

CLOUD MIGRATION CHANGES in the ASV

New Options in the Advanced Schedule View (ASV):

- Display with Unassigned Shifts at the top – see next page for screenshot
- Compact View – see next page for screenshot
- Total Coverage – can now display “By Shift Count” – see document, ‘Viewing Schedule Coverage form the Advanced Schedule View (ASV)’
- Simple Shift option for Ad Hoc Shift – see document, ‘Adding Shifts to the Advanced Schedule View (ASV)’
- Repeat option for Ad Hoc Shift - see document, ‘Adding Shifts to the Advanced Schedule View (ASV)’
- Shift Split function – see document, Split Shift functionality – How to split a shift for an employee
- Can now delete Master Rotation Shifts – delete function available
- Shift Comment function - add comments to a shift – see document, ‘Shift Comments – What to Know’

Changes in the Advanced Schedule View (ASV):

- Floating an employee requires the Float skill to be entered – see document, ‘Floating an Employee to Work on Another Team’
- Swap Shift has verification details for acknowledgement
- Unassigned shifts with new employee lookup & a notification message if assigning a shift posted to the billboard
- Comment added to single billboard posting – displays for employees
- Claimed message sent to employee that claimed shift and admin that posted shift

Redesigned parameter screen for loading the ASV:

Schedule Selection

New parameter screen

Preset

Unit Include Sub-Units

Employee Exclude OFF shifts

Schedule Period* Start Date* End Date*

Display Options

Availability Unit Activity

Start/End Time Preference Shift Description

Job Unassigned at Top

NEW OPTIONS

LOCATION CHANGE

Position Unit Shift Employee Rotation

Total Coverage

Compact View option, can hover mouse over shift to see details:

Position View - Unassigned is not automatically expanded

UNASSIGNED					
AJ [0.9]	38.00			D12 0645 8:45-19:15	D12 0645 8:45-19:15
CC [1]	40.00	PNS* 8:45-17:15	PNS* 8:45-17:15		PNS* 8:45-17:15
EP [0.9]	38.00	D12 0645 8:45-19:15	D12 0645 8:45-19:15		D12 0645 8:45-19:15
FJ [0.9]	0.00	APR* 8:45-19:15	APR* 8:45-19:15		APR* 8:45-19:15
GS [0.9]	38.00	D12 0645 8:45-19:15	D12 0645 8:45-19:15	D12 0645 8:45-19:15	
GJ [0.9]	38.00	D12 0845 8:45-21:15	D12 0845 8:45-21:15		D12 0845 8:45-21:15
GD [0.9]	38.00			D12 0645 8:45-19:15	D12 0645 8:45-19:15
GS [0.9]	38.00	D12 0645 8:45-19:15	D12 0645 8:45-19:15		D12 0645 8:45-19:15
HJ [0.9]	38.00	D12 0645 8:45-19:15		D12 0645 8:45-19:15	
HB [0.01]	38.00			D12 0645 8:45-19:15	D12 0645 8:45-19:15

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Shift Label

D12 0645

Activity Unit

WRK VUH OR

What's Staying the Same:

- Assignment Sheet/Area Assignment Sheet
- ASV functionality – loading schedules, mass edit, book offs, adding a shift, bringing in the on call
- Dashboard and Projections functionality
- Employee Profiles – addition of Employee Default Shift for Self-Scheduling Teams only
- Employee Self Service – except for the Billboard & Self Scheduler are access from the Self Service Portal
- First Off Request
- Integrations: HR Refresh, Credentials, and Time Off
- Orientee/Preceptor matchup
- Leave Requests
- Printed Schedules
- Shift Trade
- Self-Scheduling process set up

What's Different:

- Name and web address
- Log in process
- Improved self-scheduling!
 - Default shifts with a quick select function
 - Default shifts display with flag on dates where available
- A few ASV enhancements – see above information and referenced documents for more information