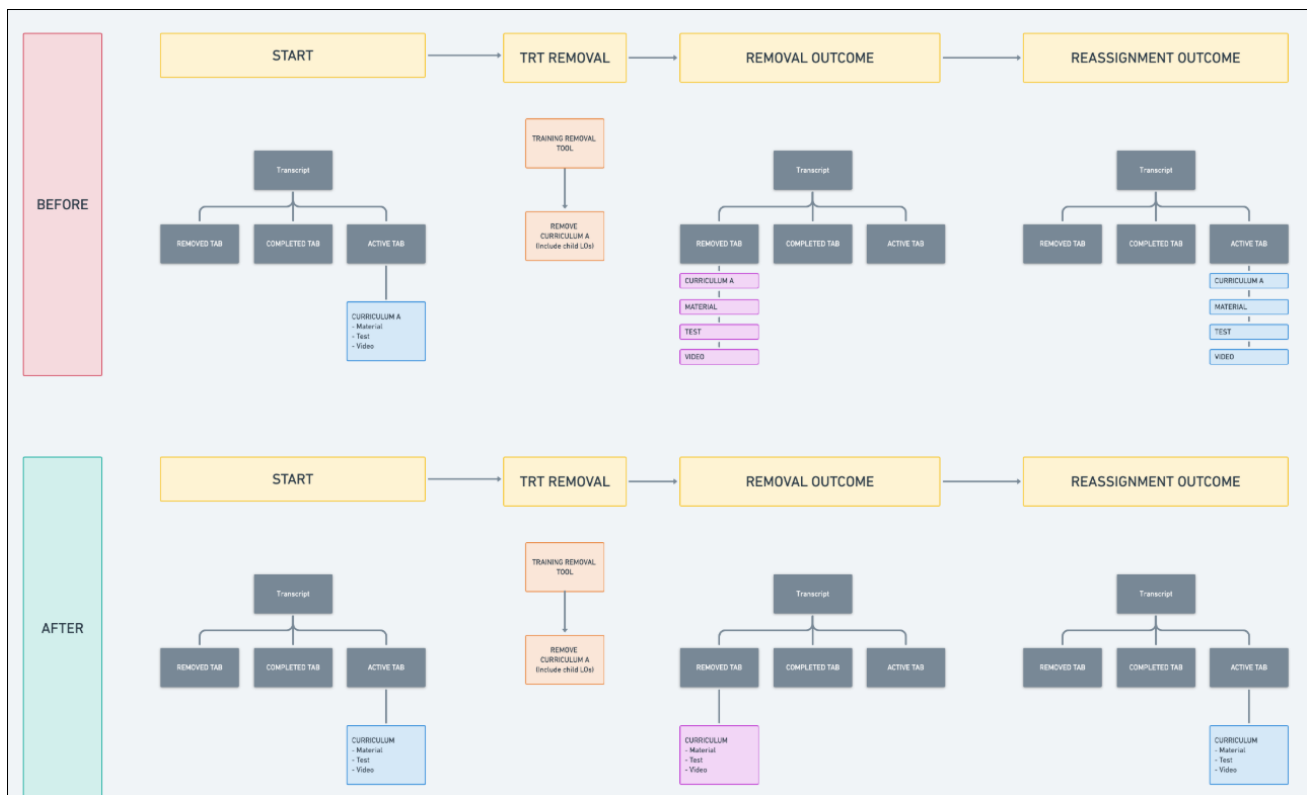


## Training Removal Enhancement

This enhancement is part of the Learning Compliance Scalability Initiative. Prior to this enhancement, when a curriculum was removed from users' transcripts using the Training Removal Tool, Learning Assignment Tool, or manual transcript removal, the child training within that curriculum would move to the Removed tab of the user's transcript as individual standalone training instead of remaining intact inside the curriculum. Furthermore, upon reassignment of the curriculum, the standalone child training would return to the Active tab of the transcript.

With this enhancement, the entire curriculum, including its child training, remains intact when removed via the Training Removal Tool, Learning Assignment Tool, or by manual transcript removal. This preserves the structure of the removed curriculum and eliminates the need for transcript cleanup. Upon reassignment, the intact curriculum moves to the Active tab of the user's transcript.

**Important:** This updated behavior only applies to curriculum child training items which are in a non-completed status. In other words, if a curriculum child training is in a Completed, Completed Equivalent, or Exempt status, it will not remain intact within the curriculum; it will remain as a standalone completed training item on the Completed tab of the user's transcript. Similarly, upon reassignment of the curriculum, these completed training items will remain as standalone items on the Completed tab.



### How does this benefit my organization?

This enhancement preserves the structure of removed curricula, reducing the need for transcript cleanup and saving administrator time.

### Implementation

This functionality is automatically enabled in all portals using the Learning module.

## Zoom Videos Webinar Integration

## Zoom Video Webinars Integration - Overview

With this enhancement, the Zoom Video Webinar integration is available via the Edge Marketplace. The Zoom Video Webinar integration for the Cornerstone OnDemand Learning Suite streamlines training with a frictionless video experience on computers, mobile, and conference rooms. With this integration, administrators and users can do the following:

- Add instructors as Zoom hosts - After an administrator creates an instructor in the Learning Management System (LMS), that instructor will be automatically added as Zoom user with Zoom Video webinar capabilities.
- Create Cornerstone instructor-led training (ILT) sessions as Zoom Video webinars - When an administrator creates an ILT session in the LMS, a corresponding webinar will automatically be created in the Zoom platform. This webinar will appear on your organization's Zoom webinar list.
- Update Webinars - Administrators can make updates or edits to the webinar from the LMS, such as title, date, time, and instructor.
- Launch Webinars - Zoom Video webinars can be launched directly from the LMS.
- Get Attendance - Attendance information can be captured from a Zoom Video webinar within the LMS.

## Considerations

In order to use the Zoom Video Webinar integration, you must already have the following:

- A Zoom Pro, Business, or Education account
- A Webinar license
- The Cornerstone Learning module
- Administrative privileges in both Cornerstone and Zoom

## Implementation

The Zoom Video Webinar integration can be activated via self-service in the Edge Marketplace. In order to use this integration, you must be using the Learning module and also have a Zoom Pro, Business, or Education account.

This integration requires admin-level scopes in order to perform actions such as adding a Zoom user, create Zoom meetings on behalf of instructors, and access report information. Go to <https://zoom.us/role> to check whether your role has the following necessary Zoom permissions:

- View report data
- View users information and manage users
- View and manage all user Webinars

## Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge

## Configure Zoom Video Webinar

The Zoom Video Webinar integration can be activated by an administrator via Edge Marketplace and Edge Integration Center.

To access the Edge Marketplace, go to [ADMIN > TOOLS > EDGE > MARKETPLACE](#). From the Edge Marketplace, search for and select the Zoom Video Webinar integration.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge

Please fill in the fields below to configure your integration.


▶ Setup Instructions

Integration Name \*

Username \*

Password \*

Base URL \*

 Save Settings

## Settings

Configure the Zoom Video Webinar integration using the following steps after selecting the integration from the Edge Marketplace:

1. Click the **INSTALL** button.
2. Review and accept the Terms and Conditions.
3. Click the **CREATE INTEGRATION** button.

4. Click the **CONFIGURE NOW** button. This redirects you to the Settings page.
5. On the Settings page, populate the following fields for the Zoom Video Webinar integration:
  - Integration Name
  - Username
  - Password
  - Base URL
6. Click the **SAVE SETTINGS** button to save the settings you have configured. You will be directed to the Edge Integration Center, where your newly configured Zoom Video Webinar integration displays.
7. From the Edge Integration Center, toggle the switch next to the Zoom Video Webinar integration to the On position to activate the integration.

For more information about using the Zoom Video Webinar integration, see:  
<https://zoomappdocs.docs.stoplighlight.io/cornerstone-webinar>

## Performance



## Check-Ins (Early Adopter)

## Check-Ins (Early Adopter) - Overview

The Check-Ins tool was introduced in August 2019 to help organizations have ongoing and effective dialogs with their managers and teams to drive alignment, coaching, and continuous performance development.

With this release, the following enhancements are now included in the Check-Ins tool:

- Check-Ins Template Administration - Administrators can activate or deactivate a Check-Ins Template and manage a Blank Template. [See Check-Ins - Template Administration](#) on page 291 *for additional information*.
- Email Notification - Administrations can configure the system to send email notifications to check-in creators and participants when a check-in is created. [See Check-Ins - Check-In Created Email Triggers](#) on page 300 *for additional information*.
- Check-In Template Management - Administrators can lock and localize templates. [See Check-Ins - Manage Templates](#) on page 293 *for additional information*.
- Check-Ins Reporting 2.0 - Administrators can build and view Check-Ins reports. [See Reporting - Check-Ins Fields](#) on page 295 *for additional information*.
- A Development Plan Option - End-users can view and manage development plans. [See Check-Ins - Manage Development Plans](#) on page 297 *for additional information*.
- A Modification History Page - Users can track changes made to a check-in. [See Check-Ins - View the Modification History](#) on page 298 *for additional information*.

## Considerations

Currently, Check-Ins reporting is only available for check-ins that are created after the October 2019 Release. Organizations cannot report on check-ins that existed prior to this release. The ability to report on previously existing check-ins is targeted for an October 2019 patch release.

## Implementation

This functionality is automatically enabled for all organizations using the Performance module.

## Permissions

The following permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Check-Ins - Create	Grants ability for the user to create and update Check-Ins. The permission constraints determine with whom the user can create Check-Ins. This permission can be constrained by OU, User's OU, User Self And Subordinates, User, User's Subordinates, User's Direct Reports, User's Self, User's Manager, User's Superiors, and Employee Relationship. This is an end user permission.	Performance

Check-Ins Templates - Manage	Grants ability to manage Check-In Templates. This permission cannot be constrained. This is an administrator permission.	Performance
Global Email Administration - Manage	Grants ability to manage email trigger templates across all active modules in the portal. Enables creating, editing and deleting email message templates for various system actions and workflows. This permission can be constrained by OU, User's OU, User Self and Subordinates, and User. This is an administrator permission.	Core Administration
Global Email Administration - View	Grants view only access to email templates/triggers and email logs at the global level for the portal. This permission can be constrained by OU, User's OU, User Self and Subordinates, and User. This is an administrator permission.	Core Administration

## Check-Ins - Template Administration

Administrators can perform the following tasks on the Check-In Templates page:

- Activate/Deactivate a Template - Make a Check-Ins Template available to some or all users, or hide the template.
- Manage the Blank Template - A Blank Template is provided as a guideline to help administrators create new templates from scratch. Administrators can also make the Blank Template available to end-users.

Additionally, administrators can edit, copy, preview, and delete a template.

To access the Check-In Templates, go to [ADMIN > TOOLS > PERFORMANCE MANAGEMENT > CHECK-IN TEMPLATES](#).

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Check-Ins - Create	Grants ability for the user to create and update Check-Ins. The permission constraints determine with whom the user can create Check-Ins. This permission can be constrained by OU, User's OU, User Self And Subordinates, User, User's Subordinates, User's Direct Reports, User's Self, User's Manager, User's Superiors, and Employee Relationship. This is an end user permission.	Performance
Check-Ins Templates - Manage	Grants ability to manage Check-In Templates. This permission cannot be constrained. This is an administrator permission.	Performance

### Activate/Deactivate a Template

Administrators can use the Check-In Templates page to activate or deactivate a template. Once a template is deactivated, end-users cannot see it. All active templates appear on the **Active** tab and all inactive templates appear on the **Inactive** tab.

- To activate a deactivated template, go to the **Inactive** tab, click the options ellipses for the appropriate template, and select **Activate**.
- To deactivate an active template, go to the **Active** tab, click the options ellipses for the appropriate template, and select **Deactivate**. **Note:** *Inactive templates cannot be edited.*

## Manage the Blank Template

A **Blank Template** is provided on the Check-Ins Templates page. Administrators can use the Blank Template to allow users to create templates from scratch. If activated, end users can use the Blank Template to create Check-Ins from scratch.

## Template Options

Administrators can perform the following tasks for selected templates by clicking the associated ellipses:

- **Edit** - Click to make changes to a template.
- **Copy** - Click to make a copy of the selected template. The copy of the template appears in the template list with the same name and **Copy** following it, for example **My Favorite Template Copy**. It is recommended that you change the name of the copied template to avoid confusion.
- **Preview** - Displays a preview of the template as the end-user will see it.
- **Activate** - Click to activate the selected template so that the assigned users can access it. This option only appears if the template is currently deactivated.
- **Deactivate** - Click to deactivate the selected template for the assigned users. This option only appears if the template is currently activated.
- **Delete** - Click to delete the selected template.

## Check-Ins - Manage Templates

Administrators can perform the following tasks when creating or editing a Check-Ins Template:

- Lock a Template - Lock a template so that end-users can not edit it.
- Localize a Template - Select the appropriate language for the fields and labels on the Check-Ins Template.

To access the Check-In Templates, go to [ADMIN > TOOLS > PERFORMANCE MANAGEMENT > CHECK-IN TEMPLATES](#).

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Check-Ins - Create	Grants ability for the user to create and update Check-Ins. The permission constraints determine with whom the user can create Check-Ins. This permission can be constrained by OU, User's OU, User Self And Subordinates, User, User's Subordinates, User's Direct Reports, User's Self, User's Manager, User's Superiors, and Employee Relationship. This is an end user permission.	Performance
Check-Ins Templates - Manage	Grants ability to manage Check-In Templates. This permission cannot be constrained. This is an administrator permission.	Performance

### Lock/Unlock a Template

When creating or editing a template, click the **Lock this Template** checkbox to prevent end-users from editing the selected template. To unlock a template, open the template and uncheck the **Lock this Template** checkbox to make it available to edit.

If a template is locked, and the end-user uses it to create a check-in, the following information cannot be edited:

- Check-In name
- Check-In description
- Meeting frequency
- Topics

If a template is locked, and an end-user wants to edit a check-in that they created, the following applies:

- On the Settings > General page - Check-In name, description and frequency cannot be edited.
- On the Check-Ins Notes page - The Manage Topics button is hidden.
- On the Settings > Manage Topics page – Check-In topics, topic instructions and ordering cannot be edited.

## Localize a Template

Click the globe icon to localize the fields on the Check-Ins Template. Only fields with the globe icon can be localized.

## Reporting - Check-Ins Fields

The following new fields are available in the *Check-Ins* section in Reporting 2.0 when building a report using the Check-Ins data map.

*Currently, reporting is only available for check-ins that are created after the October '19 Release. Organizations cannot report on check-ins that existed prior to this release. The ability to report on previously existing check-ins is targeted for a later release.*

*This functionality is targeted for the October 1, 2019 Stage deployment and is not available at the start of UAT.*

FIELD NAME	FIELD DESCRIPTION	FIELD TYPE
Check-In Is Archived	This field displays whether the check-in was archived.	Yes/No
Check-In Created Date	This field displays the date the Check-In was created.	Numeric
Check-In Frequency	This field displays the meeting frequency selected by the user who created the Check-In.	Text
Check-In Last Activity Date	This field displays the most recent date on which the Check-In was opened, and any action was taken.	Numeric
Check-In Last Modified Date	This field displays the most recent date on which a user modified the Check-In.	Numeric
Check-In Meeting Date	This field displays the scheduled meeting dates for a selected Check-In.	Numeric
Check-In Name	This field displays the name of the Check-In.	Text
Check-In Note Has Content	This field displays whether the Check-In meeting contains notes.	Yes/No
Check-In Template Is Active	This field displays whether a template is currently active.	Yes/No
Check-In Template Title	This field displays the title of the Check-In template.	Text



Check-In Topic Title	This field displays the topic title contained in a template.	Text
----------------------	--------------------------------------------------------------	------

The following new fields are available in the *Check-Ins > Check-In Creator* section in Reporting 2.0 when building a report using the Check-Ins data map.

FIELD NAME	FIELD DESCRIPTION	FIELD TYPE
------------	-------------------	------------

User Full Name	This field displays the name of the user who created the check-in.	Text
----------------	--------------------------------------------------------------------	------

User ID	This field displays the user ID of the user who created the check-in.	Text
---------	-----------------------------------------------------------------------	------

The following new fields are available in the *Check-Ins > Check-In Modifier* section in Reporting 2.0 when building a report using the Check-Ins data map.

FIELD NAME	FIELD DESCRIPTION	FIELD TYPE
------------	-------------------	------------

User Full Name	This field displays the name of the user who last modified the check-in.	Text
----------------	--------------------------------------------------------------------------	------

User ID	This field displays the user ID of the user who last modified the check-in.	Text
---------	-----------------------------------------------------------------------------	------

## Considerations

- This functionality is automatically enabled for all organizations using Check-Ins and Reporting 2.0. These fields are only available for Reporting 2.0.

## Implementation

This functionality is automatically enabled for all Check-In users.

## Check-Ins - Manage Development Plans

End-users can view their primary development plan or the development plan that is most recently created, from the Check-Ins Notes page. Users with the appropriate permission can also view the development plans of other employees. Once the development plan is open, users can choose to manage the development plan to make changes if necessary.

**Note:** The Development Plan module must be enabled to use this functionality. If the module is not enabled, the Development Plan option is not visible.

To access the Check-Ins Notes page, open the main Check-Ins page, select a check-in, and then click the **Dev Plan** icon.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Check-Ins - Create	Grants ability for the user to create and update Check-Ins. The permission constraints determine with whom the user can create Check-Ins. This permission can be constrained by OU, User's OU, User Self And Subordinates, User, User's Subordinates, User's Direct Reports, User's Self, User's Manager, User's Superiors, and Employee Relationship. This is an end user permission.	Performance
Check-Ins Templates - Manage	Grants ability to manage Check-In Templates. This permission cannot be constrained. This is an administrator permission.	Performance

### Development Plan Flyout

The Development Plan flyout displays the following information:

- An option to view the user's or another participant's development plan. This option is only visible with appropriate permissions.
- The Employee's name and position title.
- Development Objectives for the selected user.


### Manage Button

Click the **MANAGE** button to view the full version of the user's Development Plan.

## Check-Ins - View the Modification History

This is a new page.

The Modifications History page lets users track changes made to a check-in since its creation. The information on this page is system-generated and cannot be modified.

To access the Modification History page, go to [PERFORMANCE > CHECK-INS](#), click the appropriate check-in on your dashboard, click the Settings  icon, and then click **Modification History**.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Check-Ins - Create	Grants ability for the user to create and update Check-Ins. The permission constraints determine with whom the user can create Check-Ins. This permission can be constrained by OU, User's OU, User Self And Subordinates, User, User's Subordinates, User's Direct Reports, User's Self, User's Manager, User's Superiors, and Employee Relationship. This is an end user permission.	Performance

Settings

General Settings

Manage Topics

Modification History

Modification History

Date Range
8/20/2019
—
9/19/2019
User
All

Modified on	User	Meeting	Event
9/19/2019	Leigh Wal	Sep 27, 2019	Created Meeting 2019-09-27
9/19/2019	Leigh Wal		Created Topic How are you doing? How are your goals coming along?
9/19/2019	Leigh Wal		Created Topic Is there anything that's blocking your work or progress?

## Modification History Page

The Modification History page displays the following information:

- **Date Range** - Enter the date range for the changes you want to view.
- **User** - View the modification history for all participants in the check-in or specific participants.

## Modification History Table

The Modification History table displays the following information:

- **Modified On** - The date of the check-in modification.
- **User** - The name of the user who made the modification.
- **Meeting** - The date of the meeting to which this change applies.
- **Event** - The type of modification.
- **Show Details** - Displays the modification changes.

## Check-Ins - Check-In Created Email Triggers

Check-In Created email allows an administrator to send an email of Check-In activities to specific users, OUs, or to all users in the organization.

To create an email, go [ADMIN > TOOLS > CORE FUNCTIONS > EMAIL MANAGEMENT](#).

In this release, you can configure the email notification for Check-Ins to send email notifications as follows:

- An email notification is sent to users who create a check-in confirming that they set up a check-in.
- An email notification is sent to users informing them when they are listed as a participant in a check-in.

The email notification contains the following email tags:

- CHECK-IN.CREATOR.FIRST.NAME - The first name of the user who created the check-in.
- CHECK-IN.CREATOR.LAST.NAME - The last name of the user who created the check-in.
- CHECK-IN.LINK - A hyperlink that takes the user to the Check-Ins page.
- CHECK-IN.PARTICIPANT.FIRST.NAME - The first name of a participant in the check-in.
- CHECK-IN.PARTICIPANT.LAST.NAME - The last name of a participant in the check-in.
- CHECK-IN.TITLE - The name of the check-in.

## Development Plans Redesign Enhancements

## Development Plans Redesign Enhancements

With this enhancement, the development plan functionality has been enhanced to improve usability.

For administrators, the following new enhancement is available:

- Managers can cancel development plans for their subordinates. [See Development Plan Preferences Redesign](#) on page 303 *for additional information*.

For end-users, new enhancements include:

- Auto-refresh of learning object (LO) secondary actions. [See Development Plan Redesign - End User Enhancements](#) on page 305 *for additional information*.
  - This was released with the 20 September 2019 patch.*
- URLs in the **Description** section of a development plan now open in a new tab. [See Development Plan Redesign - End User Enhancements](#) on page 305 *for additional information*.
- A new option to filter recommended training by individual competencies. [See Development Plan Preferences Redesign](#) on page 303 *for additional information*. *This is targeted to be available in Stage portals with the 8 October 2019 patch.*

### Implementation

- This functionality is enabled by default for all environments.
- Clients who have not yet activated the Development Plans redesign can go to [ADMIN > TOOLS > CORE FUNCTIONS > CORE PREFERENCES > CORPORATE PREFERENCES](#), and view the *Redesigned Development Plans Enablement* section.

### Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Development Plan Preferences - Manage	Grants the ability to manage Development Plan Preferences, where various Development Plan features can be enabled or disabled according to the needs of the organization. This is an administrator permission.	Performance - Administration

## Development Plan Preferences Redesign

On the Development Plan Preference page, administrators can now choose to allow managers to cancel Development Plans for their subordinates and also allow users to breakout Recommended Training by Individual Competencies.

To view the Development Plan Preferences page, go to [ADMIN > TOOLS > PERFORMANCE MANAGEMENT > DEVELOPMENT PLAN PREFERENCES](#).

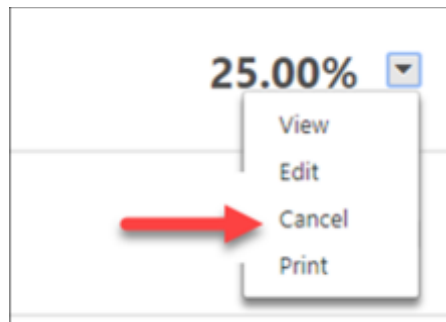
### Allow Managers to Cancel Development Plans for their Subordinates

The Development Plan Preferences page provides a new option that allows managers to cancel development plans for their subordinates when necessary. This option is unchecked by default. **Note:** *The primary development plan cannot be cancelled.*

**Manager Allowances:**

- ☒ Allow managers to create and assign development plans for their subordinates
- ☒ Allow managers to edit their development plans for their subordinates
- ☒ Allow managers to approve/deny multiple development plans at once
- ☐ Allow managers to cancel development plans for their subordinates
- ☒ Plans must be approved by

If this option is selected, Managers will see this option when managing a user's development plan:



If the manager selects Cancel, a confirmation pop-up appears to confirm the cancellation.

### Cancel development plan

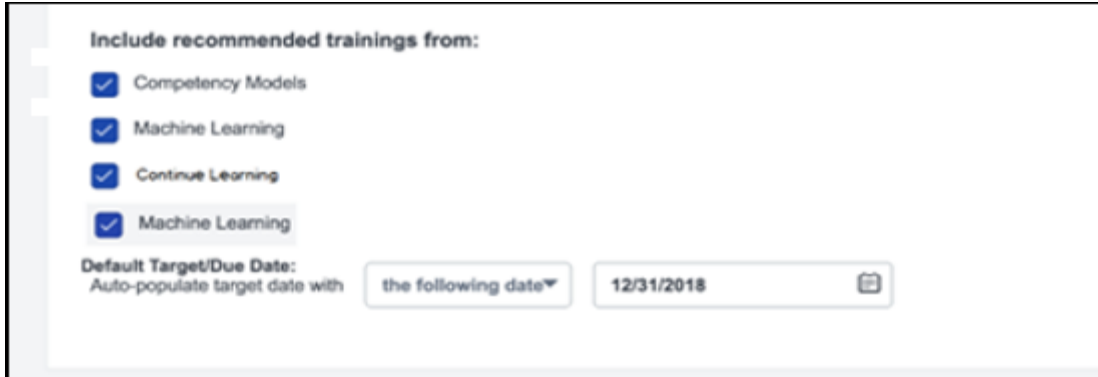
Are you sure you want to cancel this plan?



## Include Course Recommendations Based on Competencies from Competency Models

The **Include recommended trainings from** section now includes **Competency Model** as an option which enables a separate Continue Learning Object carousel.

*This is targeted to be available in Stage portals with the 8 October 2019 patch.*

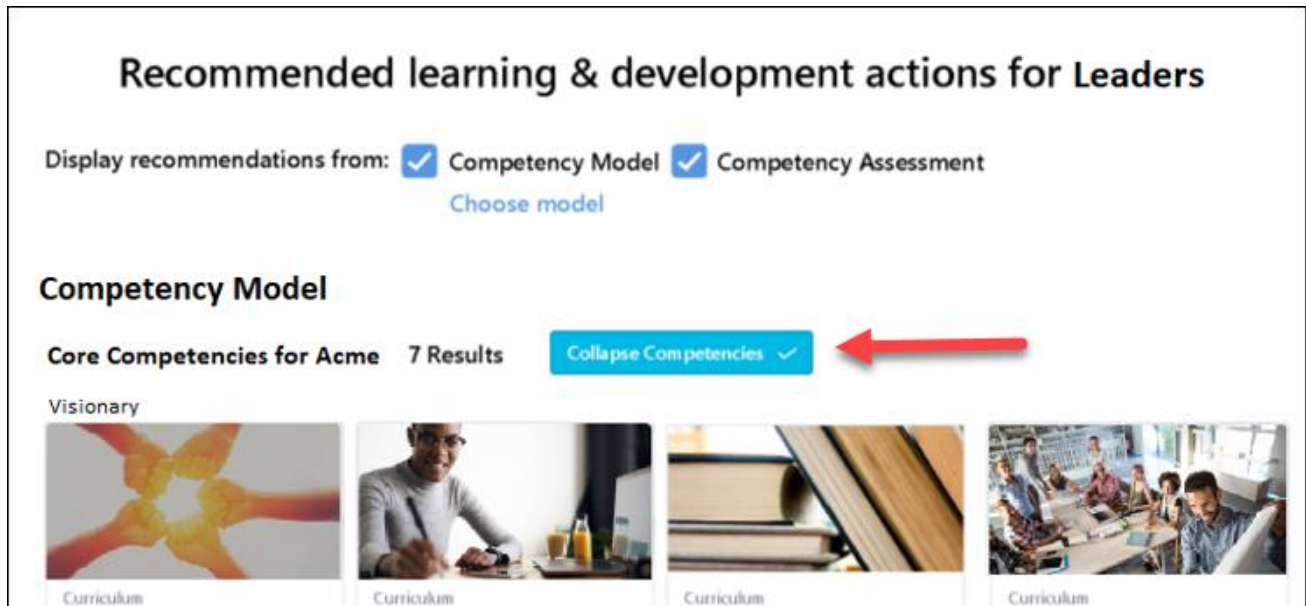


Include recommended trainings from:

- ☒ Competency Models
- ☒ Machine Learning
- ☒ Continue Learning
- ☒ Machine Learning

Default Target/Due Date:  
Auto-populate target date with the following date▼ 12/31/2018

When the option to include recommendations based on Competency Model is checked, the user will see a new option to toggle the display to show recommendation carousels informed by the competency defined in the model. When this option is unchecked, the course recommendations will be summarized in one carousel.







### Recommended learning & development actions for Leaders

Display recommendations from: ☒ Competency Model ☒ Competency Assessment  
[Choose model](#)

#### Competency Model

**Core Competencies for Acme** 7 Results Collapse Competencies ✓

Visionary

 Curriculum
  Curriculum
  Curriculum
  Curriculum

## Development Plan Redesign - End User Enhancements

The end-user options for Development Plans are updated to improve usability as follows:

- Open URLs in the **Description** section in a new tab - Prior to this enhancement, when users clicked on a URL in the **Description** section of a Development Plan, the URL opened in the same tab, which covered the current page and interrupted the user's workflow. With this enhancement, clicking on a URL in the **Description** section opens the link in a new tab which allows the user to review the Development Plan and the target link simultaneously.
- Update learning object (LO) secondary actions to auto-refresh - Prior to this enhancement, when a user takes an action on a LO within a Development Plan, the options on the LO menu changed based on the user's previous selection, but the user had to manually refresh the page to update the LO menu options. With this enhancement, the LO menu options automatically refresh each time the LO option menu is accessed.
  - If the training is not on a user's transcript, "View" is the training's primary action.

*This was released with the 20 September 2019 patch.*

## Goals Enhancements

## Goals Enhancements

Prior to this enhancement, goal approvers were often confused about what actions they need to take and where to approve goals submitted for their approval.

This enhancement will make it easier for goal approvers to approve or deny goals created in their organizations.

New enhancements include:

- Goal approvals from Team goals and Universal Profile Snapshot. [See \*Goal Enhancements - Goal Approvals from Team Goals and Universal Profile Snapshot\*](#).
- Goal approvals in the Email Digest. [See \*\*Goal Enhancements - Goal Approvals in Email Digest\*\* on page 310 for additional information.](#)

## Implementation

This functionality is automatically enabled for all environments.

## Permissions

The following existing permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Goals - Create	Grants ability for user to create goals for self (and direct and indirect reports if a manager). The permission constraints determine for whom the user can create goals. This permission can be constrained by Employee Relationship, OU, User's OU, and User Self and Subordinates. This is an end user permission.	Performance
View Goals	Grants ability to view own goals and (depending on role and settings) goals of others (manager's visible goals, direct subordinate's goals, company goals, division goals). This permission can be constrained by Employee Relationship, OU, User's OU, and User Self and Subordinates. This is an end user permission.  Managers must have the Snapshot - Goals permission to view the Universal Profile - Snapshot page and the My Goals page for users within their permission constraints.	Performance
Snapshot - Goals	Enables user to view the Goals widget and subpage within the Universal Profile - Snapshot page for users	Universal Profile

within their permission constraints. This permission also enables the user to view the My Goals page for users within their permission constraints via the **View All Goals** option in various pages in Universal Profile. This permission can be constrained by Employee Relationship, OU, User's OU, User Self and Subordinates, User, User's Self, User's Manager, User's Superiors, User's Subordinates, and User's Direct Reports.

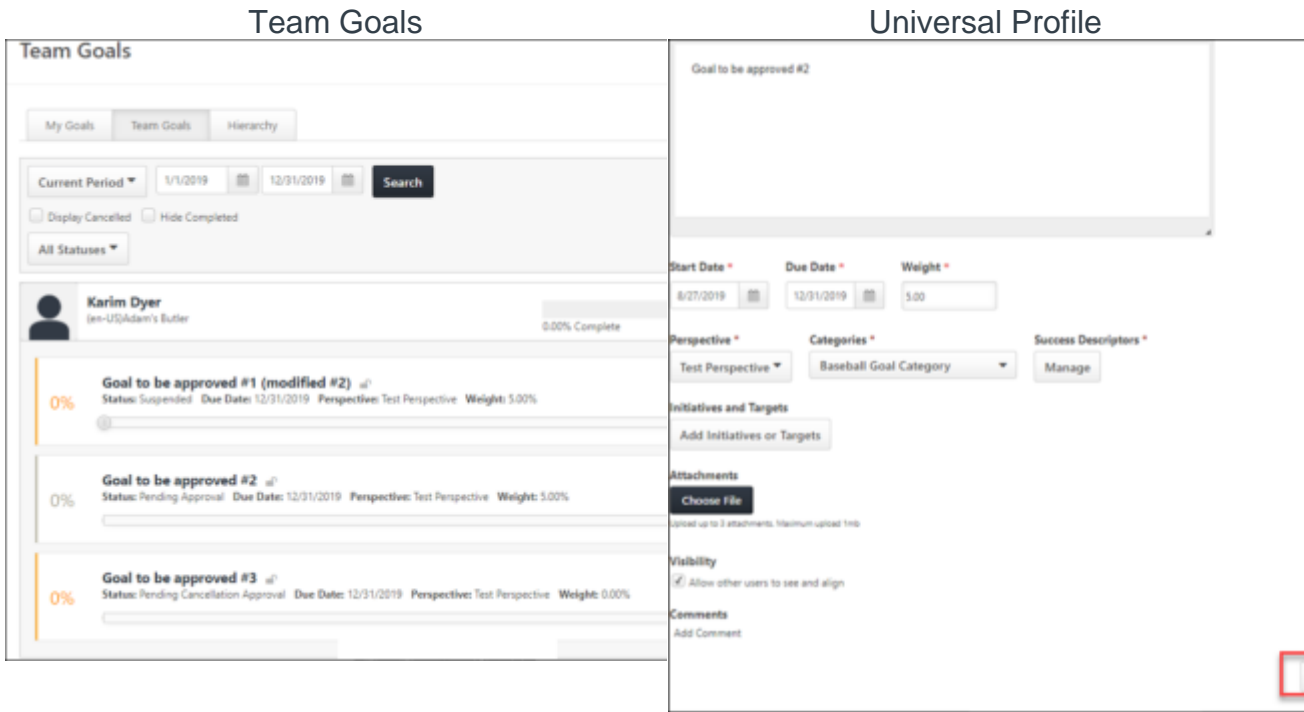
**Best Practice:** *For most users, this permission should be constrained by User Self and Subordinates.*

# Goal Enhancements - Goal Approvals from Team Goals and Universal Profile Snapshot

Prior to this enhancement, goal approvers were often confused about what actions are needed when managing goals and where to go to approve or deny goals submitted to them. With this enhancement, goal approvers can approve or deny goals on the Team Goals and Universal Profile Snapshot Goals pages.

To access the Team Goals page, go to [PERFORMANCE > GOALS](#). Then, click the Team Goals tab.

To access the Snapshot Goals page, go to [HOME > UNIVERSAL PROFILE > ACTIONS](#). Click the Snapshot tab, and then click the Goals widget.



## Goal Enhancements - Goal Approvals in Email Digest

Prior to this enhancement, goal approvers were often not aware that new goals were created and needed their approval. This resulted in approvers missing approval deadlines or managing a large list of goals that need immediate approval.

With this enhancement, administrators can configure the Email Digest to send an automated report to approvers when a goal is pending their approval.

To create an email digest, go [ADMIN > TOOLS > CORE FUNCTIONS > EMAIL DIGEST MANAGEMENT](#), and then click the **CREATE EMAIL DIGEST** button.

The Section name for goal approvals is **Goals Pending Approval**.

Creating an email digest is the same across all areas.

- [See Email Digest - Create/Edit.](#)
- [See Email Digest - Add Section.](#)

*This feature is not available during UAT and is targeted for a post-release patch.*

### Use Case

Anna creates a goal on the Create Goals page or edits a goal on the Edit Goals page, then clicks the **Submit** button to submit the changes. On the My Goals page, Anna has the option to click the **SEND APPROVAL REQUEST** button to send an approval request. Anna gets distracted and forgets to click this button, but an email digest message was automatically populated as soon as Anna clicked the **SUBMIT** button when she originally created or edited the goal. As a result, the approver is notified via an Email Digest notification at a frequency set by the administrator, that there is a goal to approve.

## Reporting - Succession Fields

The following new fields are available in the *Succession Task > Co-Planner* section in Reporting 2.0 when building a report using the Succession Report data map.

FIELD NAME	FIELD DESCRIPTION	FIELD TYPE
User Full Name	This field displays the name of the co-planner. The value displays as [Last Name], [First Name]. The value is pulled from the <b>user record</b> of the co-planner for the succession task.	Text
User ID	This field displays the user ID of the co-planner. The value is pulled from the <b>user record</b> of the co-planner for the succession task.	Text

### Considerations

This functionality is automatically enabled for all organizations using Succession and Reporting 2.0. These fields are only available for Reporting 2.0.

### Implementation

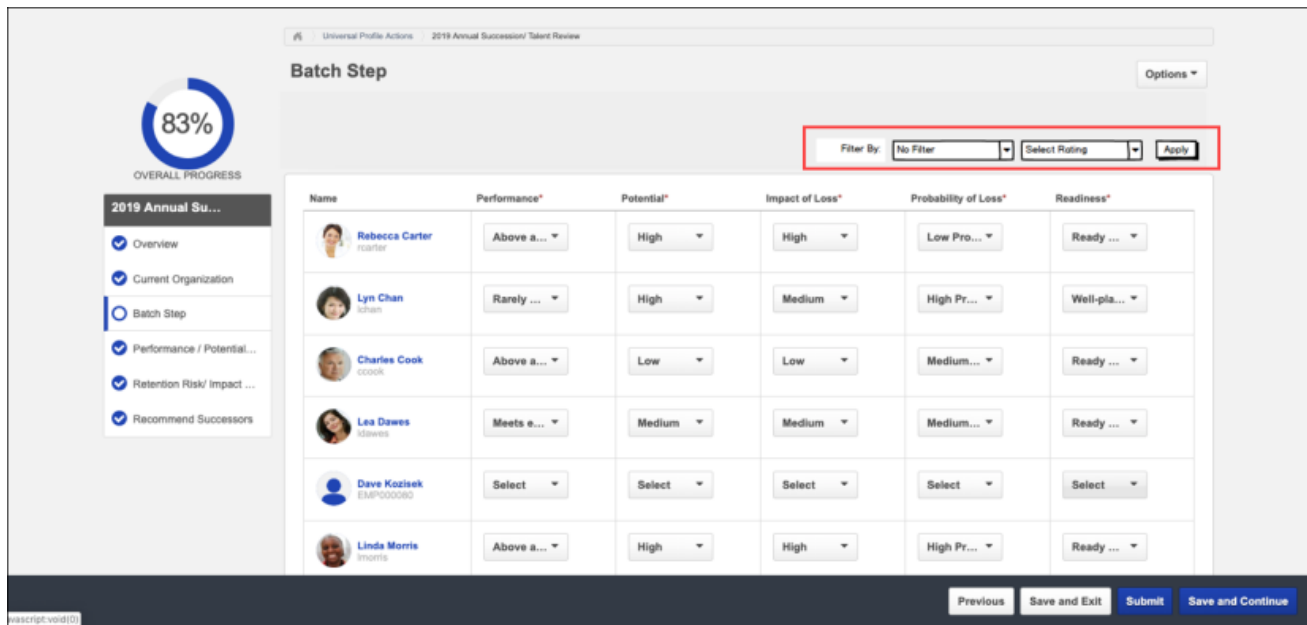
This functionality is automatically enabled for all Succession users.



## Succession Metric Filtering Added to Batch Step

Prior to this enhancement, in the Batch Step, clients with large data sets had to manually scroll vertically and horizontally to find users with specific rating values.

With this enhancement, metric and metric value filters are added to the batch step to make it easier to find and rate individuals.



## Implementation

This functionality is automatically enabled for all organizations.

## Permissions

The following existing permissions applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
SMP Task - View	Grants the ability to view succession tasks. This permission is dynamically assigned to a user when they are assigned any type of SMP task. However, this permission is not dynamically removed when the SMP task has ended. This permission cannot be constrained.	Talent/Succession
Succession Management Plan	Grants ability to create and edit Succession Management Plan (SMP) templates for use in	Talent/Succession - Administration

Templates - Manage	assessing talent (incumbents and successors) in SMP tasks. This permission cannot be constrained. This is an administrator permission.
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# Recruiting

## A-Check Global Background Screening Integration

**Note:** This functionality was previously made available as part of the 20 September 2019 patch release.

A-Check Global's background screening integration with Cornerstone provides an effective resource to help organizations make well-informed hiring decisions—all within the convenience of the hiring management system you already use. A-Check Global provides employment, education, criminal, and other background checks that are required during the hiring process.

Background checks are requested from within your Cornerstone portal and are completed by A-Check Global. You can monitor the status of the background check, and once the request is completed, A-Check Global provides you with a secure link to download the results.

### Implementation

This integration is available on 23 September 2019 for all organizations using the Recruiting suite. This integration is available for free via [Edge Marketplace](#). Additional instructions for enabling and configuring the integration are available on the [Setup](#) tab of the integration in Edge.

The integration can be accessed and configured via the Edge Marketplace. In order to use this integration, your organization must be using the Recruiting module and must have access to Edge and have an account with the integration vendor. There is no additional cost associated with enabling this integration, but the integration cannot be used without an account with the integration vendor.

### Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge

## Choice Screening Background Check Integration

**Note:** This functionality was previously made available as part of the 6 September 2019 patch release.

A new Choice Screening Background Check integration in Edge allows Cornerstone Recruiting clients with a Choice Screening account to seamlessly background check applicants all from within Recruiting.

The following functionality is included:

- Order Background Checks - Assign Choice Screening products and customized packages to applicants from within Cornerstone Recruiting.
- Track Background Check Status - Easily view the real-time status of an applicant's background screening.
- View Completed Results - Access completed background checks all from within Cornerstone Recruiting.

## Implementation

This integration is available for all organizations using the Recruiting suite. This integration is available for free via Edge Marketplace. Additional instructions are available in the Getting Started tab of the integration in Edge.

The Choice Screening Background Check integration can be accessed and configured via the Edge Marketplace. In order to use this integration, your organization must be using the Recruiting module and must have access to Edge and a Choice Screening Background Check account. There is no additional cost associated with enabling this integration, but the integration cannot be used without a Choice Screening Background Check account.

## Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge

## Employment Background Investigations (EBI) Background Check Integration

**Note:** This functionality was previously made available as part of the 20 September 2019 patch release.

Employment Background Investigations (EBI) provides screening services that are fast, accurate, compliant, and secure. The integration allows you to do the following directly from Cornerstone Recruiting:

- **Initiate Background Checks** - You can select a candidate to be processed, and you can launch their background screening package within Cornerstone.
- **Get Status Updates on Background Checks** - EBI provides status updates, including Completed, In Progress, and Cancelled.
- **View Reports** - When the background check is complete, a link to the candidate's background report is posted to the candidate profile within Cornerstone.
- **Stay Compliant with Laws and Regulations** - EBI holds ISO certifications for both quality and data security, and our internal auditing team continually monitors processes for compliance.

### Implementation

This integration is available on 23 September 2019 for all organizations using the Recruiting suite. This integration is available for free via [Edge Marketplace](#). Additional instructions for enabling and configuring the integration are available on the [Setup](#) tab of the integration in Edge.

The integration can be accessed and configured via the Edge Marketplace. In order to use this integration, your organization must be using the Recruiting module and must have access to Edge and have an account with the integration vendor. There is no additional cost associated with enabling this integration, but the integration cannot be used without an account with the integration vendor.

### Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge

Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
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## Internal Career Sites



## Internal Career Site (Early Adopter)

Prior to this enhancement, internal users used the Career Center to search for internal positions. Searching for a position did not yield expected results because external career sites lack the search options that are especially relevant for internal candidates.

With this enhancement, the new Internal Career Site feature lets administrators upload a custom search banner and configure job search filters by requisition custom fields. On the Internal Career Site Preferences pages, administrations can configure the end-user site to display position OU details, competency information, recommend learning by competency assessment, and recommended learning by position OU. Additionally, administrators can enable users to apply for a position through LinkedIn and create a development plan. Recruiting clients can self-enable this functionality in Feature Activation Preferences.

Internal employees can use the Internal Career Site to search for jobs by many criteria, including job title, keyword, job description, and location. Search results are displayed in an easy-to-read table format that includes the job title, description, location, and the earliest active posting date. Results can then be sorted by posted date, relevance, and distance. Additionally, internal users can view the competencies and recommended learning for the position, if available. Once users locate a position, they can immediately apply for it.

Internal career sites are mobile-friendly, so they can be viewed on smaller devices.

*This functionality is targeted to be available for testing in Stage portals on 10 October 2019.*

## How Does this Enhancement Benefit My Organization?

Hiring internal candidates is less expensive and faster than hiring external candidates. The Internal Career Site promotes internal mobility by providing search options that are especially relevant for internal candidates. Employees can easily find open positions within the organization, view all of the appropriate details and competencies for the position, apply, and then check on the progress of their application.

## Use Case

Mickey is an associate product manager at Acme Corporation. Mickey is eager to move up within the organization and wants to know how to become a great candidate for promotion. With this enhancement, Mickey can search for open Product Manager jobs and review the recommended training associated with that role and review how his competencies compare to the Product Manager competencies based on his last Performance Review. Mickey creates a development plan based on the gaps between an ideal candidate and his latest assessment so that he can be a better candidate for promotion.

## Considerations

- Organizations must utilize the Recruiting Suite to use the Internal Career Center because the functionality is dependent on requisitions.
- The Internal Career Site does not impact the existing Career Center, so they can run in parallel.

## Implementation

The Internal Career Site is not automatically enabled. Administrators can self-enable it by going to [ADMIN > TOOLS > RECRUIT > FEATURE ACTIVATION PREFERENCES](#). Locate Internal Career Site, and then click the **ACTIVATE** button.

## Permissions

The following new permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Internal Career Site	Enables users to view the Internal Career Site. Assigned by default to the System Administrator, Cornerstone Administrator, and the Recruiting Administrator.	Recruiting Administration
Manage Internal Career Site Preferences	Grants access to set preferences for the Internal Career Site. Assigned by default to the System Administrator, Cornerstone Administrator, and the Recruiting Administrator. This is an administrator permission.	Recruiting Administration

The following existing permission applies to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Recruiting Feature Activation Preferences - Manage	Grants ability to access and manage Feature Activation Preferences in Recruiting. This permission cannot be constrained. This is an administrator permission.	Recruiting Administration

## Internal Career Site - Search Jobs

Employees can use the Internal Career Site to search for job opportunities within their organization. Users can select filter criteria and display opportunities based on keywords, posted date, and location. Search results are displayed in an easy-to-read table that provides the number of search results, the job title, location, and posted date.

To access the Internal Career Site page, go to [HOME > INTERNAL CAREER SITE](#).

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Internal Career Site	Enables users to view the Internal Career Site. Assigned by default to the System Administrator, Cornerstone Administrator, and the Recruiting Administrator.	Recruiting Administration

**Search Jobs**

Search Location Search

Home > Career Center My Profile

**Filters** [Reset](#)

**Country** ^

☐ United States (5)

**State** ^

☐ CA (5)

**City** ^

☐ Los Angeles (5)

**Employment Type** ^

**15 Jobs Found** Sort By: **Date Posted** ▼

Job Title	Location	Posted Date
Product Manager - SamClub.com platform	San Bruno, CA	06/28/2019
UI Designer	Los Angeles, CA	04/01/2019
iOS - Entwickler/in (m/w/d)	Berlin, Germany	03/28/2019
Creative Director, X Practice	New York, NY	03/21/2019
Ecommerce Marketing Manager	Dublin, Ireland	02/28/2019
UI Designer	Montreal, Canada	01/07/2019
Senior UI/UX Designer	Boston, MA	12/29/2018
Principal Account Executive	Santa Monica, CA	10/31/2018

## Search Bar

Enter a keyword in the search field. Predictive recommendations appear under the search bar based on what you enter.

## Location

In the Location section of the search bar, select a specific location to search for positions.

## Search Button

Click the **SEARCH** button to initiate the job search.

## My Applications

Click the **MY APPLICATIONS** button to manage applications submitted on the Internal Career Site. [See Internal Career Site - Manage Applications](#) on page 329 *for additional information*.

## Filters

Select location filters to narrow your search. Additional filters, such as Employment Type and Job Function, may display based on the options configured by the administrator.

## # Jobs Found

This area displays the number of jobs found based on the search criteria.

## Sort By

Set the display order of the search results using the following options:

- Posted Date - Sorts by the date on which the job was posted. If selected, the listing with the most recent posted date displays at the top of the list.
- Relevance - Sorts by how well the job description, keywords, and requisition ID match the search text. If selected, the listing that most closely matches the search text displays at the top of the list.
- Distance - Sorts by how close the position is located to the location provided by the user. This option only appears if the user searches for a location smaller than a state.

## Job Listings Table

The job listings table displays search results based on your search criteria and contains the following information:

- Job Title - Displays the title of the job.
- Location - Displays the geographic location of the job.
- Posted Date - Displays the date on which the job was posted.

## Apply for a Job

Click any item in the list to view the job details and apply. [See Internal Career Site - Submit an Application](#) on page 327 *for additional information*.


## Internal Career Site - View Job Details

The job details page displays additional information about the job, and lets the user apply if interested. This page may also include competency information, recommended learning, and access to development plans.

To view the details for a job, go to [HOME > INTERNAL CAREER SITE](#). Search for and then select a job in the job search results list.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Internal Career Site	Enables users to view the Internal Career Site. Assigned by default to the System Administrator, Cornerstone Administrator, and the Recruiting Administrator.	Recruiting Administration


[Career Center](#)

## Sr. Product Manager

Los Angeles, CA, United States | req234

[Apply Now](#)

### Find Your Fit at ShopNow

At ShopNow, we put our users first. The world is always changing so we need Product Managers who are continuously adapting and excited to work on products that affect millions of people every day.

In this role, you will work cross-functionally to guide products from conception to launch by connecting the technical and business worlds. You can break down complex problems into steps that drive product development at ShopNow speed.

One of the many reasons ShopNow consistently brings innovative, world-changing products to market is because of the collaborative work we do in Product Management. Our team works closely with creative and prolific engineers, designers, marketers, etc. to help design and develop technologies that improve access to the world's information. We're responsible for guiding products throughout the execution cycle, focusing specifically on analyzing, positioning, packaging, promoting, and tailoring our solutions to our users.

Most fashion is designed 12-18 months before it's released, but at ShopNow a sketch can become a dress in about a month. We're designing and making what you want to wear right now. We believe the perfect fit is the most important part of our clothes. We spend hours fitting on different bodies and have a meticulous approach to our fits. Our main range is fit on multiple women that are between 5'4 and 5'10. We also launched a petites collection designed for ladies 5'2 and under, an extended sizes collection going up to size 22, as well as a collection specially designed to fit women with a full C-DD cup. These capsules based on body types are just the first steps in our quest to make sure women of many shapes and sizes can wear Raf (and look damn good doing it).

ShopNow aims to build products that organize the world's information and make it universally accessible to our users. As a Product Manager at ShopNow, you could be working on new technologies, platforms, consumer facing products, and/or enterprise systems. The end goal will be to match you with the team that best aligns with your interests, experience, and where you will have the most impact.


#### Minimum Qualifications:

- Bachelor's degree or equivalent practical experience.
- Experience creating strategic product roadmap(s) from conception to launch and working with cross-functional teams.
- Experience driving the product vision, go-to-market strategy, and design discussions.
- Experience developing Internet products and technologies.


#### Preferred Qualifications:

- Bachelor's degree in a technical field or a vast technological understanding.
- Experience managing day-to-day technical and design direction.
- Knowledge of multiple functional areas such as Product Management, Engineering, UX/UI, Sales, Customer Support, Finance or Marketing.
- Ability to influence multiple stakeholders without direct authority.

### Meet The Team



Meet the Technology Team



**EKATERINA**

**Mobile Development**

Job Title/Location/ID Number

Displays the job title, location, and requisition ID number for the selected job, if applicable.

## Apply Now

Click the **APPLY NOW** button to apply for this job. **Note:** *This button may appear at the top and bottom of the details page. See [Internal Career Site - Submit an Application](#) on page 327 for additional information.*

## Description

This section displays a description and qualifications for the job, if applicable. This section may also include additional information about the job, such as a video.

## Competencies for this Job

This section displays the competency and skills targets for this job as follows:

- Competencies - Displays the competencies in the associated competency model. **Show more** displays additional information about each competency.
- Competency Comparison - If the logged-in user has completed a competency assessment containing any of these competencies, this rating compares their score with the target competency for this position. These scores work with standalone competency assessment tasks and for competency rating sections of performance reviews.
- Difference - Displays the difference between the user's competency rating and the target.

**Note:** *This section is optional and only appears if enabled by an administrator in Internal Career Site Preferences, and the selected job's Position OU has Competency Model data configured.*

## Recommended Learning for this Position

Displays related recommended learning courses as configured in the job's Position OU. Click a title to view the learning. If no training are associated to the job's Position OU, this carousel will not appear.

**Note:** *This section is optional and only appears if enabled by an administrator. If clients do not use Learning, these options are not available.*

## Create Development Plan

Click the **CREATE DEVELOPMENT PLAN** button to create a development plan. See [Performance Review - Development Plan](#).

**Note:** *This section is optional and only appears if enabled by an administrator.*

## Internal Career Site - Submit an Application

Use the **APPLY NOW** button on the job details page to submit an application for a selected job.

To apply for a job, go to [HOME > INTERNAL CAREER SITE](#). Search for and then select a job in the job search results list to open the job details page.

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Internal Career Site	Enables users to view the Internal Career Site. Assigned by default to the System Administrator, Cornerstone Administrator, and the Recruiting Administrator.	Recruiting Administration

## Sr. Product Manager

Step 1 of 2

### Contact Information

Your full LinkedIn profile will be shared. [Learn More](#)

Apply with LinkedIn

First Name\*

Dave

Last Name\*

Kozisek

Email\*

### Work Experience\*

Please upload your latest resume.

Upload Resume/CV

### Job Application

Complete the appropriate fields and upload a resume if necessary.

### Apply with LinkedIn

Click the **APPLY WITH LINKEDIN** button to go to the LinkedIn site to apply for this job. This option only appears if enabled by an administrator.



## Save

Click the **SAVE** button to submit the application.

## Internal Career Site - Manage Applications

Once an application is submitted, users can view its status, withdraw their application, or reapply for the same position. Additionally, users can view their resume, and view their original application.

To access the application options, go to [MY APPLICATIONS > INTERNAL CAREER SITE](#).

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Internal Career Site	Enables users to view the Internal Career Site. Assigned by default to the System Administrator, Cornerstone Administrator, and the Recruiting Administrator.	Recruiting Administration

### Search Jobs

Click the **SEARCH JOBS** button to go to the Internal Career Site main page to search for jobs.

### Options

The **Options** drop-down displays options that apply to the user's profile, such as Edit Profile, Change Photo, and Change Password. See Career Site - My Profile Overview.

### Application Status

This **Review Status** section of the Application Status page displays the status of each of the user's applications and the title and details of the position. The following statuses are available:

- **Closed** - This status displays if the applicant status is Closed.
- **Hired** - This status displays if the applicant status is Hired.
- **Initiated by Recruiter** - This status displays if the applicant has been submitted by a recruiting agency but has not yet started or completed their application for submission.  
**Note:** *Previously, this status appeared in the Application Status field.*
- **In Review** - This status displays if the applicant status is In Review.
- **Not Submitted** - This status displays if the application is not yet completed by the applicant and was not submitted by a method other than the applicant, such as manually moved by a recruiter or submitted from an agency portal.
- **Requisition Closed** - This status displays if the job requisition is closed.
- **Submitted** - This status displays if the applicant status is New Submission. **Note:** *This is a new status.*

## Filter Application Drop-Down

The Filter Application drop-down displays options to filter applications by status. Only 100% completed applications display by default. The following options are available in the drop-down:

- **All** - Click this option to view the jobs you have applied for and jobs for which the application is in progress but has not yet been submitted.
- **In Progress** - Click this option to show only applications that are in progress but have not yet been submitted.
- **Applied** - Click this option to show only applications for jobs you have applied for, meaning that the application has been submitted.

## Manage Applications Options

The following options are available to manage applications:

- **Withdraw** - This option allows the applicant to withdraw their application after it is submitted. The user cannot undo the withdrawal action. The applicant's status is changed to Closed, and their disposition is set to "Voluntary Withdrawal." If configured, the Voluntary Withdrawal email is sent when the application is withdrawn.
- **View Resume** - This option allows the applicant to open the resume submitted with the application. The resume opens in the format in which it was submitted. This option is available even if the requisition is closed. This option does not display for applicants who applied via LinkedIn or submitted a structured resume.
- **View Application** - This option allows the application to open a pop-up that displays the application. This option is available even if the requisition is closed.
- **Re-Apply** - This option allows applicants to reapply to a job requisition. This option is only available if enabled by an administrator, and the user has already been dispositioned from the requisition.

## Internal Career Site - Administrator Settings

Administrators can use the Internal Career Site Preferences pages to configure the options that are available to users when applying for an internal position.

To access the Internal Career Site Preferences page, go to [ADMIN > TOOLS > RECRUIT > INTERNAL CAREER SITE](#).

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Manage Internal Career Site Preferences	Grants access to set preferences for the Internal Career Site. Assigned by default to the System Administrator, Cornerstone Administrator, and the Recruiting Administrator. This is an administrator permission.	Recruiting Administration

### General Settings:

### General Settings Page Options

Administrators can use this page to manage the **APPLY WITH LINKEDIN** link. The General Setting options are as follows:

- **Allow Apply with LinkedIn** - If checked, an **APPLY WITH LINKEDIN** button appears on the job application page. This link takes the applicant to the LinkedIn site to apply. If unchecked, the link is not visible.

**Note:** This functionality relies on the Apply with LinkedIn integration that is available in the Edge Marketplace. If the LinkedIn Edge integration is not enabled the Apply with LinkedIn button will not appear in the application workflow.

[See LinkedIn Learning Integration.](#)

### Job Search Page Options

Administrators can use this page to upload a background banner to the Internal Career Sites page and enable, disable, and configure some job search filters.

**General Settings**

**Job Search**

**Job Details**

## Job Search Page Options

### Search Banner

Select Image

Single upload file should be in the format of bmp, jpg, gif, or png.

### Custom Field Filters

Select Custom Requisition Field Filters

The Job Search Page Options are as follows:

- **Search Banner** section
  - **SELECT IMAGE** button- Click this button to upload an image. The image appears at the top of the Job Search page if applied. It is recommended that the image be high-resolution and rectangular. An image size ratio of 4.16:1 is recommended for most users. **Note:** *If an image is not selected, the background is gray.*
- **Custom Field Filters** section
  - **SELECT CUSTOM REQUISITION FIELD FILTERS** button - Click this button to select which application custom fields should be included as search filters on the Internal Career Site. Once selected, the selected custom fields display in the filter table below. Filters in the table can be enabled, disabled, or deleted. **Note:** *Custom application fields can be added and managed in Custom Field Administration.*

## Job Details Page Options

Administrators can use this page to enable or disable features on the Internal Career Site details page. Additionally, headers can be set for specific areas.

The Job Details Page Options are as follows:

- **Display Position Summary** - If enabled, a description of the position displays as configured within the job's Position OU.
- **Display Competency Assessment Chart** - If enabled, the Competency Assessment Chart displays on the job details page. This depends on a competency model being associated to the job's Position OU. If no competency model is associated, then this widget will not appear.

- **Display Position Learning Carousel** - If enabled, a carousel displays with learning titles that apply to the selected position. These learning titles are configured in the job's Position OU.
- **Display Competency Model Learning Carousel** If enabled, a carousel displays with learning titles that apply to the competency model for the selected position.
- **Allow Users to Create Development Plans** - If enabled, a Create Development Plans button appears on the job details page.
- **Add Custom Header Text** - Click this link under the appropriate option above to add a custom section header.

### Overwrite custom settings for child Organizational Units

- **Overwrite custom settings for child Organizational Units. (If unchecked, the preferences will still be applied to any child Organizational Units that are either new or currently inherit the parent settings.** - Check to overwrite any custom settings for child OUs. This option is visible on all of the Internal Career Site Preferences pages.

## Internal Career Site - Recruiting Feature Activation

Recruiting clients can self-enable the Internal Career Site on the Feature Activation Preferences page.

To enable the Internal Career Site, go to [ADMIN > INTERNAL CAREER SITE > FEATURE ACTIVATION PREFERENCES](#).

### Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Recruiting Feature Activation Preferences - Manage	Grants ability to access and manage Feature Activation Preferences in Recruiting. This permission cannot be constrained. This is an administrator permission.	Recruiting Administration

### Activate Internal Career Site

In the **Internal Career Site** section, click the **ACTIVATE** button. When this feature is active, the Internal Career Center is enabled on the portal in the logged-in environment.

Internal Career Site - Manage and Internal Career Site - View permissions are applied to the System Administrator and the Recruiting Administrators. These administrators can assign these permissions to other users if necessary.

## Mobile-Friendly Career Site Job Search Optimizations

**Note:** *This functionality was previously made available as part of the 6 September 2019 patch release.*

Prior to this enhancement, there was occasionally a delay between when a recruiter created a job posting and when the posting was publicly available for job seekers to view and apply.

With this enhancement, job seekers receive up-to-date search results with improved performance of the job search engine. Jobs posted to Mobile-Friendly Career Sites are now visible to applicants soon after a recruiter publishes the posting.

### Implementation

This functionality is automatically enabled for all organizations using friendly career sites.



## Sterling ScreeningDirect Background Check Integration

**Note:** This functionality was previously made available as part of the 20 September 2019 patch release.

The Sterling ScreeningDirect Background Check integration provides a pre-built integration between Sterling's ScreeningDirect platform and Cornerstone's Recruiting platform.

Background checks are requested from within your Cornerstone portal and are completed by Sterling ScreeningDirect. Candidates receive an email containing a link to consent to the background check, potentially provide additional information to Sterling ScreeningDirect, and select a background check location if applicable to the type of check.

You can monitor the status of the background check within your Cornerstone portal. Once the request is completed, the results are also posted within Cornerstone.

### Implementation

This integration on 23 September 2019 is available for all organizations using the Recruiting suite. This integration is available for free via [Edge Marketplace](#). Additional instructions for enabling and configuring the integration are available on the [Setup](#) tab of the integration in Edge.

The integration can be accessed and configured via the Edge Marketplace. In order to use this integration, your organization must be using the Recruiting module and must have access to Edge and have an account with the integration vendor. There is no additional cost associated with enabling this integration, but the integration cannot be used without an account with the integration vendor.

### Permissions

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge

## USAJOBS Integration - Ability to Update and Cancel Job Postings

With this enhancement, you can now edit and cancel job requisitions that have been posted on USAJOBS and are within the effective and expiration dates of the job posting. Job requisitions that fall outside of those dates cannot be edited or cancelled.

In addition, jobs that are posted on USAJOBS can now be edited on the Postings page in your Cornerstone portal, such as changing the effective and expiration dates.

For more information about editing job requisitions, see the [Edit Job Requisition](#) topic in Online Help.

For more information about editing job postings, see the [Job Posting Page](#) topic in Online Help.

## Frequently Asked Questions

### [How long does it take for changes to appear in my job posting on USAJOBS?](#)

- **Same Posting Day Changes** - USAJOBS cannot process changes made to a job requisition or job posting on the same day the job is posted to USAJOBS. If you would like to edit the job requisition or posting, the changes must wait until 12:00 a.m. the following day. At that time, you can submit changes to the job requisition or posting in Cornerstone and those changes will be visible in the posting on USAJOBS with their next hourly sync.
- **Next Posting Day Changes** - Once changes are submitted on the job requisition or job posting in Cornerstone, the changes are reflected in the job posting on USAJOBS in their next hourly sync.

### [What steps should I take to edit my job requisition and/or job posting on USAJOBS?](#)

Changes to your USAJOBS posting or job requisition are done in your Cornerstone portal. When you need to edit the job requisition and the job posting on the same day, be sure to edit the job posting first and click Post to submit those changes. Then, you can edit the job requisition and submit those changes. USAJOBS will pick up your changes in their next hourly sync.

However, Cornerstone can only process one set of changes per day.

### [How many changes can I submit per day?](#)

Changes to the job requisition and job posting can only be processed once per day.

For example, on Monday you post changes to the job posting and also submit one or more changes to the job requisition. Those changes are picked up in the next hourly sync by Cornerstone. Later that same day, you submit additional changes to the job requisition. Those changes will not be picked up by USAJOBS on Monday because only one set of changes can be processed per day. If you would like to edit the job requisition or posting again, you must wait until at least the next day (Tuesday) and make your changes, and once the changes are submitted, the changes will get picked up in the next hourly sync by Cornerstone.

## Implementation

This enhancement is available for all organizations with an active integration with USAJOBS.

The USAJOBS integration is for U.S. Federal Agencies only. To enable this integration, please contact Global Product Support (GPS). There is a \$5,000 cost to purchase this integration via Edge Marketplace. Additional instructions are available on the **Getting Started** tab of the integration in Edge.

## Security

The following existing permissions apply to this functionality:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge