

claromentis

DIGITAL WORKPLACE

Claromentis Lewes

Version 8.10 release notes



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Introduction

Since our last software release earlier this year, things at Claromentis - and indeed in all areas of life - have been very different as a result of Covid-19.

Despite this, we're so proud of what we've been able to achieve throughout lockdown. Not only have we adapted our products and services to help our customers thrive during these unusual times, we've also continued to build the next version of our software - all whilst working from home and collaborating digitally.

With that, let us introduce the latest version of Claromentis: Lewes v8.10. Our flagship feature this time is our brand new **Polls & Surveys** app, which allows you to capture valuable employee insights into areas such as engagement levels, new product lines, company culture, and more. Using our built-in reporting tools, you can turn this feedback into actionable results, giving you the data you need to enhance your business.

We chose to name Claromentis v.8.10 after Lewes, a beautiful town in East Sussex that's surrounded by the South Downs. Home to all things administrative, judicial, and parliamentary, Lewes is no stranger to public and political feedback, so it seemed apt to name 8.10 - with its focus on gathering feedback - after our county town! Complete with its own medieval castle, Lewes also boasts landmarks such as Anne of Cleves' house, the River Ouse, and Harvey's Brewery, and hosts the UK's largest annual bonfire event.



"Lewes Castle Entrance" by Bev Goodwin, licensed under CC BY 2.0

Polls & Surveys [New app]

Please note: Polls & Surveys is also compatible with Claromentis version 8.9.

Our new Polls & Surveys app is a fully-featured product that helps you gather and analyse important feedback from your staff. You can use Polls & Surveys to track employee engagement levels, get feedback on new initiatives, or to understand how your company culture is performing.

Create custom surveys

Create your own surveys with our new and intuitive survey builder, to get in-depth insights into how your staff feel about any aspect of your organisation.

The screenshot shows a survey summary page. At the top, there's a breadcrumb navigation: Polls & Surveys / Surveys / Employee Satisfaction Survey. Below the breadcrumb is a decorative illustration of five stylized human figures holding large yellow smiley faces above their heads. To the right of the illustration, the title "Employee Satisfaction Survey" is displayed. Underneath the title, a description states: "This is an anonymous survey where you can submit your feedback and share your thoughts". Below the description, author information is provided: "Author: Claromentis Administrator". Further details include "Questions: 8" and "Sections: 2". A prominent purple button at the bottom right is labeled "Start Survey".

Survey summary page

Add an image, description, and a variety of different question types, such as free text, multiple choice, or single option.

Organise questions into sections for longer surveys to help improve the flow, and create a personalised ‘thank you’ message when staff submit their response.

Edit Question

Question *

Description

Section

Type Single choice Multiple choice Free Text

Options Layout Vertical Horizontal

Options

Option *

Option *

Option

Choose your question type

Create one-question polls

If you need quick feedback, create a one-question poll to get instant insights from your staff.

Polls & Surveys / Polls / Office or Home?



Office or Home?
Once the pandemic is behind us, what would be your ideal working arrangement?
Author: Claromentis Administrator

Working from home permanently
 Working mainly from home and occasionally coming to the office
 Working mainly from the office and occasionally working from home
 Working from the office permanently

Submit

Poll landing page

Like Surveys, you can add an image, description, and custom ‘thank you’ page to your polls.

Configuration options

We've added a range of configuration options to Polls & Surveys, including the ability to target polls or surveys to particular users, groups, or roles. This is handy if you want to get specific feedback from teams, otherwise you can send a survey or poll to all employees to get a company-wide response.

You can also set a start and/or end date, allow multiple submissions, send a notification to staff who have permissions to answer, and choose to display results to staff immediately, after a poll or survey has finished, or not at all.

Allow anonymous feedback

When you create a survey or poll, you have the option to enable anonymous feedback, which means users' identities will be hidden when they submit their response. This is especially useful if you're gathering sensitive feedback and need to keep employee details private. Anonymising feedback can also encourage staff to share their true opinions, helping you get a real representation of how your workforce feel.

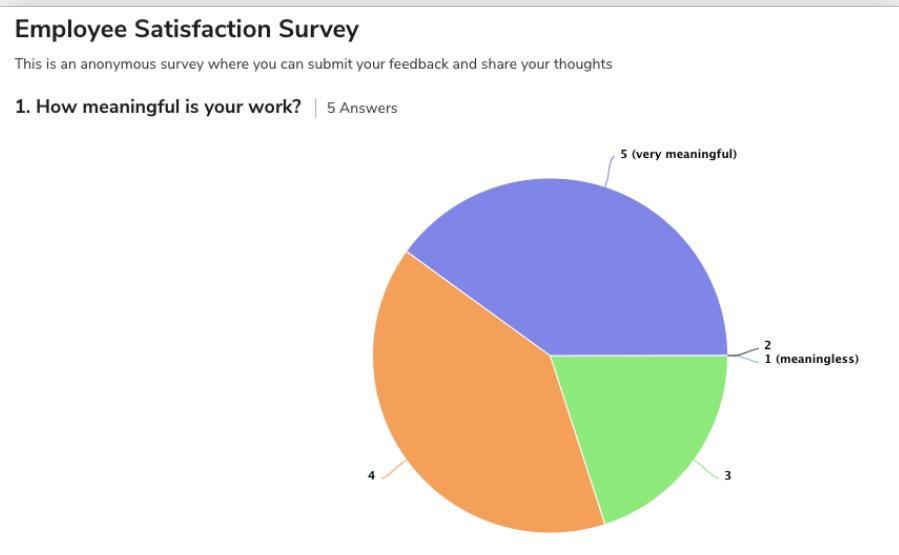
Anonymous mode can be switched on in one click, and staff will see a message when it's enabled, providing reassurance that their feedback is confidential.

The screenshot shows a survey titled "Polls & Surveys Survey". A purple arrow points to the "You're answering this survey anonymously" message. Below it, a message reads "We want to hear your thoughts about the new P&S application!". A question follows: "On a scale of 1 - 5, how would you rate the new Polls & Surveys application based on what you've seen so far?". Five radio buttons are provided for rating: 1 (bad), 2, 3, 4, and 5 (Excellent!).

Anonymous mode is enabled

View and analyse the results

When the results are in, analyse the feedback from your surveys or polls using our built-in data engine. You can choose to see aggregated results in a pie or bar chart for at-a-glance analysis, or view individual results for more detailed insights. You can also export the results to CSV. If anonymous mode was enabled, only the time and date of each response will be displayed.



View results in a pie chart

Individual ▼ Anonymous [17-07-2020 08:58]

Employee Satisfaction Survey
This is an anonymous survey where you can submit your feedback and share your thoughts

How meaningful is your work?

1 (meaningless) 2 3 4 5 (very meaningful)

In a typical week, how often do you feel stressed at work?

1 (rarely) 2 3 4 5 (very often)

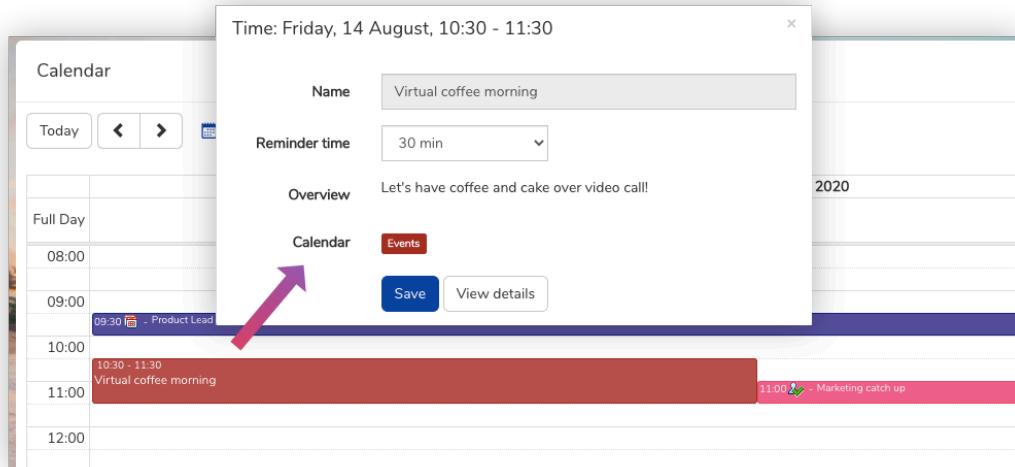
How often do the tasks assigned to you by your supervisor help you grow professionally?

1 (rarely) 2 3 4 5 (very often)

View individual responses

Events

We've improved our Events and Calendar integration, so that when you add an event, the relevant details are automatically pulled through into the calendar entry.



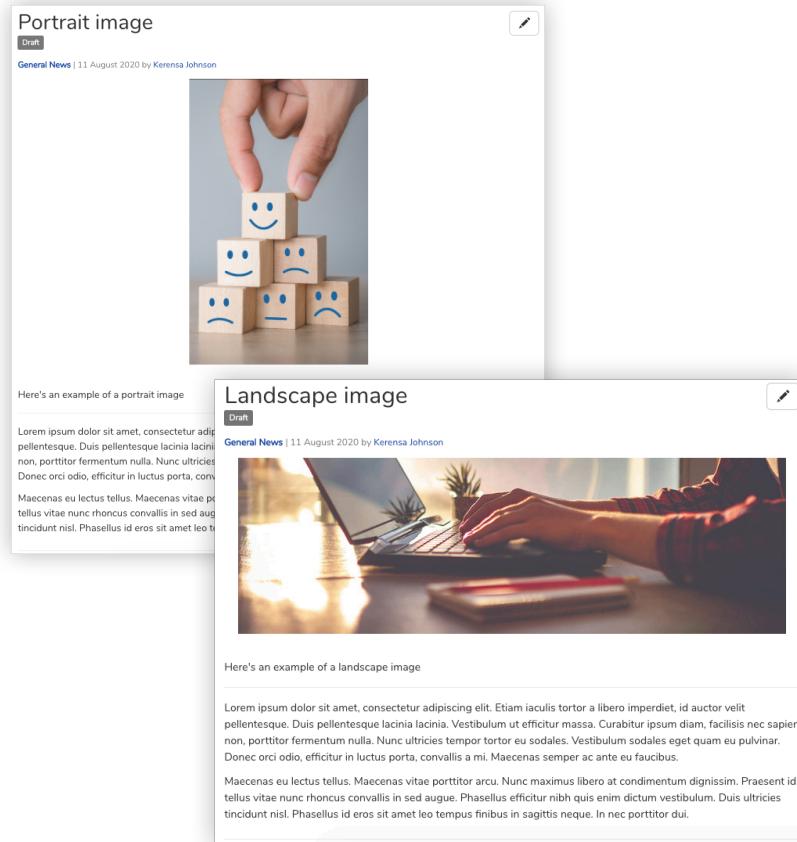
InfoCapture

We've added more localisation options to our e-forms and workflows software InfoCapture, so you are now able to change the phrasing of labels and select options in the localisation admin panel.

News

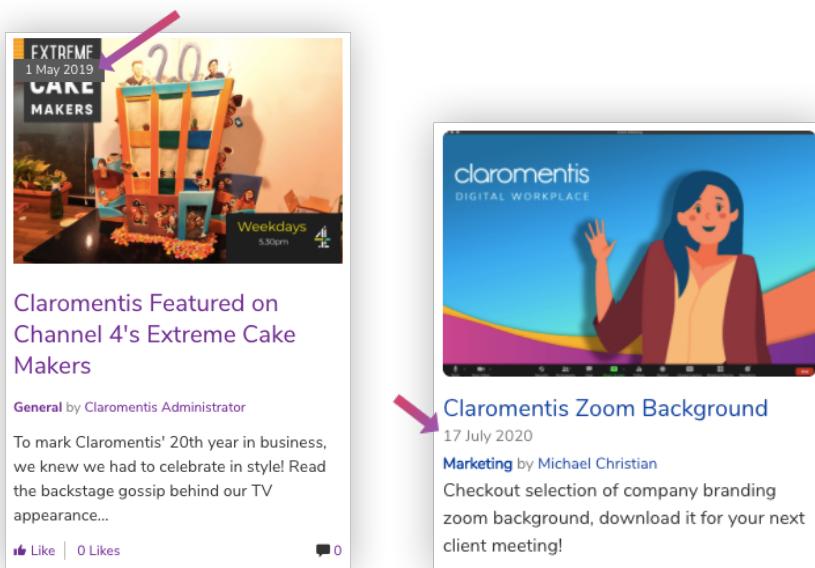
We've added a few layout improvements to our News application, including adding a light box feature, which allows you to view an article's main image in full size when clicked.

We've focussed heavily on making News article images more responsive, giving you more options for resizing and cropping images that match the original aspect ratio.



News article images are more responsive in 8.10

We've also moved the article publish date from the image to below the headline, so that it doesn't take up valuable image space or cover anything meaningful.



Spot the difference: Old date position (left) vs new (right)

You'll also notice that when you create a news article, the 'abstract' section has been renamed 'short summary'. We've re-worded this to make it clearer what this section is for.

Notifications

We've added a new feature to our SysAdmin panel, which allows you to easily edit in-system notifications and see a live preview of the changes you make.

The screenshot shows the 'Edit Notification' page in the SysAdmin panel. The left sidebar lists various system categories: General, Administrators, License, Date and Time, Background Services, Localisation (which is selected), Labs, Integrations, Scripts, API keys, Mailgun, and LDAP. The main content area is titled 'Edit Notification' and shows the template for 'comments.new_comment'. It includes a 'Language' dropdown set to English and two code snippets: 'Template subject' and 'Template Body'. The 'Template subject' contains the line '1 A new comment has been posted in {{ type_name }}'. The 'Template Body' contains five numbered lines: 1. {{ user_who_posted }} has posted a new comment on {{ if object_name }} the {{ comment }}
2.

3. {{ comment }}

4.

5. Click [here]({{ link_to_discuss }}) to view the discussion. To the right, a 'Template preview' window shows a sample email message. The message header says 'A new comment has been posted in Image Gallery' with a timestamp '29-05-2020 14:00'. Below the header are 'Reply', 'Forward', and 'Delete' buttons, and a 'Comments' link. The message body starts with 'John Smith has posted a new comment on a Image Gallery.' followed by 'Great photo!' and a link 'Click here to view the discussion'.

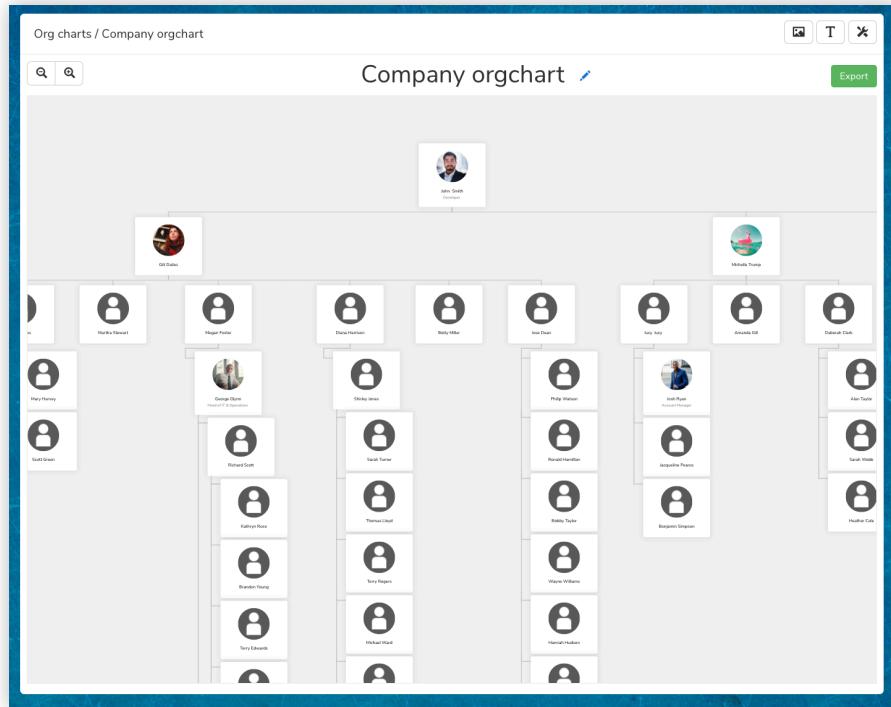
New Notifications editor and live preview

You can edit notifications for each language, as well as add personalisation tokens - such as the employee's name - to create a set of custom notifications that match your company's branding and corporate voice.

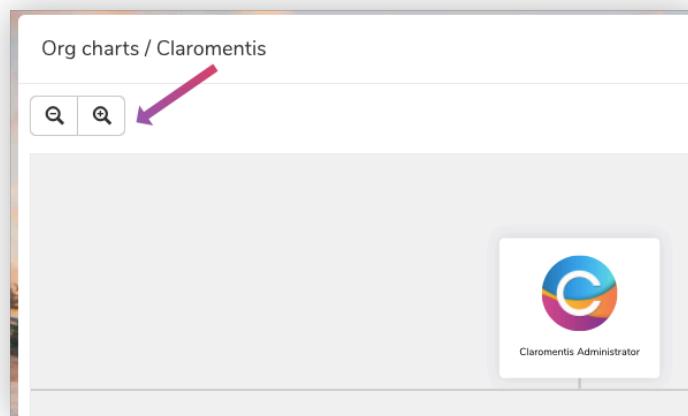
OrgChart

We've made some usability improvements to our OrgChart app, making it easier to view your company's management structure. New to 8.10 is a vertical view, which displays everything after

the third level as a vertical diagram. This supports larger organisations who have multiple hierarchies by fitting more employees into the screen and making it easier to read.



We've also added dedicated zoom in and out buttons, made the drag feature more intuitive, and enhanced the styling - employee details are now highlighted in their own block against a grey background, providing a cleaner experience.

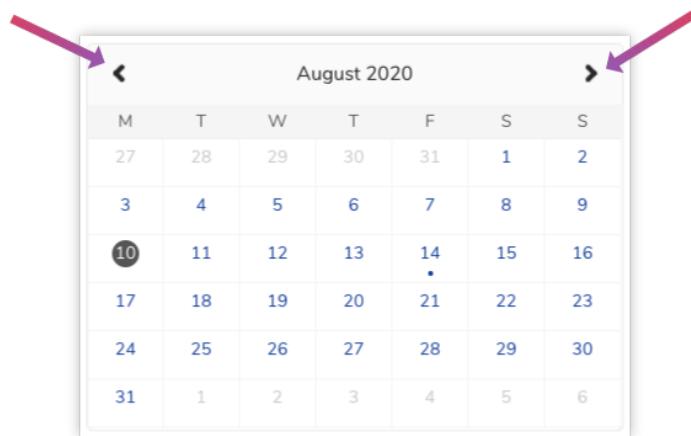


New zoom in and out buttons

Pages

Mini Calendar component

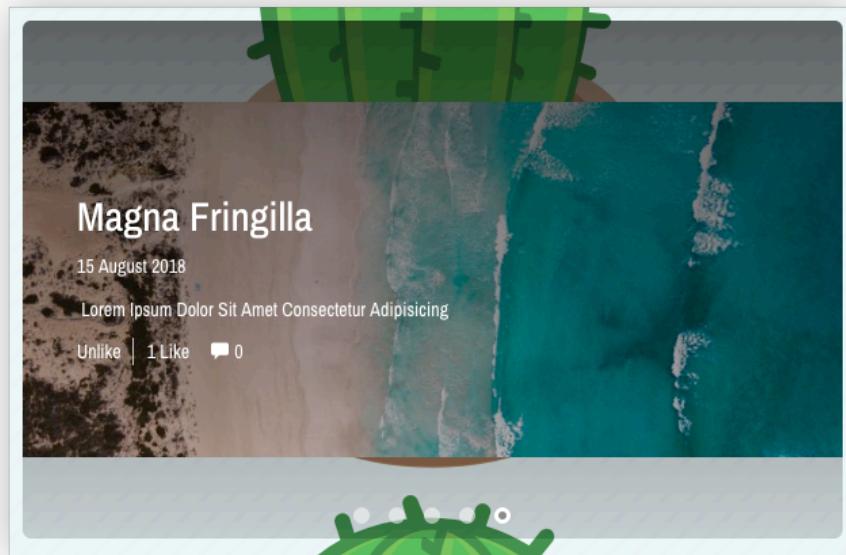
We've updated our Pages 'Mini Calendar' component so that you can now navigate through the months directly on the page.



News component

We've added more customisation options to our Pages 'News' component, including the ability to display images in their original aspect ratio, in full-size, or hide the image altogether.

If you choose the 'Slider' layout to display your news articles, you now have the option to hide the text, so that only the featured image is on show. This is handy if your article images already contain text, or you want to avoid covering up parts of the image. You also have the option of adding a background colour or transparent background to images that don't fill the entire space.



News slider with transparent background

People

Our People 'Advanced search' functionality now uses the Elasticsearch framework, improving performance and returning search results faster.

We've also added a new configuration option, where a team member's manager can be displayed on their profile. You can enable or disable this option in the People admin panel.

Manager

Michelle Flynn

Direct Reports

Benjamin Simpson

Jacqueline Pearce

Josh Ryan Account Manager

Badges

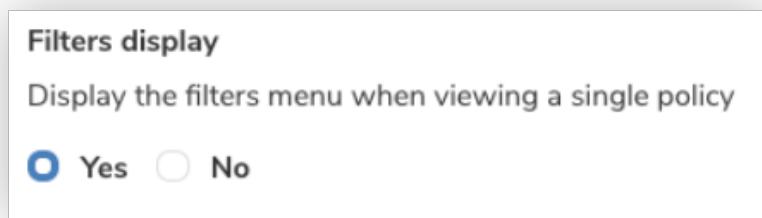
Policy Manager

In 8.10, we've improved the filter menus in Policy Manager, so that they now display an arrow to indicate which policy category has nested sub-categories.



The new arrows indicate there is a sub-category

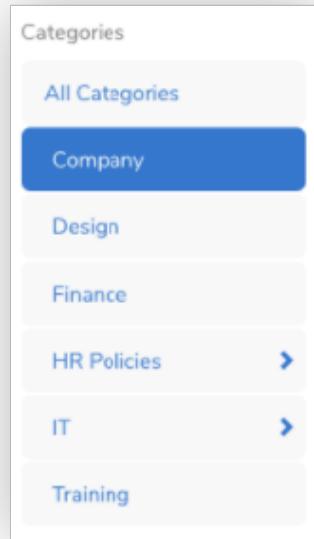
The new filter menu can be configured in the Policy Manager admin panel, allowing you to choose whether to still show the filters navigation when viewing an individual policy.



We've improved the breadcrumb trail too, so that it shows from which category you navigated.



Categories and sub-categories are now sorted by A-Z by default, making it easier to browse through policies.



Search

Search results have been given a boost, with users now pinned to the top of search suggestions.

