

Features added to Troy Vision V3.0.66.0

Candidates Considered

A new column showing the job list comments has been added to the Candidates Considered view. A snippet of the 1st 250 characters of the comment will be shown.

Candidate	Job	Company	Job Consultant	Added By	Location	Salary	List	Cv Sent	Interviewed	Placed	Comments
Ariadne Abassos	Contract Manager / Controller	Wolviston Management Services	DAZZA	DAZZA	Basingstoke	0.00	TargetList		29-Jun-2022	False	Ariadne was excited about this oppo
Steven Addis	Sales Executive - Pacific Region	Blackwell Associates Ltd	DAZZA	DAZZA	Cranleigh	37500.00	TargetList			False	
Michael Allbrook	Sales Executive - Pacific Region	Blackwell Associates Ltd	DAZZA	DAZZA	Cranleigh	37500.00	TargetList			False	
Neil Armstrong	Regional Sales Manager	Wolviston Management Services	DAZZA	DAZZA	Stockton On Tees	45000.00	TargetList		06-Jul-2022	False	
Linda Ashby	Senior Account Manager	Wilding Associates Ltd	DAZZA	DAZZA	Chesterfield	42500.00	TargetList			False	Not suitable
Michelle Barbinger	Contract Manager / Controller	Wolviston Management Services	DAZZA	DAZZA	Basingstoke	0.00	TargetList		30-Jun-2022	False	

Fig 1 – New comments column

Interview calendar update

It is now possible when sending an interview via email to update a company / global Outlook calendar with details of the interview. To configure which calendar is updated open the *Letters and Email Templates configuration* window within Troy settings and enter the shared calendar location or folder path. Leaving it blank will indicate that no shared calendar is in use.

when merging the map location on an email use Google maps as the web application

Enter the location of a shared calendar which will be updated with the details of any emailed interviews

Shared calendar location or folder path: Leave blank if no shared calendar used

To find calendar location right mouse click upon it within the Outlook list of calendars and choose **Properties** from the resultant menu. Ignore any leading or trailing back slashes.

Close

Fig 2 – Entering the shared calendar path within the email templates window.

You can obtain the shared calendar path by right mouse clicking on the list of calendars within Outlook and choosing *properties* from the resultant menu. To use the example shown in *fig 3*, simply enter *Sales* (there is no need to enter any proceeding or trailing backslashes). If the location contains an email address, then enter this.

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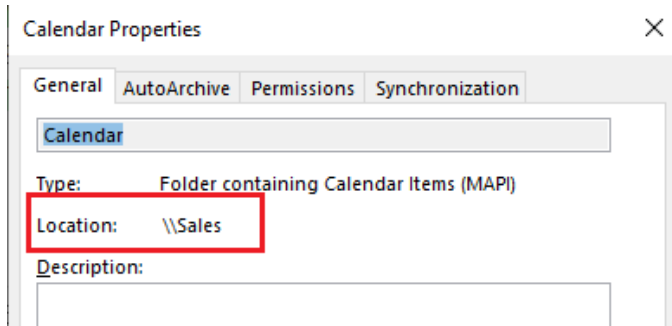


Fig 3 – Shared Outlook calendar properties window

KPI's

A new feature has been added to the KPI functionality. This feature will allow you to configure a KPI activity which is manually entered by the consultant. This will enable you to monitor activities that are performed outside of Troy alongside the Troy activities.

To create, simply tick the box entitled 'Is manual' when creating a KPI activity. Once an activity has been configured as manual it cannot be changed and vice-versa. This activity is now treated the same as others in that you can assign targets and they can be monitored by consultant or by team. The only difference being the consultant must enter a figure for the activity once a week. This is done via the KPI window by clicking upon the plus sign icon (highlighted red in fig 5).

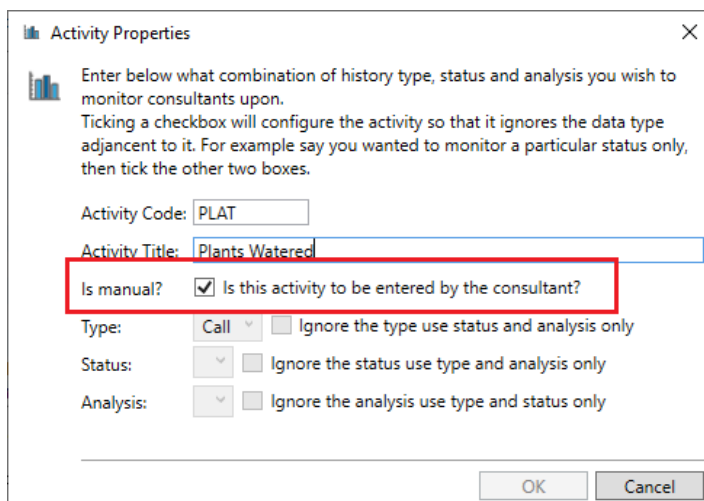


Fig 4 – Creating a manual activity

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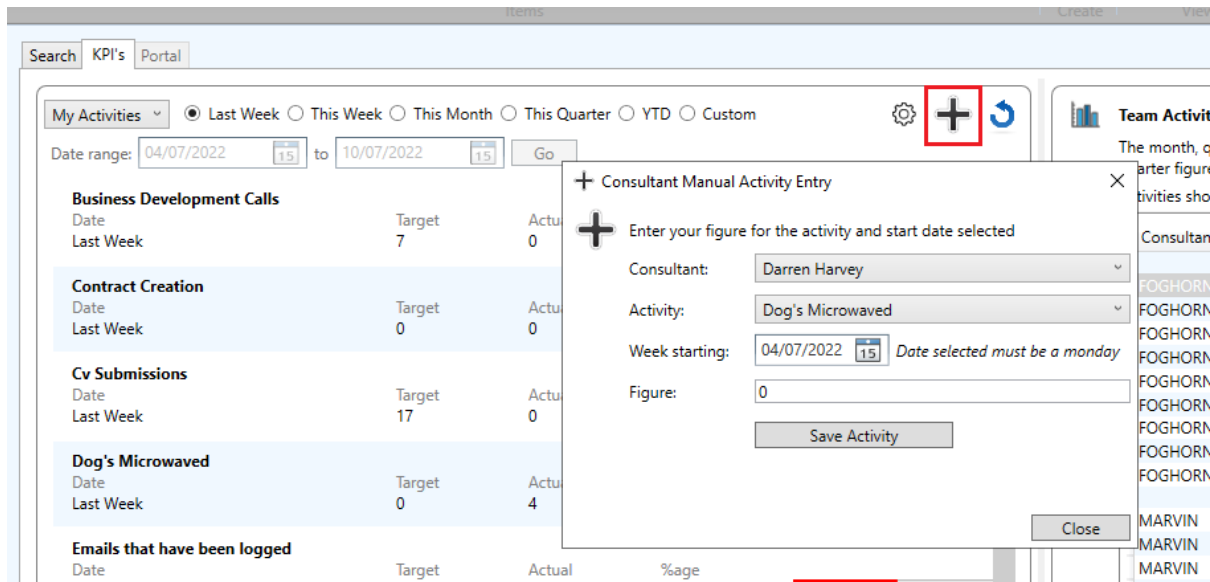
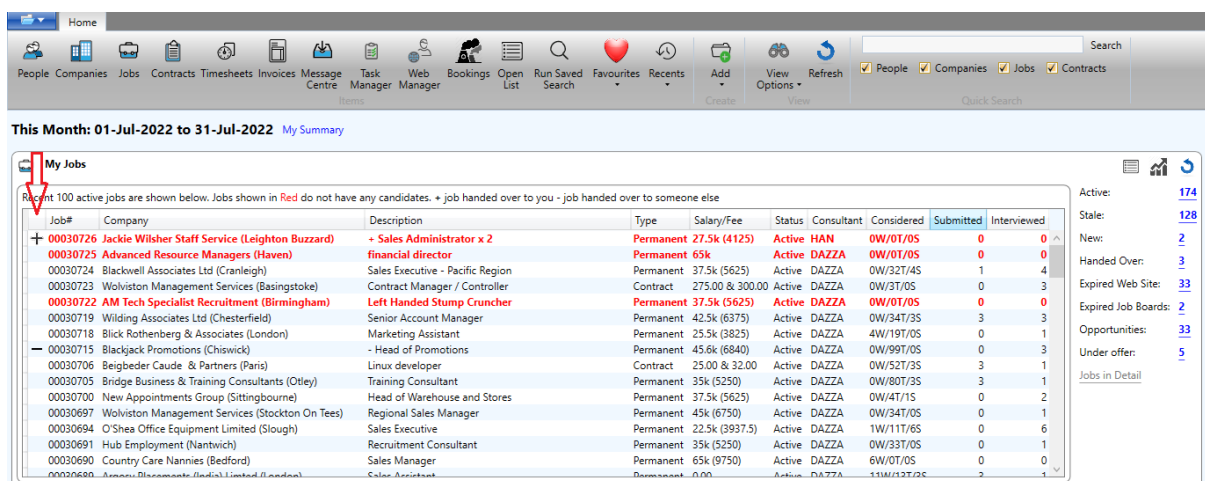


Fig 5 – Entering manual activity figures

Simply choose the activity, the week starting date (which must be a Monday) and then enter a figure which must be greater than or equal to zero. Click the **Save Activity** button to record the figure. If a figure has already been entered for that week, then you will be prompted to overwrite it. Once your figures have been entered, click the **Close** button. Administrators will be able to choose the consultant that the activity is for, whereas normal users will only be able to enter figures for themselves. If you wish to clear the figure for the activity then simply set the figure to zero.

Job list within the 'At a glance' view

A new column has been added to this view to indicate whether a job has been handed over to another consultant, or a consultant has handed over a job to you. Jobs handed over to another consultant are indicated with a minus sign (-) and those jobs handed over to you with a plus sign (+).



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Fig 6 – New column showing whether a job has been handed over

The same column has also been introduced within the Active Job list on the job view as shown in fig 7.

Division	Type	Ref No	Date Entered	Company Name	Description	Consultant	Job Function	Status	Town	Date Last Added	Date Last Search	Size
+ 004	Permanent	00030726	13-Jul-2022	Jackie Wilsher Staff Service	+ Sales Administrator	HAN	Sales Administrator (2022)	Active	Leighton Buzzard			27
004	Permanent	00030725	12-Jul-2022	Advanced Resource Managers	financial director	DAZZA		Active	Haven			65
004	Permanent	00030724	29-Jun-2022	Blackwell Associates Ltd	Sales Executive - Pacific Region	DAZZA	Sales Executive (2020)	Active	Cranleigh	29-Jun-2022	29-Jun-2022	37
004	Contract	00030723	20-Jun-2022	Wolviston Management Services	Contract Manager / Contoller	DAZZA	General Manager (2020)	Active	Basingstoke	21-Jun-2022	20-Jun-2022	04
004	Permanent	00030722	06-Jun-2022	AM Tech Specialist Recruitment	Left Handed Stump Cruncher	DAZZA	Pencil Pusher (2018)	Active	Birmingham			37
004	Permanent	00030719	31-May-2022	Wilding Associates Ltd	Senior Account Manager	DAZZA	Account Manager (2019)	Active	Chesterfield	06-Jun-2022	06-Jun-2022	42
004	Permanent	00030718	30-May-2022	Blick Rothenberg & Associates	Marketing Assistant	DAZZA	Marketing Assistant (2022)	Active	London	13-Jul-2022	13-Jul-2022	25
- 004	Permanent	00030715	25-May-2022	Blackjack Promotions	- Head of Promotions	DAZZA	Communications Manager (2020)	Active	Chiswick	30-May-2022	30-May-2022	45
004	Contract	00030706	05-Apr-2022	Beigbeder Caudé & Partners	Linux developer	DAZZA	Developer / Programmer (2020)	Active	Paris	05-Apr-2022	05-Apr-2022	01
004	Permanent	00030705	25-Mar-2022	Bridge Business & Training Consultants	Training Consultant	DAZZA	Consultant (2022)	Active	Otley	28-Mar-2022	31-Mar-2022	35
004	Permanent	00030700	24-Feb-2022	New Appointments Group	Head of Warehouse and Stores	DAZZA	General Manager (2020)	Active	Sittingbourne	19-May-2022	04-Mar-2022	37

Fig 7 – Active job list within the Job View

In addition to the new column, the description of handed over jobs is prefixed with the plus or minus sign, so that if the data is exported, handed over jobs can easily be identified.

Other

Cure problem where the display rules for a date did not take into account null dates, so that if a rule was set for prior to a given date, those with a null date had the rule applied.

An enhancement was introduced within V3.0.65.0 which used the email client to edit email history records. A new setting within the personal options now controls whether this is the case, with the default setting to **false**.