# Release Notes – v1.15.0

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**Nabu Pro Trainings 1.15.0**

September 27th, 2019

## New Features

### Multilingual Functionality

The application is now available in 3 languages: English, French and Spanish. This is a user specific preference and can be modified in the profile settings from the Account page (upper right corner menu).

Please note that email messages sent to several users will use the company default language that is set to English to everyone for now. Note that this configuration is not editable through the platform. Please contact us at support@nabupro.com if you would like to change your default company language.

### Custom Deadline for Users Newly Assigned to a Training

When a user is assigned to a training he has never completed before, it is now possible to set a custom initial deadline, so that he does not immediately appear expired for this training.

There are 3 ways to set the initial deadline: when assigning users to a training, when assigning trainings to a user or setting through the options the initial deadline for a specific user and training.

### When Assigning Users to a Training

When changing the users assigned to a training (Training page --> Options --> Edit Assigned Users), the submit button (renamed to _next_) opens a dialog window showing a summary of the changes:



On the figure above, the left section shows the users being unassigned and the center section the ones being assigned. For the users being assigned and that have never completed the training before, a _New_ tag is shown. For these users, you can set their initial deadline using the date field in the right section.

In this example, if a date value is set, the user _James Patts_ will have his initial deadline set to the given date. This means that the _James Patts_ will be considered expired only as of this date. If no value is provided, he will be expired as of _Now,_ as the message shows. It may happen that the default start date may not be _now_ but a date in the future. This scenario occurs when the training is new, and its start date was not yet passed.

## When assigning Trainings to a User

When changing the trainings assigned to a user (User page --> Options --> Edit Assigned Trainings), the situation is very similar to the one for changing the users assigned to a training, as described above. The only difference is that when assigning a training that has never been done before, the default start date is specific for each training. The specific date is shown below each training as it can be seen in the figure below:



## Setting the initial deadline for a specific training and user

It is also possible to change the initial deadline for a specific training and user if no attempt was previously started by the user for this training. This action is available from the options on the *Training Attempts* page (access this page by selecting a training on the user details page or selecting a user on the training details page). Please note that the option appears only when no previous attempts were completed by the user for the given training.

# Improvements

- Internal improvements of the framework were done for performance and security improvements. This option is available in the training information form (training page --> options --> Edit Training Information).
- *Released in 1.14.2:* A slide media can now be a PDF file.
- It is now possible to edit the initial deadline of a training that has not had any successful attempts before.

# Bug Fixes

- *Released in 1.14.6:* Adjustment in deadline expiration calculation with day 31st of month.
- *Released in 1.14.5:* Fix bug where retroactive attempts added through batch import are ignored by eligibility calculation.
- *Released in 1.14.4:* Fix bug where the users who had not read a memo were removed after editing the users of the departments targeted by the memo. The targeted users have been re-added to the memos.
- *Released in 1.14.3:* Fix missing restore action for archived users.
- *Released in 1.14.2:* Fixes and improvements were provided to the internal reporting tools.

- *Released in 1.14.1*: Restore option to delete retroactive training attempts for both regular and external trainings. The option is restricted to supervisors with the new "delete-attempt" permission, and the permission is granted to the "supervisor" and "super-admin" groups.
- *Released in 1.14.1:* Fix "Load All" and "Load More" buttons when editing slides media.

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**Nabu Pro Trainings 1.14.0**
August 9th, 2019

## New Features

### Supervisor Permission Groups

All supervisor side actions now have restricted access that goes as follows:

1. Each supervisor user action is associated to a specific permission;
2. Permissions are distributed among various permission groups;
3. Supervisor users are assigned to one or more permission group and they accumulate the permissions of the groups they are part of.
4. There are 4 default permission groups and additional customized permission groups can be created.

The permissions management section is accessible from the supervisor's page (upper right corner menu --> supervisors):

- To create/edit permission groups, visit the page's options menu entry *Permission Groups*;
- To edit the permission groups of a supervisor user, use the supervisors table row action button *Edit Permissions.*

IMPORTANT: All supervisor users that existed prior to v1.14 will be set as *super-admin* users (all permissions granted).

The screenshot below is the widget used to easily visualize the set of permissions in the system. The green square indicates a given permission is granted to the given group, while a red square indicates otherwise.

Create Custom Permission Group

## Permission Groups

| | | Permissions | | | | | | | | | | | | create/update cc | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Level** | | **read-only** | **management** | | | | | | | | | | | | |
| **Permission** | | View Exam Content | Assign Departments | Assign Trainings to Users (and vice versa) | Validate Certification Document | Validate user has read a memo | Add Retroactive Attempt | Modify Retroactive Attempt | Create User | Edit User | Create Department | Edit Department | Create Training | E |
| **Default Permission Groups** | Monitoring | 🟥 | 🟥 | 🟥 | 🟥 | 🟥 | 🟥 | 🟥 | 🟥 | 🟥 | 🟥 | 🟥 | 🟥 | 🟥 |
| | Limited Supervisor | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟥 | 🟥 | 🟥 | 🟥 |
| | Supervisor | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 |
| | Super Admin | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 | 🟩 |
| **Custom Permission Groups** | departments-manager   Edit ▾ | 🟥 | 🟩 | 🟩 | 🟥 | 🟥 | 🟩 | 🟥 | 🟥 | 🟥 | 🟩 | 🟩 | 🟥 | 🟥 |

## External Training Comments

The external training now has a comments field to easily provide additional instructions without having to upload a pdf file as a reference document. The content of the comments field is provided to the trainee as further instructions when accessing the submit page for the external training (figure below on the right). The comments are added when creating or editing an external training and displayed afterward in the training information section (figure below on the left).
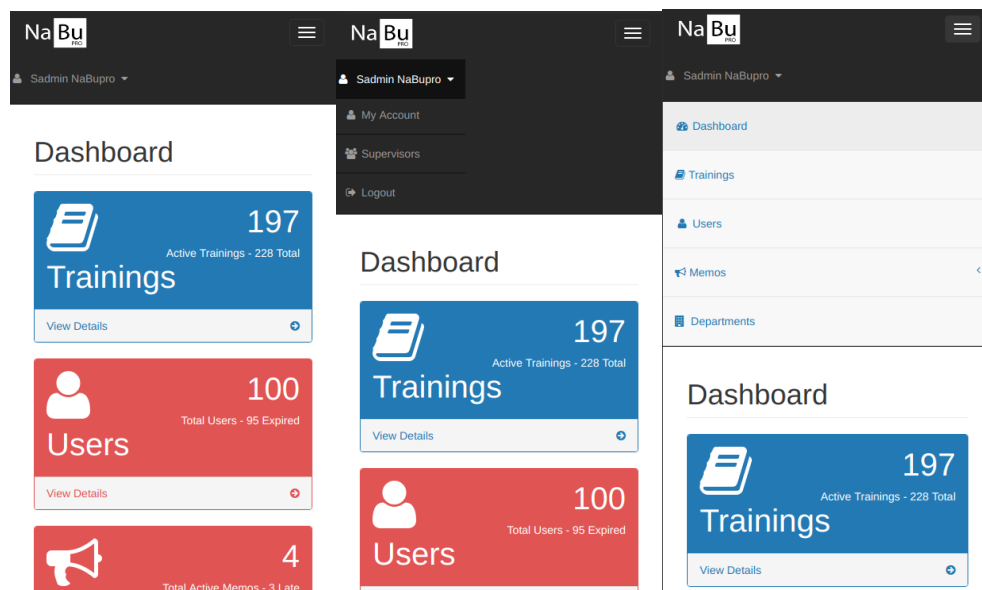


# Improvements

## Mobile Friendly Interface for Admin Side

The interface for supervisors has been improved for a better user interface when using a mobile platform. The improvements now provide an easy access to the main menu and user menu as it can be seen on the figures below:

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**Nabu Pro Trainings 1.13.0**
July 7<sup>th</sup>, 2019

## New Features

### New Mobile Friendly Design for Trainee Section

The user interface in the trainee section has been improved and made fully mobile friendly, allowing better user experience for tablets and smart phones. Moreover, the trainee dashboard page has been entirely remade in order to easily browse all the items a user must complete, whether it is a training to do, an external certification to submit, or a memo to read.
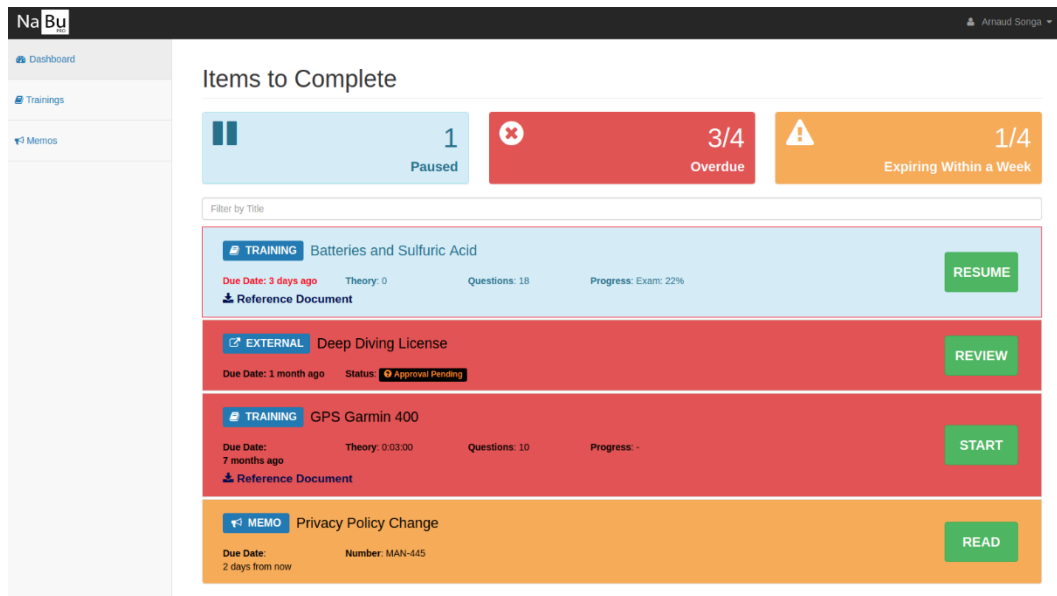


The new dashboard, as shown on the figure above, uses list items instead of a table, which allows to display more relevant information based on the item type or status. The horizontal top menu has been swapped for a simpler vertical left menu that better adapts to mobile devices, as figures below show:
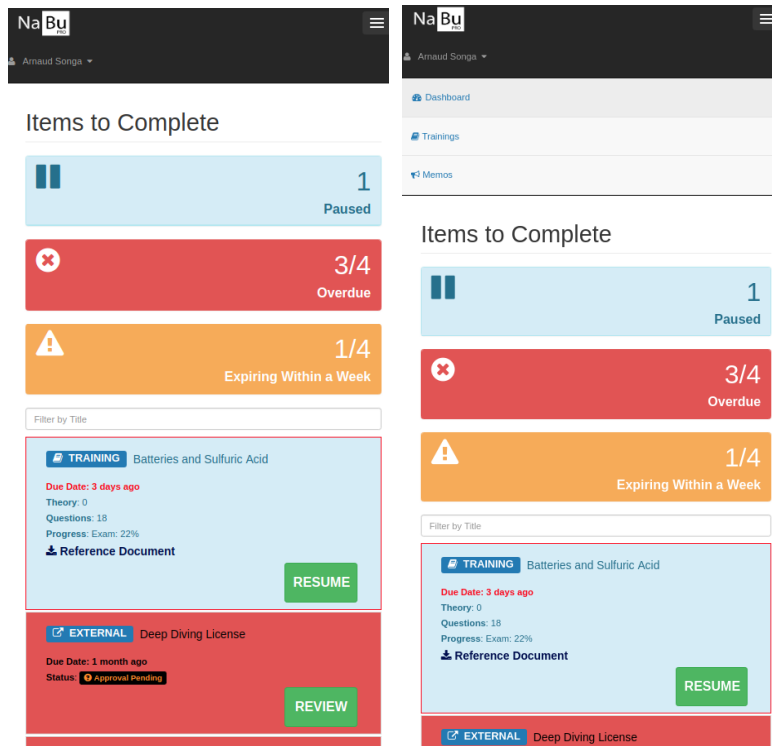
The quick filters have been slightly modified to put emphasis on priority items, which are the ones overdue or expiring within a week.

## Platform Notifications

All users will now receive "toast" notifications when visiting the dashboard page whenever new messages about the platform are made available. Whether it is for the announcement of a new version or a scheduled downtime, these notifications are meant to make sure that users do not miss any important information about the platform. As it currently is for supervisor users, these notification messages will also be available from the messages panel on the dashboard page. As for trainee users, a "messages" section accessible from the upper right corner menu was added (see next section).
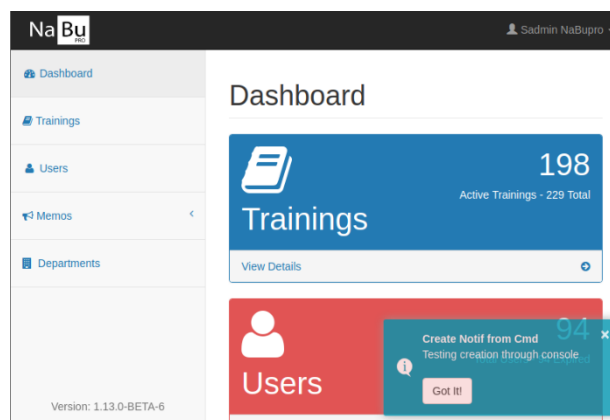
As shown on the figure above, the notifications will appear in the lower right corner; user can either acknowledge it with the action button or ignore it with the close button. Note that a notification stops showing up only once acknowledged.

## Platform Messages for Trainees

Trainee users now have a "platform messages" section where they can review all the messages that were sent through the platform notifications. This section is accessible through the upper right corner menu by selecting the "messages" entry as the figure below displays:
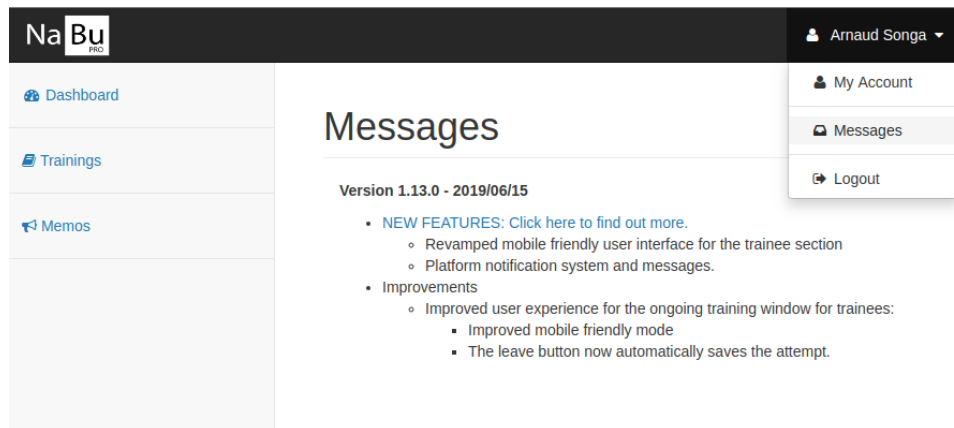


# Improvements

## Ongoing Training Window

The ongoing training window was slightly modified to improve the user experience for trainees:

- The mobile friendly mode was improved in order to better organize the information on the page
- The leave button now automatically saves the training attempt.



## Training Start Date

For a new training, supervisor users must now set the "start date", which provides a delay for assigned users to complete the new training before they become expired. The start date is editable until the day before.

## Department Shortcuts

Shortcut buttons were added to facilitate bulk selection of items based on the departments they belong. For example, when assigning trainings to a user, the shortcut button allows to automatically select all the trainings associated to the departments the user belongs to. So, if the user belongs to the sales and marketing departments, the shortcut button will select all the trainings associated to sales and marketing. Here is the list of the modules that provide this improvement:

**Training**

The shortcut is based on the designated departments for the training or trainee.

- **Edit a training's assigned users**: The shortcut button automatically selects the users belonging to the departments the training is associated to.
- **Edit a trainee's assigned trainings**: The shortcut button automatically selects the trainings associated to the department the trainee belongs.

**Memo**

The shortcut is based on the preferred departments setting that you have selected.

- **Create and edit a memo**: The shortcut button automatically selects the user's preferred departments.


## Higher Precision for Time differences

Fields expressing time with relative difference (e.g.: *2 weeks ago, 1 month from now,* etc.) now use 2 level of precisions in order to avoid confusion. For instance, *2 weeks from now* will also provide the months for more precision and would be *2 weeks 8 months from now.* The affected modules are the following:

- Trainings Eligibility by Trainee Report
- Trainees Eligibility by Training Report
- New Trainee Dashboard (added in this version)

## New Optional Fields for Trainee User

The trainee user profile now has the following optional fields

- Start/hire date
- End/leave date
- comments

# Bug Fixes

- Trainee user can no longer run multiple training attempts concurrently.

# Release Notes- v1.12.0

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**Nabu Pro Trainings 1.12.0**
May 13th, 2019

## New Features

### Supervisor Departments

Supervisor users can now benefit from automatic filtering by department for resources listing and email notifications. This can be done by setting the list of preferred departments in the supervisor account settings page. Once the departments preferences are set, the system will automatically pre-populate the departments filter widget when visiting the following pages:

1. Trainings Listing Page
2. Trainee Users Listing Page
3. List of Assigned Trainee Users in the Training Details Page
4. List of Assigned Trainings in the Trainee User Details Page
5. Active Memos Listing Page

Additionally, all email notifications intended for supervisor users will be sent only to the supervisors for which the departments targeted by the notification are part of their preferences. For example, given the notification for a training attempt completion where user X has completed training Y and that:

- User X is part of the departments of **sales** and **finance**;
- Training Y is associated to departments of **finance** and **marketing**;

Then all supervisors that have **either** sales, finance or marketing in their preferences will receive the email notification. Note that supervisors for which the preferences are not set will also receive the notification.

Since some notifications mention several users, trainings or memos (e.g.: Expired Trainees Notification), each notification message now provides a list of all the targeted departments, plus the list of targeted departments for each item in the notification when applicable. The image below is an example of the new notification format in the case of a notification that mentions several users and trainings:

**Nabupro Updates**
**Expired Pilots**

**Departments:** marketing, sales, n/d.

This message is to inform you that the following users are expired for some trainings:

| Name | Targeted Departments | Training |
|------|---------------------|----------|
| Berry, Maleek | N/D | TEST REGULAR |
| Eugene, Kuami | marketing | TEST REGULAR |
| Songa, Kuami | sales | TEST REGULAR |

For more information, please sign in to your Nabupro supervisor account.

Thank you,
Team Nabupro

_Email Notification Filtered by Departments_

Notice in the figure the two *n/d* mentions; they are used for indicating a user and training combination that do not belong to any department. In this specific case, the email notification would be sent to all supervisors. This brings us to two important points to mention about this new filtering feature:

*If a supervisor is not assigned to any department, no filtering is applied.*

In other words, if a supervisor does not set his departments preferences (which is the default state when the new feature is launched), no filtering will be applied on the filterable tables and he will receive all email notifications. In addition:

*if a trainee and training combination is not assigned to any department, any notification they appear in will be sent to all supervisors.*

Hence, in order to fully benefit from departments filtering, all trainees and trainings should be assigned to departments.

In conclusion, here are the important points to remember about this new feature:

- Supervisors can set their departments preferences in their account settings page.
- If a supervisor has set his departments preferences (by default they are not set), department filters on all pages will be automatically populated and he will receive the email notifications related to his departments only.
- All email notifications that include a trainee and training combination that does not belong to any department will be sent to all supervisors. In other words, make sure to properly set the departments for all trainees and trainings to fully benefit from the feature.

## Certificate Downloadable by Trainee User

Trainee users can now download their certificates for successful training attempts. In order to do so, supervisor users must predefine the certificate instructor for each training, instead of having to select it for every successful attempt for which a certificate is generated. There are two ways to set the certificate instructor for a training:

1. One training at a time through the *Edit Training Information* option in the training details page.
2. In batch through the *Edit Trainings* table row action button in the *Certificate Settings* page accessible from the *Trainings* page options menu.

It is important to mention that if the certificate instructor is not set for a training, it will be impossible for the supervisor nor the trainee to download a certificate for a successful attempt unless a certificate has already been generated in the past. A warning message with instructions will show in the *Training Details* page if the certificate is not set.

## Improvements

### Account Settings Page Revamp

The account settings page was revamped to improve the user experience:

- All account settings and preferences are now editable in a single page view. This reduces the number of clicks needed to access certain settings.
- In order to unclutter the account settings page for supervisors, the supervisors management section was moved to its own page accessible from a new entry in the upper right corner menu. A filter was also added to the supervisors table.

## Bug Fixes

- We fixed the rendering issue with for paused trainings in the trainee dashboard.
- We fixed the instantaneous save functionality when changing a question's correct answer.
- We fixed the failure when uploading a jpeg file on the supervisor side for external certificates.
- We fixed the rendering failure when an unknown file type is being uploaded; an invalid file type error is now returned to the user.
- We fixed the error when trying to download certain training reference attachment files.

# Release Notes- v1.11.0

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**Nabu Pro Trainings 1.11.0**
April 24th, 2019

## New Features

### Trainee Users Can Submit External Training Renewals

Trainee users can now submit a renewal request for their external trainings (Certifications/Documents). An electronic copy of a certification document in image or PDF format can be attached to the request. Upon submission of the request, the supervisor is notified by email and has to review the request. Request approval by the supervisor leads to eligibility renewal in the system, while declining a request notifies the trainee and asks him to update his request according to his supervisor's comments.
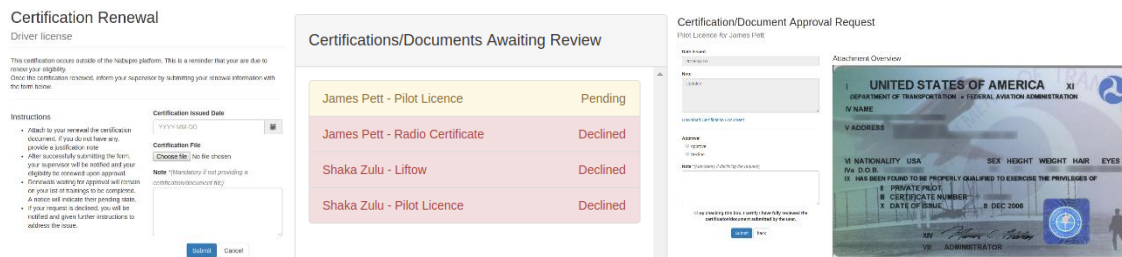


The screenshots above are overviews of the feature and consist from left to right of:

1. Trainee form for submitting the renewal request.
2. Widget that indicates requests awaiting review. This widget is reused across different pages (dashboard, training page and trainee page) to easily make supervisors aware of pending renewal requests.
3. The supervisor's renewal request review form.

Additional changes were made in order to improve the user experience for external trainings specifically:

- The training information and attempts history pages have been slightly modified to show more relevant information for external trainings.
- There is now a distinct option/page to create external trainings.
- Trainee users can now download a copy of their external certificate documents.
- External trainings are identified by a notice in the trainings page table.
- External trainings with renewal requests awaiting review are identified with a notice in the trainings page table.
- Trainee users with renewal requests awaiting review are identified with a notice in the users page table.

## Improvements

- The detailed report for training attempts completed on the NaBu pro platform is now generated in PDF format.
- Expandable panel headers in training, trainee and archived memo pages are now fully clickable (instead of "plus" icon only being clickable).

## Bug Fixes

- Fix render error in Batch Import Attempts Page when there are no trainings or trainees available.

# Release Notes – Prior to v1.11.0

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For release notes prior to version 1.11.0, refer to the *messages* panel on the dashboard page.