Friday, June 2nd, 2022

New isolved release: version 8.04

Highlights

With the release of isolved version 8.10 on Friday, June 2nd, 2022, **the New Hire Wizard will no longer be available**. However, Quick Hire will be enhanced to add federal reporting data and I-9 informational fields so you will be able to provide the same information in a simpler design. The more robust hiring workflows that were introduced in isolved version 8.06 for onboarding users will continue to be available.

Employee Administration

- The **New Hire Wizard** will no longer be available.

- **Quick Hire** has been enhanced to include EEO, veteran, disability, and I-9 information so you can enter all the same information that was available through the New Hire Wizard in a more streamlined design.

Time

- The **labor allocation** option in the timecard now allows you to allocate time to non-worked hours like holidays and absences.
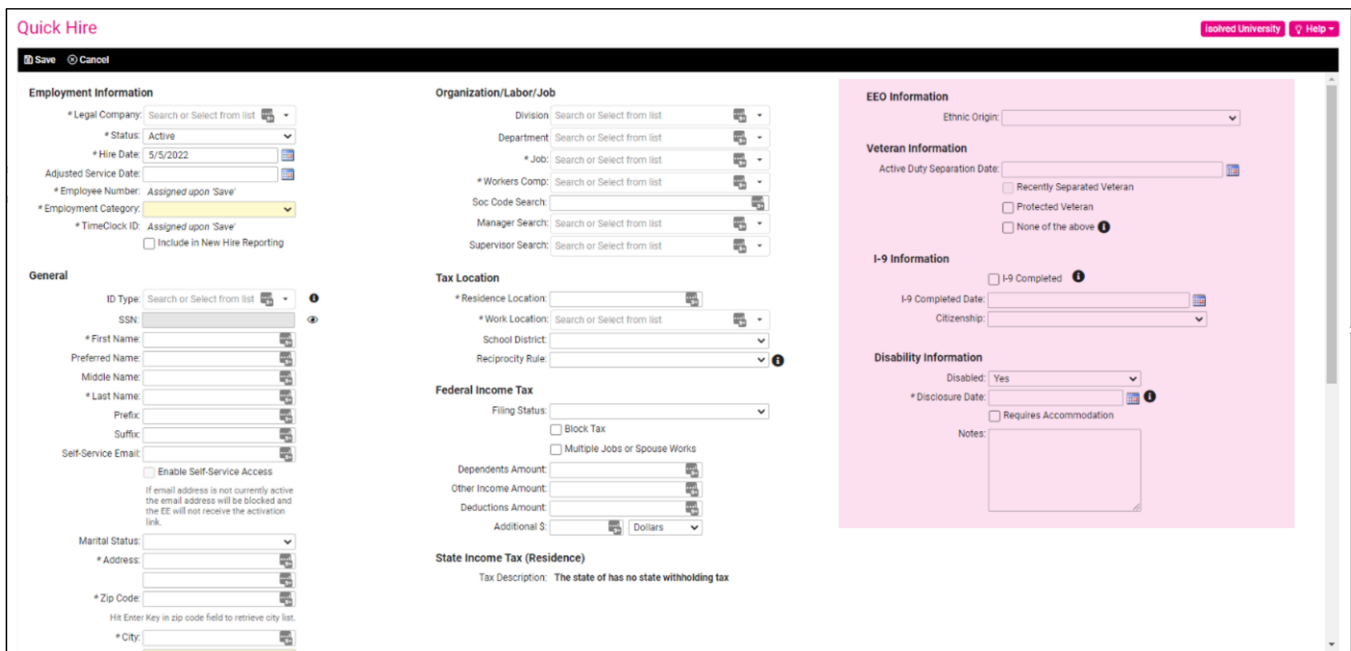
Adaptive Employee Experience (AEX)

- Issues editing **employee contacts** have been corrected so they will save successfully.

Employee Administration

Quick Hire replaces the New Hire Wizard for administrative hiring

Quick Hire now includes federal reporting data to capture the same information as the New Hire Wizard

You can now enter more information with **Quick Hire,** so administrators don't lose any functionality when the New Hire Wizard is replaced. The federal reporting data and informational I-9 fields that were previously missing have been added. The new fields are not required, since it is still recommended for employees to self-identify their ethnicity, veteran status, and disability status through Employee Self-Service (ESS) or the Onboarding wizard.

Quick Hire is designed for administrators to quickly enter new hires into isolved when employees are unable to complete the information themselves electronically. If you use onboarding, your existing new hire workflows will not be impacted with this release.

Although you can enter basic I-9 information, employees and employers will still need to complete the full *Form I-9, Employment Eligibility Verification* to verify the identity and authorization for new hires to work. The **I-9 Information** fields in Quick Hire are available for companies who prefer to complete their I-9 forms on paper, outside of the isolved system, but still need to track the completion status. The information icon next to the **I-9 Completed** checkbox reiterates this with the following message:
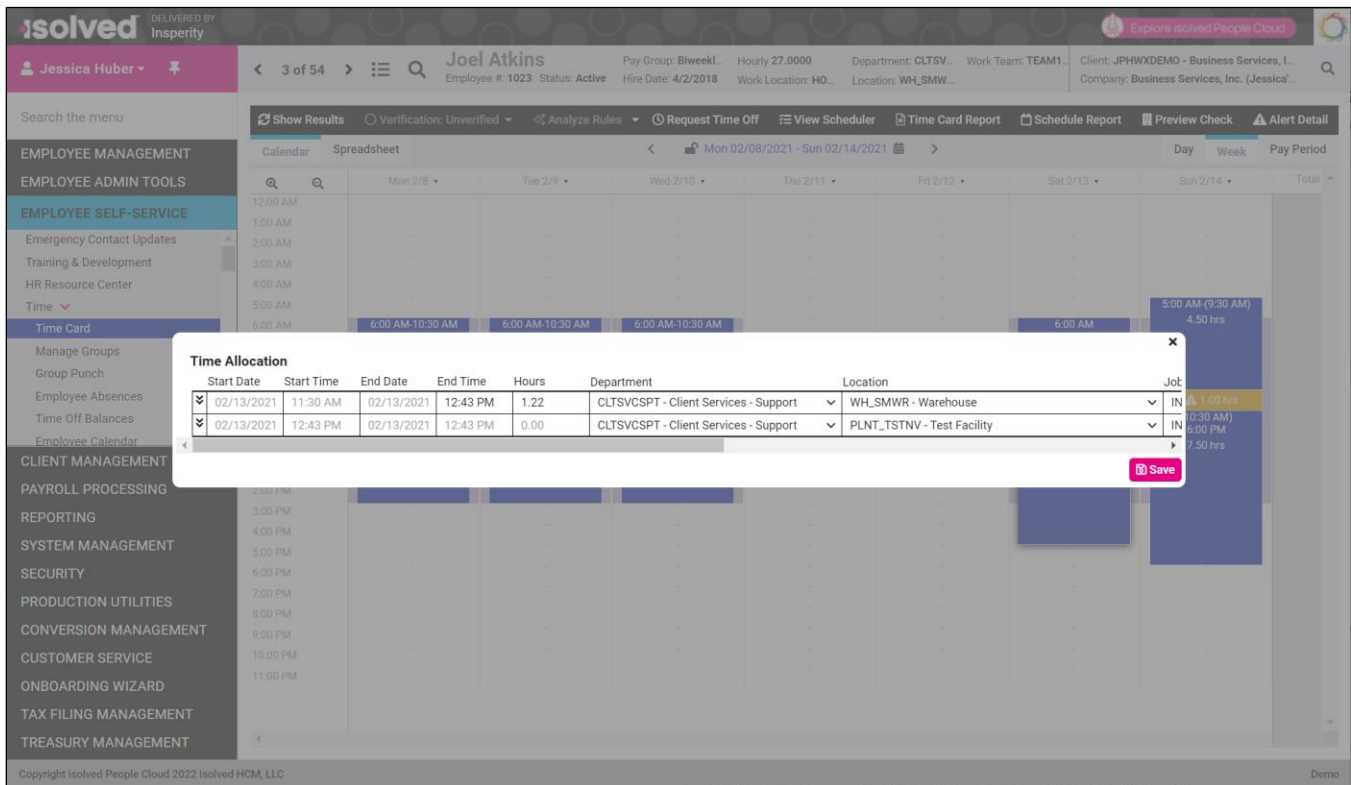*An electronic version for Section 1-Employee Information and Attestation of the form I-9 has not been completed by the employee. Data entered here is for informational purposes only.*

Time

Allocate labor to non-worked hours

If you manually allocate time after employees have punched, you can now allocate to non-worked options like PTO and holidays

This feature uses the existing time allocation option, but you can now select non-worked options like holiday and absences.

For more information about the changes in the version 8.10 release, contact your Payroll Specialist or email time.support@insperity.com.