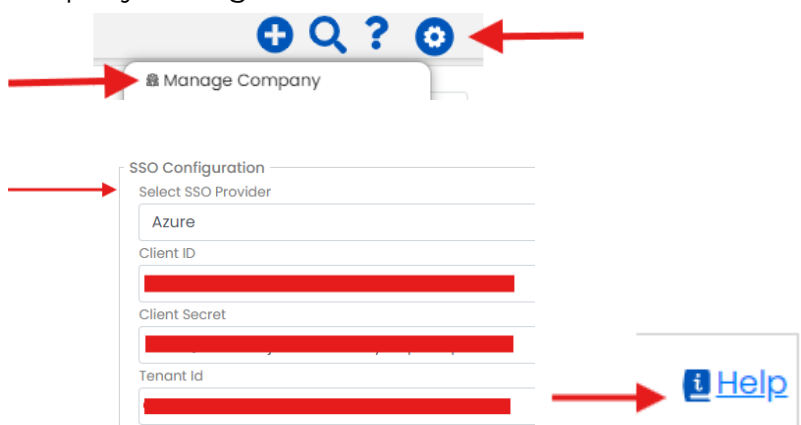# Release Notes
Version 1.35
10/28/2024

FEATURES

- **Administration**
  - **Admin User Impersonation:**
    - Instance admins can now temporarily impersonate users to facilitate troubleshooting, onboarding, and learning processes.
    - Check out the **Step-by-step** guide to learn more.
  - **Enhanced User Management:**
    - The user management system has been significantly improved with a more responsive UI, faster loading times, and a more intuitive user interface.
  - **Enhanced Rich-Text Editor:**
    - The upgraded rich-text inline text editor now offers more features, enhancing the communication capabilities of EES Tools and enabling richer, more dynamic content creation.
    -

  - **Single Sign-On with Azure:**
    - EES Tools now supports Single Sign-On (SSO) with Azure, simplifying the login process and improving security by allowing users to access the platform with their Azure credentials.
    - *System Administrators*: Check out the SSO Configuration section in the company settings to learn more.

- ○ **Performance and Security Upgrades:**
  - ■ Several static code upgrades have been made to improve the performance and security of EES Tools, ensuring a faster and more secure user experience.
- ○ **New UX/UI | Enhancements:**
  - ■ We're continually improving the new user experience and interface (UX/UI) to make EES Tools smoother, more intuitive, and easier to navigate.

- ○ **Team Subgroups:**
  - ■ Users can now add sub-teams to parent teams, allowing team members to be organized into more meaningful groups. This feature enhances the ability for leaders to gain insights and supports more granular reporting, improving the management and analysis of team dynamics.
  - ■ Check out the **Step-by-step** guide to learn more.

● General:

- ○ **Improved Onboarding**
  - ■ Quick start guides are now available automatically to all users upon first login, simplifying the process of getting started with EES Tools. This ensures a smoother onboarding experience and quicker adoption of the platform.
- ○ **Tags Manager:**
  - ■ A new tagging system allows users to tag items like to-dos, enhancing organization and facilitating easier tracking and retrieval of information.
- ○ **Simplified Item Addition:**
  - ■ Adding new items has been streamlined with a single "Add" button available throughout EES Tools, making the process more intuitive and efficient.
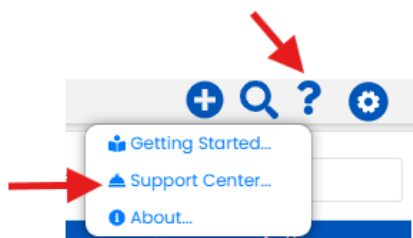

- ○ **Global Search Functionality:**
  - ■ A powerful new global search feature allows users to search across all of EES Tools to find virtually anything, improving accessibility and saving time.

  - ■ Check out the **Step-by-step** guide to learn more.

- ○ **Email Notifications:**
  - ■ Users can now customize daily email content, choosing which information to include. Check out the new options in your EES Tools **User Profile**
  - ■ Additionally, notifications that require contacting system admins will now specify who those users are, enhancing communication and support.
- ○ **Increased Upload Limits:**
  - ■ Users can now upload files larger than 2MB, accommodating larger documents and resources for improved functionality.
- ○ **Easy Access to Latest Release Notes:**
  - ■ We've added easy access to the latest release notes directly within EES Tools. This feature makes it easier for you to stay informed about the latest improvements and enhancements, ensuring you are always up-to-date with the newest features and updates.

● GPS:
- ○ **GPS-Specific To-Dos:**
  - ■ Users can now add to-dos that are specific to GPS meetings. This enhancement simplifies the process of taking action and maintaining focus during meetings, making it easier to manage tasks and follow through on commitments.
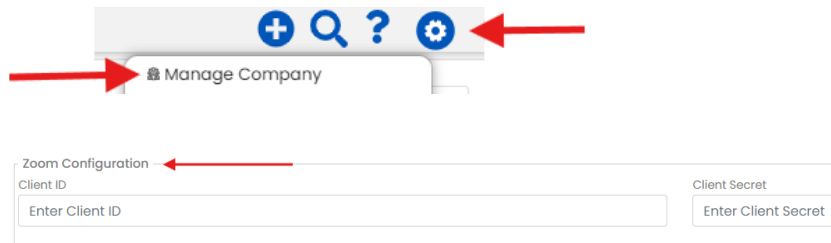 - ■ Check out the **Step-by-step** guide to learn more.

● Integrations:
- ○ **GPS & Google Calendar Integration:**
  - ■ EES Tools GPS meetings now integrates seamlessly with Google Calendar, making it easier than ever to keep meetings organized. This integration ensures that all your scheduled meetings are synchronized, helping you stay on top of your commitments and manage your time more efficiently.
  - ■ Check out the **Step-by-step** guide to learn more.
- ○

- ○ **Zoom Integration**
  - ■ Scheduling just got easier! EES Tools now integrates with Zoom, allowing you to add Zoom links directly to your meetings. No more switching between apps—keep everything in one place and streamline your meetings.
  - ■ *System Administrators*: Check out the Zoom Integration section in the company settings to learn more.

- ● **Life Assessment Manager**
  - ○ **Commitment Tracking**
    - ■ Users can now create and manage commitments within EES Tools. This feature enhances accountability and ensures that your important tasks and goals are monitored and achieved.
  - ○ **Quarterly and Annual Progress**
    - ■ The Wheel of Life can be associated with specific quarters and years, enabling you to monitor your progress over time. This allows for more strategic planning and a clearer understanding of long-term growth and development.
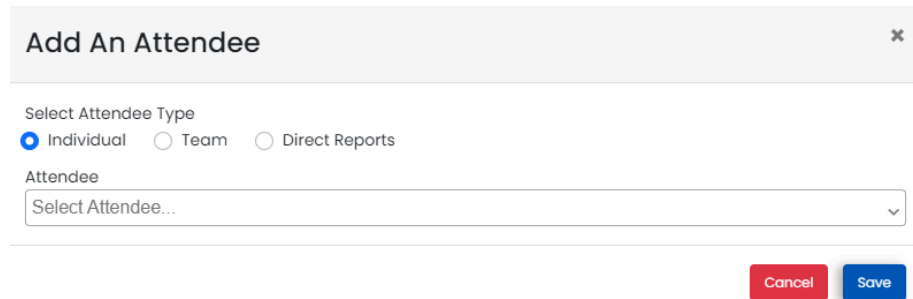 - ○ **Centralized Commitment Management**
    - ■ Review and manage your commitments on a centralized list, providing a comprehensive view of your overall efforts and progress. This feature simplifies the management of multiple commitments, helping you stay organized and focused on your goals.
    - ■ Check out the **Step-by-step** guide to learn more.

- ## Meetings:
  - ### Enhanced Attendee Management:
    - You can now easily manage meeting attendees as individuals, teams, and direct reports. This improvement simplifies the control of participant lists, ensuring that the right people are included in each meeting.

  - ### Meeting Observers:
    - Users can now be added as "observers" to meetings, granting them access to select meeting data and progress updates. This feature helps keep all stakeholders informed without making them active participants.
      - Add an attendee to a meeting
      - Select the "Observer" check box

  - ### Conclude Meetings from the Meeting List:
    - Concluding meetings can now be done directly from the meeting list, streamlining the process and saving time.
  - ### Upgraded Time Tracker:
    - The meeting time tracker has been updated to make it easier to keep participants on track, enhancing meeting efficiency and time management.
  - ### Compass Page Type:
    - A new L10 meetings page type has been added, allowing you to incorporate compass-specific information directly into your meetings. This enhancement provides a more structured and focused approach to meeting content, ensuring that critical information is easily accessible and integrated into your discussions.

- **Improved L10 Meeting Ratings Process:**
  - The ratings system for L10 meetings has been enhanced to make it easier for participants to rate meetings and provide feedback. Ratings can now be submitted directly from the meeting summary email with just a few clicks, leading to more engagement and improved performance measurements.
- **Enhanced Meeting List:**
  - The meeting list is now more responsive, with faster loading times and preserved filters between sessions. Additionally, tooltips provide valuable information quickly, improving user experience and efficiency when managing meetings.
- **Edit WIG Meeting Start Date:**
  - Users can now edit the start date of WIG meetings. This new capability provides greater flexibility and ensures meeting schedules can adapt to changing business needs.

- **Edit Past WIG Meeting Commitments:**
  - Users can now edit commitments made in previous WIG meeting instances. This enhancement provides greater flexibility within the WIG meetings module and gives users improved control over relevant data, ensuring that commitments can be updated as needed.
  - Check out the **Step-by-step** guide to learn more.
- **Improved Meeting Pages Manager:**
  - Managing meeting pages is now easier with simplified access to the page manager. This enhancement makes it faster and simpler to organize and control meeting pages, improving overall efficiency and user experience.
  - Check out the **Step-by-step** guide to learn more.
- **Improved Priority Transparency & Separation:**
  - Meeting priorities are now segregated in a more comprehensive way; making it easier for participants to distinguish between new items and resolved items on the Conclude page and in email summaries. This feature enhances clarity and organization, helping participants stay focused on what needs attention.

- ○ **New UI:**
    - ■ **Executive IDS:**
        - ● An "Advanced" mode has been added to the Issue module, providing enhanced capabilities to track more data. This improvement makes issue-solving more impactful and relevant, allowing for deeper insights and more effective resolutions.
        - ● Check out the **Step-by-step** guide to learn more.

● Reports:
- ○ **Comprehensive Reporting:**
    - ■ New reports have been added to the EES Tools Reports module. This allows you to review data across GPS, Meeting Ratings, RRREKs, To-dos, and File uploads. This enhancement provides a holistic view of metrics that can help you to make informed decisions and evaluate activity across various aspects of your workflow.
    - ■ Check out the **Step-by-step** guide to learn more.

● Rocks:
- ○ **AI-Powered Rocks Creation Wizard:**
    - ■ Meet your new productivity booster! Our AI-powered wizard helps you create rocks aligned with your company, team, or custom broader goals. This smart assistant supercharges the rock-creation process, making it faster and more intuitive than ever.
    - ■ Check out the **Step-by-step** guide to learn more.
- ○ **Improved rock data management:**
    - ■ We've enhanced the capabilities in the tool to make it easier to edit and manage rock data.
- ○ **Rock relationships:**
    - ■ You can now create a connection between 2 or more rocks. This allows you to view and understand dependencies between rocks and track overall goal progress and identify potential roadblocks in a more comprehensive way.
- ○ **Rock comments & tagging are now possible:**
    - ■ You can now add comments to rocks and tag users on your comments. Making collaboration that much easier
- ○ **Review Company and Team rocks during rock creation:**
    - ■ Users can now review Company and Team rocks as they create individual rocks providing easy access to relevant information that should be considered when creating rocks (goals)

- ○ **Manual Rock Status Management:**
  - ■ Users can now manually manage their rock status with a simple toggle. This feature allows users to switch from automatic rock status management by EES Tools to manually setting the status as needed, providing greater flexibility and control over how goals are managed.
- ○ **New UI:**
  - ■ **Improved rocks manager:**
    - ● We've streamlined the UI to make it easier to get to the rock data you care most about

● RRREK

- ○ **AI-Powered RRREK Creation Wizard:**
  - ■ Say hello to smarter role management! Our AI-powered wizard takes a job title and description to instantly generate a tailored RRREK (Role, Responsibilities, Expectations, and Key Numbers). Streamline your RRREK creation and get back to what matters most!
  - ■ Check out the **Step-by-step** guide to learn more.
- ○ **Track RREK Acceptance:**
  - ■ We've made it easier to stay aligned! The system now tracks whether team members have accepted their RREKs. Users are automatically prompted to review, accept, or reject their RREKs, with their actions saved in the database for easy access and retrieval.
- ○ **Upgraded RRREK Permissions:**
  - ■ The default permissions for RRREKs have been upgraded, making it easier for stakeholders to manage their data. This enhancement ensures that users have the appropriate access levels automatically to efficiently handle their responsibilities.
- ○ **Make RRREKs Private:**
  - ■ Users can now create private RRREKs, providing more control over who can access sensitive information. This feature enhances data security and confidentiality, ensuring that sensitive information is only accessible to authorized users.
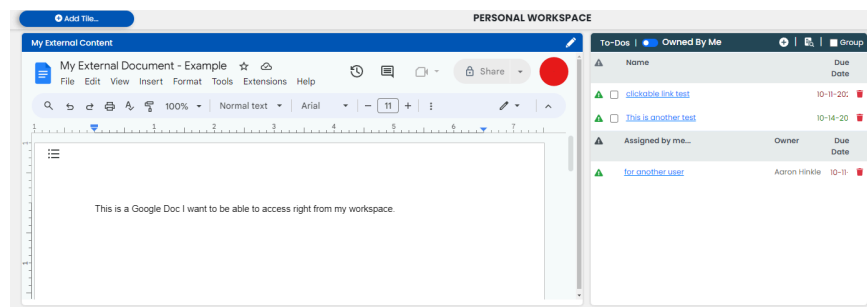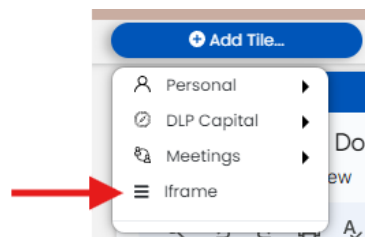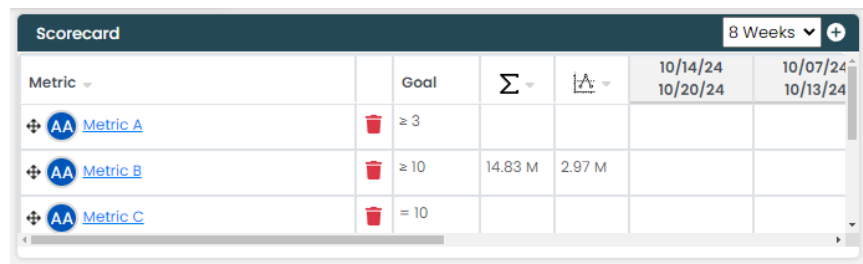
- ○ **Improved Data Management:**
  - ■ We have streamlined and simplified data management within RRREKs, making it easier to handle and organize RRREK data. This enhancement ensures a more efficient and user-friendly experience when managing your records.
- ○ **Enhanced Responsibility Definition in RRREKs:**
  - ■ You can now specify whether a responsibility in an RRREK is limited to the first 90 days or is an ongoing responsibility. This feature provides leaders with greater flexibility and control while offering better clarity for team members regarding their roles and expectations.
- ○ **New RRREK Report:**
  - ■ A new RRREK Report has been introduced, making auditing and finding relevant information easier than ever. This report provides a comprehensive overview, streamlining the process of data review and enhancing information accessibility.

● Workspace

- ○ **Color-Coded Tile Title Bars:** Tile title bars are now color-coded to help you differentiate tile content hierarchy, improving visual organization and navigation.
- ○ **Meeting Tile Access:** You can now access meetings directly from meeting tiles in the workspace, streamlining the process of joining and managing meetings.
- ○ **iFrame Integration:** iFrames can now be added to the workspace, allowing for the integration of external content and tools directly within EES Tools.

- **Improved Scorecards:** Scorecards have been enhanced with improved functionality, including better sorting and the ability to display more data, providing deeper insights and easier analysis.

Scorecard				8 Weeks ⌄ ⊕	
Metric ⌄		Goal	Σ ⌄	⌁ ⌄	10/14/24 10/20/24	10/07/24 10/13/24
⊕ AA Metric A	🗑	≥ 3				
⊕ AA Metric B	🗑	≥ 10	14.83 M	2.97 M		
⊕ AA Metric C	🗑	= 10				

- **Workspace Bookmarks:** Workspace URLs can now be bookmarked, making it easier to access your most-used items faster than ever.
- **Enhanced WIG Meeting Tile:** The WIG meeting tile has been improved for easier access to meeting priorities, ensuring that critical information is always at your fingertips.