



# Our NEW isolved release goes live:

April 19, 2024

Release v10.7 is set to be a maintenance release that primarily includes standard background updates and fixes. We are always working hard to provide the best tools for you and your team.

## Time

### In this release:

- Pending Consent Status on Employee Consent Export
- Name/Address Workflow for Remote Workers
- Tax Form Updates
- Report Link Added to Report Archive
- Update Checks for 00/100 Dollars

## Pending Consent Status on Employee Consent Export

With this release, we are adding a “Pending Consent” filter option on the Employee Consent Export. Where users could only see employees who accepted or declined consent on the report, this status will show for those who have not taken that action yet and have a blank status on file.

### Client Reports

The screenshot displays the 'Client Reports' interface. On the left is a list of reports with columns for 'Output Name' and 'Report Type'. The 'Employee Consent Export' report is highlighted. On the right is the configuration panel for the 'Employee Consent Export' report, which includes sections for 'Filtering', 'Sorting', and 'Options'. The 'Filtering' section has a 'To Date' field and a 'Consent Status' dropdown menu with options: 'Accepted', 'Declined', and 'Pending Consent'. The 'Options' section has a 'Format' dropdown set to 'Excel'. A notification banner at the top of the configuration panel reads: 'Generate Report Go To My Reports Queue. Once your report request has been submitted you can do any of the following: Run another report, go to My Reports Queue, report will be available in My Reports Queue for 72 hours.'

Output Name	Report Type
Employee Census Export	By Payroll Run
Employee Census Report	Date Range
Employee Certification History Report	Date Range
Employee Certification Tracking	As Of Date
Employee Change History Custom Report - HK	Date Range
Employee Change Log Export	Date Range
Employee Change Log Report	Date Range
Employee Change Record Report - Casino	Date Range
Employee Check Record	As Of Date
Employee Check Summary	By Payroll Run
Employee Check Summary	Date Range
Employee Clock Settings with Template Data	Date Range
Employee Company Assets	Date Range
Employee Comparison Ratio Report	As Of Date
Employee Consent Export	Date Range
Employee Data Export	As Of Date
Employee Deduction Audit	Date Range
Employee Deductions Not Taken Report	By Payroll Run
Employee Deductions Not Taken Report	Date Range
Employee Default Schedule and Daily Hours Export	Date Range



## Human Resources

### Name/Address Workflow for Remote Workers

We've made an update to the name and address workflow for remote workers to prohibit approval if there is a work location mismatch. If an employee is a remote worker and they update their address in the workflow to a state that does not have an active work location, the process button on **the Employee Admin Tools > Employee Administration > Pending Workflow** screen will be disabled, and an error message will generate at the bottom stating "Transaction cannot be updated. This legal does not have a valid work location set up for the remote worker" until a work location is added for that state.

#### Pending Workflow

< 2 of 4 > ☰ **Kendal A Acevedo** Employee#:2158 Status:Active Pay Group:Weekly Hire Date:9/1/2018

First Name: KENDAL  
Last Name: ACEVEDO

Preferred Name:  
Middle Name: A  
\* Last Name: Acevedo  
Prefix:  
Suffix:  
Pronoun:  
Address Line 1: 123 Main  
Address Line 2:  
Zip Code: 98012  
City: BOTHELL  
State: Washington  
\* Residence Location: WA0331340  
School District:  
Home Phone:  
Mobile Phone:  
Work Phone:  
Fax Number:  
Personal Email:  
Work Location: MONROE, NC  
Remote Worker: Yes

**User Comments**  
+ Comments

**Workflow Action** ⓘ

Approve (as "HR" group)- Send To Complete - Transaction Approved  
 Reject (as "HR" group)- Send To Complete - Transaction Rejected

Transaction cannot be updated. This legal does not have a valid work location set up for the remote worker.



## Tax Form Updates

With this release, we've made updates to federal and state withholding forms that are used in Onboarding and the Tax Updates screen in self-service.

Here is the list of changed forms:

U.S. Form Changes	Functionality Corrections and Updates
<b>California:</b> Form DE-4(SP) <b>Illinois:</b> Formulario IL-W-4 added to SPF <b>Michigan:</b> Form HW-4 <b>Missouri:</b> MO W-4 <b>Ohio:</b> Form IT-4 <b>Oklahoma:</b> Form OW-9-MSE <b>Wisconsin:</b> Spanish version of Form WT-4 to SPF	<b>Federal:</b> Initial guided mode question updated  <b>Oregon:</b> Negative decimal rounding corrected on OR101 and OR101SP  <b>Miscellaneous:</b> Correction to question set validation

The full list of form changes has been posted to the v10.7 Release Notes.

## Payroll

### Report Link Added to Report Archive

Viewing reports just got a little bit easier! The Report Archive screen has been updated to make each report name a link to open the report the same as it would open when they click the View button! This will make it easier to view the correct reports. Note: This only applies to the reports in a 'Generated' and 'Pending Approval' status.

#### Report Archive

\* Pay Date Year:

▼ Expand All Groups
▲ Collapse All Groups
↻ Clear Grouping/Filters
🔄 Refresh

Drag a column header here to group by that column

Payroll Status ▼	Payroll Type ▼	Status	Run # ▼	Period Begin ▼
▼ Complete	Regular Payroll		86	3/3/2024
<a href="#">Payroll Summary</a>		GENERATED		
<a href="#">Payroll Register</a>		GENERATED		
<a href="#">New Employee and Change Audit</a>		GENERATED		
<a href="#">Exceptions</a>		GENERATED		
<a href="#">ACA Look-Back Change in Status Report</a>		GENERATED		
<a href="#">Alert Occurrence Count Report</a>		GENERATED		
<a href="#">Alerts Export</a>		GENERATED		
<a href="#">Checks</a>		GENERATED		
<a href="#">Deduction Register</a>		GENERATED		





## Update Checks for 00/100 Dollars

With this release, for all check formats, when the check amount is a flat dollar amount, it will now include “and 00/100 Dollars” in the written amount.

UTMC  
4 Reserve Court  
Mount Laurel, NJ 08054

CHECK DATE	CHECK NUMBER
3/22/2024	11145

PAY THIS AMOUNT
*****\$265.00

Two Hundred Sixty Five and 00/100 Dollars\*\*\*\*\*

Pay To The Order Of: **United Way**

\*\*\* Donations \*\*\*

WELLS FARGO BANK NA  
MINNEAPOLIS, MN 55479

\_\_\_\_\_  
Authorized Signature



## 10.8 Sneak Peek

We are still working on new items for tentative release v10.8 on May 3rd. Please check the next newsletter for more information.

### UI Cohesion – Home Screen Refresh

isolved is embarking on an exciting journey to enhance user experience across all platforms. Our initial focus is on refining and updating our color palette for branding, navigation, and user actions. **What’s being updated?**

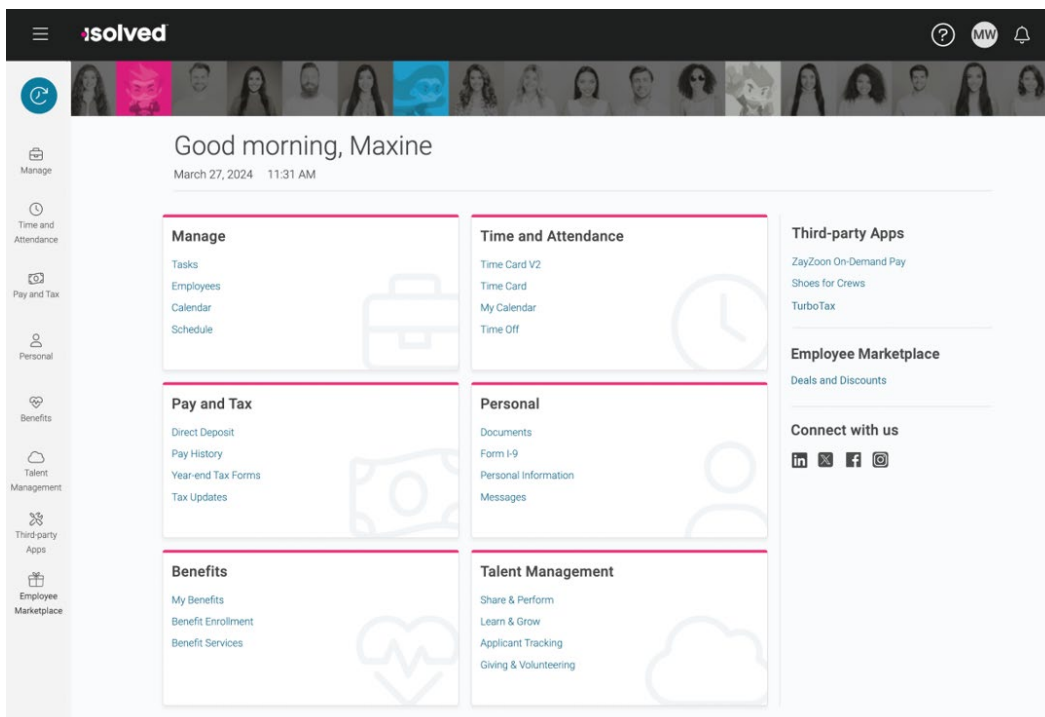
isolved People Cloud’s UI enhancements will impact those accessing the platform through both Adaptive Employee Experience (AEE) and Core experiences.

**AEE:** The update for AEE will introduce pink as an accent color, new font, a welcome banner and simplified side navigation. A preview of these enhancements can be seen in the screenshots below.

**Core:** Those leveraging Core (also known as “Classic”) will experience minor updates, including a new font and button/toggle colors.

These updates will improve overall usability and accessibility, as well as lay the groundwork for future enhancements.

Enhancements to both AEE and Core will begin rolling out with release v10.8 May 3<sup>rd</sup>, 2024, and will continue throughout 2024.



## Notification Updates

The Notifications page in Adaptive Employee Experience is getting updated! Users will have more usability when reviewing and dismissing their notifications. Updates include adding an “Active” notifications tab and “Dismissed” notifications tab to help organize, and a “Dismiss all” button in the ‘Active’ tab section!

## Pay Notices on Onboarding

With the 10.8 release, we are working on an option in the initiate onboarding process to assign pay notices that the pending employees will be able to complete in the onboarding process!