



## July 2025 Release Notes

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# Cross-Suite

## 1. Employee Header Data Options

**i** A The following new key data points will be added as options to be displayed in the Employee Header:

- Rehire Date
- Termination Date
- Account Status
- Employee EIN
- Employee Type
- Pay Type
- Default Cost Center 1
- Birthday

**👉** Who's Impacted: Administrators & Managers

## 2. AI Assisted Custom Translations

**i** During our last release, we announced the new Custom Translations functionality. Now you can use AI to easily translate and validate custom labels in your solution. This functionality will allow your users to see custom fields within your solution translated into the configured languages at your organization.

**Tip:** There is a limit of one million free AI translations or characters.


In the **Custom Translations AI Usage** report, you can verify if your translations were updated via AI. This ensures that only the relevant fields are updated. Columns such as those below are included in the report.

### Columns:


- Employee ID
- First Name
- Last Name
- Email

- Number of Characters Consumed
- Locale (which languages you selected)
- Created (date & time stamp)

Interested in activating and configuring these AI Assisted Translations? Reach out to your Support Pod for assistance!

 Who's Impacted: Administrators & Managers


### 3. Twilio: SMS Message Improvements

 For customers using our Twilio Integration to send SMS Messages - To improve communication clarity, an inline message will now alert admins that a selected employee(s) has not opted into receiving SMS messages and will not receive the message they are trying to send. For a group of 5 employees or fewer, a list of names will display. For larger groups, a count of employees not receiving the message will display and the full list can be found in the *System Generated SMS Report*.

 Who's Impacted: Administrators


## Workforce Management

### 1. Shift Templates

 A new option to create and save shift templates that can be reused with quick selection for shift assignments on schedules will be available. These templates can be pre-built or built during the schedule creation and saved on the fly.

 Who's Impacted: Administrators & Managers


## 2. Scheduler Fields in HR Actions

-  Scheduled Cost Centers and Managed Scheduled Cost Centers will now be included as options to capture in HR Hire and Rehire Actions. When added to the Hire or Rehire process, hiring managers may now assign these to new employees.

**Important:** These new Scheduler field options will become available in the weeks following the release. If you have any questions, please contact your Support Pod.


 Who's Impacted: Administrators


## 3. Scheduler Selector for Add New Shift

-  When selecting a single or multiple schedules from the Schedules page then selecting View Schedules, the Actions ellipse has a new option for Add New Shift (New!). Within this new side panel, a browse and select field for Select Schedules is available to select a schedule to apply to the days and times entered in the panel.


 Who's Impacted: Administrators & Managers

## 4. Split Shift

-  A new option is available that allows you to split a shift in half when using the new look for **Open Shifts**. When selecting a shift and choosing Manage Shift, a link for Split Shift displays next to the fixed Shift Type option. A confirmation window displays entitled 'Split shift in half?' and the informational message with the options to Cancel and Yes, Split.


 Who's Impacted: Administrators & Managers

## 5. Face and Finger Scan Template Deletion

-  Face and Finger Scan Templates will now be deleted upon an employee's termination. This option will be the default behavior and no longer an optional configuration. Once an employee is terminated, deletion of that employee's template data for all clock types from the server database is automatic, non-configurable, and non-reversible. The employee's Template Data is removed within a day of their termination.

Additionally, updates to the UKG system-provided consent message have been made. This


updated consent message will be delivered to new enrollees and will not impact employees who have previously consented.

 Who's Impacted: Administrators & Managers

## Payroll




### 1. Payroll Comparison Report Permissions

 A new option will be added to the Group Permissions to allow Group Managers to see user information within the Payroll Comparison Report. This new permission will coincide with the current Security Profile permission to allow users to access the report and will be automatically turned on.


 Who's Impacted: Administrators & Managers

### 2. Updated Federal W-4 Withholding Form

 The Federal W-4 withholding form was updated to the newest 2025 version and is now available for Utah.

 Who's Impacted: Administrators

### 3. Added Option to Roll Up Earning Code


 When adding a **Regular Rate of Pay** roll up earning code, a **Reduce Base Comp.** drop-down is now available in the Settings section of the **Question** pop-up window, allowing you to choose whether the base compensation should be reduced for the Regular Rate of Pay earnings code.

 Who's Impacted: Administrators


# HR



## 1. HR Actions Changes

-  **New notification tag:** In the Generation Notifications step of an HR Action, we're introducing a new notification tag to trigger notifications when a future dated job change is made via position assignment

**Adding Job Change reason code:** We're adding a Job Change reason code to the Approve/Reject step within an HR action. In the review changes and view details section the Job Change reason code will be displayed.


-  Who's Impacted: Administrators & Managers


## 2. I-9 Form Updated

-  The I-9 web and PDF forms were updated to the latest version released on 01/20/25.

-  Who's Impacted: Administrators, Managers, & Employees

## 3. ACA: Coding During Termination Month

-  System updates have been made to accurately determine and apply the correct Line 14 (Offer of Coverage) and Line 16 (Affordability Safe Harbor) codes when an employee terminates within a reporting month.

-  Who's Impacted: Administrators & Managers

# Talent

## 1. Restart Performance Workflow

- i** Correct mistakes on Performance Reviews that have already been submitted (spelling errors, extra words, etc.) with the new Restart Workflow option without losing previously entered information and data.

This option allows you to restart a performance review workflow for one or more employees. A restart can be performed on any reviews with an “In Progress” status.

- You can select one or more employees from the report page and select **Restart Workflow**.
- Upon selecting **Restart Workflow**, a pop-up message appears letting you know the following:

*"This action will restart the performance review workflow from the beginning for the selected employee(s). All previously saved information, including ratings and comments, will remain intact. Would you like to continue?"*

- You can select 'Cancel' or 'Yes'. Upon selecting 'Yes', the workflow will restart from beginning and will show a success message once complete.

 Who's Impacted: Administrators & Managers

## 2. New Applicant Portal: Improvement of Missing Required Field Validations

- i** Previously, when an Applicant Profile Group Item was made required, applicants were seeing the "Whoops! It seems like you missed a few spots. Please fill in the required fields" on both the Job Application Tab, and within the actual field containing the missing information. This occurred before the applicant had a chance to fill it out and could cause confusion to the applicant.

**What we did to improve it:** Applicants will now only see the "Whoops! It seems like you missed a few spots. Please fill in the required fields" error message in the field containing the missing information and not in the tab.

 Who's Impacted: Applicants



### 3. Job Requisitions: Report Page Update

**i** We have updated the Job Requisitions report page to now include Indeed activity status. Two new Indeed columns are available to be added to your report page. When you create a job requisition and post it to Indeed, these columns will show you the status and dates.

- **Indeed Activity Status:** Will show 'Included in Feed' or 'Removed from Feed'
- **Indeed Activity Status Date:** Will show timestamp with date/time for when the job requisition was sent to Indeed

 Who's Impacted: Administrators

## Learning

### 1. Learning Updates Summary

**i** We're making several updates to our Learning module in this release:


- Deleted or achieved courses will now be removed from the list of available courses and from any present Checklist, HR Action, Scheduled Event, or Assets.
- Developed a new Course Sync button, which will allow admins to query Learning for the current state of courses and reconcile any discrepancies.
- Unassigned courses will no longer be visible in the Learning reports.
- A check to see whether an employee has a Learning Profile added when assigning Assets, Checklists, or Scheduled events with learning materials. If an employee does not have a Learning Profile, an error message will display.

 Who's Impacted: Administrators & Managers

### 2. Notifications for Content Expiration

**i** Two new notifications are available within the Learning Academy. These will notify users about library content that is about to expire.


- A. “Your library content is about to expire”
- B. “Your group library content is about to expire”

 Who's Impacted: Administrators & Managers

## Integrations




### 1. PayPal Integration

 A new integration between PayPal and UKG Ready will allow employees the choice to select a PayPal account as a direct deposit option.


 Who's Impacted: Administrators & Managers

### 2. Intuit QuickBooks Online Integration

 An integration with Intuit QuickBooks Online Payroll GL will be provided, allowing users with minimal technical expertise to configure and set it up. Support for multiple EINs is included.


 Who's Impacted: Administrators

### 3. HireCredit – WOTC Integration


 Introducing HireCredit, a new integration for the Work Opportunity Tax Credit (WOTC), available to add on in the Solutions Exchange. HireCredit adds an online survey into the application process that allows applicants to complete screening/qualifying questions and sign required forms for WOTC evaluation seamlessly. HireCredit will also utilize payroll data from your solution to submit for your WOTC tax credits.

 Who's Impacted: Administrators

## 4. Payroll Metrics Integration Enhancements

 New enhancements to the Payroll Metrics integration will be supported to help reduce manual effort and improve data accuracy. These enhancements include support for the following:

- Work patterns
- Timesheet and payroll adjustments via a new Payroll Export Format
- New custom employee fields under the Employee Upload Configuration: Work Region
- Annualized Salary Award Rate
- Annualized Salary Start Date
- Annualized Salary Overtime Hour Limit
- Annualized Salary Penalty Hour Limit
- Name Identifier

 Who's Impacted: Administrators