



# Release Notes

---

## Safety Champion Software

Release Notes V4.0.0

Production release date: 24 August 2024 @ 4 PM AEST



## Table of Contents

<b>TABLE OF CONTENTS</b>	<b>2</b>
<b>NEW FEATURES / ENHANCEMENTS</b>	<b>3</b>
1. SCS-4761   WEB & APP   FILTER FOR ALL MODULES	3
2. SCS-3694   WEB & APP   SEARCH FOR ALL MODULES	3
3. SCS-3690   NEW EXPORT FUNCTIONS	4
4. SCS-5498   WEB   ALLOCATION CHANGES	4
5. SCS-3712   ATTACHMENT ENHANCEMENTS	5
6. SCS-3239   ADMINISTRATION	5
7. SCS-3239   WEB & APP   LOGIN ENHANCEMENTS MFA & SSO	5
8. SCS-3237   DASHBOARD	6
9. SCS-3586   WEB & APP   ACTION MODULE	7
10. SCS-3601   WEB & APP   INCIDENT MODULE	7
11. SCS-1138   INSPECTION	7
12. SCS-3602   WEB & APP   HR & TRAINING MODULES	7
13. SCS-3330   WEB & APP   SAFETY PLAN MODULE	8
14. SCS-3615   COMMUNICATION, CORPORATE RISK, INSURANCE & ASSET	8
15. SCS-XYZ   REPORTING MODULE & BUSINESS INTELLIGENCE MODULE	9
16. SCS-4614   CONTRACTOR MODULE	9
17. SCS-3616   DOCUMENT MODULE	9
18. SCS-3612   CHEMICAL MODULE	9
19. SCS-3621   VISITOR/SITE ATTENDANCE MODULE	10
20. CHANGES AND ENHANCEMENTS TO THE MOBILE ANDROID AND IOS APPS	10

### NOTE:

Safety Champion currently supports more than 1,600 clients on all continents (excluding Antarctica). Over the past year the Safety Champion Team has undertaken a period of maintenance, which has now come to an end.

This maintenance period intended to set Safety Champion up for continued success and to meet the demands of our next stage of growth, which will benefit both our current and future clients. Some of the initiatives that you will see immediately from today are:

- Modernisation of the User Interface and enhancements to MFA.
- Enhancements to both Search and Filter functions
- Improved Data Analytics and Reporting capabilities
- Improved system speed, with a focus on several system functions (i.e., accessing information from History Tab, large registers, or Assigning Tasks)

If any system bugs and/or UI polishes that remain in queue cross your path, or you have any suggestion, please contact us via [support@safetychampion.com.au](mailto:support@safetychampion.com.au) for more information.

## New Features / Enhancements

---

### 1. SCS-4761 | Web & Mobile | Filter for all modules

#### Relevant to All Users

- Enhancements have been made to all registers in the system to improve filter and sorting functions. Filters and sorting will now be managed through the Filter slide out, which is available by clicking the blue 'Filter Icon'. No matter how much data you have, this new process will allow a more advanced filtering and sorting experience with multiple filters applied along with a 'Sort by' option.
- This function will continue to be enhanced to provide more filtering options; each module, tab and system level will have different relevant filters.
- Where a Category has been removed from the Configuration Level, this will no longer be available as a filter option. In addition, where 'Other' or 'Open text' inputs are used, these will not be available for filter options.
- An orange filter icon indicates that a filter is active.
- When searching or exporting, the filters are overridden and do not apply.

### 2. SCS-3694 | Web & Mobile | Search for all modules

#### Relevant to All Users

- The Search function within the system has been enhanced to provide a deeper dive into your data. The system will no longer just search the available information on the register but will look for your search terms within other fields not seen on the register but available in your records.
- A new blue search icon (magnifying glass) has been introduced to modules throughout registers and tabs. The 'search' function is now being applied to a full module database. *Note: Where the previous search function is seen in the header bar, this will be applying a local search only.*
- Online Search on mobile apps has also changed to provide a deeper search. However, for offline supported modules the local search will still be applied. For online modules search will not work when offline.
- Only single-word terms are searched, for example, a full string will not be searched as a string but will return relevant results for each word.
- For longer words (over 4 characters) similar spellings of the search term will be searched.

- Additional options allow the user to find the search terms within a string or phrases. When searching terms within strings or phrases the exact spelling will be searched.
- Search filters are available in certain registers and system levels. This may include being able to filter by Workplace or Module and providing a more advanced search.
- Search is not applied to custom fields and data.
- Search will not be applied to language translation.

### 3. SCS-3690 | Web | New Export Functions

#### Relevant to All Organisational and Workplace Users

- The export module will house two tabs a) an Export list with all the reports the user has exported from within the system and b) a Template list that will contain the saved templates including preset filters. These can be created from within the Export Centre or at the time of export.
- After clicking 'Export' from within any module's register, the system will generate a report based on the attributes/fields the user has chosen to download. Instead of downloading the report directly to the user's computer, the system will direct the user to the Export Centre. This will allow for larger exports to be generated whilst allowing users to continue to use the system.
- Excel export files can now be named at the time of export.
- Templates will be saved and can be used for future exports.
- Export files will be available for 7 days after they have been generated.
- Only Current Custom Fields will be exported; if fields have been deleted, they will not be part of the export filters or exported.
- The Export Centre may need to be activated for some User Profiles at configuration. Disabling Export Centre will prevent users being able to export Excel and PDF reports.

### 4. SCS-5498 | Web | Allocation Changes

#### Relevant to All Organisational and Workplace Users

- To improve the workflow of permissions and data security, automatic allocation will no longer occur when a record is allocated to the organisation level. This change is now in all modules. This means that in modules where allocation to the organisation previously allowed Workplace Users to see the data, for example,

the Documents Module - the user will need to allocate the record to both the Organisation and Workplace individually.

- When we are moving to V4 (Workplace level), any Organisation Allocations that provide Workplaces with visibility will be converted to explicit Workplace Allocations.
- Bulk Allocation has been provided in Modules without location or task allocation to support the handling of multiple allocations at once.

## 5. SCS-3712 | Web | Attachment Enhancements

- Now you can drag 'n' drop some file(s) or click to select files.
- Uploading Files: the user is now able to upload files and fill forms in parallel and pause or restart uploads.

## 6. SCS-3239 | Web | Administration

- To enable more control around permissions and increase the speed of certain operations any changes made to configurations may take 5-10 minutes to apply. The configuration pages show the last update time.
- The Org Reports and User Logs have been removed to enable our development team to refactor the reporting system.

## 7. SCS-3239 | Web & Mobile | Login Enhancements MFA & SSO

### Relevant to All Users

- Safety Champion Customer Success Team can arrange to enable or disable MFA Login or SSO Login for the Organisation. These may be limited based on your system licence agreement.
- You can now have more than one MFA method enabled at the same time in case you don't have access to one method. These need to be set up by the User in User Settings.
- Session lengths in Safety Champion have been extended and Long-Lived Session has been implemented. Users will be logged out of the Safety Champion system after seven (7) days of no activity. We have now introduced long-lived sessions that will reset the logout time when any activity has occurred.

- 'Remember Me' settings in MFA have been implemented to allow users to ask the system to remember them for 30 days when logging in. If this is not selected the system will require MFA validation after 10 minutes before logging in again.
- Organisation Administrators will now be able to control User login methods. SSO (Microsoft) and Username / Password can be set to enabled or disabled. If disabled Users will not be able to login using that method. This setting is changed through Configuration of the User Profile.

## 8. SCS-3237 | Web | Dashboard

### Relevant to All Organisational and Workplace Users

The following changes have been made to the dashboard:

- The Task Summary Charts and Our Feed order have been changed and filters have been moved to the Filter slide out.
- There is a new column called "Assigned To" that shows the names of the users a task has been assigned to. The Assignees display is limited to two rows or 1-2 names where there are additional Assigned Users. This will be indicated by the 'View All' link showing the number of Assigned Users. You will be able to click view 'View All' to see the full list. The detail behind the username indicates the user system level, for example, "Work Group Level".
- Workplace Level Users will now be able to assign tasks to Organisation Users. This function will need to be enabled in the Organisation Administration Profile and applies system-wide.
- Flagged and Assigned Task tabs are now available when morphing down. The Tabs for Assigned and Flagged tasks appear for the Org User as view only, and these are contextualised to the Workplace.
- Search enhancements have been made to provide a deeper dive into task records. The search function is now working on the database not just the data seen on the register. Additional filters can be applied to search including filtering by Workplace or Modules.
- Filter enhancements have been made to the dashboard task list, which will allow users more advanced options to sort and filter based on a) deadline date, b) date created, c) module type, and d) task due within a specific date range.

## 9. SCS-3586 | Web & Mobile | Action Module

### Relevant to All Organisational and Workplace Users

- Users will be able to export a PDF with the saved data for an action before sign-off is completed.
- The "Close" button has been updated to "Sign-off" on the Register.
- When creating an Action within an Action, this will be processed immediately even if the record hasn't been saved or submitted.
- Risk Severity Ratings will be displayed in the Risk column as the full name.
- The Corrective Action / Improvement Tab will now be called 'Sign-off' Tab.
- Updated Filter and Search Functions.

## 10. SCS-3601 | Web & Mobile | Incident Module

### Relevant to All Organisational and Workplace Users

- The "Close" button has been updated to "Sign-off" on the Register.
- When creating an Action within an Incident, this will be processed immediately even if the record hasn't been saved or submitted.
- Risk Severity Ratings will be displayed in the Risk column as the full name.
- Improvements in how external notification information is displayed.
- Deleted custom question data can now be viewed and deleted when editing records.

## 11. SCS-1138 | Web | Inspection

### Relevant to All Users

- When a PDF Document is linked to an inspection template the PDF will be merged at the end of the Inspection Evidence when exported.
- Note that only linked PDF Documents from the Documents module will be merged in the export. Other document types will remain as a link only in the online document.

## 12. SCS-3602 | Web & Mobile | HR & Training modules

### Relevant to All Users

- “View Training” is no longer a Button in the HR Module, it is now a “Tab”.
- “View Communication” Register is no longer a Button in the HR Module, it is now a “Tab”.
- There is an ability to “sign-off” a training record from within the HR Module.
- The “Superseded Training” no longer displays in the Active Training Register as a sub-row. To view training history, select “View” for the Training you want to view, then select the “History” Tab.
- Training Registers can now be viewed within the Mobile Apps.
- When archiving a Worker their associated training will also be archived, when activated the training will be reactivated.

Relevant to Organisational users only:

- The ‘Training’ module can be now found by clicking the menu bar in the left upper corner of the homepage. It will take the user to the Training Tab in the Human Resource Register.

### 13. SCS-3330 | Web & Mobile | Safety Plan Module

Relevant to Workplace and Organisation Users

- There is a new “Scheduled” Tab in the Safety Plan module that lists all “active” Safety Plans and from where the users can sign tasks off or assign tasks.
- A “Category” or a “Category & Subcategory” can now be included in a Safety Plan record.
- There is a new ability to “create” custom fields against a Safety Plan. This will allow you to ask specific questions at the time of Safety Plan sign-off specific to either, or both, the Category or Subcategory. The questions will display in the task and history, not the details page.
- New ability to add attachments to a safety plan record at the time of creation or edit. This will allow users to see attachments when signing off tasks, such as guidance documents.

### 14. SCS-3615 | Web & Mobile | Communication, Corporate Risk, Insurance & Asset

Relevant to All Users

- Minor UI changes (ALL modules).
- Classification has been changed to Category (Corporate Risk & Asset Modules).



- Expanding list view has been retired due to pagination and data management changes.

## 15. SCS-XYZ | Web | Reporting Module & Business Intelligence Module

### Relevant to Organisation Users

- The reporting module will be powered by SuperSet and it will be available for all clients.
- Business Intelligence will still also be available for Organisations who are currently using it or when included in your licence agreement.

## 16. SCS-4614 | Web | Contractor Module

### Relevant to Workplace and Organisation Users

- Introduction of Contractor Attachments when Creating a Contractor. Users can upload various documents when creating or editing a record. These attachments are viewable at all levels when allocated.
- Org Allocated Contractors no longer are visible to ALL Workplaces. These Contractors are only available to the Org Users. Contractors need to be explicitly allocated to the Workplaces that you want to have access to the contractor. A bulk allocation function has been added to the "Allocate" workflow.
- Workplace Users will see Org Contractors that have been Archived if the Contractor record remains Allocated to their Workplace.

## 17. SCS-3616 | Web & Mobile | Document Module

### Relevant to All Users

- Filters will all be available from the filter button, for example, "Status Filters" [coloured dots] move from the register into the Filter slide out.
- The Folder or compressed view has been retired on the web version, due to pagination functions. Filters can be used to sort the documents into groups.
- Document Allocation has been adjusted. Allocations to the Organisation will only be seen at the Organisation Level. For Workplace visibility, the document must be allocated to the Workplace. A Bulk Allocation function is included to support this.

## 18. SCS-3612 | Web & Mobile | Chemical Module



## Relevant to All Users

- Minor UI changes

## 19. SCS-3621 | Web & Mobile | Visitor/Site Attendance Module

## Relevant to All Users

- Minor UI changes

## 20. Changes and enhancements to the Mobile Android and iOS Apps

## Relevant to All Users

### Enhancements

- New Filter and Search Features: the user is now able to filter/sort or do advanced searches in the mobile app for most of the modules. Available Inspection, Chemicals and Documents will remain the same because of offline support.
- Uploading Files: the user is now able to upload files and fill forms in parallel.
- Training Module: the mobile app is now able to view the training register.

### Changes:

- We fully support offline mode for these features: Create Action, Create Incident, Signoff Inspection, View Available Inspections, View Documents and View Chemicals. Other forms of sign-offs are partially supported (i.e. signoff as an offline task).
- All remaining screens will be cached. This means the user is still able to view/reopen it in offline mode if they used to view/open it before.