

# Communifire 6.0 Release Notes

Version 13

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## Table of Contents

- [New Calendar and Events Management System](#)
- [Employee Directory](#)
- [Tasks Reboot](#)
- [Page Builder](#)
- [New Features and Enhancements](#)
- [Design Updates](#)
- [New Mobile App](#)

## New Calendar and Events Management System

### Calendars

- Show events from other space calendars in your space and coordinate with other departments, teams, and groups
- Sync calendars with Outlook and see your events on different platforms in Communifire
- View space calendars in My Calendar and see how space events fit on your personal schedule
- New calendar share option: Allow another user to add/edit events on your personal calendar

### Event invitations

- Communifire's RSVP emails can be processed by other calendars, letting you add Communifire events to your calendars on other platforms with just a click
- Event invitation emails can now be forwarded, allowing invited guests to invite others
- Communifire will send a new calendar ICS file when the event time or location changes, ensuring participants always have an up-to-date ICS file
- Communifire will send a cancel notification email when an event is deleted, letting participants know when an event has been cancelled
- Added email server configuration options for My Calendar, space calendars, and the top level calendar so you can give your event invitations a personal touch

### Event resources

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- Added event resources that allow people to coordinate usage of locations, materials, and tools
  - Add event resources and event resource types in the Control Panel
  - Limit the resource to specific spaces or open it up to everyone
- Event resources have their own calendar so people can check resource availability while creating an event

### Calendar redesigns

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- The Calendar is now full-page and responsive to the browser window size, making for better viewing
- Added a list view to the Calendar where you can quickly see, filter, and search for events
- Redesigned the print page for a simpler, cleaner look
- Clicking an event opens a quick view modal where you can see attendees, RSVP, edit the event, or click to open the full editor or full event page
- The Calendar grid is now equally spaced and a day with many events will have a view more link that opens a popover listing all the day's events

## Event page redesigns

- The event detail page allows you to view all event information.
- Added participant summary information that lets you see your event's attendance and invitation numbers at a glance
- RSVP details are now in a detailed, tabbed modal that shows names, images, and email addresses
- Added an Invite People tab where people can invite guests right from the event page

## Event create / update page

- You can now specify event organizers and allow more people to monitor RSVPs to events you create
- Added an availability calendar that shows resource and people availability, enabling you to schedule your event at the best time
- You can now invite individual members of a space by name
- Added a guest list you can see and edit while creating an event
- Details, additional information, and the availability calendar are now tabs that you can quickly switch between
- Standardized the add/edit pages from Events and from the Calendar so you can update any event information from either page
- You can now add new event types right from the create event page

## Employee Directory

### Org chart

- "Reports to" profile field builds the org chart
- Each person is displayed as a node with their image, name, and job title
- Click a person to load their user card and expand the chart with their direct reports
- Double click a person to center on them
- Search for a user and display their position in the chart
- Reset the org chart to the default view
- Regenerate the org chart with the selected user as the first node
- Expand nodes to see direct reports or collapse nodes to see only supervisors
- Adjustable node height, node spacing, and link width
- User card is customizable
- Set how many levels to show by default in the Control Panel
- Org chart button added to People Directory
- Org chart button added to user profiles that loads the org chart with that person in the center
- Direct Reports tab added to Relationships page on user profiles so you can see who a supervisor is in

charge of

## Expanded customization

User profiles and related pages are now Page Builder pages, allowing for more customization. Add your own profile fields and make them optional or required. Customize your intranet's user profile layout and design.

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- Editable pages:
  - Edit Profile
  - User Profile
  - People Directory
  - Login
  - Registration
  - User Preferences
- Drag fields onto a page to create new custom fields
- Drag fields off to remove them from profiles - data users have entered will not be deleted
- Delete a field to remove it and all associated data
- All user profile data is included in Download CSV file
- Add any textbox or picklist field as a filter for People Directory
- Reset any page to system default
- User hover card now editable
- User display name now editable (i.e. First name + Last name)
- Connections and Direct Reports people list now editable
- Added an editable profile header with cover image

## New field types

- Text field: Text, email, website, password, number, or Skype username
- Rich Text field
- Date, Time, DateTime fields
- Picklist field: Dropdown list, checkbox list, radio button list, multiple select list (with ability to link fields, e.g. choosing country limits states options)
- Image field: Specify image and thumbnail dimensions and maximum file size
- Lookup field: Lookup content or a user (e.g. supervisor)
- Yes/No field: Checkbox or radio buttons
- Field group: A collection of fields that you can create a custom summary for

## Finer user profile field control

- Specify how many values are required and how many values are allowed for each field
- Specify which roles can see which fields: Restrict certain data to certain roles or allow only certain roles to edit certain fields
- Enter your own field help text
- Specify which fields are searchable
- Enforce unique values for a field
- Use regular expressions to validate profile fields
- Define default values for any field

## Tasks Reboot

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- New task statuses: Active, In Progress, On Hold
- Added color coding to task statuses
- Color-coded task priorities added for organizing and scheduling tasks: High, Medium, Low, None
- Filters added to quickly identify and find tasks: Open, Closed, Due Today, Late, All, Assigned to me, Starred, Due this week, Created by me
- Task, task list, and task comment permissions added
- Notifications will be sent for overdue tasks
- Redesigned the Tasks page for a simpler, cleaner look
- Added permissions for personal tasks

## **Automatic time logging**

- Mark a task as In Progress to start automatic time logging
- Mark a task as On Hold to pause time logging
- Mark a task as Complete and the total time worked is automatically calculated and logged

## **New task modal**

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- Enter an estimated time to specify how many hours a particular task should take
- Add followers or follow a task: Get notifications when the task is updated or commented on
- Attach relevant files to the task
- Comment on the task to discuss it with others
- Time logs tab
  - Log when you worked on a task and add notes on the work done
  - Check the time logs other people have entered
  - Find out how much time a task took to complete
  - Identify potential bottlenecks to help efficient planning for collaborative work

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## **Cases and tasks integration**

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- Create a task from a case and log work times on the task
- The task will link to the original case

## **Page Builder**

- Now permission-based: Specify which roles can create and edit Page Builder pages and templates
- Role tab added to widgets: Specify which roles can view a widget
- "Set as a space homepage" option: Make a Page Builder page a space homepage right from the editor
- Added URL validation to prevent publishing to an already taken URL
- Tooltips added for fields in details pane
- CSS overrides link added to Page Builder gear menu
- "Set space automatically from page" option added to Content List widget: Allows you to move or clone a page to another space and not have to reselect the Content List's space
- Top User widget merged with People List widget in new People widget
- Added new People widget types
  - Single person: Shows user card of the logged in user, the logged in user's boss, or a specific person
  - People directory

- Added token dropdown that adds data (i.e. text resources) to the following areas:
  - Details pane
  - Page Builder template editor
  - Rich Text widget edit modal
- Template functions added
  - Compare: Checks content type
  - Date: Output date and time of content
  - Relational operators: Do logic on comment or view count
  - Math functions

## **New widgets**

- Button: Link to another page or run JavaScript code
- RSS Feed
- Section: Group widgets together
- Section Menu: Link to sections on the page

## **New templates**

### **Content List templates**

- Carousel - Media
- Carousel with Sidebar
- Event List (Calendar Icon)
- News Ticker - Horizontal
- Stacked 3 Across
- Stacked 4 Across

### **People templates**

- Greeting
- People Directory
- People Directory - List
- People Grid
- User Card

## **New Features and Enhancements**

### **Navigation**

- My Account and Personal Settings menus: Combined into a menu in the header next to the user icon
- My Account:
  - Merged the Connections and Connection Requests pages
  - Manage Comments pages: Added a button to return to the My Content page
  - My Photos: View My Photos button added to album gear menu that shows photos you've uploaded in that album
- Space menu:
  - Homepage tab added for the space's Page Builder homepage
  - Open in new window option added for custom tabs
- Wiki: Navigation sidebar toggle button added
- Moved admin links to a gear button in the upper right corner

## Content

- **Templates:**
  - Create templates in the Control Panel/Manage Space that people can use when creating content
  - Use Insert > Template in the editor to use a template in your content
- **Content expiration:**
  - Add an expiration date to articles, blogs, files, videos, and wiki pages so people always find current and accurate content
  - Choose if the content will be viewable after expiration
- **View report:**
  - Download CSV button added that exports the content read report to a CSV file
  - Content statistics added: Shows number of views, viewers, likes, comments, and bookmarks
  - Sentiment analysis added: Sentiment score calculated based on the number of comments and likes
- **File upload:** You can now drag and drop files directly into Files and Chat
- **Featured:** Marking content as featured is now permission-based
- **Download buttons added for:**
  - Files - Selected files or an entire folder
  - Photos and Albums
  - Videos
- **Download:** Now permission-based (For Files, Photos, and Videos)
- **Likes and dislikes:**
  - Click likes and dislikes to see a full list of who has liked and disliked content
  - Undislike option added
- **Featured image:** You can now drag and drop an image to add a featured image
- **Word count and estimated read time** added to articles and blogs
- **Avatars** added to content bar for content creator and updater
- **Activity Ticker** load speed improved
- **Search engine:** Upgraded to Elasticsearch 6.0.0
- **@Mentions:**
  - You can now @mention anyone with a public profile anywhere
  - You can @mention anyone in the space you are posting in
  - You can @mention your Connections anywhere
- **Badges:**
  - Badge page now shows the challenge steps required to earn a badge
  - Remove badge button added
- **Cases:**
  - Expand/collapse case details button added to the cases list page which shows/hides case project, category, milestone, and priority
  - Added CSS color for case priorities on Cases page: Lets you know at a glance what cases need immediate attention
  - Simplified the add milestone process: Choose a case project on the add milestone page
  - Search added to filter dropdowns for faster filter selection
  - Add/edit case project page: "Roles that can be assigned cases" and "Roles that can be additional recipients" fields have a dropdown menu now instead of taking role IDs
- **Photos:**
  - Photos can now be marked as featured while uploading
  - Cropping option added to edit photo page
  - You can now upload a new version of a photo
  - iOS photo orientation handled for photo uploads
- **Videos:**
  - You can now add videos using an embed code

- HTML5 video player added
- You can now attach files when you add a video

## **Content add/edit pages**

- Expiration date option added for articles, blogs, files, videos, and wiki pages
- Forum dropdown added to add discussion page: Select the forum to post in or the forum to move the discussion to
- Slight redesign to group fields
- Added a background color to help fields stand out
- Add tags: Popular tags and managed tags now in a popover
- Filtering added to category dropdown to make category selection easier and faster

## **TinyMCE editor**

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- Added a CSS file to get a true WYSIWYG that matches the look of published content
- Preview feature added to File menu: Opens a preview in a modal
- Table of Contents feature added to Insert menu:
  - Create a table of contents based on the headings in the content
  - Update the table of contents with a click when the headings change
- Templates menu added to Insert menu
- Buttons added to the option bar:
  - Source code
  - Keyboard shortcuts
  - Restore last draft
  - Undo
  - Redo
  - Formats menu: Headings, styles, blocks, text and image alignment
- Word count added to the bottom right hand corner

## **Manage Space**

- Space visibility: Added option to clear all Guest permissions when changing a space from public to private
- Added auto-subscribe new/existing members to all forums option
- Space people:
  - Added button to bulk set space roles
  - Moved space Add People button to Manage Space > People
- Polls and Surveys: Added download CSV button to export poll and survey results to a CSV file

## **Control Panel**

- Bulk Import: You can now include custom profile fields in the bulk import CSV file
- Search analytics report: Find out what people are searching for and the click-through rate
- Point levels:
  - Combined the add, edit, and delete point levels pages into one page
  - Validation checks added to prevent gaps between point levels
- View Admin Section permission moved from User Permissions to System Permissions
- Queued Emails: Send batch button added that sends selected emails immediately
- URL Mapper: Search added
- Replace Resources: Match case and match whole word options added that broaden or restrict the

- resources to replace
- New system properties:
  - DeleteAttachmentsAfterMessageDelete: Deletes attachments from disk when chat messages are deleted
  - ExcludedDomainsFromEmailParsing: Exclude certain email domains from creating cases or forum posts via email
  - IncludeSubSpacesInSpaceSearchResults: Option to include or exclude sub spaces in space search results
- Standardized Manage People > Edit user to the edit profile view
- Moved account information to Control Panel > System > Account Summary
- Membership Report: Added more filters and the option to apply filters when downloading the CSV file
- Advanced System Utilities added:
  - Restart Site: Unloads and restarts the app domain
  - Rebuild Activity Feed: For issues with the Activity Ticker and Digest Emails

## Design Updates

- Site-wide redesign: Background color is now off-white and content is in sections with a white background that makes content stand out more
- Content formatting: Updated to be more uniform across all content types for better readability
- Content pages: Action options are all in one dropdown menu so the page is less cluttered
- Changed loading animation for the Activity Ticker, notifications, and chat messages
- Articles, Blogs, Ideas formatting: Updated to provide whitespace around the content for better readability
- Badges:
  - Badge details now display in popovers instead of expanding sections
  - Earned and Available to earn sections are now tabs
- Forums: Threads page display redesigned for better and easier readability
- Polls and Surveys: Pages redesigned to provide a better and nicer layout
- Required reading: Red bar inside content updated for a better look and feel
- Began transition of font sizes from px to em

## New Mobile App

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Our new beautifully designed mobile app gives you access to your intranet anywhere, anytime. The app supports the following features:

- View content and activity in your spaces
  - Post content to your spaces and get things done on the go
  - Post to your Activity Stream and to space walls
  - Like and comment on content
  - Stay connected with push notifications
  - Find anyone instantly in the people directory
  - Collaborate with individuals or in groups using chat
  - Discover content using search - search your entire intranet or a specific space
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tags : member