ADV4 Feature Set Announcement: November 2023

Remember That Time We Upgraded to Advantage 4?

As you might remember, just seven short months ago, the State of Wyoming upgraded WOLFS and HRM to Advantage 4. [Thank you again to all agencies and users for your support during the system upgrade]. The upgrade has been great for many reasons, but the biggest benefit of the upgrade is that the State of Wyoming will never have to go through a formal upgrade ever again! Instead, we will now receive mini-releases of new and updated functionality three times a year. Each release will provide a set of fixes, enhancements, security updates, and new features and functionality. This *mini-release* approach allows us to keep regulatory changes, implement fixes for defects, and add cool new settings the second they become available—without additional cost to the State! These mini-releases are called **Feature Sets** and we are excited to share an update about our most recent mini-release deployment: Feature Set 2-2023!

What's a Feature Set Anyway?

The official language of a mini-release is called a Feature Set. These Feature Sets are numbered 1-3 and are assigned to each calendar year. Feature Set 2 for 2023 (or FS2-2023/2023FS2) will be delivered into production (the live environment that you use to record your timesheet, complete transactions, look up vendors, etc.) on November 6th. Prior to receiving this feature set, the SAO has tested and confirmed that all features, settings, and enhancements are working properly as designed before implementing and communicating changes to users.

Feature Set Fun

In an effort to educate users, while also being fully transparent with new features and settings, our office will be continually and frequently notifying users of feature set changes. Even when the changes are good, like most of them are, unexpected changes can cause confusion. To mitigate any surprises, our office will be sending out routine communications prior to each feature set release. We will also provide additional documentation or videos (which will be added to the training library) regarding new functionality. You can expect that as we continue to receive these feature sets, we will work on providing education on the changes so users stay up to date on the availability of new technology.

Schedule of Feature Set Releases

- FS2 November 6, 2023
- FS3 December 2023
- FS1 April 2024
- FS2 August 2024
- FS3 November 2024

What to Expect

Our office will notify users of new feature sets and new functionality before the changes are made in the system. The tentative schedule of releases are included above.

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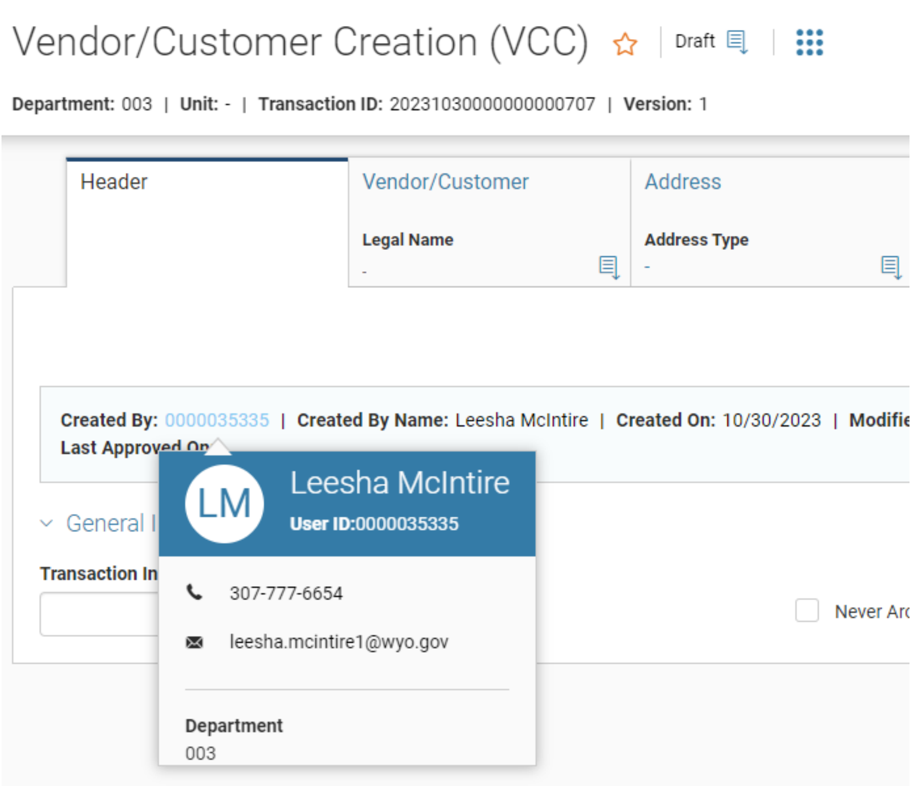
What's New?

Feature Set 2-2023 will be delivered into Advantage on November 6, 2023. Here are a few of the best changes to expect in the release.

User Business Cards

If you have ever looked at the *User ID* on a transaction and wondered who created it, then this feature is for you! Now when you see a User ID in blue hyperlink format, you can click on the User ID and the user's business card will appear. This information is populated from the User table that is updated by HR representatives completing HR changes in the system or SAO Financial Division staff that are updating system security.



This feature is turned on in most areas of the application, including inside transaction pages and in worklists. As a note for older transactions, user IDs that are created via batch jobs or begin with the old SA prefix will not contain business card references. Only 10-digit user IDs will contain business card information. Any incorrect information like name spelling errors, missing phone numbers, or outdated email addresses can be corrected by the SAO Help Desk.

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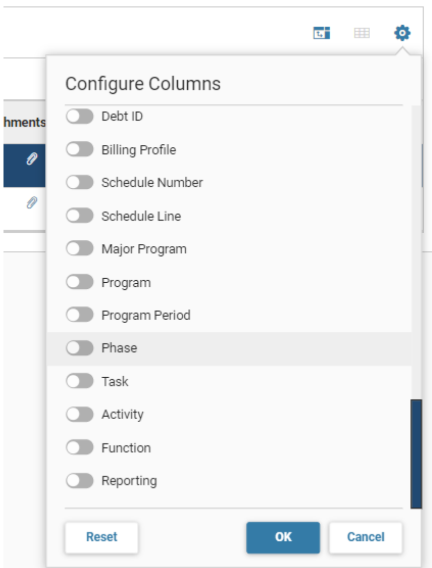
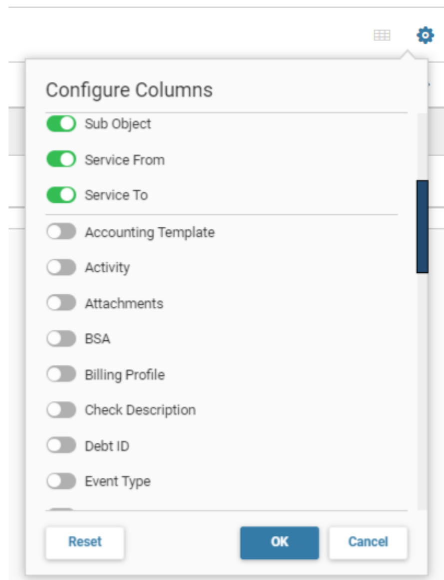
Configurable Columns Get Cleaned Up

The best part of the user interface is that it is completely customizable for each user. As a user, you have many pages, tables, and transaction grids that have a small *Gear Icon*. This allows you to change your preferences on which fields are displayed in your *Record Line*. Previously, when customizing this line, your available options were not aligned in a manner that allowed users to find the columns they needed easily. (previous example to the left)



Now users have an updated pop-over that has been enhanced for usability. Now columns are organized and separated with a line to indicate that the fields above the line are the current chosen set of shown columns. Anything that falls below the line are organized in alphabetical order, whereas previously they were scattered about based on page location. (current example to the right)



Worklists Now Include Amounts

For those of you that review transactions through a worklist, you can now add the column *Amount* in order to display the transaction total amount in your approval grid. Seen in the image below at the far-right of the image, the column *Amount* displays the total of each transaction available in the worklist.

Grid Actions

1 - 12 of 12 Records — View per Page - 20 50 100 — Page 1 of 1

Level	Code	Dept	ID	Message	Assigned Date	Creator ID	Amount
5	DC	045	*4378058	Please Approve	08/23/2023 03:29:40 p.m.	0000050118	$1,211.46
5	DC	053	12200710230000003138	Please Approve	08/23/2023 11:29:30 a.m.	0000061116	$120.00
5	DC	053	12260616230000172926	Please Approve	08/22/2023 02:24:29 p.m.	0000027389	$150.00
5	AD	000	AD08222300000028141	Please Approve	10/20/2023 07:42:47 a.m.	0000048481	$1,954.01

This allows you to also sort by *Amount* from ascending or descending totals—which can be helpful for those that put a higher priority in higher payment amounts of transactions if needed.

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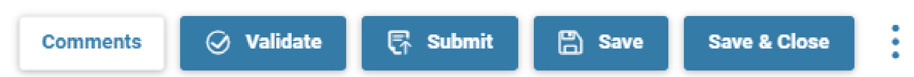
Easy Access to Comments in VCCs and VCMs

If you've opened a VCC or VCM that has been rejected back to you, you might not know that as a practice, the SAO will input a comment on the fields that need corrected before resubmitting. Previously, those comments were accessed via the Smart Menu at the top of the page of the transaction and flagged with a red notification dot. Now you can save yourself a few mouse-clicks because the *Comments Action Button* has been added right to the top of page of these two types of transactions.



We are here to help!

If you have questions about new functionality or need additional assistance after a feature set release, please contact the helpdesk! We are also happy to provide customized trainings to agency who would like more in-depth information.

Contact the WOLFS Helpdesk here:
SAOWOLFSHelpDesk@wyo.gov
Contact the Payroll Helpdesk here:
SAOPayrollHelpDesk@wyo.gov

You can also learn more about feature sets here:
sao.wyo.gov/feature-sets