



Recruiting Release Notes October 2020

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Recruiting

Applicant Profile Performance Enhancement

Prior to this enhancement, a user may have experienced a long load time when accessing the Applicant Profile Summary tab for a candidate in a child requisition whose parent requisition had a large number of candidates. This delay was the result of an extra check that was done to determine whether to display the Parent Requisition on the Summary tab. This check was done so the title of the parent requisition would only display if the user had access to the parent requisition.

As this data is not sensitive, Cornerstone has removed the access check so that the parent requisition title is displayed in all cases, which should improve the performance of the page. The parent requisition is not a clickable link so the existing functionality to prevent users without access from seeing the parent requisition will still be in place.

Note: *This change only impacts child requisitions (related requisitions) where the applicant is allowed to apply for multiple requisitions related to the parent during a single application experience. This type of related requisition is similar to standard related requisitions in that it is related to the parent requisition. However, for this type of related requisition, applicants select multiple jobs to which they would like to apply, and then complete the application process one time for all of the selected jobs. Once completed, the application is tied to all related requisitions to which the applicant applied. Parent requisitions for this type of related requisition will display with the following icon on the Manage Requisitions page: .*

Margaret Moss 1 out of 5 selected

Email: mmoss@email.com
Phone:
Address: 123 Main St. Los Angeles, CA 91345 United States
Position: Not Defined
Organization: Not Defined
Type: External
Language Preference: English (US)
Applicant (User) Flags: No Flags
Candidate Search: Data is not searchable for other positions

Applied for 2 Job(s)

- Logistics Supervisor ...**
Status: In Review
Applied: 5/20/2020
- Operations Manager...**
Status: In Review
Applied: 5/20/2020

Logistics Supervisor (req13527)

Summary | Statuses | Application | Comments | Documents | History | Email | LinkedIn

Applicant Summary

Current Status	In Review
Parent Requisition	Logistics Supervisor (req13043)

How Does This Enhancement Benefit My Organization?

Recruiting clients who use child requisitions and who engage in high volume recruiting should see faster Applicant Profile load times.

Implementation

This feature is available for all portals using Recruiting.

Back-End Optimizations to Recruiting Searches

Beginning in September 2020, Cornerstone will begin back-end optimizations to improve recruiting searches. No changes to job search features should be observed by administrators or end-users. Search querying should match the existing experience. Searches will yield the same results; however, the order in which results are displayed may change due to improved relevance scoring.

Back-end optimizations add value by offering better stability, reliability, and monitoring of recruiting searches on the Internal Career Site and Mobile-Friendly Career Sites.

Candidate API (Early Adopter)

Candidate API (Early Adopter) - Overview

Today, organizations use many tools in addition to their applicant tracking system (ATS) to recruit and hire top talent. The ability to import and export candidate and application data in real time from Cornerstone's recruiting solution to point solutions is a must for most clients. Having a reliable, easy to use externally facing candidate API will enable clients to maintain data integrity and get the most return from each point solution.

Prior to this enhancement, customer's only option was to use the legacy Job Application API, which does not support posting answers to prescreening questions, compliance questions or disclaimers. In addition, the legacy Job Application API is unable to post applications in an incomplete status. Further, the legacy API can only create an application when the application is limited to a resume, cover letter, and additional attachments, or by redirecting the candidate to the Cornerstone application workflow to complete the full application and non-supported action items.

Cornerstone's new Candidate APIs provide the ability to get a requisition's full application workflow, including prescreening and compliance questions, disclaimers, notes, and attachments, and then create an application and candidate in your Cornerstone portal. Applications can be posted in a complete or incomplete status. If incomplete, recruiters can invite candidates to finish their application within Cornerstones.

As part of this Early Adopter release, Cornerstone is introducing two new endpoints:

- Get Application Workflow - This endpoint retrieves a requisition's full application workflow, including action items that were previously irretrievable via the legacy Job Application API like Prescreening questions, compliance questions, disclaimers, and notes.
- Post Candidate and application - This endpoint posts a candidate and application to your Cornerstone portal.

These externally facing endpoints are available for both clients and vendors to utilize. With the Candidate API (Early Adopter), the new Get Application Workflow and Post Candidate and Application endpoints enable clients to develop end-to-end integrations with recruiting solutions like chat bots, job boards, candidate relationship management solutions (CRM), marketing tools, and more.

Note: Upon release of the new Candidate APIs, the legacy Job Application API will still be supported.

Use Cases

Chat Bots

1. John Smith goes to ABC Company's Career Site to search for a Software Engineers job.
2. John sees ABC offers a chat feature on their career site.
3. Rather than spending time searching for a job, John engages with the chat bot regarding Engineering type roles.

4. The chat provider writes to Cornerstone's Job Requisition APIs (Get Job Requisition, Get Job Ad Details, and Get Job Requisition Custom Fields) so that they can recommend jobs to John based on job descriptions and location.
Tip: We recommend also writing to the Get Job Requisition Custom Fields endpoint, as many clients use custom fields to specify fields unique to their organization.
5. The chat provider identifies a Software Engineering (req123) position as a great recommendation and asks if John would like to apply to this position.
6. When John replies "Yes," the chat provider calls the GET Application Workflow endpoint to request the application details for req123. Optionally, the chat provider may also check if the candidate is an internal or external candidate by calling Cornerstone's Employee Global Search API so that they can request the correct application workflow.
7. Rather than sending John to another page to complete the application, all application questions are made available for him within the chat experience, which increases ABC's chance of a successful application submission.
8. After answering the last application question, John lets the chat bot know he is ready to submit his application.
9. The chat provider calls the second endpoint, POST Application and Candidate, to create a new user in Cornerstone and create John's application.
10. In Cornerstone, req123 has been configured previously to ensure that all new applicants go straight to the In Review status rather than the New Submission status. Req123 has also been configured to automatically assign an assessment to all applicants in the In Review status.
11. Once John's application is created, he receives ABC's Apply as Guest Application Submission Email Confirmation and is automatically assigned the assessment.
12. Recruiters now see that John has applied to req123 and can review his resume, contact details, and all posted application responses. Recruiters can also see that the assessment was successfully assigned.

Job Boards

1. Denise goes to her favorite job board, Work4You, to search for Software Engineering jobs in her area.
2. Work4You writes to Cornerstone's Job Requisition APIs (Get Job Requisition, Get Job Ad Details, and Get Job Requisition Custom Fields) to display all jobs posted by their mutual client, ABC.
Tip: It is recommended that you also write to the Get Job Requisition Custom Fields endpoint, as many clients use custom fields to specify fields unique to their organization.
3. Denise finds 10 Software Engineering roles matching her zip code.
4. After reading the job details, Denise is interested in ABC's Software Engineer (req123) role and clicks Apply Now on the job board.
5. Work4You calls the GET Application Workflow endpoint to populate the application, enabling Denise to apply immediately from Work4You without having to navigate to another site.

6. Denise clicks Submit after uploading her resume and answering all application questions.
7. The application is submitted to the Software Engineer (req123) role.
8. Recruiters can see that Denise applied to Req123 and can review her resume and contact details, as well as and all applicable action items.
9. Recruiters can also see that Denise's application came from Work4You.

Candidate Relationship Management (CRM) Tools

1. Sally Lee is a Recruiter at ABC Company and uses BLITZ, a candidate relationship management tool, to source and maintain relationships with candidates.
2. BLITZ already writes to Cornerstone's requisition endpoints so that recruiters can see open positions in BLITZ without having to navigate to Cornerstone.
3. Sally is recruiting for their open Software Engineering (req123) position.
4. While looking at her engineering talent pool in BLITZ, Sally spots Jack, a very qualified candidate for req123.
5. Rather than manually downloading Jack's resume and adding Jack to req123 in her Cornerstone portal, Sally clicks Add Candidate to Requisition in BLITZ and selects req123.
6. BLITZ calls the POST Application and Candidate endpoint and adds Jack and his resume to ABC Company's Cornerstone portal.
7. Sally returns to her Cornerstone portal and sees that Jack has been added to req123 but has an incomplete application.
8. Sally invites Jack to apply so that he can finish the application and be considered for req123.

Notes:

- *It will be up to the candidate relationship management (CRM) provider (BLITZ in the above scenario) to determine at what point 1) an applicant is added to the applicant tracking system (ATS) in Cornerstone and 2) the POST Application and Candidate endpoint is called.*
- *The endpoint will create a candidate if the candidate does not exist and will check if the candidate exists by their email.*
- *If the candidate does not exist, a new candidate and application will be created.*
- *If an application has already been started but not completed for the specific requisition, the POST Application and Candidate endpoint may be used to complete and or replace the existing application.*

API Resources

See the following resources in the Cornerstone Success Center (CSC) for more information about APIs and the API Explorer:

- [Introduction to APIs](#)
- [API Explorer Overview](#)

Implementation

The Candidate API is not available during user acceptance testing (UAT) and is targeted for a post-release patch.

Clients will use the Candidate API to build and maintain their own integrations with third party recruiting tools. Additional documentation is available in the API Explorer upon release of the Candidate API. [See Edge - API Explorer.](#)

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

Compare Candidate API and Job Application API

The legacy Job Application API is built with the intention of integrating with Stepstone and other job boards that would have candidate involvement. The API could also be used for clients with very simple application workflows (i.e., just a resume). If the client has an application workflow with more types of action items, there needs to be candidate interaction so that the candidate can be redirected to the application workflow on the client's career site.

The new Candidate API endpoints were created to be flexible in integrating with many different types of outside systems. Not only can clients utilize these endpoints to more deeply integrate with job boards, as more action item types are supported, clients can utilize the POST Application Workflow to submit candidates directly from a CRM in a complete or incomplete status.

FEATURE	JOB APPLICATION API	CANDIDATE API ENDPOINTS
Submitting application with a resume in a completed state	YES	YES
Submitting application in an incomplete state	NO	YES
Redirecting candidates to the career site, if there are unsupported action items	YES	NO
Support Additional Attachments and Cover Letter	YES	YES
Support PSQs	NO	YES
Support Compliance Questions	NO	YES
Support Disclaimers	NO	YES
Support Notes	NO	YES

Deprecation of Hiring Manager Shortlist with the April '21 Release

With the April '21 Release, the Hiring Manager Shortlist will be deprecated in all portals. Hiring Manager Shortlist is an opt-in/by request-only feature that automatically shares candidates with hiring managers when the candidate enters the "In Review" status.

There are many challenges with this feature:

- Hiring managers can only provide feedback when the candidate is in the "In Review" Status.
- Hiring managers are unable to leave comments on the applicant.
- Hiring managers are unable to see additional content about the applicant such as answers to pre-screening questions.
- Hiring Manager Shortlist is limited to hiring managers – other business stakeholders cannot provide feedback.

Clients that utilize the Hiring Manager Shortlist are encouraged to begin using Request Candidate Feedback to share candidates with hiring managers and collect feedback. Request Candidate Feedback supports the ability to collect an "advance" or "do not advance" vote from hiring managers, and also enables hiring managers to leave comments for the recruiter to read if configured to do so.

With Request Candidate Feedback, recruiters can share candidates with hiring managers in any status, across any requisition. Hiring managers can see an applicant's resume, answers to prescreening questions, and comments left on the applicant. Candidates can be shared with any business stakeholder in the organization, allowing recruiters to align with additional managers. Request Candidate feedback also allows hiring managers to leave open ended comments on the applicant, enabling hiring managers and recruiters to better align on key competencies required for a role, and specific applicant's qualifications.

Implementation

Hiring Manager Shortlist will be deprecated in all portals with the April '21 release.

Deprecation of Manage Applicants with the April '21 Release

As first announced in the May '20 release, when the Applicants count is selected in Stage environments from Manage Requisitions, users are redirected to a filtered view of the **Manage Candidates** page specific to the relevant requisition instead of Manage Applicants.

With the April '21 release:

- The Manage Applicants page will be deprecated and will be removed in all environments.
- The redirects to Manage Candidates instead of Manage Applicants will be automatically enabled in Production and Pilot environments.
- Defects related to Manage Applicants will no longer be supported.

Manage Candidates is a one-stop-shop for recruiters to effectively and efficiently manage candidates throughout the hiring process. Manage Candidates provides a modern UI (user interface) and additional actions and details available to recruiters that Manage Applicants doesn't. This change provides a better user experience by centralizing all the essential actions recruiters need to take from one page, rather than navigating to multiple pages.

Internal Career Site (Early Adopter) - Email Referrals

Internal Career Site (Early Adopter) - Email Referrals - Overview

Prior to this enhancement, referrals could not be made from the internal career site. Referrals could only be made from the legacy Career Center or legacy career sites, and tracked from the Referrals tab of the legacy Career Center.

With this enhancement, jobs can now be referred and tracked on the internal career site. In addition, the name of the My Profile page is changed to My Jobs.

Implementation

The internal career site feature must be self-enabled in Feature Activation Preferences. [See Feature Activation Preferences.](#)

Permissions

The following existing permissions apply to this enhancement:

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Internal Career Site	Enables users to view the internal career site. Assigned by default to the default security role, System Administrator, Cornerstone Administrator, and the Recruiting Administrator.	Recruiting Administration
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 Preferences

With this enhancement, a Referral Settings section is added to Internal Career Site Preferences. These preferences only apply to the internal career site and are independent of the settings in Referral Preferences.

To access Internal Career Site Preferences, 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

The screenshot shows the 'General Settings' page for the Internal Career Site. A red box highlights the 'Referrals Settings' section, which includes:

- Enable Referrals:** A toggle switch is currently turned ON.
- Referrals Attribution:** Three radio button options are available:
 - Referring Employee Owns Candidate:** Selected. Description: Employees are credited as a referrer if their referred candidate applies to any job after following the employee's referral link.
 - Referral per Requisition Only:** Description: Employees are credited as a referrer only if their referred candidate applies to the job accessed via the employee's referral link.
 - Hide Referral Relationship:** Description: Employees are not credited for referrals when applications are submitted for jobs they share externally.
- Referrals Expiration:** A text input field for 'Days until the referral credit expires' is present. A note below states: 'If days value is left empty or set to 0, referral credits will never expire.'

Enable Referrals

Note: This option was added during user acceptance testing for the October '20 release.

This option lets you enable or disable the email referrals feature for the internal career site. The option is enabled by default.

To disable email referrals, toggle the option to off. When this option is disabled, the options to refer jobs via email are not available on the internal career site. dd

Referrals Attribution

This section lets you determine how referral credit is applied, using the following settings:

- **Referring Employee Owns Candidate** - When selected, employees are credited as a referrer if their referred candidate applies to *any* job after using the referral link in the Referral to External User email. Or, the employee is credited if the referred candidate applies using the same email address the employee used for them when sending the job referral. Selecting this option enables the referral credit expiration preferences.
- **Referral per Requisition Only** - When selected, employees are credited as the referrer only if their referred candidate applies to the job specified in the referral, either by using the referral link in the Referral to External User email or by applying to that job using the same email address the employee used for them when sending the job referral. Selecting this option enables the referral credit expiration preferences.
- **Hide Referral Relationship** - When selected, employees are not credited for referrals when the referred candidate applies to a job. **Note:** *The relationship question on the employee referral form will still appear when this option is selected.*

Referrals Expiration

This section lets you determine when the referral credit expires. The field accepts numeric values only.

Internal Career Site - Refer Candidates

With this enhancement, a **REFER A CANDIDATE** option is added to the job details page for jobs that are eligible to be referred to external candidates. This option lets employees refer a job by email to a candidate, such as a colleague or relative.

Jobs are eligible for referral when they are posted to the default external career site for the requisition, as defined on the [Postings](#) page for the requisition.

If the job is eligible for referral and contains a referral bonus, the referral bonus appears at the top of the job details page. If [Internal Career Site Preferences](#) are set to hide referral relationships, then the referral bonus does not display.

Pre-Step Note: At least one email must be configured for the Referral to External Email email in [Email Administration](#) in order for users to be able to refer jobs from the internal career site. If an email is not configured, then users will receive an error message when they click **REFER A CANDIDATE**. The email should include the REFERRAL.LINK email tag so that the referral is linked to the employee who referred the job. This tag also allows the referred candidate quick access to the job details page.

To access the Internal Career Site page, go to [HOME > INTERNAL CAREER SITE](#).

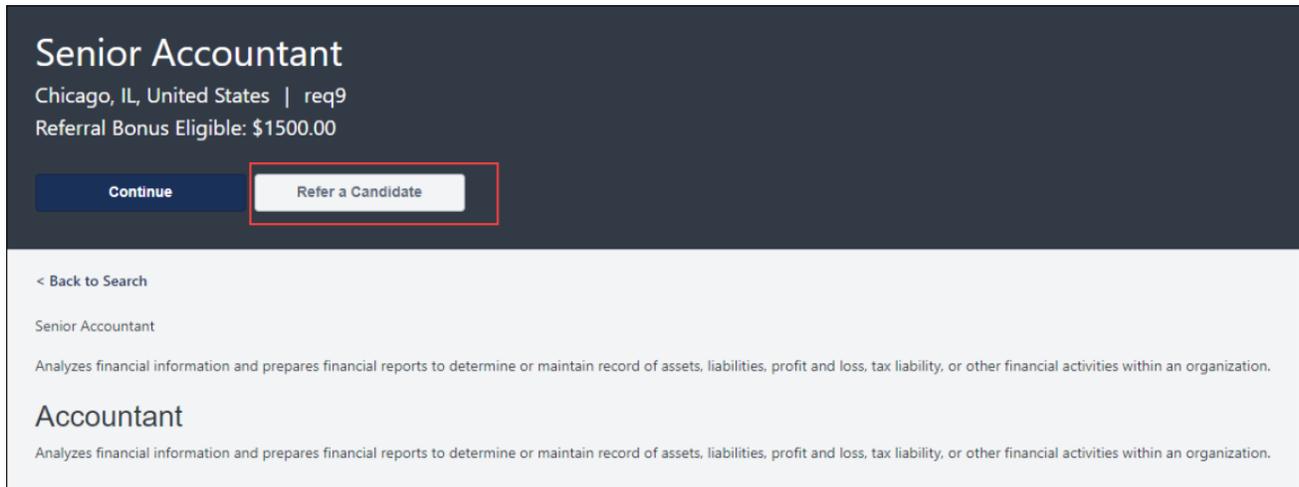
Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Internal Career Site	Enables users to view the internal career site. Assigned by default to the default security role, System Administrator, Cornerstone Administrator, and the Recruiting Administrator.	Recruiting Administration

Emails

EMAIL NAME	EMAIL DESCRIPTION	ACTION TYPE
Referral to External User	This email is triggered when a user refers a requisition in the internal career site or Career Center (Legacy) . The email can be sent to Hiring Manager, Referral Recipient, Requisition Owner(s), Requisition Reviewer(s), or a specific user. This email can be configured as a Notification type email. This email is active by default and can be found in the Recruitment action type section in Email Management. Note: A custom message can be added by the sender. In order for a custom message to appear to the recipient, the EMAIL.CUSTOM.MESSAGE email	Recruiting

*tag must be included when **configuring the email in Email Administration**.*



Refer Candidate

To refer a candidate:

1. Navigate to the job details page by clicking the name of the job on the [job search page](#) of the internal career site.
2. Click **REFER A CANDIDATE** at the top or bottom of the job details page. This opens the Refer a Candidate flyout.
3. Enter the email address in the **Candidate's Email** field. This is the email address of the person you would like to refer.
4. Select **Yes** or **No** to indicate whether you are related to the candidate.
5. Enter a message in the **Message to candidate** field. This is optional. **Note:** *This message only appears in the email if the administrator configured the email to allow the message to appear. The administrator must include the EMAIL.CUSTOM.MESSAGE email tag in the email.*
6. Select the language in the **Preferred Language** field in which you would like the email to appear for the candidate.
7. Click **SEND EMAIL**. This emails the job referral to the candidate. **Note:** *The email may have been configured by the administrator to be sent to members of the hiring team as well.*

Refer a Candidate ✕

Refer someone that would be a great fit for this job. An email will be sent to the candidate.

Candidate's Email

This candidate is related to me
 Yes
 No
Message to candidate (optional)

SETTINGS
Preferred Language
 ▼

The candidate will receive the job information in this language.

[Send Email](#)

Frequently Asked Questions

[How does referral credit work?](#)

Credit for referring a job to a candidate is dependent upon the way your organization has set up referral credit.

- Candidate Applies Via Referral Email - If the candidate you referred applies to the job after clicking the referral link in the referral email, then you will receive credit for the referral.
- Candidate Applies with Email Address Used in Referral - If the candidate you referred applies to the job using the same email address to which the referral was sent, then you will receive credit for the referral.
- Candidate Applies to Any Job After You Refer Them - If your system administrator has enabled the setting that allows the referring employee to essentially "own" the candidate, and the candidate you referred a) applies to any job after clicking the referral link in the referral email, or b) applies to any job using the same email address to which the referral was sent, then you will receive credit for the referral.

[What if someone else refers the same candidate? Do I still get referral credit?](#)

If the candidate applies using the referral link in the referral email that you sent, then you are considered the referrer, regardless of how many other employees sent the candidate a referral.

However, if the candidate applies using a different method than the referral link in the email but includes the same email address that was used to send the referral email, then the referral credit goes to the oldest valid referral.

If the recruiter has reason to do so, the referral credit can be changed on the candidate's profile page.

[When will I get my referral bonus?](#)

If a bonus is configured for the job you referred, you will need to contact someone within your organization for information about when you may receive the referral bonus.

Internal Career Site - Filter by Referrals

With this enhancement, a referrals eligibility filter is added to the job search page. Jobs are eligible for referral when they are posted to the default external career site for the requisition, as defined on the [Postings](#) page for the requisition.

Users can search by the following filter options to narrow their search for jobs that are eligible for referrals:

- **All** - When selected, all jobs appear, regardless of whether the job is eligible for referral.
- **Referable** - When selected, only jobs that are eligible to be referred display.
- **Includes Referral Bonus** - When selected, the only jobs that display are jobs that are eligible to be referred and include a referral bonus. The referral bonus is determined by the [administrator](#) or [recruiter](#) when configuring the requisition.

Note: If Internal Career Site Preferences are set to hide referral relationships, then the referral bonus symbol in the Eligible for Referral column and the **Includes Referral Bonus** filter do not display.

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 default security role, System Administrator, Cornerstone Administrator, and the Recruiting Administrator.	Recruiting Administration

Search Jobs

Search

Filters Reset

- Country ▼
- State ▼
- City ▼
- Job Function ▼
- Position Type ▼
- Requisition Reason ▼
- Referrals Eligibility** ^
 - All (11)
 - Referable (8)
 - Includes Referral Bonus (7)

7 Jobs Found My Jobs | My Referrals

Sort By: Date Posted ▼

Job Title	Location	Eligible for Referral	Date Posted
Accountant	Paris, France	Referable \$	Apr 13, 2017
Account Manager - California	CA, United States	Referable \$	Jan 25, 2017
Senior Accountant	Chicago, IL, United States	Referable \$	Aug 27, 2013
Accountant - Entry Level I	CA, United States	Referable \$	Aug 26, 2013
Accountant	NY, United States	Referable \$	Jan 2, 2013
Accountant	NY, United States	Referable \$	Aug 28, 2012
Customer Service Representative	IL, United States	Referable \$	Aug 24, 2012

Internal Career Site - My Referrals Page

With this enhancement, a My Referrals page is added to the internal career site. This page lists each candidate to whom the user has referred a job.

To access the My Referrals page, click **My Referrals** on the job search page.

Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Internal Career Site	Enables users to view the internal career site. Assigned by default to the default security role, System Administrator, Cornerstone Administrator, and the Recruiting Administrator.	Recruiting Administration

My Referrals					
Email	Job Title	Requisition ID	Referral Bonus	Status	Last Action Date
tmoore@csod.com	Senior Accountant	req9	\$1500	In Review	Jun 4, 2018

The following information displays for each referral:

- Email - This is the email address of the candidate to whom the job was referred.
- Job Title - This is the name of the job that was referred. The title is linked to the job details for jobs that are still open.
- Requisition ID - This is an internal value that is automatically assigned when a job requisition is created.
- Referral Bonus - This is the referral bonus amount, if available and visible to you. This column is hidden if no referrals are eligible for a bonus.
- Status - This is the application status of the candidate referral you submitted. The following are the possible statuses:
 - Invited to Apply - When the referral email is sent, the status is Invited to Apply.
 - In Review - This status indicates that the candidate applied for the job.
 - Hired - This status indicates that the candidate has been hired for the job.
 - Closed - This status indicates that the candidate's application has been closed or dispositioned (e.g., the candidate failed the pre-screening test).
- Last Action Date - This is the date on which the last action was taken on the candidate's application for the job. For example, if the candidate was interviewed by phone, then the date of the interview appears here.

Quick access options are available in the top-right corner of the page. Click **My Jobs** to view the **jobs to which you have applied or are in the process of applying**. Click **Search Jobs** to go to the **job search page**.

Note: *As part of the October '20 release, the name of the My Profile page is changed to My Jobs.*

Manage Candidates - Employee Referral Source

For candidates who applied as referrals, the **Source** field displays "Employee Referral." This appears in all areas where the applicant source displays, including the following:

- Candidate Source Filter - As part of this enhancement, a new Employee Referral filter option is added to filter the results by candidates who have been referred by employees. This option replaces the existing referral filter options, except Suggested Referrals. **Note:** *The specific referral methods are still available in reporting.*
- Applicant Carousel - A tooltip icon has been added next to the Employee Referral source. Clicking the tooltip displays the referring employee's name as a link to their Universal Profile page, as well as the referring employee's title and their relationship to the applicant.
- Candidate Review Cohort Page - A tooltip icon has been added next to the Employee Referral source. Clicking the tooltip displays the referring employee's name as a link to their Universal Profile page, as well as the referring employee's title and their relationship to the applicant.

New Email Tag for "Interview Scheduling Notification - Applicant" Email

Note: This feature was released as part of the 11 September 2020 patch.

Prior to this enhancement, the APPLICANT.SCHEDULE.SUMMARY tag could be included in the Interview Scheduling Notification - Applicant email to provide general details about the interview. By default, the interview details included the job title of each interviewer, which created potential privacy concerns because position titles correlate to salary and provide too much information to the applicant.

With this enhancement, a new APPLICANT.SCHEDULE.SUMMARY.NO.JOB.TITLE email tag is added to the Interview Scheduling Notification - Applicant email. When included in the email, the message does not display the job title of any of the interviewers but still includes the interview details. This allows recruiters to provide their applicants all the necessary information about the interview without displaying sensitive data about the interviewers.

Implementation

This enhancement was made available for all organizations using Recruiting as part of the 11 September 2020 patch.

Permissions

The following existing permissions apply to this enhancement:

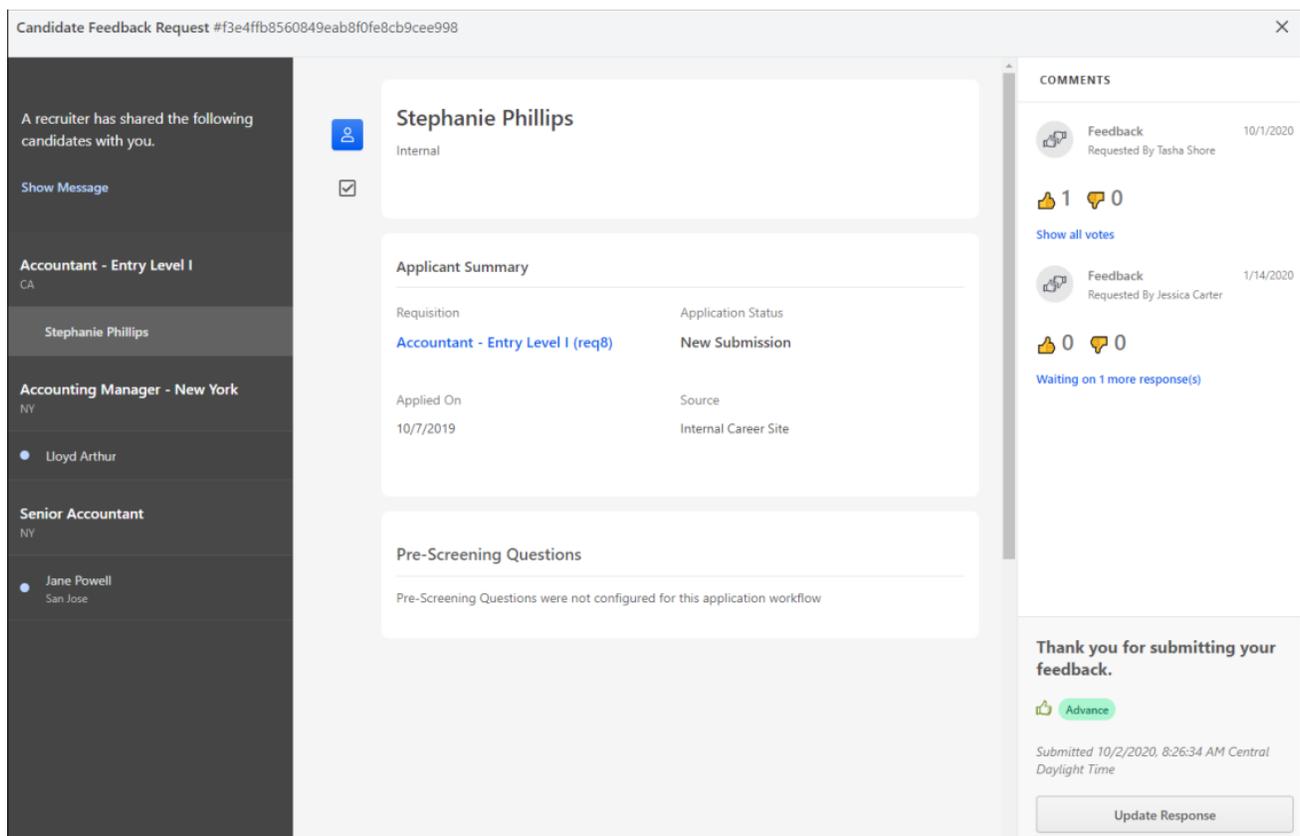
PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Global Email Administration - Manage	Grants ability to manage email trigger templates across all active modules in the portal. Enables creating, editing and deleting email message templates for various system actions and workflows. This permission can be constrained by OU, User's OU, User Self and Subordinates, and User. This is an administrator permission.	Core Administration
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

Request Candidate Feedback - Candidate Review Cohort UI Enhancement

With this enhancement, the user interface (UI) for the candidate review cohort page is updated to match the color scheme and features of the applicant carousel, which was updated as part of the August '20 release.

The following updates are made:

- Each part of the page now appears in sections.
- The page now has a background color to improve contrast between the sections.
- Minor text styling changes for consistency across sections.
- The candidate's name and candidate type displays in an overview section at the top.
- Navigational buttons are added (to the left side of the overview section on desktop, and to the top on mobile devices) to provide quick access to the other sections.



Implementation

This feature is available for all portals using Recruiting.