

September 2021 Release Notes

September 16, 2021

Applicant Tracking
Onboarding
Learning Management
Performance Management

Table of Contents

Enhancements	1
Direct Deposit.....	1
America’s Job Exchange Rebrand to Circa.....	3
Paid Job Distribution.....	3
Candidate Apply Source	4
Additional Enhancements	4
Supported Browsers	5
Mobile Device Support.....	5
Technical Support.....	5



Release Overview

Arcoro is excited to announce the 09.16.2021 release for our customers and partners. This release provides enhancements to existing functionality intended to improve the usability of the system. This document will describe the software updates and provide details to help you get started with these enhancements.

Enhancements

Direct Deposit

Updates have been made to the Onboarding Direct Deposit page for Employees completing their new hire paperwork. These updates improve the new hire experience and reduce the risk of errors made by the employee when completing their direct deposit information.

- The initial account has been updated to **Primary Deposit**.
- If the employee opts to add an additional direct deposit accounts, they will see **Add Another Deposit**.
- After selecting Add Another Deposit, the primary deposit will update to: **Remainder of pay, after additional deposits**.
- If the new hire enters an invalid routing number, they will receive an error message "The routing number entered is invalid."

The screenshot shows the 'Direct Deposit Setup' form. At the top, there is a question 'Would you like to use direct deposit?' with 'Yes' selected. Below this is the 'Primary Deposit' section. A callout box points to the 'Yes' radio button with the text: 'The Primary Deposit account will be the account all funds will be deposited to, unless you specify Additional Deposits below. Please note, if Additional Deposits are added, the remainder of pay will be deposited to the Primary Deposit account.' In the Primary Deposit section, the 'Amount to Deposit' dropdown is circled in blue and contains the text 'Remainder of pay, after additional deposits'. Below this is the 'Additional Deposits' section, which contains three rows for adding more accounts. The first row is for a 'Bank Account' with a routing number of '01289243'. The second row is for a 'Pay Card' with a routing number of '123456789' and an error message 'The routing number entered is invalid.' below it. The third row is for a 'Bank Account' with a routing number of '123456789' and an error message 'The routing number entered is invalid.' below it. The 'Amount or Percent' dropdown for the third row is circled in blue and contains the text 'Dollar Amount'.

Updates to Admin Settings page

Improvements have been made to the company direct deposit settings. Select Administration / Settings.

- When **"Allow Locations to Customize Pay Card and Direct Deposit Information?"** is turned on for a company
 - **"Has Pay Cards?"** and **"Has Direct Deposit"** settings will only be visible on the **Edit Locations** screen.

ARCORO

TWILIGHT PRINCESS QA

New Hire Dashboard Electronic Filing Cabinet Reports Administration

Settings Locations Users Policies Notifications Job Titles Bulk Import Forms Hiring Templates

Name (required)
TWILIGHT PRINCESS QA

Federal EIN **Age Threshold**
16

Enable E-Verify? **E-Verify Client #**
Disable 0

Require SSN on Form I-9
 Enable Kiosk Mode
 Enable Tax Break Partner
 Enable Training Rate?
 Allow Locations to Customize Pay Card and Direct Deposit Information?
 Require Manager Password to complete a new hire
 Enable Voluntary Survey?

Enable Affirmative Action Section?
 Enable Veteran Section?
 Enable Affirmative Disability Section?

America's Job Exchange Rebrand to Circa



Arcoro's Paid Job Distribution partner America's Job Exchange has rebranded to Circa. Circa is a catalyst for 21st century companies to build high-performing diverse teams based on research that shows companies want to shift from diversity as a program to diversity as a business strategy. Circa offers a robust portfolio of software solutions and unparalleled industry expertise to give their customers the tools and knowledge they need to radically change how they approach talent acquisition and management.

Circa helps employers navigate federal compliance obligations (OFCCP), build diverse teams, and access top talent to strengthen your business long term.

The company was founded in 1994, has 5,000+ customers, 15,500+ community partner relationships and in 2019 posted 5M+ jobs through its network of online employment websites.

All references of America's Job Exchange have been changed to Circa in Arcoro Applicant Tracking.

Paid Job Distribution

You may also choose to distribute your job to boards listed below for an additional fee ⓘ

 <input type="checkbox"/> No ⓘ using avail credits	 <input type="checkbox"/> No ⓘ using avail credits	 <input type="checkbox"/> No ⓘ purchase for: \$335	 <input checked="" type="checkbox"/> Yes ⓘ using avail credits	 <input type="checkbox"/> No ⓘ using avail credits
 <input type="checkbox"/> No ⓘ purchase for: \$150	 <input type="checkbox"/> No ⓘ purchase for: \$65	 <input type="checkbox"/> No ⓘ purchase for: \$189	 <input type="checkbox"/> No ⓘ purchase for: \$279	 <input type="checkbox"/> No ⓘ purchase for: \$495
 <input type="checkbox"/> No ⓘ purchase for: \$300	 <input type="checkbox"/> No ⓘ purchase for: \$225	 <input type="checkbox"/> No ⓘ purchase for: \$175	 <input type="checkbox"/> No ⓘ purchase for: \$249	 <input type="checkbox"/> No ⓘ purchase for: \$133

Note that only customers currently distributing their jobs to Circa via the Paid Job Distribution section in Applicant Tracking will see the rebranded Circa job board. Customers interested in activating the job board and learning more about a Circa subscription should contact their Arcoro Account Manager to connect with a Circa representative.

Candidate Apply Source

Candidates who applied prior to this release will remain with an apply source of **AJE**, the abbreviation for America’s Job Exchange. Candidates who apply after the release will have a new apply source of **Circa**. The new apply source will be shown on all system reports that include apply source.

Additional Enhancements

Arcoro has also released the following minor enhancements:

Enhancement	Description
Onboarding: Updated California State W4 Form to 2021 Version.	Released 07.08.2021
Learning & Performance: User Import enhancements to only update new users and existing users with changes to improve processing time.	Released 09.01.2021

Supported Browsers

The Arcoro platform is designed to provide browser-neutral service delivery. It is recommended that you use modern browsers, as we make every attempt to support the latest versions of the following browsers.

Browser	Version
Microsoft Internet Explorer (not compatibility mode)	11
Microsoft Edge	Latest*
Mozilla Firefox	Latest*
Google Chrome	Latest*
Apple Safari	Latest*

* Browser updates occur on a schedule outside of our release process and we cannot control issues as a result of a recent browser update. Our overall strategy is to maintain active browser support based on demand. Regardless of formal browser support, we will always troubleshoot and correct issues impacting users to the best of our ability within reasonable means.

Mobile Device Support

Arcoro views mobile device support as a critical capacity for our customers and we continue to add functionality to enhance the user experience on mobile devices. However, with many different devices and device specific software, it is impossible for Arcoro to test against every possible combination. With any questions or concerns, please feel free to contact our support team.

Technical Support

Visit Support Central, Arcoro's new centralized resource for How-to Guides, Updates, and Live Support. Email: support@arcoro.com

Copyright Information

Copyright © 2021 Arcoro. All rights reserved.

This material is proprietary to Arcoro. It contains confidential information owned by Arcoro and furnished pursuant to contacts between Arcoro and its customers. This material may not be used, reproduced, copied, disclosed, or transmitted, in whole or in part, beyond the terms of the customer's contract without the express written consent of Arcoro.

Arcoro® and its respective tag lines, logos and marks are trademarks owned by Arcoro, registered in multiple jurisdictions. All other trademarks are owned by their respective owners.