Upgraded PeopleAdmin Landing Page FAQs

What is the benefit of this new landing page?
The upgraded landing page will incorporate an easy to use inbox from which you can access your action items without having to change your user group. You will be able to filter and search the inbox for even easier access to what matters most. Additionally, there are several new persona-based widgets that answer simple questions like "How many postings were filled in the last 30 days?" or "How many applicants did I receive each day over the past 7 days?" These differ based on your role in the software. Administrators have one view, approvers have a different view, and applicant reviewers have another view—all designed to serve their role.

What all can I see and access from this new inbox?
You will be able to see all of your action items. You will also notice a few added fields to help you better find and prioritize your work, including the department and days in current workflow state. You will be able to access and take action on any action item without having to manually change your user group.

What are the different widgets on the home page?
There are a handful of simple data visualizations (or “widgets”) on the new home page. These will answer questions like, “How many postings were filled in the last 30 days?” for an administrator or “How long are things sitting in my inbox on average?” for an approver. These “widgets” are persona-based with different visualizations for administrators, applicant reviewers, and approvers.

Should I expect more changes in the future?
One tremendous value of a cloud-based solution is the continuous improvement loop. As we release enhancements, we can gather more and more customer feedback in order to prioritize future improvements. That said, there will likely be incremental improvements in the near future, including a refreshed and easier to use watchlist, an updated shortcuts section, and visualizations on other aspects of your talent management solution. You will receive ample notice about such changes, which would first be sent to your sandbox.

Is this ADA compliant?
Yes, this landing page is WCAG 2.0 AA compliant.
What will it look like?
Below is a look at the new layout using a generic page.
Key updates, as circled in red, are:
  1) New Widgets will visually display data based on your role
  2) Inbox will show all action items without you having to change your User Group.
  3) You can search or filter your inbox for easier access.
Where did Applicant Tracking and Position Management go? How do I move between the two?

The Applicant Tracking portal is now called **Hire** and Position Management is **Positions**. You can move between the two of them by clicking on the three blue dots in the upper left corner which opens the menu as seen below.

Where do I find **My Profile** and **Help**?

Those items were moved to the upper right corner as seen below. They can be found in the same location in both modules.