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#### 1 Introduction

In this release we are proud to share a release with

- 2 new web parts
  - o Image cards
  - o Launchpad (Beta)
- 3 new site templates
- Updates to existing web parts to include:
  - o Reporting functionality for Governance Sites audit and Governance Content report
  - Search option added to Alert cards
  - o Focal point added to Alert cards, Page cards, Curated page cards, Site cards, Curated sites, Content type gallery, Generic cards, Hero carousel
  - o Fresh Community site has improved Yammer community experience
  - o Accessibility enhancements for screen readers, and keyboard navigation improvements for web parts using pagination and carousel
  - o Web analytics enhancements
  - o Provisioning enhancements
- And a few small updates to existing web parts based on feedback from our client base:
  - o New 'Indent' display mode for Page cards and Curated page cards
  - o Global navigation: Share price enhancements when using several share price indicators and changes to date source
  - o Global navigation: enhanced labelling for expand/collapse to improve accessibility
  - o Enhancements for all Tools web parts including additional display modes, tool deletion improvement and suitable device option
  - o Hide web part container toggle added to several web parts
  - o Hide web part when empty toggle added to several web parts
  - o Change to the People search query to allow duplicates

# 2 New functionality

### 2.1 Image cards

This new web part is used to display images. It can for example be used on a marketing/branding site to provide users with images and logos that they can use in company presentations or other material, or on the intranet governance site to provide content editors with images that can be used on pages across the intranet.

The web part uses the standard display options with Clean, Featured and Icon display modes, and the web part has got the standard Fresh functionality for search and refinement, pagination and carousel and the query builder. When the actions component is visible in the web part it provides the user with the options to share the image or copy a link, opening the site or library where the image is stored and the option to download the image.

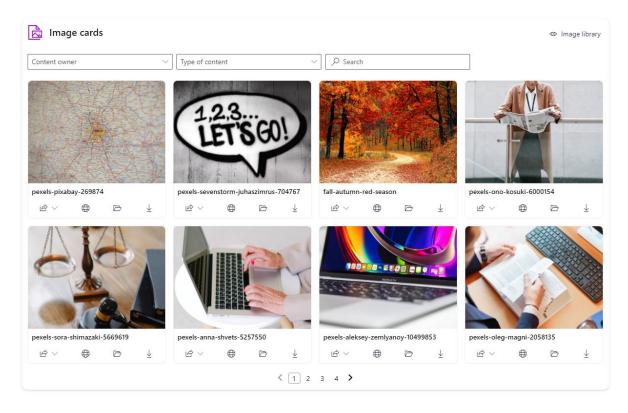


Figure 1: Example image of the Image cards web part added in Clean display mode

# 2.2 Site templates

Three templates have been created where site owners can do the following for SharePoint sites that are currently not part of the Intranet.

- Add Fresh web part solutions
- Add the Fresh content type to the Documents and Site pages libraries
- Add the Intranet global navigation

NB. Currently only works for single instance implementations





# 2.3 Launchpad (Beta)

The new web part that can optionally be tested and used by clients, provides individual users with a dashboard of calendar, mail, tasks and documents.



Figure 2: Example of Launchpad (BETA) collapsed in 'lozenge' only display mode with end user profile information on the left, the expand button in the centre, and notifications on the right on a gradient background

Collapsed, the lozenge offers the end user a snapshot of their mainly used applications with the next meeting time, the last document edited, number of unread emails and number of active tasks.

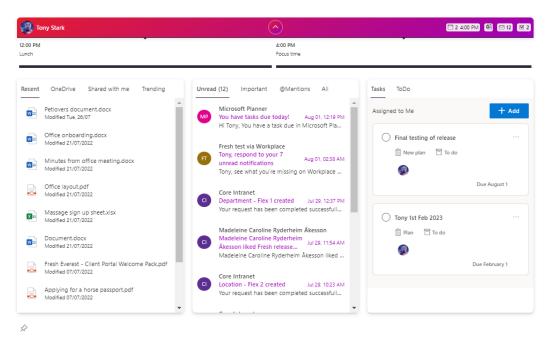


Figure 3: Example of Launchpad (BETA) expanded displaying the lozenge at the top, with the current day's meetings underneath, then documents, emails and tasks, with the 'pin' bottom left for end users to keep the dashboard expanded.

Expanded, the dashboard gives the end user a more detailed insight. Here, they can find:

- a timeline of meetings for that day
- access to recent documents, the end user's personal OneDrive, documents shared with the end user, and trending documents from the tenant
- access to unread emails, those tagged as important, emails with the end user @mentioned, and all emails from the end user's Inbox
- a list of tasks from the end user's Planner and ToDo that can be closed or deleted from the web part, and new tasks can be added which will also appear in the individual apps



Display features of the Launchpad include options to:

- 'pin' the expanded dashboard by the end user
- Expand to a full-page panel using the toggle
- Allow expand/collapse using the toggle
- Set the default state using toggle
- Set round corners using toggle
- Set the lozenge background colour to gradient/solid, and to set the colour of the solid background

This feature is created using Microsoft's new Graph toolkit and we are looking for feedback from our client base on the functionality as well as the design. Please consider which functionality that you believe is useful to your employees in this personalised scenario, which page you would use this on and how you would like it to look to fit in to the design of your Fresh Intranet.

Please note, as this is in Beta, we could decide to not continue with this web part in future releases.

# 3 Updates

The following sections include information about updates to existing functionality.

### 3.1 Hide web part when no content is displayed

For some web parts we have introduced the option to 'Hide the web part from end users when no results to display' using a toggle in the settings.

The web parts the functionality has been added to are:

- Site cards
- Curated sites
- Content type gallery
- Tool cards
- Curated tools

NB, please note that when no items are displayed, there is a gap of whitespace approximately 25pxls in height which is left on the page that is a limitation of Microsoft SharePoint.

### 3.2 Option to hide web part container

For some web parts we have introduced the option to 'Hide the web part container' using a toggle in the settings.

The web parts the functionality has been added to are:

- People search
- Curated people
- Site cards
- Curated sites
- Content type gallery
- Alert cards
- Curated Workplace posts
- Curated Yammer posts
- Tools web parts (Tools Admin, Tool cards, Curated tools, Quick tools, Tabbed tools, Homepage header

# 3.3 Conversation web part improvement on Fresh Community site

We have improved the configuration of the Conversation web part (linked to the associated Yammer group) which is displayed on the homepage when a Fresh Community site is created. There was an error message placeholder instead of the web part, so we fixed the code in the PnP template.



#### 3.4 Alert cards – enhancements

The option to display alerts based on the Fresh content type, via search, was added, with search and refiners, and query builder options.

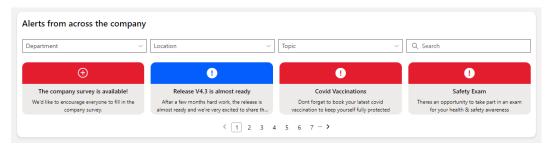


Figure 4: Example of Alert cards pulling through alerts tagged with the Fresh alerts content type, with search and refiners added

Only alerts created in lists with the Fresh alerts content type will be displayed. The query builder is available to filter and target the results in the web part.

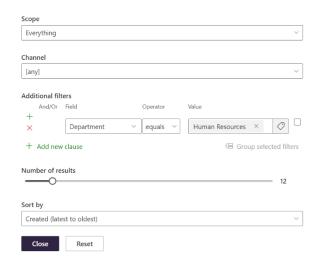


Figure 5: Example of the query builder set to filter the alerts using the value Human Resources

We have also adjusted the maximum number of items that can be added for the 'Show from a list' option, which is now 50 items.

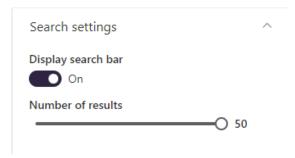


Figure 6: Example of the 'Number of results' slider set to 50 alerts in the Search settings for alerts set to 'Show from a list'

Please note that web part properties have been updated with the search and query components.



# 3.5 Tools – display enhancements

We have received a lot of feedback and ideas related to the display of tools. Therefore, we have gathered all feedback, and in this release, we have made enhancements to all tool web parts. These updates relate to

- Display modes
- Suitable device
- Adding deleted tools to the recycling bin

Updates were made in the following web parts:

- Tools admin
- Tool cards
- Curated tools
- Quick tools
- Tabbed tools
- Homepage header

Please note that web part properties have been updated for all web parts with changes to Display settings and Advanced display settings. Quick tools will have changes to the Edit tool panel.

#### 3.5.1 Display enhancements

To make the tool web parts more flexible we have added the option to use two display modes, Square and Icon in all tool web parts, and additionally the Clean display mode in Quick tools. All display modes provide additional flexibility with style, density, selection of colours and more.

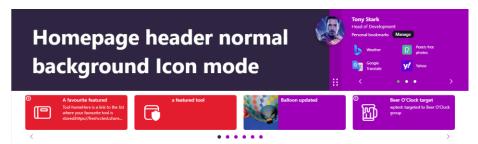


Figure 7: Example of Homepage header set with Normal background, using Icon mode for the tools with icon and description 'On' using the solid colours background



Figure 8: Example of Tool cards in both normal and high density, in Square mode with icon 'On' and Colour style solid background



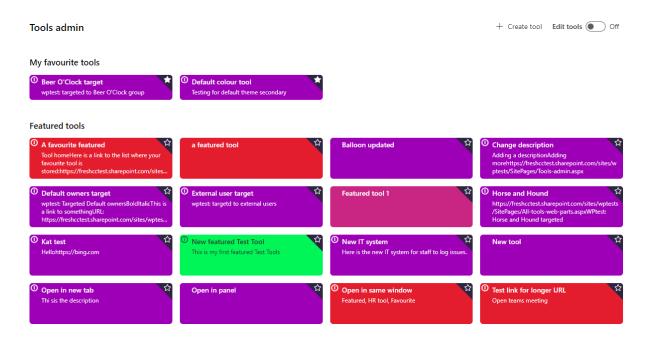


Figure 9: Example of Tools admin using Icon mode Colour style with description but without icon

# Quick tools Normal background Square mode Normal style Normal density



Figure 10: Example of Quick tools using images instead of icons with white text (the content editor can choose black or white)

# Quick tools Normal background Clean mode Sticker style High density

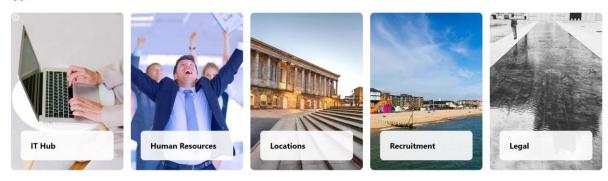


Figure 11: Example of Quick tools using Clean mode Sticker style in high density with filled image background



#### 3.5.2 Enhancement for suitable device

For all web parts it will now be possible to display tools based on the suitable device for a specific tool. Upon tool creation it will be possible to choose All devices, Desktop only or Mobile only. Our web parts will automatically detect the device the user is on and display the tools according to the setting.

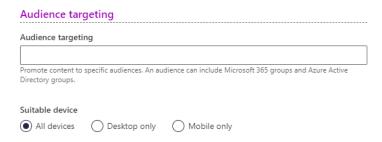


Figure 12: Example of the Audience targeting section in the Edit tools panel in Tools admin, with the new Suitable device radio buttons

#### 3.5.3 Enhancement for deleted tools

Based on feedback we have changed the logic for how deletion of tools is done and now all deleted tools will be added to the recycling bin to allow users to restore deleted items.

# 3.6 Global navigation – share price enhancements

Additional options have been provided for the Share price pop-out information:

- Individual links and button text can be added if several share price indicators are added
- The date in the pop-out has been changed to the Updated column instead of the Modified option.



Figure 13: Example of one of two share price indicators on the global navigation with the option of a link button added to the callout.



# 3.7 Governance – Sites audit: Reporting enhancements

Reporting functionality has been added to the web part. Users that can extract the report are added in web part settings and will see the link in the web part to download the report. The report is based on the query and columns set in the web part by the content editor.

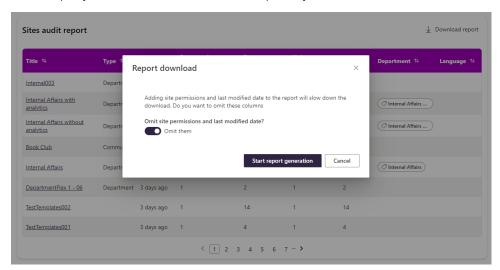


Figure 14: Example of the Report download pop up for Governance - Sites audit

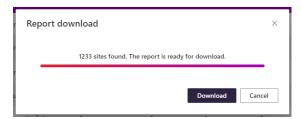


Figure 15: Example of the Report download progress pop up displaying the number of items found and the Download button

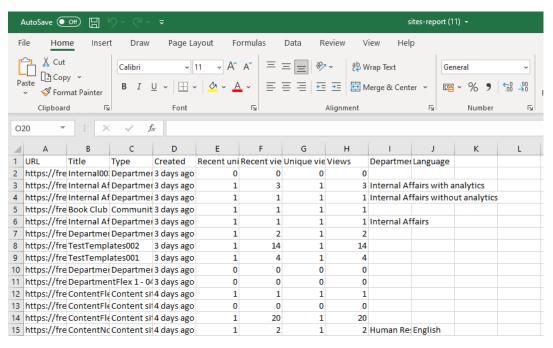


Figure 16: Example of the .CSV file with the exported data from the Sites audit web part



# 3.8 Governance - Content report: Reporting enhancements

Reporting functionality added in the web part. Users that can extract the report are added in web part settings and will see the link in the web part to download the report. The report is based on the query and columns set in the web part by the content editor.

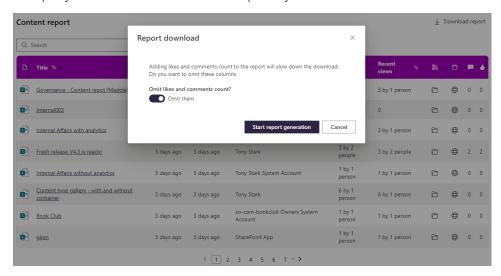


Figure 17: Example of the Report download pop up for Governance - Content report

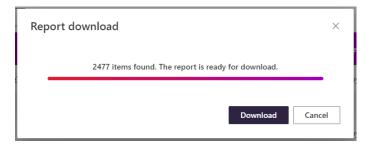


Figure 18: Example of the Report download progress pop up displaying the number of items found and the Download button

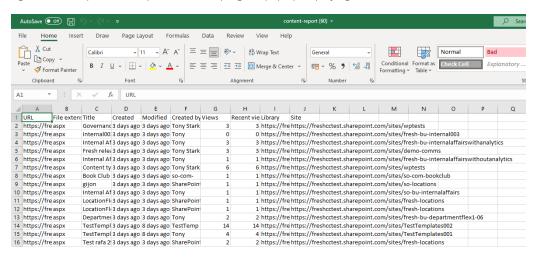


Figure 19: Example of the .CSV file with the exported data from the Content report web part



# 3.9 Page cards: Display enhancement - 'Indent' mode

Based on client request we have added a new display mode for Page cards and Curated page cards called Indent. The display mode is a replica of the display mode 'Row text overlap' from the old Pages rollup web part, but we have of course made enhancements to make it fit in with the card options like round/straight corners and with and without web part container.

The display mode displays one item per row with the image on the left and the page information on the right on a white card background.

Please see examples below for what the display mode can look like with various settings.

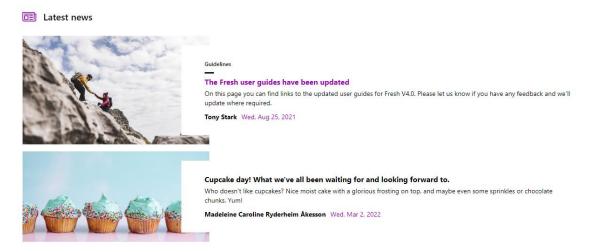


Figure 20: Example of the web part in Indent display mode, without web part container.

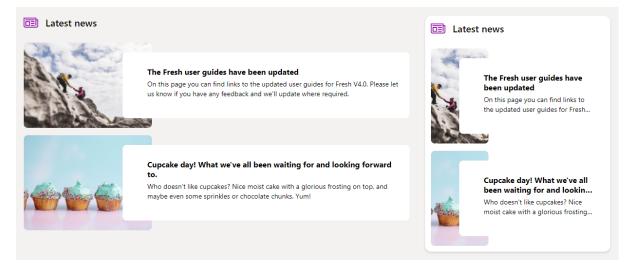


Figure 21: Examples of the web part configured with round corners in smaller columns on a coloured section background. Left: No web part container. Right: Using web part container



# 3.10 Accessibility

As with every release we are making enhancements and improvements for accessibility in the product.

In this release we have focussed on:

- Screen reader testing with improvements to
  - o label announcements on Page cards
  - o label announcements on global navigation expand / collapse buttons
  - o tabbing and down arrow navigation through web parts with pagination and carousel (Landing page header, Homepage header, Page cards)
- Keyboard navigation testing with improvements to
  - o 'hover' effect on Tools web parts
  - o tabbing improvements through web parts with pagination and carousel

### 3.11 Web analytics

Updates of deprecated libraries for Azure App Insights and Google analytics.

NB, please note that these changes do not alter the current set up and the functionality should continue to run as expected.

### 3.12 Provisioning

Updates of deprecated libraries.

NB, please note that these changes do not alter the current set up and the functionality should continue to run as expected.

# 4 Summary of changes or issues done in patches

The following items were included in patches for V4.2 and will be included for all clients in V4.3.

# 4.1 V4.2.1 – Accessibility fixes for Landing page header and increased number of refiners for People search

We changed:

- The navigation route when tabbing and using the down arrow through the carousel component of Landing page header
- Ensured the labels on Landing page header were correct when announced
- Increased the number of refiner values allowed to 500 in the code for People search

# 4.2 V4.2.2 – Enhancement based on Checkmarx report

The issues found and fixed were:

- Sanitization of the html (from rich text) affecting several web parts
- Removal of the assignation of the window.location in the RefreshButton affecting My profile

#### 5 Known issues

### 5.1 Issue showing items in SharePoint App and Safari

Some users might experience issues with showing some content relating to the MS Graph in Fresh. This is a known issue with Safari, browsers that by default do not allow third-party cookies and all browsers in incognito mode. It affects all the calls to MS Graph (My tiles, Share with teams, Teams rollup, ...).

Microsoft plans to change the authentication mode in the "near" future so that it does not need these cookies, but at the moment the only workaround provided is to change the settings of the browser to allow third-party cookies (called Intelligent Tracking Prevention (ITP) in Safari)

#### References:

https://github.com/SharePoint/sp-dev-docs/issues/4363

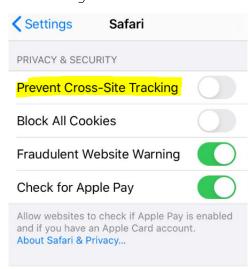
https://github.com/SharePoint/sp-dev-docs/issues/2685

https://github.com/SharePoint/sp-dev-docs/issues/4895

https://github.com/AzureAD/azure-activedirectory-library-for-js/issues/323

#### Enable workaround

Go to Settings -> Safari and scroll until the section: Privacy & Security and disable Prevent Cross-Site Tracking



# =

# 5.2 Search driven web parts – sorting of items (A-Z, a-z)

It was reported that the Gallery and Pages rollup, when sorted A-Z is showing items starting with upper case (A-Z) letters first and then items starting with lower case (a-z). This is as designed by Microsoft and can unfortunately not be changed.

Please see this article for more information

"Sorting by default in SharePoint search is case sensitive and works well if you have characters with A-Z, which will sort A-Z and then a-z, as lower-case letters have a higher ascii value compared to upper case letters."

The Fresh Team has logged a request for change with Microsoft and encourages Clients to do the same.

# 5.3 My tiles – pinning some sites overrides other sites pinned

An issue was raised a while ago regarding pinned sites being overridden by others in the Pinned items tile in My Tiles. This is unfortunately a Microsoft issue which is caused by Microsoft using the same "unique ID" for several "home pages" for department and content sites. An issue has been raised with Microsoft.

#### 5.4 CDN error

This only applies if the Microsoft 365 CDN is activated in your tenant.

To get general information about the Microsoft 365 CDN, <u>read this article: Use the Office 365 Content Delivery Network (CDN) with SharePoint Online.</u>

We have found an issue with the Microsoft CDN that only affects some users directly after deployment is done, where the error message "Something went wrong" is displayed to the user. This is related to the synchronization between the updated SPFx packages in the App Catalog and the CDN. The error message is removed if the user does a hard refresh in the browser (Control + F5).

This seems to be caused by the Microsoft 365 CDN taking extra time to refresh the reference to the new files that has been deployed and this cause an error in the pages.

To avoid this, we are deactivating the CDN in the tenant as the first step in the deployment. We recommend this action to avoid the errors. We are actively researching about this problem and when we have more information, and the issue is solved we will contact you to activate the CDN again.



# 5.5 Error for unsupported browsers for some web parts

Microsoft has now retired Internet Explorer 11 on 25 June 2022 and is no longer supporting this browser. Please read about it here - <u>Internet Explorer 11 has retired and is officially out of support—what you need to know | Windows Experience Blog.</u>

As Fresh uses Microsoft components in web parts, this change from Microsoft will have an impact on Fresh components and will make them unavailable for users who are still using these legacy browsers.

#### Something went wrong

If the problem persists, contact the site administrator and give them the information in Technical Details.

#### TECHNICAL DETAILS

[SPLoaderError.loadComponentError]:

Failed to load component "3e56689b-474c-40f5-aaf9-0cd78b4d34df" (PeopleSearchWebPart). Original error: Failed to load component dependency "3e56689b-474c-40f5-aaf9-0cd78b4d34df" from component "PeopleSearchWebPart" (Failed to load component "3dda690d-5c8f-4622-8127-b3f1ab285f4b" (MgtLibrary). Original error: Failed to load URL 'https://publiccdn.sharepointonline.com/freshcctest.sharepoint.com/sites/apps/ClientSideAssets/b2d7aedb-0cd9-429a-af29-96038232cdb9/core-library\_9900d9b4c0f832eff0af.js' for resource 'core-library' in component '3dda690d-5c8f-4622-8127-b3f1ab285f4b' (MgtLibrary). There was a network problem. This may be a problem with a HTTPS certificate. Make sure you have the right certificate.). Original error: {3}

### 5.6 Sorting issue of Views and Unique views in Governance reports

The known issue that Views and Unique views are not sorting correctly has been logged with Microsoft. Recent views and Recent unique views are working as expected.

# 5.7 ToDo Graph API issues affecting ToDo on Launchpad

Known issues are:

- the date format displays using the UK format of dd/mm/yyyy but when a date is added it is configured using the US format. As this part of the component uses the Graph API call it is dependent on Microsoft changing this to UK format so we have logged a bug with them.
- the Add button used to save a new task form is not clearing the information added. Cancelling the form and clicking on Add again clears it, but not when you click on Add directly. This part of the component is dependent on the Graph API call which Microsoft manages so we have logged the bug with them.

# 6 Addendum - Training Material

#### 6.1 New Reference Guides

The following Training material has been created as part of this release:

- Fresh Content Types Lists and Libraries Adding Fresh content type to new lists
- Fresh web parts Image Cards Configuring Image Cards
- Fresh web parts Launchpad (Beta) Configuring the Launchpad
- Fresh web parts Launchpad (Beta) Using the Launchpad

### 6.2 Updated Reference Guides

The following Training material has been updated as part of this release:

- Fresh Everest Governance web parts
- Fresh Everest Overview of Fresh Functionality (V4 only)
- Fresh Guide Admin Using User profile properties
- Fresh Everest Overview of Fresh Functionality
- Fresh Everest Fresh Headers
- Fresh Everest Governance web parts
- Fresh web parts Managing Personal Bookmarks
- Fresh web parts Alert Cards Configuring the Alert Cards
- Fresh web parts Alerts management Creating and Managing Alerts
- Fresh web parts Content Type Gallery Configuring the Content Type Gallery
- Fresh web parts Curated Page Cards Configuring Curated Page Cards
- Fresh web parts Curated People Configuring Curated People
- Fresh web parts Curated Sites Configuring Curated Sites
- Fresh web parts- Curated Tools Configuring Curated Tools
- Fresh web parts Curated Workplace Posts Configuring Curated Workplace Posts
- Fresh web parts Curated Yammer conversations Configuring Curated Yammer conversations
- Fresh web parts Page Cards Configuring Page Cards
- Fresh web parts People Search Configuring the People Search
- Fresh web parts Quick Tools Configuring the Quick Tools web part
- Fresh web parts Tabbed Tools Configuring the Tabbed Tools web part
- Fresh web parts Tool Cards Configuring the Tool Cards web part
- Fresh web parts Tools Admin Configuring the Tools Admin web part
- Fresh web parts Tools Admin Creating and managing Tools

# 6.3 Updated Technical documentation

The following Technical documentation has been updated as part of this release:

- Fresh V4 Architecture Overview
- Fresh V4 Technical dependencies
- Fresh V4 Technical prerequisites
- Fresh Web analytics Deployment & Configuration Guide
- Fresh Web analytics GA and GTM Deployment & Configuration Guide
- Fresh Web analytics Information
- Fresh Share Price using Investis Deployment & Configuration Guide