

Release 2.3.5

If you have custom forms defined in IQX, not all new features may be available to you. Your agency custom forms are shown on Help – About.

- User
- IQXWeb
- System Administrator
- Fixes and Enhancements

Users

Separation of Compliance Docs and Docs

This feature separates out Compliance Documents by document type.

To access this feature in the Person form, scroll down the sidebar.

Compliance documents can be created in:-

Person form – Documents – Select document - Copy to Compliance OR Drag a document into Compliance Documents. Select all or part of the document - Save Compliance - Select Document Type – Complete Compliance document questionnaire.

Kevin Jones					corta to Market	Beainter D	siste S Change 1		4 3 98 6	•		
Temp	Division Known As	North East		^								^
History 🔺	Name	Kevin Jone	18		Alert							_
Progress	State	Current		_	Reg.	Departments	Con	struction (P	erm+Temp)			
Company SDS	Available Available From				Dept.	Questionnaire	Con	struction				
Placements	Personal					SKILLS						
Withholds	Home Phone Day Phone	020 7123 2	2345			rpenter						
AWR	Mobile					cl from Reg Pa recon Q'aire**						
Timesheets	E-mail Payrol Email A.	kevinjones	@kpx.com	***		not mailmerge						
Payroll	ESocial Media					vn Transport? stance Willing b	No					
Payroll Address	Address	, W1 20P				ergency Conta						
STi Worker Enq	Source Consultant	Networkin SHELLEY	9		Fa	ce to Face Inte att to Work						
Location Map	Compliance U					nt to work						
Temp Desks	Registered	No. 19896	Date 10/08/202	9 ¥		1.201						- ×
Photo			dd MS-Office D		Delete	Archive	Make	Current CV		Capy	to Complian	at Sho
Documents	State All	~ Тур	AI .	✓ Filter								_
Compliance Documents		D	escription			Type		File Type	Created	Publish To Web	In CV Send	Restric ^
Compliance Detail	visa				1	/isa		JPG	09/11/2020 19:4	4		
Score Details	passport					hassport		JPG	09/11/2020 19:4	2		
Compliance					_							
Domains												
Checklist -												
Perm												Ų
Accounts	<											> _

Compliance documents are saved as pdf documents. A pdf copy of the compliance document will be saved in Compliance Documents.

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Documents	Expand	Redact	Archive/Unarchive	Questions	Delete	Show An	chived
Documents		De	scription	1	File Type		
Dotail	Brenda Check	ley Cover Lette	r	Cover Lette	PDF	0	

Compliance documents may be redacted. Select the document – Redact – Select the Black or White button - Click and hold down the left mouse key to drag a square over part of the document – Save and Close.

Vhite	Black	Stamp	Delete Selected	Delete All	Save & Close
		-			
	Te	sting Testing			
	ie.	sung resultig			

Redacted documents have a file type R in Compliance Documents.

Questionnaire	Expand Redact Archive/Unarchive	Questions Delete	Show Archived Sho
Notes	Description	Туре	File Type Publis
2nd Notes	Brenda Checkley Cover Letter	Cover Letter	PDF O
Reference	Brenda Checkley Cover Letter	Cover Letter	PDF R
History			

This feature may require System Administrator setup.

Branding

It is possible to set up Automatic shift notifications that send by email, SMS message or print, a confirmation of shifts to clients and/or temps.

These are set up as templates, and functions are created to specify the use, dependent on agency requirements. It is possible to have multiple brands and styles and behaviour is specified to identify which brand, template and method of sending is to be used in which circumstance (for example in the simplest terms which template is used when sending to a temp and which is used when sending to a client).

Documents and reports can also be sent as attachments to emailed confirmations.

As it is fully configurable based on agency requirements, this is a chargeable function and set up costs are based on time. Please contact IQX Support for a quote, demo, or to discuss your requirements.

iqx

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Enhancement to Withhold from Group to clarify which are not employments

If a company is in a group and the Withhold button, on the History view, is used there is an option to Withhold from Group. If this is accepted the group companies are listed in the employment with the job title 'For Withhold from Group'.

🕂 Kieran Con												- 0] X
HAPH			Reports Register		Delete	Search) 😰					
	Help Registra	ation Report											
Temp	Personal	Male 27			Hea	dline							P
<u> </u>	Home Phone	01835 9013472	2		Aler	t							1
Contact Events	Day Phone				Reg	. Departm	ents	Const	truction* (Temp), Industria	al (Perm+Temp)		
Compliance	Mobile	07453900090			Dep	t. Questic	nnaire	Cons	truction*				
Status	E-mail				€Job	Title							
Get in Touch	Payroll Email Ad	c			±Keγ	SKills							
Diary	Social Media				CSC	s		No					
A	Address	101 Varley Street, Gretna, CV34 5YE			CSC	S Expiry							
Availability	Consultant	VHS			Test	numberf	or dec pla	ас					
Requirements	Registered	No. 10056 Date	29/09/2008	_	⊡***F	erson Q'a	ire***						
cv	Last Updated	15/11/2015 14:	:24		D	o not mai	Imerge U	IN					_
				-	b	ocation Zo	one	Any A	rea	_			1
Questionnaire	Company	Expand	Add Employment		Delete	e Employn	nent N	Make Int	ernal With	hold Pr	ocess Compani	es [
Notes	Com	pany	Job Title		Temp	Externa	Fr	om	То	Salary	Concurrent	By Us	
2nd Notes	AWR Applies TE	ST CHANGE	ASA Shift Test		~		22/11/2	2011	06/12/2011				
Reference	AWR LEA CO Seh		Advence Cover Supe	, i e	- 2		03/12/2	2011	03/12/2011		Image: A start of the start		
herenee	AWR Private Sch	lool	Big Cover Supervisor		 Image: A start of the start of		24/11/2	2011	24/11/2011		 Image: A set of the set of the	 Image: A start of the start of	
History	AWR Private Sch	lool	Big Cover Supervisor		V	Ō	01/12/2	2011	01/12/2011		 Image: A start of the start of	 Image: A start of the start of	
Progress	AWR Private Sch	lool	Big Cover Supervisor			õ	08/12/2	2011	08/12/2011				
-	Exculty of Public	Health Medic	For Withhold from G			ň						Ē	

Placement Rate Colour Legend to highlight TempRate Modifier has been used

A Placement Rate Colour legend has been added to highlight when TempRate Modifer has been used.

Access this feature on a Placement - Rates view - Question mark button.



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2024/05/16 07:21

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					4	/13			
Accounts Staged Invoices						⊞Work Pat	tern		
Questionnaire	Rate Scheme	General Skille	d Rates		Show H	istoric Rates	Revert to Vecancy Rates		
Notes	Descript	ion Per	Pay Rate	Charge Rate	Start Date	End Date	Grade AWR? Ltd?		Add Rate
Contacts	Standard	Hours	26.00	17.00		2.014	N		Delete Rate
Documents	Time x 1.5	Heurs	18.00	25.50			N		Override using
Location Mar	Night	Heurs	17.00				N		Rate Scheme
	Standard	Hours	14.00	17.50			Y		nave ouriente
Directions	Time x 1.5	Hours	18.00 17.00	26.25			Y		
Audit Trail	Night	Heurs	17.00	24.25			T		
Appointments	Pla	cement Rate	e Change	Colours			×		2
Chat	G	eneral bac	kground	1. None	is rate se	et in Plac	ement	14	
Shifts	Re	ste inherited	from Vac	ancy					
				,					
		ay Override	-						
	H	igher than ra	te schen	ne					
	Lo	ower than rat	e schem	e					
	Cł	harge Over	ride						
	Lo	over than rat	e schem	e					
	н	igher than ra	te schen	ne					
	D	escription b	backgro	ound					
	Bo	oth rates cha	nged by	Temp Ra	ste Modife	r function			
	Pa	xy rate chang	ged by T	emp Rati	e Modifer f	unction			
	Ch	iorge rates c	hanged	by Temp	Rate Mod	lifer functio	0		

Recent Records be able to look via a date range

Recent Records have been enhanced to allow searching between a date ranges.

To access this feature Press Ctrl + F2 **or** Select – Recent Records and insert the date range under consideration.

🍄 Recent Records		-
Expand Refresh	From 09/10/2015 🗘 To 02/11/2015 🌲	
Туре	Name	LastViewed

Insert Text and File, Division menu list size switch

A switch has been inserted so the menus do not stretch beyond the screen, if the list grows larger than a screen depth.

This feature will require System Administrator setup.

Documents: adding, archiving and managing

In Person, Placement, Company, Vacancy and Progress filtering has been added to the document view.

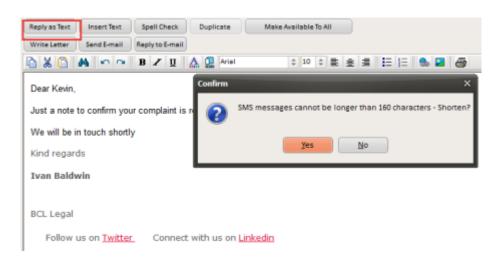
This feature allows searching and filtering of Document State and Type along with key word searching in the description.

2024/05/16	07:21	5/13	Release 2.3.5
Photo Documents Compliance Documents	Expand Add File Add MS-Office Document State All Description	Add Link to File Delete Archive Type All Filter	ake Current CV Copy to Compliance Show Details
Compliance Detail Equal Opps	Description	iype File lype Publish to Web	In CV Send

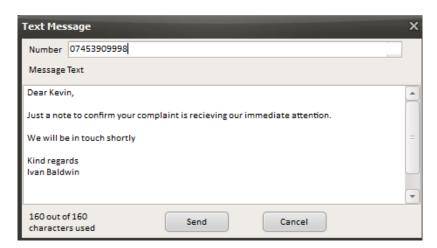
In addition, the sort order has been amended to place any archived records at the bottom of the list.

HTML Email - Plain Text Reply Method

An option to reply to an HTML email in a plain text SMS message.



When replying to an HTML email, write or insert text and then use the Reply as Text button to send the text as plain text. The Contact Event will be saved as HTML.



Add to Diary List Option to Multiselect and Delete

This feature enables multi-selecting and deletion in Diary List. To use this feature - Desktop - Diary List - Highlight the entries to be deleted using the mouse and the Ctrl key - Delete - Confirm.



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Desk Top											-	
All		÷				Upd	ate	ave and Close	Aband	lon	Help	
Daily Work List	Date From 26	/12/1988	Date To	15/11	/2015 ‡		Expand	Applicant	Company	Vac	ancy Delete	
Diary	Date	Time	Consultant	Popup	, ,	Description	Туре	Applicant	Company	Pr'ty	Entered	_
Chary	14/09/15	06:30	IVAN		Sacco Mann		Rem		Sacco Mann,	5	IVAN 14/09/15 09:14	
Diary List	• 14/09/15	06:30	IVAN		Sacco Mann		Rem		Sacco Mann,	5	IVAN 14/09/15 09:14	
	• 14/09/15	06:30	DEMO		Sacco Mann		Rem		Sacco Mann,	5	IVAN 14/09/15 09:14	
Inbox	• 14/09/15	06:30	REGISTER		Sacco Mann		Rem		Sacco Mann,	5	IVAN 14/09/15 09:14	
Progress due for	• 14/09/15	06:30	STEVE		Sacco Mann		Rem		Sacco Mann,	5	IVAN 14/09/15 09:14	
Action	14/09/15	06:30	STEWART		Sacco Mann		Rem		Sacco Mann,	5	IVAN 14/09/15 09:14	
Interview	14/09/15	06:30	VHS		Sacco Mann		Rem		Sacco Mann,	5	IVAN 14/09/15 09:14	

This feature requires System Administrator setup.

Show Site Name on completed Timesheet

The ability to show the site name on a completed timesheet has been added.

Once there is a completed timesheet, select a timesheet, it will show in the References section.

HAPH	Delete	No Not Transfer New Timesheet Help					
Details	Client	510 3I Group PLC					
perana	Job Title	Operator					
Shifts	Heferences	PO Number00578 Site. test					
Linked	Timesheet Number	VOCE					
Timesheets	Period	W 201532					
Questionnaire	Dates	From 02/11/2015 to 08/11/2015					
	Payroll Company	1					
	Analysis Code	B					

Add Period Filter to Timesheet View - as in Vacancy Timesheet View

The facility to filter timesheets by period in Vacancy has been extended to filtering timesheets in Person. This reduces the time for the form to load.

View this feature via the Person form - Timesheets – The 'Show from Period' box defaults to showing the last 10 weeks. To see more enter the starting week and Apply. Display will change to show only those timesheets from that period.

					-	
024/05/16 07	:21			7/13	R	elease 2.3.5
Kevin Cons	tance		-			- 🗆 >
H 4 F H	Help Registra	ation Report	Register	Delete Search 🗿		
Temp	Division	BR Derby		Headline		
Temp	Known As	Kevin	=	Alert		
Placeme		Kevin Constance		Reg. Departments	Construction* (Temp), Industrial (Perm+Temp)	
AWR	State	Current		Dept. Questionnaire	Construction*	
	Available From					
Timesheets	Personal	Male 27				
Payroll	Home Phone	01835 9013472		CSCS	No	
	Day Phone			CSCS Expiry		
ayroll Address	Mobile	07453900090		Test number for dec pla	c	
STi Worker Eng	E-mail			***Person Q'aire***		
	Payroll Email Ad	c		Do not mailmerge UN	e de la companya de l	
Location Map	+Social Media		-	Location Zone	Any Area	
		Add Self-Book	Holiday P	ay Query C	reate Show from Peric d 201523 App	nlv
CIS (2007) CIS Cards	Expand	Add Sell-Book	Chonday			

This functionality requires System Administrator setup.

IQXWeb

Visibility of a Person Record being registered as an IQXWeb User

This feature identifies Candidates and Contacts who are enabled to use IQXWeb.

View this feature by selecting a Person or Contact and finding the IQXWeb icon. A red tick indicates the Person or Contact is an active IQXWeb user.

HAPH	Rep	orts	Register Delete Search 🏼 🗿 😫 😑	
	Help Lookup Address	3	in	

System Administrator

Audit Trail side bar button location moved to bottom of list in the Person form

In Person records the Audit Trail side bar button has been moved to the bottom of the list.

Visibility of this button can be set up via Maintenance – Users – Roles - Role Group SUPERUSER - Can see Audit Views without Tech Support Role



Roles	Name		Ivan Baldwin		Branch	Nottingha
Provide a	Keyname		BALDWIN IVAN		Division	12345678
Cayout Octtings	Login Name		IVAN		Default Department	Drivers
Questionnaire	Job Title				Default Tempdesk	Demo-Co
	E-Mail Addres	55	ivan@iqx.co.uk		Analysis Code	
Division Access	Short ID		PI		Nominal Segment (ma	in
Department Maintenance	Template for	New Users			Report View Level	2000
	Not In Use				Report Print Level	2000
Popup Escalations	1 D-+		-	Ŭ	D C	2000
Synety Setup	Role Group SU	PERUSER	÷	Sear	ch	
Audit Trail	Group		Role		Search Criteria Group /	Assigned
Own Audit Trail	SUPERUSER	Can edit th	e Division field of a Person o	or Compa		
	SUPERUSER	Can drag-n	nerge Company or Person re	cords		 Image: A start of the start of
	SUPERUSER	Can move	Contact without Maintenan	ce Role		
	SUPERUSER	Can use Do	ocument Templates from all	branches		
	SUPERUSER	Can make	Contact Events available to a	all users		
	SUPERUSER	Can see Au	dit Views without Tech Supp	ort Role		

and Maintenance - Users - Layout Settings - Role Group - General - Can edit own screen layout.

HAPH	Save and Close	Aband	on Update	No F	assw	ord	Delete	Help
Roles	Name		Ivan Baldwin			Branch		Nottingh
	Keyname		BALDWIN IVAN			Division	n	1234567
Layout Settings	Login Name		IVAN			Default Department		Drivers
Questionnaire	Job Title					Default	Tempdesk	Demo-O
	E-Mail Addre	ss	ivan@iqx.co.uk			Analysis	lysis Code	
Division Access	Short ID Template for New Users		PI		No	Nomina	I Segment (mai	n
Department						Report	View Level	2000
Maintenance	Not In Use		Ō		Ţ	Report I	Print Level	2000
Popup Escalations	1 D-+					n		2000
Synety Setup		Sear	ch					
Audit Trail	Group		Octting	Activate	Ex	pires	Notes	5
Own Audit Trail	GENERAL	Can edit ov	vn screen layout				Allows user to	hide s
	USEN	пое Ан Ар	pointments view				Applies to Per	son, Co
	USER	Hide All Ho	liday Pay Buttons				To enter times	heatsr

This feature can be viewed via the Person form – Scroll down the side bar to the bottom of the list.

Add Period Filter to Timesheet View - as in Vacancy Timesheet View

The facility to filter timesheets by period in Vacancy has been extended to filtering timesheets in Person. This reduces the time for the form to load.

View this feature via the Person form - Timesheets – The 'Show from Period' box defaults to showing the last 10 weeks. To see more enter the starting week and Apply. Display will change to show only those timesheets from that period.

To set this up:- Maintenance – General Settings – Group Temps – No 480 = Y – Save and Close. This feature uses the same switch as vacancy timesheet.



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🏶 General Settings		
Name or Notes	Search Group Temps	Branch All
No Group	Name	Va
470 Temps	Override Suffix for Replacement Time	R
480 Temps	Filter Timesheets by period in Vacan	Y
490 Temps	Auto-filling will ask explicitly availabl	Y
500 Temps	Placing will register in Vacancy Temp	Y
510 Temps	Work Pattern Start Time	09

Separation of Compliance Docs and Docs

This feature separates out Compliance Documents by document type.

To set a document type as compliance you need to tick the Compliance checkbox in Maintenance – Agency Setup – Document Types

Maintenance - Agency Save And Close	Setup Abandon Updat	e	_						- 0
Branches Divisions	Add	Delete Hel Record Type All Records		<u> </u>	artments cument Ty	Questio	ons		
Departments Document Templates	Document Type	Record Type	Can Load from Web Site	Notify Staff of Web Uploads	Add to CV Send Out		Defunct	Sort Order	
Document Types	Tax Document	All						All	
Phone Types	Contract	Company	Image: A start of the start	~				All	
	other	Company						All	
Boiler Plate Text	Placment 1	Placement	Image: A start a st	Image: A start and a start				All	
F	Discourse 2	DI						AU	

By default it will be associated with all departments but a selection can be made available using the Department button. In addition, questions can be associated with a compliance document by using the Questions button. When a compliance document is added the questions will be displayed.

To access this feature in the Person form, scroll down the sidebar.

To setup compliance views:- Maintenance - Users - Role - General - Can maintain Clearance/Compliance





Roles	Name		Ivan Baldwin		Branch	Nottingham	n
	Keyname		BALDWIN IVAN		Division	12345678	901
Layout Settings	Login Name		IVAN		Default Department	Drivers	
Questionnaire	Job Title				Default Tempdesk	Demo - Co	nsti
	E-Mail Addre	255	ivan@iqx.co.uk		Analysis Code		
Division Access	Short ID		PI		Nominal Segment (ma	ain	
Department Maintenance	Template fo	r New Users			Report View Level	2000	
	Not In Use			-	Report Print Level	2000	
Popup Escalations	Lance Base				Reader Friday I arrest	2000	
Synety Setup	Role Group G	ENERAL	\$	Sea	rch		
Audit Trail	Group		Role	S	earch Criteria Group Ass	igned Exp	pire
Own Audit Trail	GENERAL	Permanen	it Consultant			 Image: A set of the set of the	
	GENERAL	Temp Cons	sultant				
	GENERAL	Accounte (Plack			~	
	GENERAL	Can maint	ain Clearance/Compliance	•			
	GENERAL		ain Social Care				

and Maintenance - General Settings - Settings - No. 1810 = N

General Settings	Search Group Settings	🗘 Branch All 🗘	Get Colour Save and Close Abandon Update Help
No Group	Name	Value	Notes
1800 Settings	Show Rate Filter 3 Description	N	
1810 Settings	Hide Document Pack Sending System	N	Other Settings are needed General 85 and 86, Email/T
1820 Settings	UKL Base for DAXTKA linked Systems		Format - http://www.iqx.co.uk/ (do not include DAXTR/
1830 Settings	Message blocking old IQX connecting		
1850 Settings	Boiler Plate Menu Break	15	If value> 20 then split menu into sections. The length (

Branding

It is possible to set up Automatic shift notifications that send by email, SMS message or print, a confirmation of shifts to clients and/or temps.

These are set up as templates, and functions are created to specify the use, dependent on agency requirements. It is possible to have multiple brands and styles and behaviour is specified to identify which brand, template and method of sending is to be used in which circumstance (for example in the simplest terms which template is used when sending to a temp and which is used when sending to a client).

Documents and reports can also be sent as attachments to emailed confirmations.

As it is fully configurable based on agency requirements, this is a chargeable function and set up costs are based on time. Please contact IQX Support for a quote, demo, or to discuss your requirements.

Maintenance - General Settings Form - Search moved to the left

In Maintenance - General Settings. Search has been moved to the left of the form to provide an initial



search focus and a description box has been added.

	General Settings		
Na	ime or Notes	Search Group All	Branch All Get
	No Group	Name	Value
×	10 Settings	Local IQX Configuration cache	N
	17 Settings	Job Title in Contact Address	Y
	18 Settings	Department in Contact Address	N
	20 Settings	Contact Event Outcomes are Non-Edi	
	30 Settings	Remove Spaces from Keynames	N
	40 Settings	Applicant Number on Selector Grid	N
	50 Settings	Show Diary Availability by Default	N
	60 Settings	Diany Cell Size in Minutes	30

Convert Boiler Plate Text

There is an extension to the webservice CONVERT_BOILERPLATETEXT with new parameters added.

The existing parameters were ID1, ID2, html & Text. Type, ID1 & ID2 can still be used (left in for any job using them) but new parameters have been added:-

person, vacancy, placement, progress, company, employment, shifts, brand, consultant, contactevent (not with ID1 & IQ2 or type) e.g. <StaticFunction service="CONVERT_BOILERPLATETEXT" person="{bpt_personid}" html="No" text="{BPText}"/>

Note in all of these examples the text parameter MUST come last.

Menu list size switch

A switch has been created to force File, Divisions and Insert Text - Boiler plate menus so they do not stretch beyond the screen.

This function is enabled via Maintenance – General Settings – Group - Settings - No 1850 and inserting the number of items required before an additional column is started. Note if the value inserted is below or equal to 20 this function will keep the list as a single column.

🖐 General Settings					
Name or Notes	Search Group Settings	3ranch All \$ Get Col	our Save and Close Abandon Update Help		
No Group	Name	Value	Notes		
1830 Settings	Message blocking old IOX connecting				
1850 Settings	Boiler Plate Menu Break	15	If value>20 then split menu into sections. The length of each section will be the value.		
1950 Sottings	Sepa Timochoot Divison Link	N	IFV (VES). Default the division to 'All' on scan timesheat link		
1870 Settings	1870 Settings Resolution for Compliance Documen		Allows fine tuning of readability/size		
1880 Settings	Compression for Compliance Docum	75	Allows fine tuning of readability/size		

Ability to Block Extra States of Clients

A new switch has been added to allow the blocking of certain Client States from the pick lists when adding a new vacancy.



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Then access – Maintenance – General Settings – Switchable Fields – No 2800 and insert the Company states that will be blocked.

쌱 (General Se	ttings								
Nar	me or Notes		Search Group Switchable Fie	Branch All	4	Get Col	our Save and Close	Abandon	pdate Help	
	No	Group	Name		Value				Notes	
1.1	2760 Swite	hable Fields	Placement Selector Switchable Field							
	2770 Swite	hable Fields	Placement Selector Switchable Field							
	2780 Swite	hable Fields	Placement Selector Switchable Field							
	2800 Swite	hable Fields	States to exclude from new temp vac	с			List of client states, no	seperators, to	be excluded wi	hen selecting new temp vacancy
	2850 Swite	hable Fields	Delete in bulk on Diary List	Y						

The Company State codes are in Maintenance - Agency Setup - Company States.

Haintenance - Agency	5etup			
Save And Close	Abandon	Upda	te	
Boiler Plate Text		Add	Delete	
E-mail Signatures	State	Name	Order Grid O	rder
Contact Event Types	Р	Prospect	10	10 P
Contact Event Outcomes	с	Client	20	20 C
Sources	1.00	Invoice Address	25	25 li
	S	Supplier	30	30 S
Company States	A	Secondary Agency	35	35 S
Person States	۰.	Archived	40	40 C

Changes to JobRunner Commands <Set Variable> and <If>

In JobRunner <SetVariable> will now allow regular expression substitutions and <If> will do regular expression matches.

Refer to <SetVariable> and <If>

Add to Diary List Option to Multiselect and Delete

This feature enables multi-selecting and deletion in Diary List. To use this feature - Desktop - Diary List - Highlight the entries to be deleted using the mouse and the Ctrl key - Delete - Confirm.

To enable this feature will require the ability to delete major records - Maintenance - Users - Roles - General - Can Delete Major Records - Tick.



🍄 Ivan Baldwin					
HEFH	Save and Close	Abandon	Update	No Passwo	Delete
Roles	Name	Ivan B	aldwin		Branch
	Keyname	BALDV	VIN IVAN		Division
Layout Settings	Login Name	IVAN			Default Departmen
Questionnaire	Job Title				Default Tempdesk
	E-Mail Address	ivan@	iqx.co.uk		Analysis Code
Division Access	vision Access Short ID				Nominal Segment (
Department	Template for New	Users			Report View Level
Maintenance	Not In Use				Report Print Level
Popup Escalations	Lance Base				D
Synety Setup	Role Group GENERA	AL.	-	Searc	h
Audit Trail	Group	Rol	e	Search Criteria	Group Assigned
Own Audit Trail	GENERAL Can	edit their own	n records		
	GENERAL Can	edit the Cons	ultant field of		
	GENERAL Can	delete major	records		
	GENERAL INISI	iagei			
	GENERAL Can	view embedd	led web pages		
	GENERAL Can	access Hydra	website		

Along with the setting to delete in bulk on Diary List. - Maintenance - General Settings - Group - Switchable Fields - 2850 - Delete in Bulk on Diary List = Y.

₩	Gener	al Settings				
Na	ame or N	otes	Search	Group Switch	able Fie 💲 Bran	ch All
	No	Group		Name		١
	2800	Switchable Fields	States to exclu	ude from new te	mp vac C	
►	2850	Switchable Fields	Delete in bulk	on Diary List	Y	
177						

If All Users are selected but the User has been restricted from deleting other users reminders the Delete button will not show.

