communityforce

Release Notes

Version 11.1

Created By: CommunityForce Inc.

communityforce

Version Releases

Optimized Applicant Journey 3

1. **"Secure AUTH" Feature for Enhanced Registration!** 3
2. **User Security** 4
3. **Tailored Registration Experience** 5
4. **Organization Notify** 6
5. **Organization Selection for Applicants/Manage Organization** 7
6. **Streamlined Submission Experience** 8

Elevated Application Build Experience 10

1. **Streamlined Access for Administrators for Managing Applications** 10
2. **Cloning a Question** 10
3. **Adding Conditional Logic on Questions** 12
4. **Cloning Question Conditional Logic** 12
5. **Cloning Section Conditional Logic** 14
6. **Cloning Fund Criteria from One Fund to Another** 15
7. **Enable Fund Criteria Automation and Set Up Automatic Fund Criteria** 15
8. **Overview of the Manage Automated Scoring** 16
9. **Cloning Automatic Scoring Criteria** 16
10. **Cloning 'Funding Program/Manage Applications Funds'** 17

Reporting 19

1. **Overview of Global Ad Hoc Reports** 19
2. **Export to Excel on Automated Scoring Report** 19

Optimized Applicant Journey

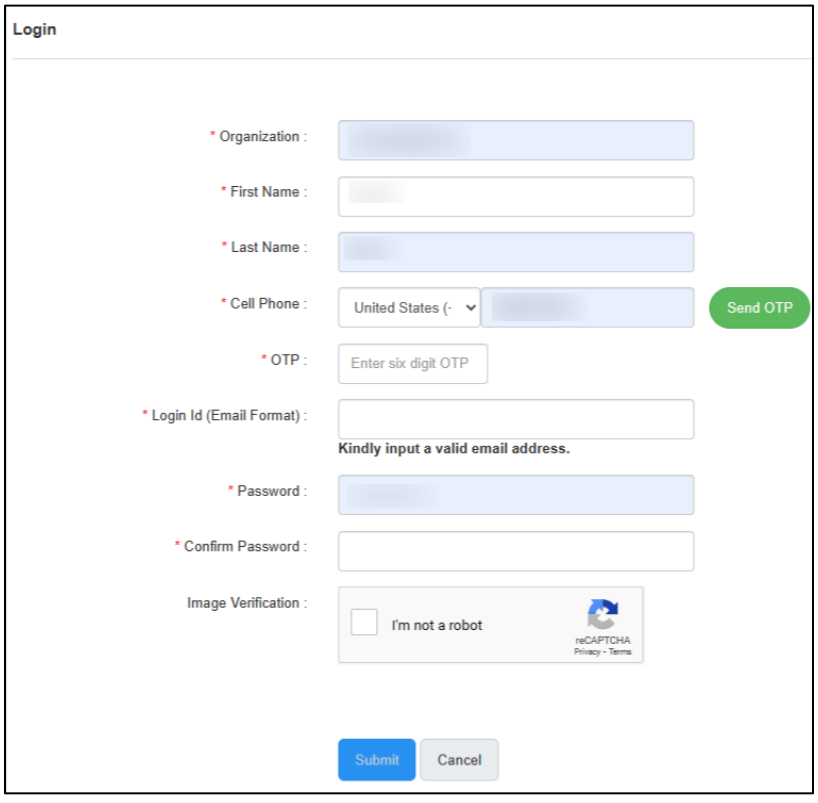
1. “Secure AUTH" Feature for Enhanced Registration!

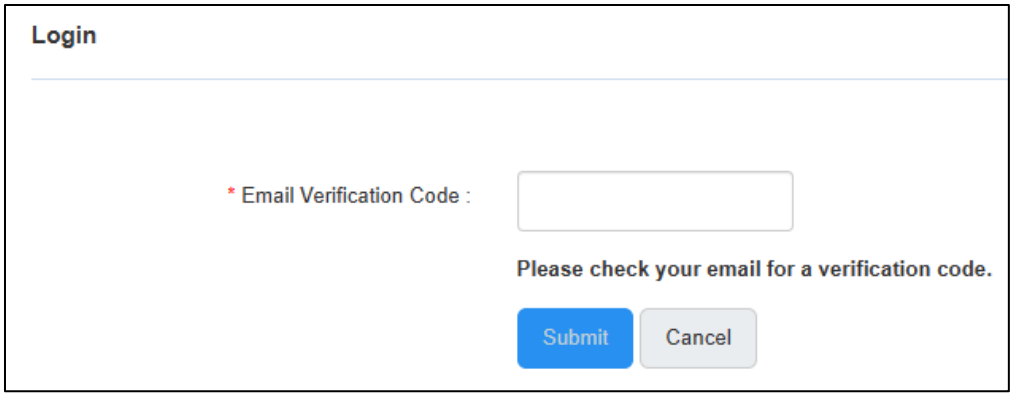
Welcome to our streamlined registration process, where security meets convenience! When creating a user account on our registration page, applicants now enjoy an additional layer of authentication through the introduction of an OTP (One-Time Password) option. Upon entering their cellphone number, the system prompts applicants to input the OTP received on their mobile device. This added step enhances the authenticity of user accounts.

Furthermore, we have integrated an email verification field into the registration process. Applicants are required to input the code sent to their email address, providing an extra level of validation for their identity.

For ease of use, the OTP option is configurable based on your preferences. If this feature is not enabled on your site, kindly reach out to CommunityForce support by submitting a ticket on Zendesk for more details.

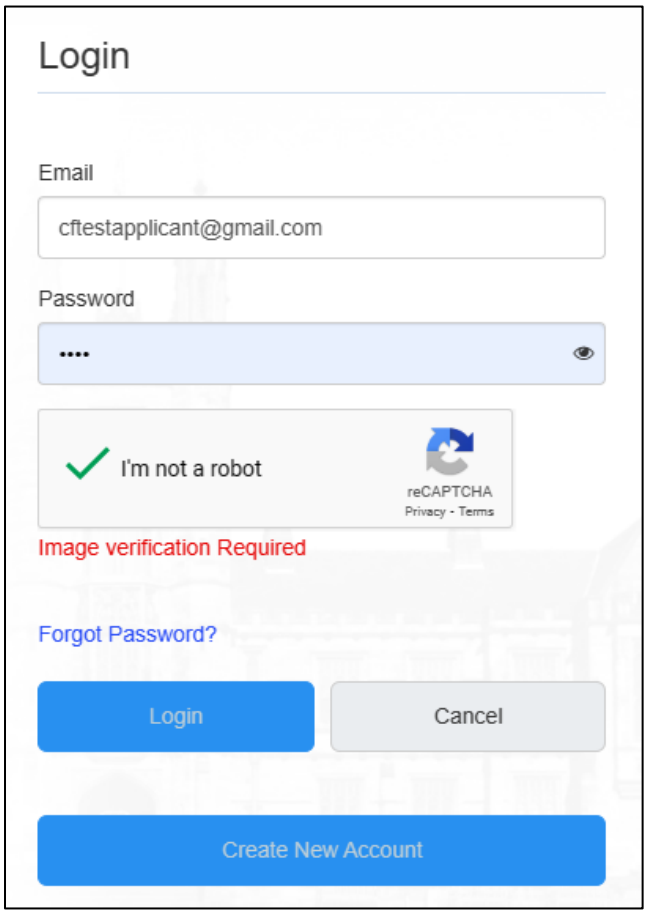
To guide you through the process of creating or editing a user account, we recommend checking out our comprehensive guides tailored for grants and scholarships. For grants, **click here**, and for scholarships, **click here**. Experience a secure and straightforward registration journey with our enhanced authentication features.



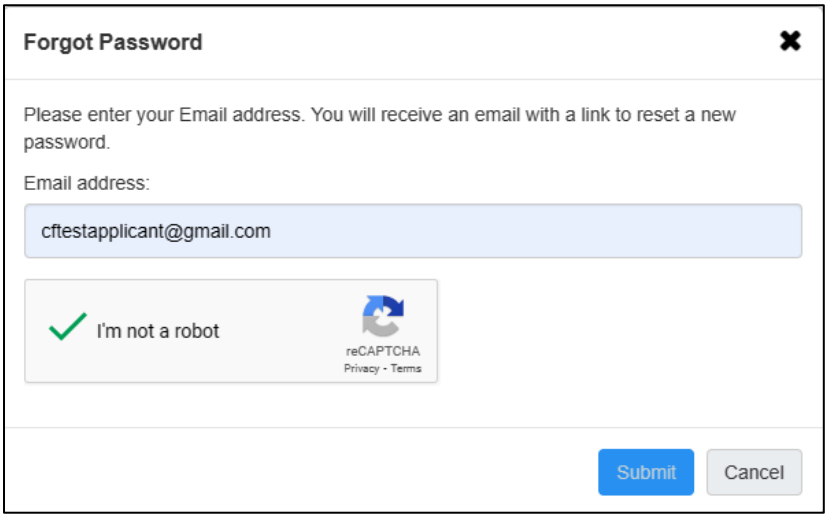


2. User Security

We have made a notable advancement in our security measures. To ensure your accounts remain safeguarded, we've seamlessly integrated Google ReCAPTCHA into our login and the forgot password screens. This strategic addition is tailored to discern between genuine human access and automated attempts, heightening the security of your confidential information. The CAPTCHA will be displayed on the login screen following three consecutive unsuccessful login attempts by the user.



In our ongoing commitment to fortify the security of your accounts, we've implemented an additional layer of protection for password reset requests. Now, when you utilize the "Forgot Password" link to reset your account credentials, our enhanced security protocol demands an image verification step. This means that along with the standard password reset process, users will encounter a Google ReCAPTCHA challenge, adding an extra shield against automated or malicious attempts.

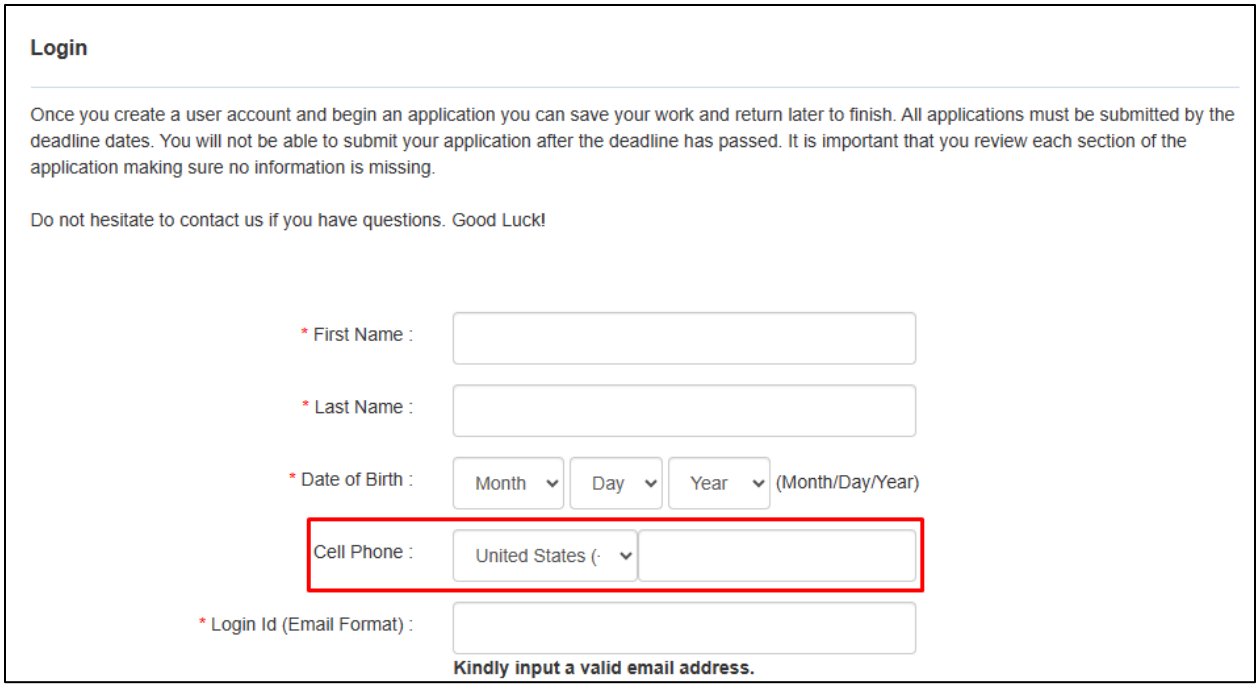


3. Tailored Registration Experience

In our continuous effort to provide users with a more flexible and user-friendly registration experience, we're excited to announce a significant update. The Country Code and Cell Phone fields will now be set as optional during account creation on the registration page and when administrators create user accounts from the setup user screen. This means that users have the freedom to decide whether they want to provide this information during the registration process.

Unless explicitly configured to be mandatory, users can now complete the registration or have their accounts set up by administrators without entering Country Code and Cell Phone details. This update aims to streamline the account creation process, offering users more control over the information they share.

We understand that preferences vary, and this change ensures a smoother and more personalized registration experience for all users. Embrace the flexibility and ease of account creation with our updated registration process!

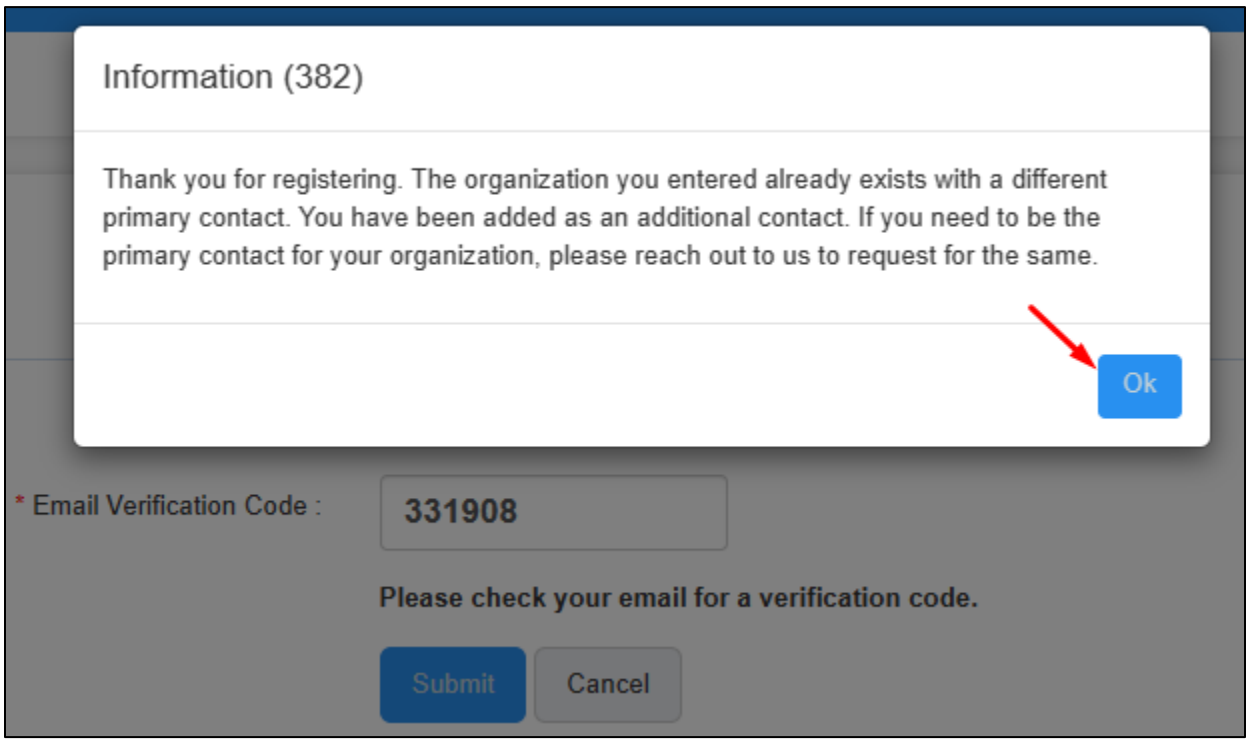


4. Organization Notify

Introducing "Organization Notify," a dynamic feature that strengthens organizational communication! When an additional user creates an account within the system under the same organization name as the Primary User, Organization Notify ensures that Primary Users stay informed and engaged.

With Organization Notify, a tailored email notification is automatically dispatched to the Primary User, delivering real-time updates about the new user account creation. This feature serves as a powerful tool for maintaining organizational cohesion and fostering collaborative efforts in the realm of grants.

To explore the intricacies of how the Primary User receives these email notifications, **click here**. Admins, take control and customize these email notifications by **clicking here**.



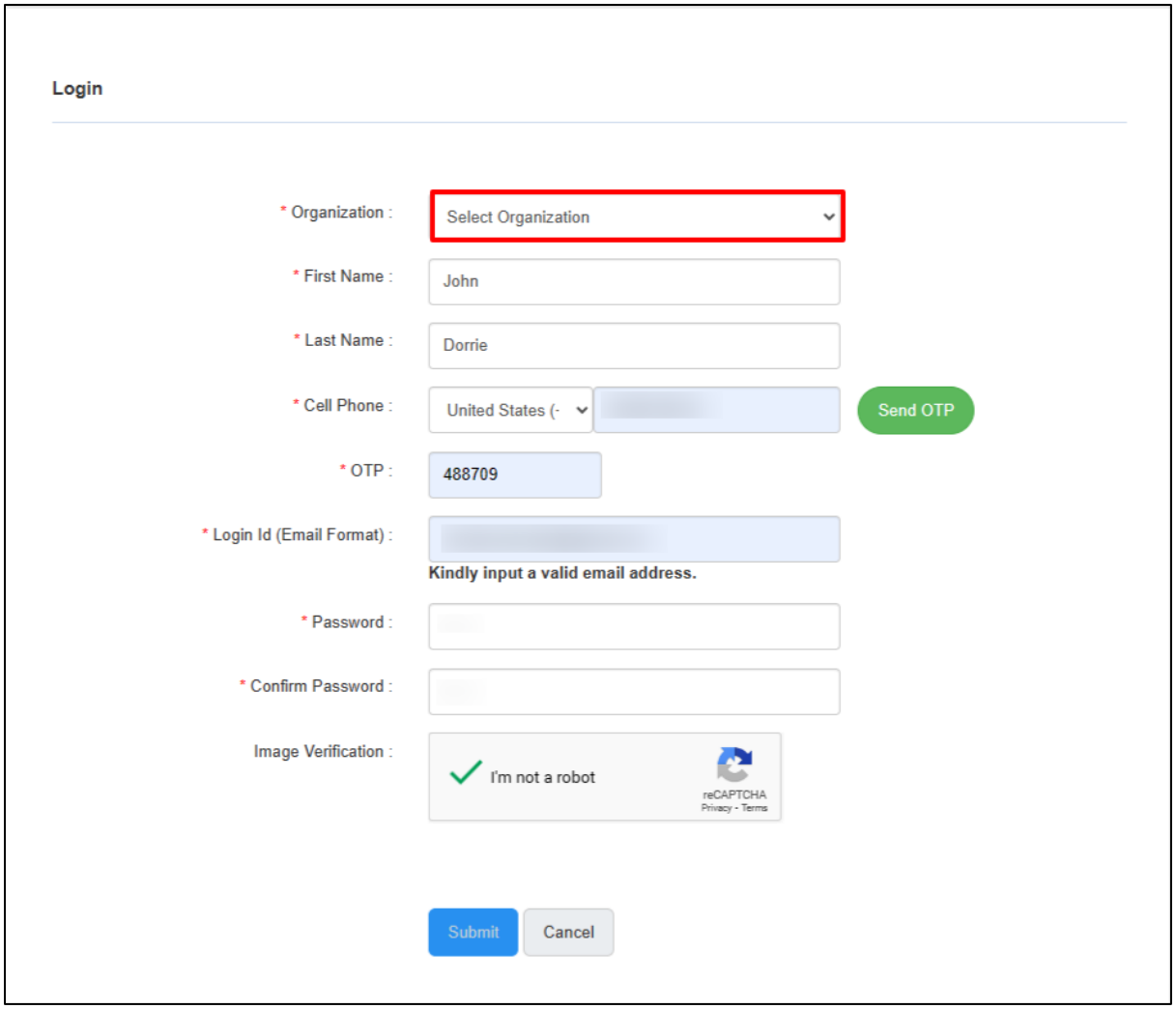
5. Organization Selection for Applicants/Manage Organization

Experience a smoother registration process for the applicants. When applicants register for a user account, they are prompted to effortlessly choose their organization from a predefined list. This eliminates the hassle of manual input, ensuring accurate and pertinent organization names during registration for grants.

Site administrators and grants administrators have complete control, allowing them to manage, control, and expand the list of available organization names. Empower administrators to seamlessly add organizations, enabling users to associate their accounts with the correct organization effortlessly.

Should a user not find their organization in the list, a simple solution is in place. Users can contact the site administrator or grants admin to have their organization added, ensuring accessibility for all organizations. Simplify and enhance the user experience while maintaining the accuracy of organizational names. **Click here** to discover how "Organization Selection for Applicants/Manage Organization" makes user registration a breeze!

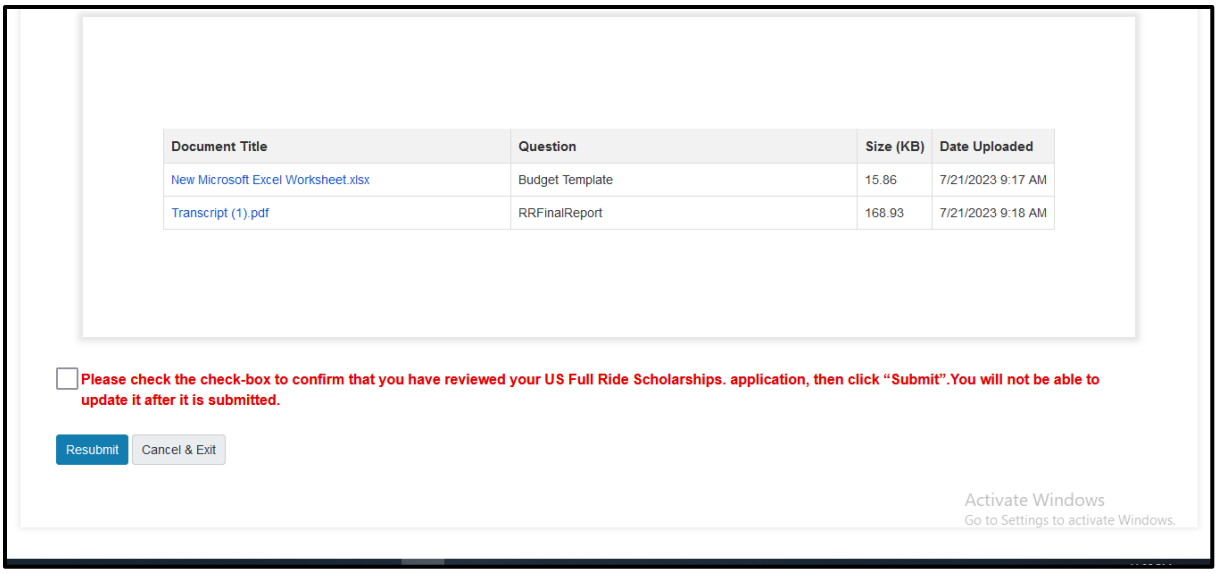
To enable this feature on your site and enhance user experience, please reach out to CommunityForce's Client Support by submitting a ticket on Zendesk.



6. Streamlined Submission Experience

We've revamped the user interface to enhance the applicant's form-filling experience. The "Submit" button and confirmation checkbox, previously located at the top and bottom of the section, have undergone a strategic relocation – they are now exclusively positioned at the bottom of the screen.

This update is designed to streamline the user's interaction with forms, placing the essential submission elements within easy reach as they navigate through the application. Now, as the applicant complete your entries and reach the end of the form, they will find the "Check" button and confirmation checkbox conveniently waiting for their attention at the bottom.

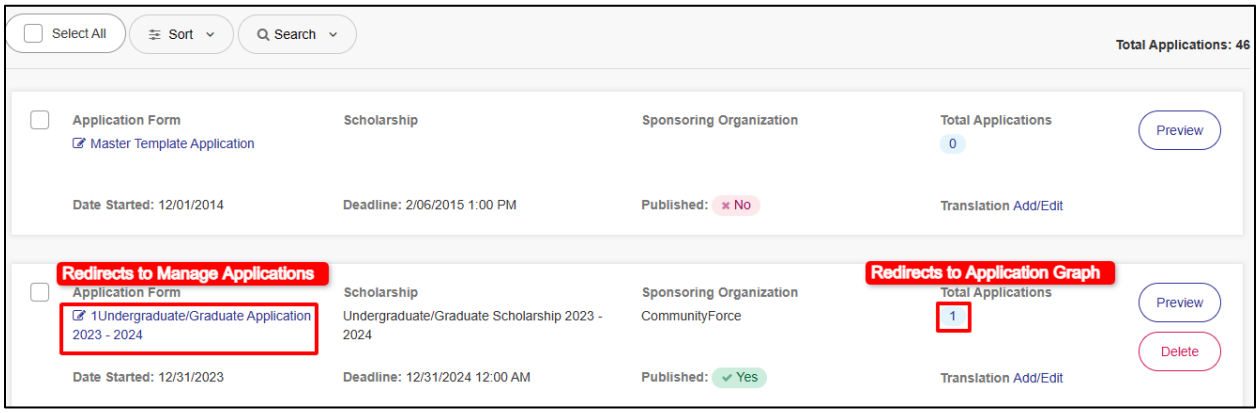

Document Title
Question
Size (KB)
Date Uploaded
New Microsoft Excel Worksheet.xlsx
Budget Template
15.86
7/21/2023 9:17 AM
Transcript (1).pdf
RRFinalReport
168.93
7/21/2023 9:18 AM
Please check the check-box to confirm that you have reviewed your US Full Ride Scholarships. application, then click "Submit".You will not be able to update it after it is submitted.
Resubmit
Cancel & Exit
Activate Windows
Go to Settings to activate Windows.

Elevated Application Build Experience

1. Streamlined Access for Administrators for Managing Applications

We've refined the navigation experience to provide you with quicker access to essential information. Clicking on the application name will now seamlessly transport administrators to the "Manage Applications" screen, offering a centralized hub for overseeing and managing individual applications.

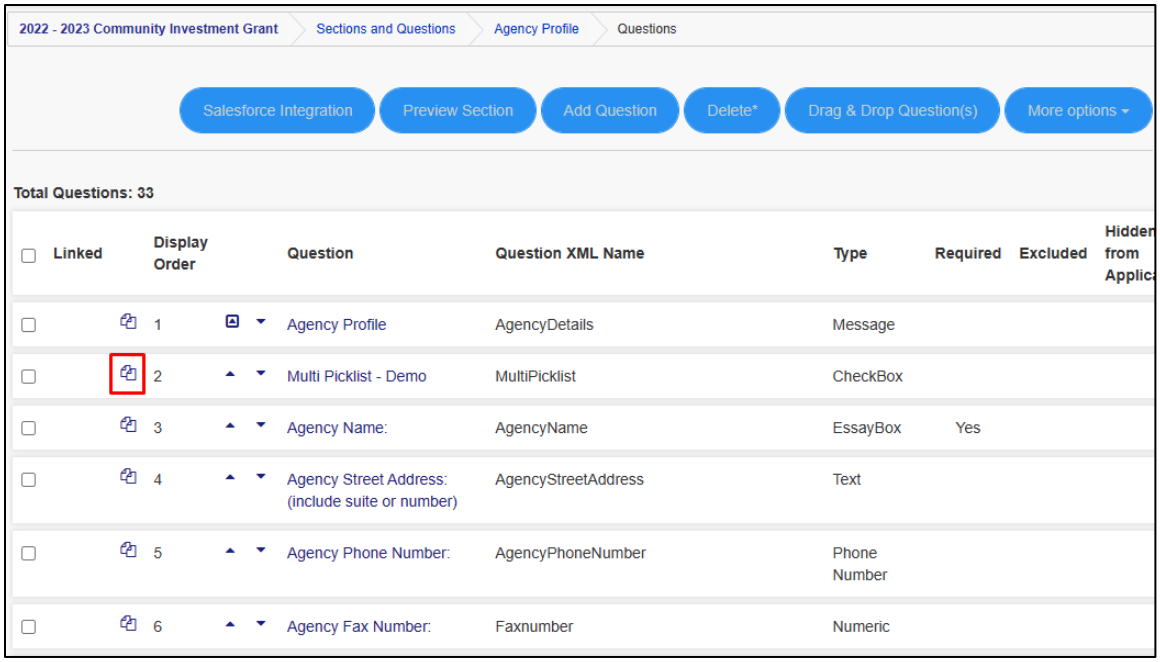
On the other hand, clicking on the application count will navigate administrators to the "Application Graph" screen, providing a visual representation of application metrics and trends. This strategic differentiation ensures a more intuitive and efficient navigation experience, allowing administrators to swiftly access the specific tools and insights they need.

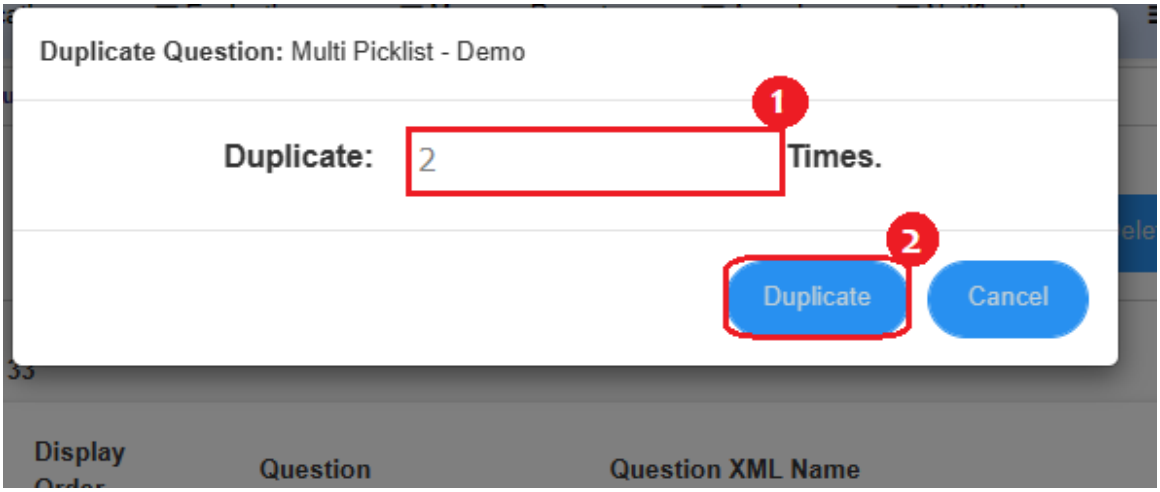


2. Cloning a Question

Introducing a time-saving marvel for administrators! Say goodbye to redundant efforts as admins can now clone questions effortlessly within the same section. No longer will you need to create multiple questions asking the same thing.

Click here to explore the ease and efficiency brought to you by this innovative enhancement.

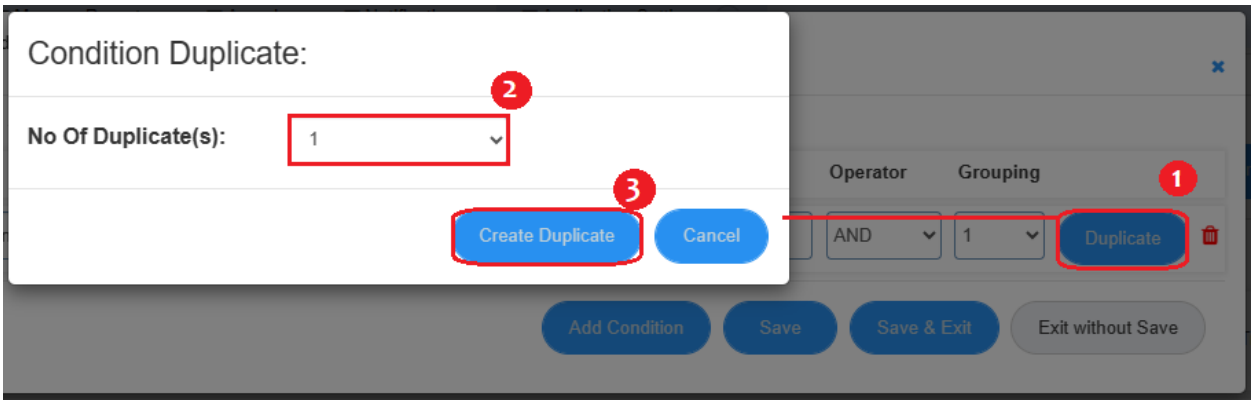

2022 - 2023 Community Investment Grant
Sections and Questions
Agency Profile
Questions
Salesforce Integration
Preview Section
Add Question
Delete*
Drag & Drop Question(s)
More options
Total Questions: 33
Linked
Display Order
Question
Question XML Name
Type
Required
Excluded
Hidden from Applic
1 Agency Profile AgencyDetails Message
2 Multi Picklist - Demo MultiPicklist CheckBox
3 Agency Name: AgencyName EssayBox Yes
4 Agency Street Address: (include suite or number) AgencyStreetAddress Text
5 Agency Phone Number: AgencyPhoneNumber Phone Number
6 Agency Fax Number: Faxnumber Numeric


Duplicate Question: Multi Picklist - Demo
1
Duplicate: 2 Times.
2
Duplicate
Cancel
Display
Question
Question XML Name

3. Adding Conditional Logic on Questions

You can now duplicate criteria under question conditional logic, eliminating the need to repeatedly click "Add Condition" and manually rewrite the question conditional logic.

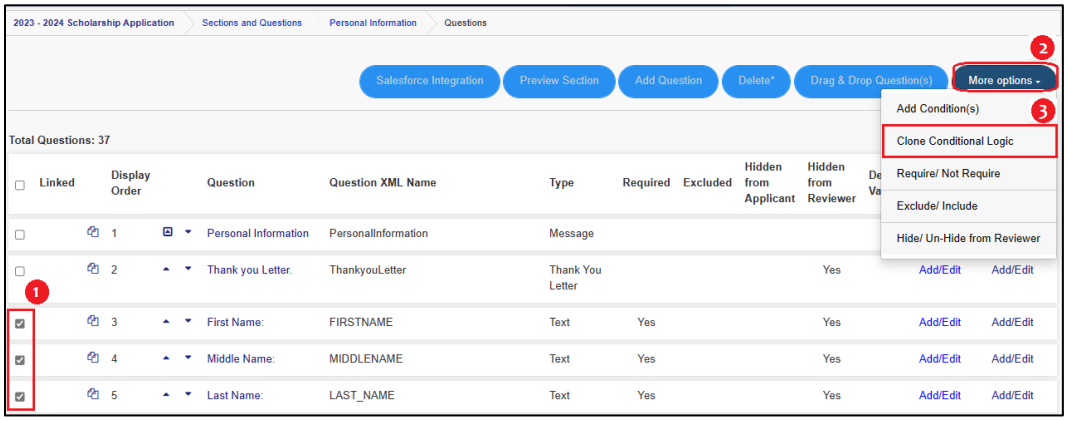
To delve into the details and make the most of this streamlined functionality, **click here**.

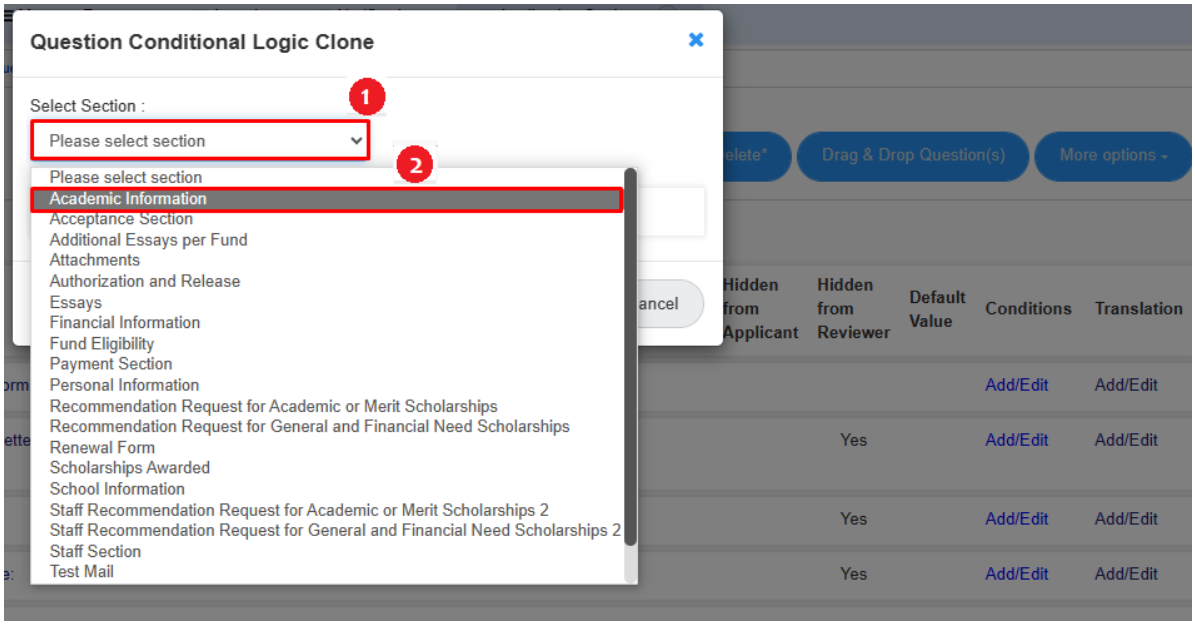


4. Cloning Question Conditional Logic

In our latest release, we're excited to introduce a game-changing feature for enhanced efficiency! Now, you can effortlessly clone question conditional logic from one question to another within any section of the application.

To dive into the details and harness the power of this new functionality, **click here**.




Question Conditional Logic Clone
Select Section :
1
Please select section
2
Please select section
Academic Information
Acceptance Section
Additional Essays per Fund
Attachments
Authorization and Release
Essays
Financial Information
Fund Eligibility
Payment Section
Personal Information
Recommendation Request for Academic or Merit Scholarships
Recommendation Request for General and Financial Need Scholarships
Renewal Form
Scholarships Awarded
School Information
Staff Recommendation Request for Academic or Merit Scholarships 2
Staff Recommendation Request for General and Financial Need Scholarships 2
Staff Section
Test Mail
Drag & Drop Question(s)
More options
Hidden from Applicant
Hidden from Reviewer
Default Value
Conditions
Translation
Add/Edit
Add/Edit
Yes
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Add/Edit
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Add/Edit
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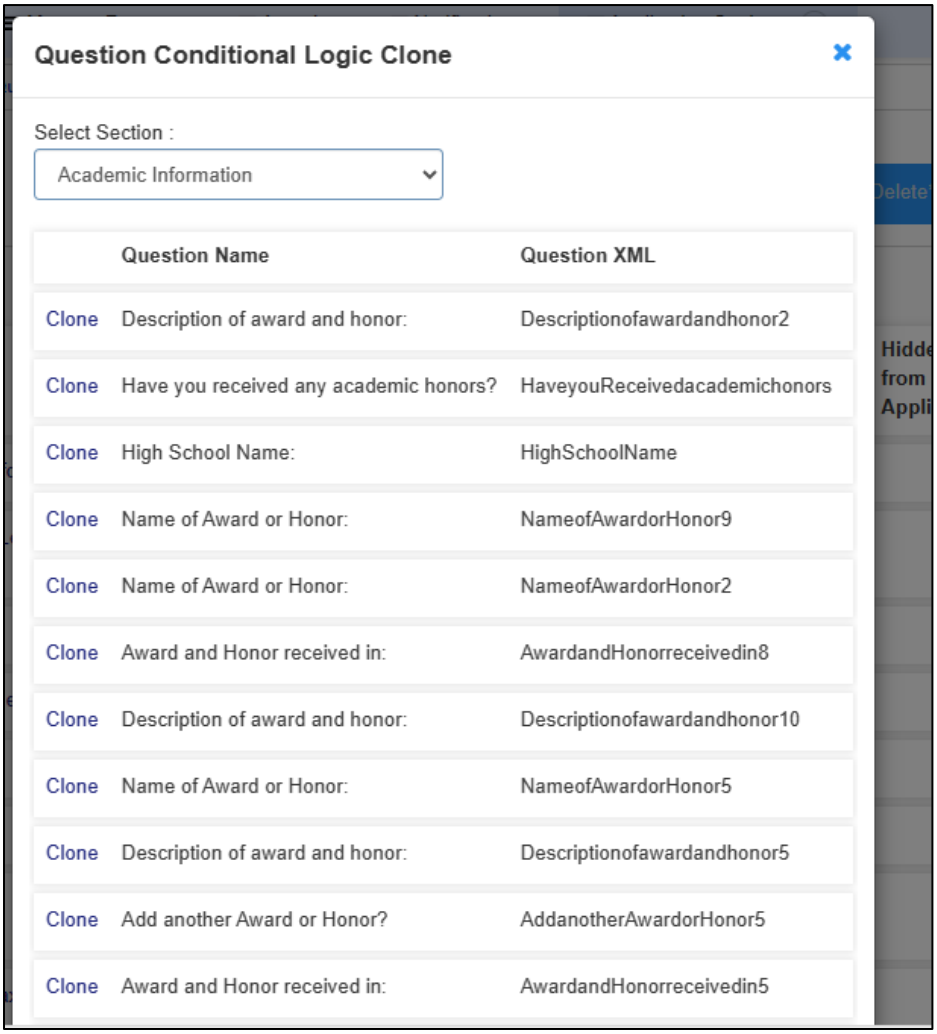
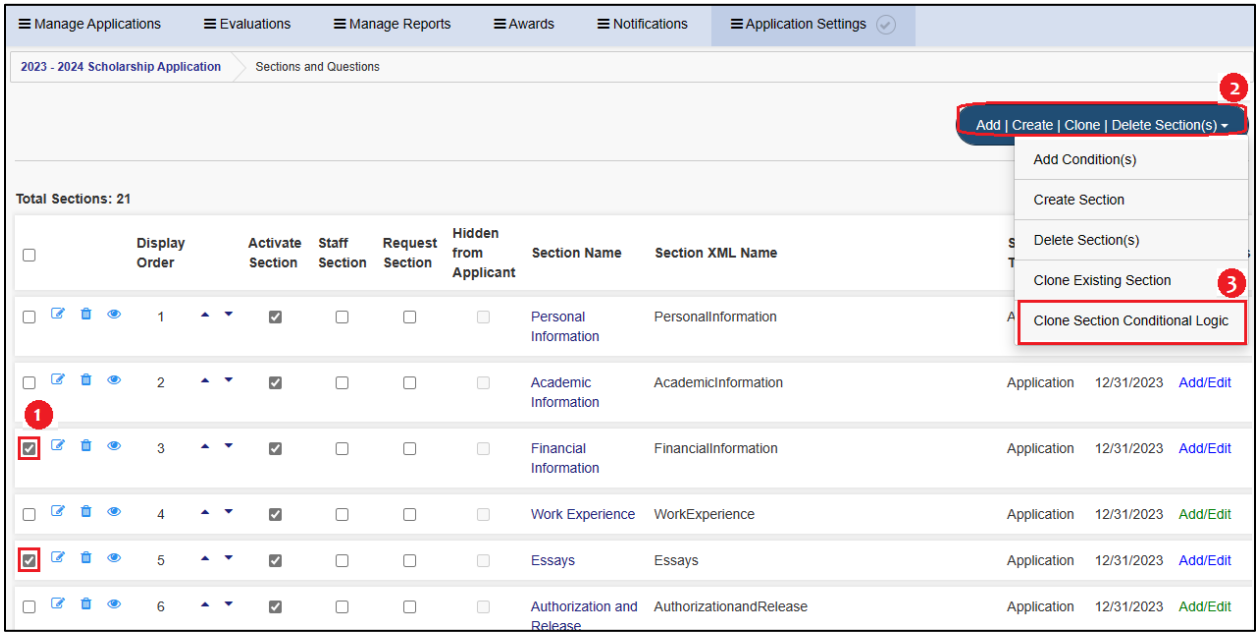
Yes
Add/Edit
Add/Edit

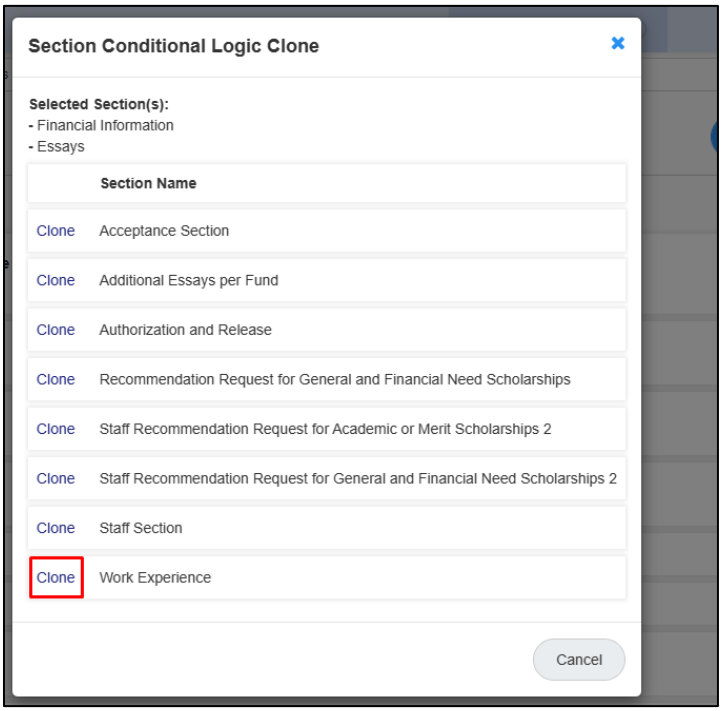

Question Conditional Logic Clone
Select Section :
Academic Information
Question Name
Question XML
Clone
Description of award and honor:
Descriptionofawardandhonor2
Clone
Have you received any academic honors?
HaveyouReceivedacademichonors
Clone
High School Name:
HighSchoolName
Clone
Name of Award or Honor:
NameofAwardorHonor9
Clone
Name of Award or Honor:
NameofAwardorHonor2
Clone
Award and Honor received in:
AwardandHonorreceivedin8
Clone
Description of award and honor:
Descriptionofawardandhonor10
Clone
Name of Award or Honor:
NameofAwardorHonor5
Clone
Description of award and honor:
Descriptionofawardandhonor5
Clone
Add another Award or Honor?
AddanotherAwardorHonor5
Clone
Award and Honor received in:
AwardandHonorreceivedin5

5. Cloning Section Conditional Logic

You can effortlessly clone section conditional logic from one section to another within the application. This powerful feature adds another layer of convenience to your form creation process. No more duplicating section logic manually or setting it up from scratch for each section. With a simple click, you can replicate the conditional settings, ensuring consistency and efficiency throughout your application.

For a detailed exploration of this time-saving functionality, **click here**.

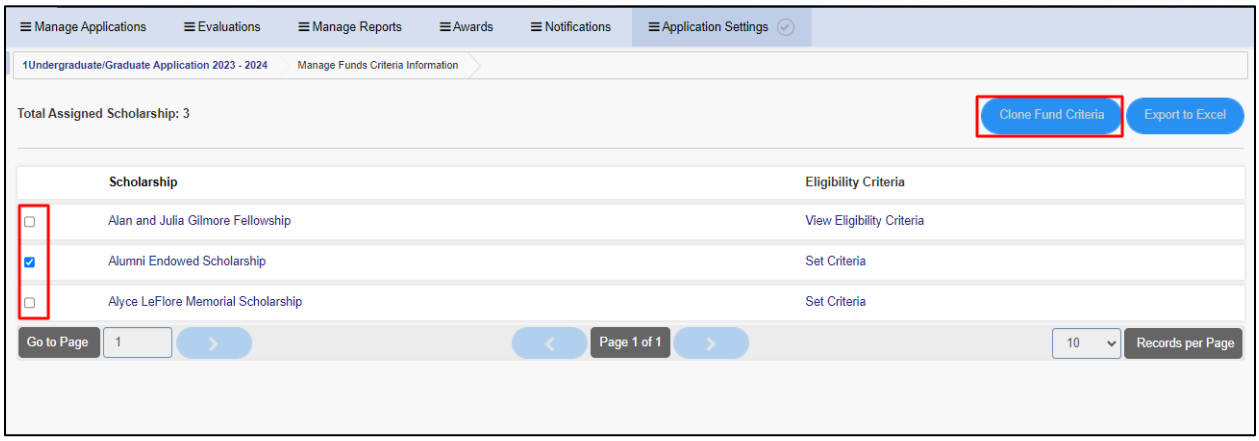


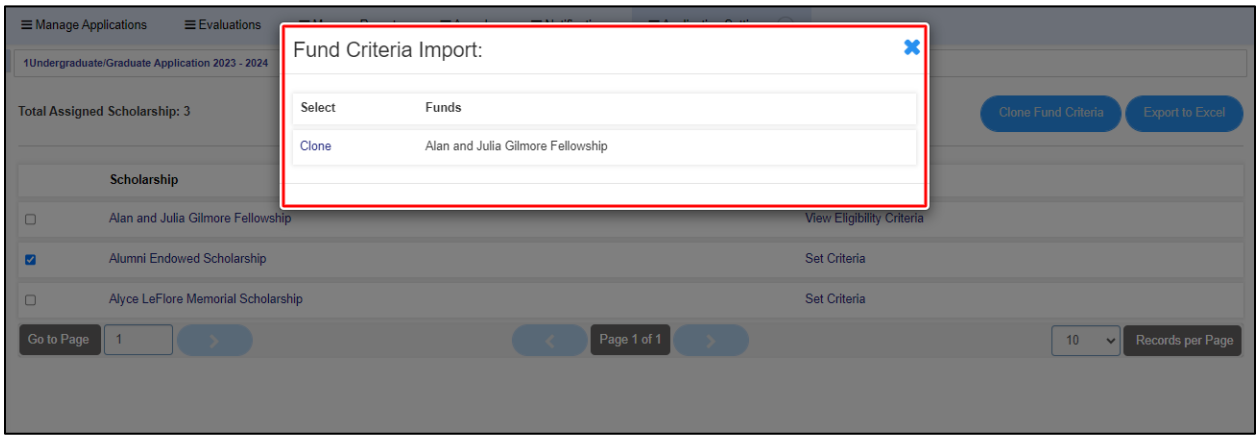


6. Cloning Fund Criteria from One Fund to Another

We're delighted to introduce a powerful enhancement that simplifies your fund management process. Now, you can seamlessly clone fund criteria from one fund to another within the application.

To explore the details and make the most of this new functionality, **click here**. Elevate your fund management experience and simplify the setup of criteria for each fund.

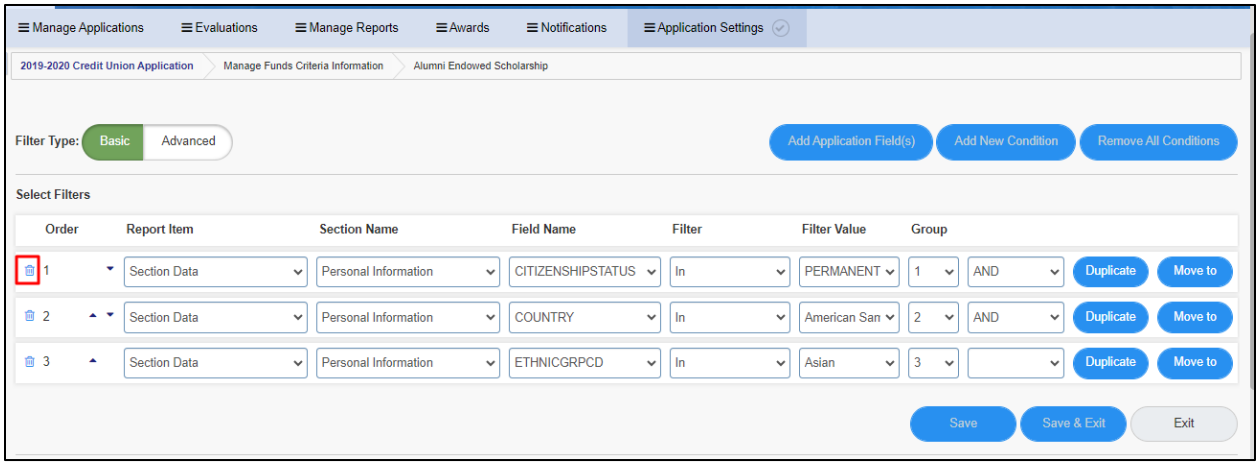




7. Enable Fund Criteria Automation and Set Up Automatic Fund Criteria

If you are using the automated fund criteria. You can efficiently delete criteria for each fund directly from the fund criteria screen, eliminating the need to navigate to the question setting screen to remove questions added under the criteria.

To delve into the details and make the most of this new functionality, **click here.**

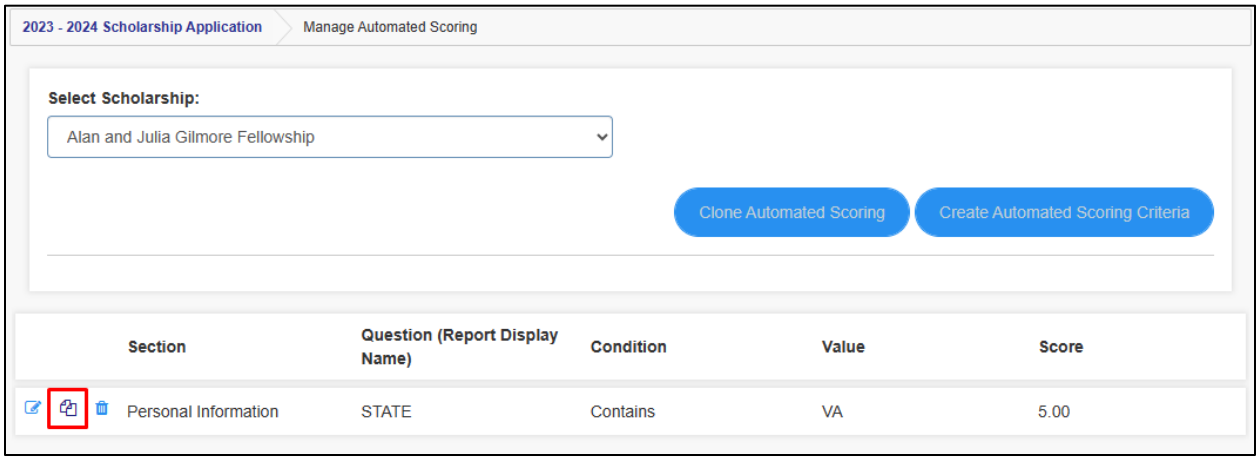


8. Overview of the Manage Automated Scoring

We are thrilled to announce a powerful addition to our platform's capabilities with the latest release - the ability to clone existing scoring criteria within the same assigned fund! This feature is designed to streamline your workflow, boost efficiency, and promote consistency in decision-making across projects.

How to Learn More:

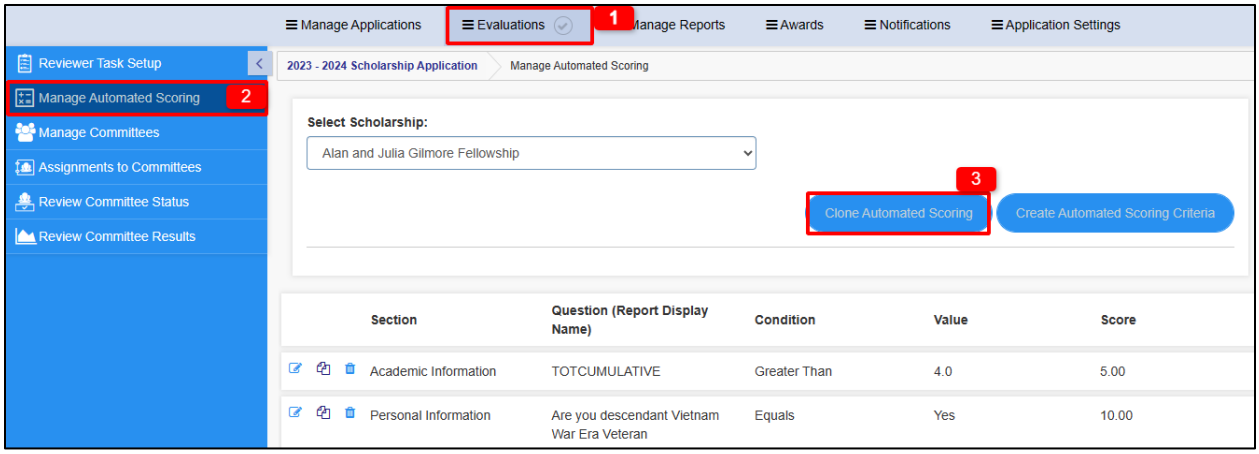
Curious to explore this game-changing feature? **Click here** to access detailed documentation.

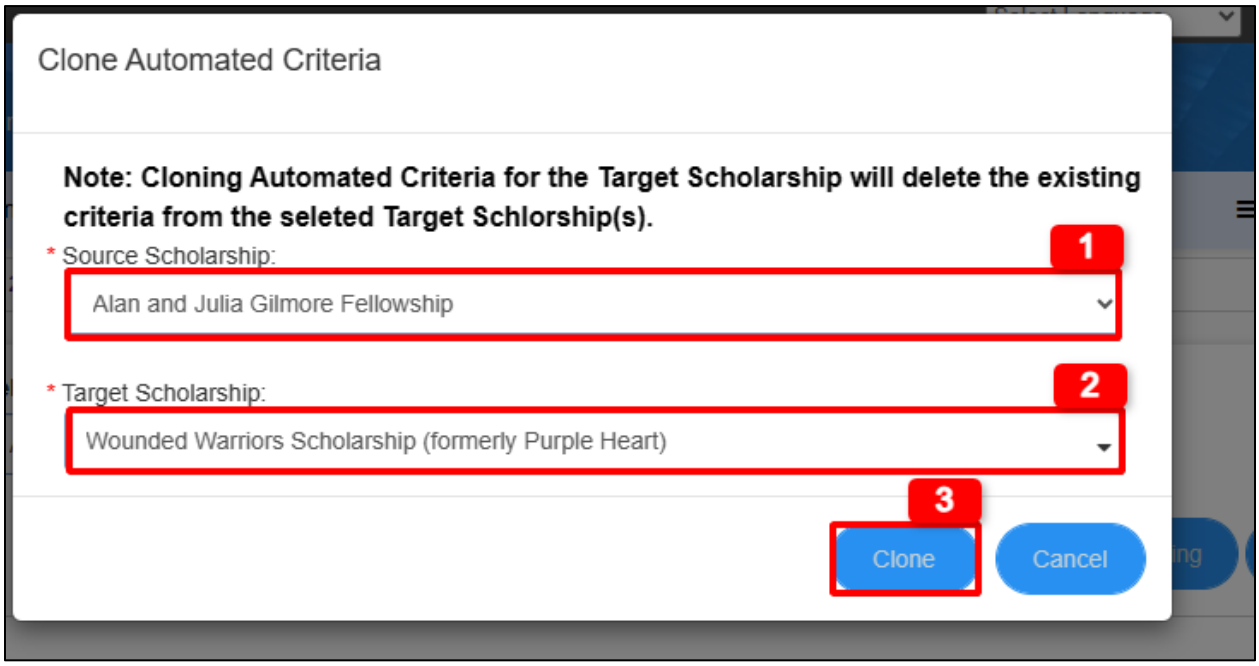


9. Cloning Automatic Scoring Criteria

The ability to seamlessly clone Automated Scoring from one fund to another within the same application. This feature is designed to streamline your workflow, enhance efficiency, and ensure consistency in evaluation processes across various funds.

To learn how to clone Automated Scoring Rubrics, **click here**. Our comprehensive documentation provides step-by-step instructions, guiding you through the process seamlessly.

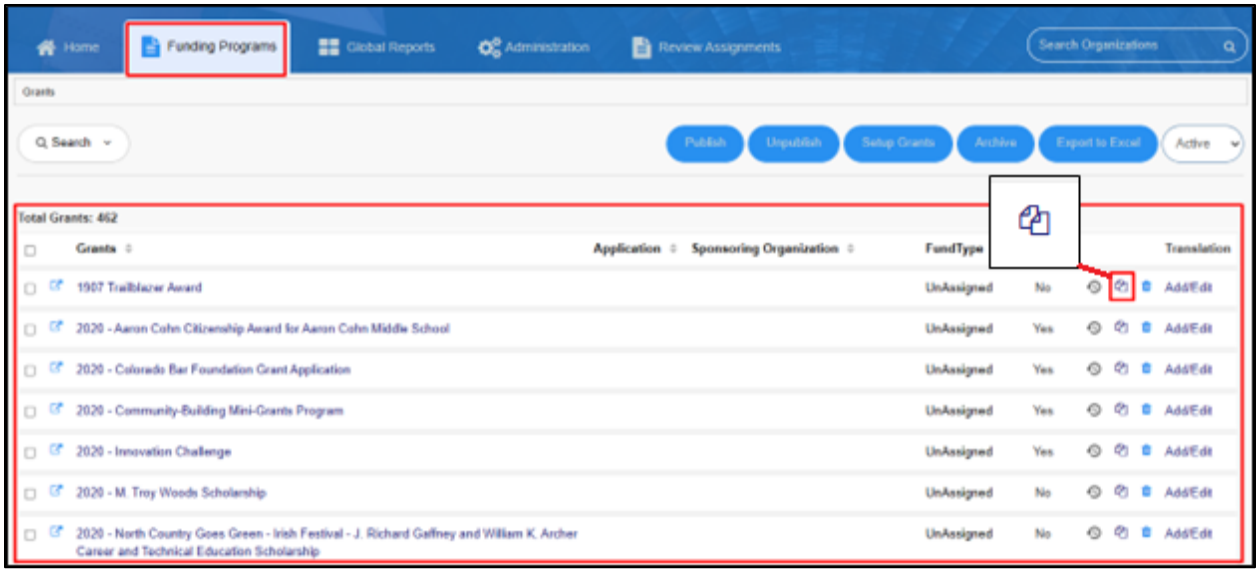




10. Cloning 'Funding Program/Manage Applications Funds'

Introducing a groundbreaking feature in our system: the ability to clone posting and assigned funds seamlessly! Now, not only can you replicate the funds, but also capture their detailed descriptions, making the process of creating new posting funds for upcoming application cycles faster and more efficient.

Just **click here** to access the tutorial and unlock the power of fund cloning in your application management.

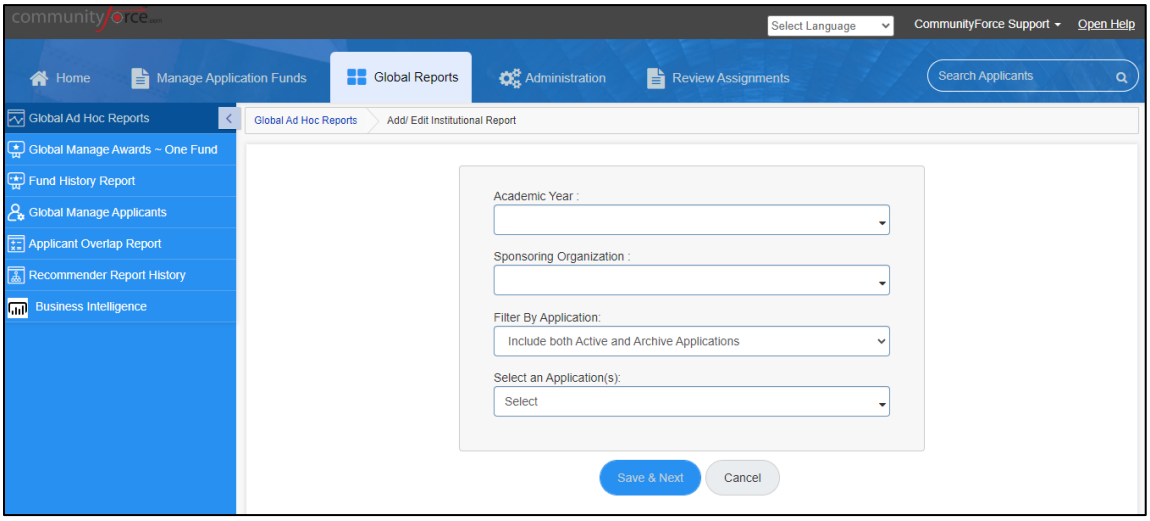

Home
Funding Programs
Global Reports
Administration
Review Assignments
Search Organizations
Grants
Search
Publish
Unpublish
Setup Grants
Archive
Export to Excel
Active
Total Grants: 462
Grants
Application
Sponsoring Organization
FundType
Translation
1907 Trailblazer Award
UnAssigned
No
Add/Edit
2020 - Aaron Cohn Citizenship Award for Aaron Cohn Middle School
UnAssigned
Yes
Add/Edit
2020 - Colorado Bar Foundation Grant Application
UnAssigned
Yes
Add/Edit
2020 - Community-Building Mini-Grants Program
UnAssigned
Yes
Add/Edit
2020 - Innovation Challenge
UnAssigned
Yes
Add/Edit
2020 - M. Troy Woods Scholarship
UnAssigned
No
Add/Edit
2020 - North Country Goes Green - Irish Festival - J. Richard Gaffney and William K. Archer Career and Technical Education Scholarship
UnAssigned
No
Add/Edit

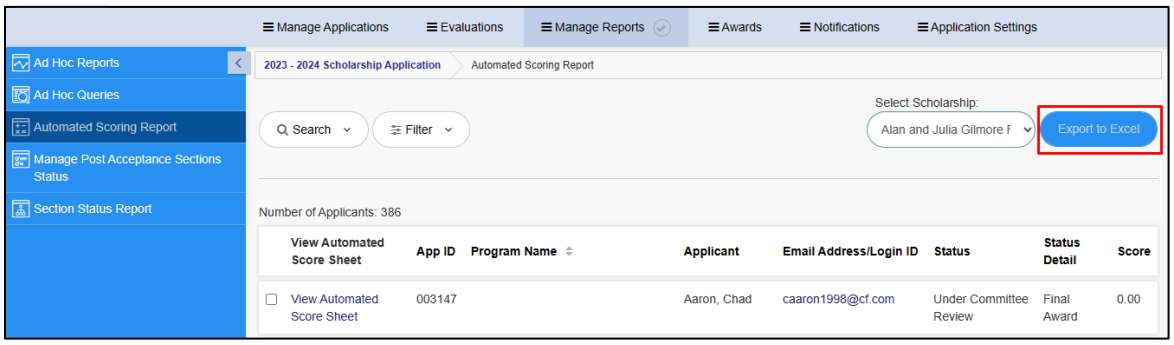
Reporting

1. Overview of Global Ad Hoc Reports

We've enhanced the Global Reports feature, providing you with more control and flexibility. Introducing the "Filter by Application" option, a powerful tool that allows you to tailor your reports according to your specific needs. Now, within the Global Reports section, you have the ability to choose whether you want to include active applications, archive applications, or both in your reports.

To guide you through this feature, we've created a comprehensive overview. **Click here** to explore the Overview of Global Ad Hoc Reports and unlock the full potential of this new functionality.



2. Export to Excel on Automated Scoring Report

Exciting news for users of our Automated Scoring Report feature! We're thrilled to introduce a new enhancement that adds a layer of convenience to your workflow. Now, with the latest update, the Automated Scoring Report comes equipped with an export-to-Excel option. This means you can seamlessly transfer and organize your scoring data with just a few clicks.