



# My Journey®

## Release Notes

Released 10.3.2022

### Table of Contents

<b>Primary location</b>	<b>2</b>
Added flexibility to primary location requirement	2
Made primary location more obvious	2
<b>Tools</b>	<b>3</b>
Improved Support Directory filters	3
Improved Occupation Finder filters	3
Added PAIRIN Survey date	3
<b>Community Catalog</b>	<b>4</b>
Added search functionality to the Community Catalog	4
Created ability to configure post referral message	4
<b>Administrative</b>	<b>5</b>
Alphabetized dropdown list	5
Created engagement widget	5

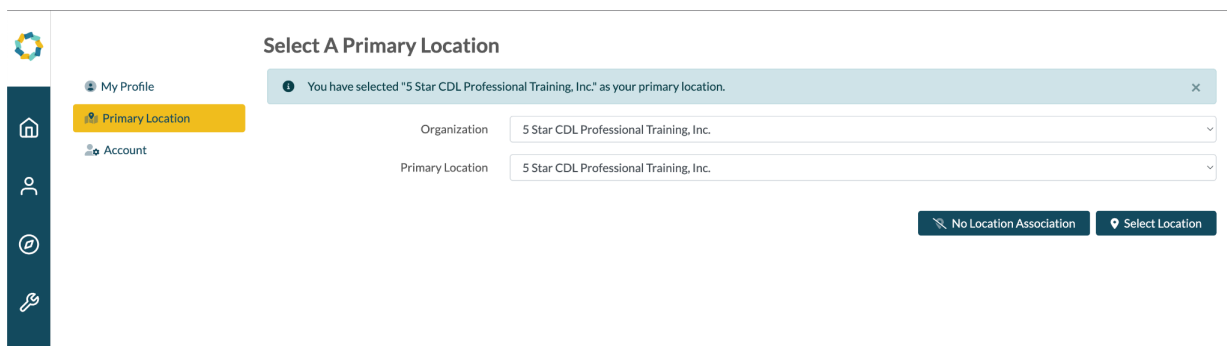
# Primary location


## Primary location is now optional


- ❖ A primary location is no longer required to use the Participant Portal
  - If you only configure one location, the system will assign all users to that location, and will not ask participants to select a location after email validation
- ❖ The primary location requirement can be enabled by working with your Customer Success Consultant
- ❖ Impact: More configuration flexibility


## Primary location is more visible


- ❖ Participants select a primary location after account creation if you only have more than one location option
- ❖ Primary Location is highlighted by:
  - An announcement at the top of the page displays the selected location
  - The map zooms in on the user's selected primary location (if the map feature is enabled)
  - A blue pin bounces to denote the primary location and all the red non-selected pins are still (if the map feature is enabled)
- ❖ Impact: Participants can quickly identify which primary location they've selected





 **Select A Primary Location**

 My Profile



 **Primary Location**

 Account

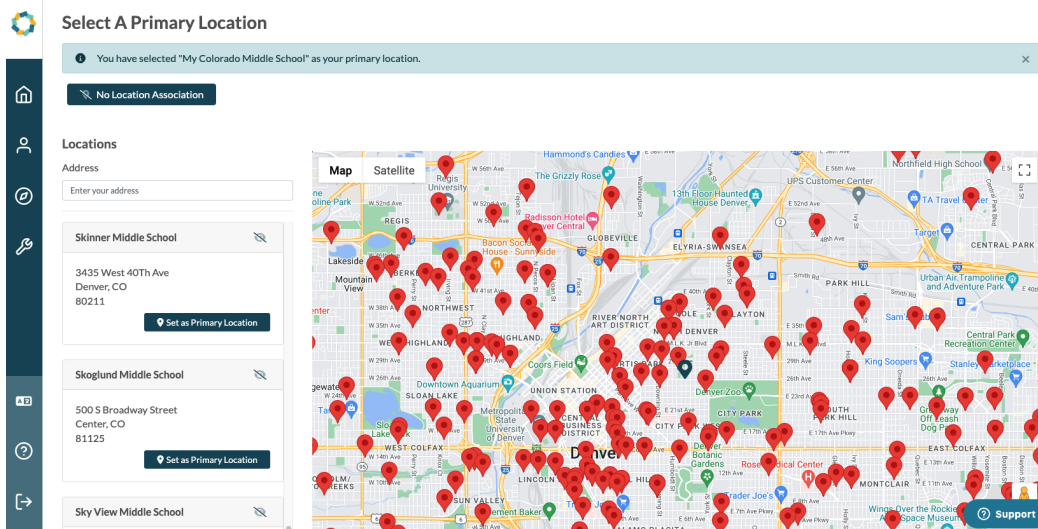
 You have selected "5 Star CDL Professional Training, Inc." as your primary location. 

Organization

Primary Location





## Tools

### New Support Directory filter

- ❖ Users can filter the Support Directory by location in addition to the support category
- ❖ Impact: Participants can more easily find resources within their geographic area

### Improved Occupation Finder filters

- ❖ The salary and education filters have been simplified on the Occupation Finder
- ❖ Impact: the participant user can more easily find the occupations that fit their criteria

### Added PAIRIN Survey date

- ❖ A user's PAIRIN Survey completion date is displayed in the Survey widget
  - Users have the option to resurvey
- ❖ Impact: Users know their last survey date, and can easily resurvey



# Community Catalog

## Keyword search now available

- ❖ Professional and Participant Portal users can search the Community Catalog using a keyword search
  - All resources that include the keyword will display
- ❖ Impact: Individuals can easily and quickly find a resource using the keyword search

### Community Catalog

[Print All](#) [Print Filtered](#)

Keywords

Location

Dates / Times

Categories

Types

Search Name or Description by Keyword

Keywords

Clear Filters

Apply Filters

Category: Career Coaching - Individual Services

Category: Adult Basic Education Services

<

1

2

3

>

## Ability to trigger post referral messages

- ❖ Client Admins and Organizational Admins can create a post referral message for all resources associated with a Location on the Location management page
- ❖ Participants will receive a message from the Location with next steps when they complete a referral
- ❖ Impact: Participants understand what next steps to expect and if any action items are needed

### Welcome to My Journey

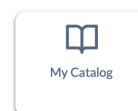
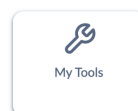
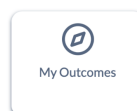
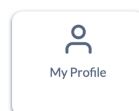
You successfully submitted a referral(s), great job!

Arapahoe Community College

What to expect: Someone from Arapahoe Community College will be in touch with you for next steps.

Arapahoe/Douglas Works! Workforce Center

What to expect: Someone from Arapahoe/Douglas Works! Workforce Center will be in touch with you for next steps.



# Administrative

## Alphabetized dropdown list

- ❖ Client or Organization Administrators will select from an alphabetical dropdown list of organizations or locations when:
  - Creating new users
  - Filtering referral resources on the resource management page and in the Community Catalog
- ❖ Impact: Administrator users will save time finding the location or organizations

## New engagement widget

- ❖ Client Administrators can hover over the My Workspace widget to view the number of Participant Portal accounts created and activated within the month
  - Client Administrators can click “View Details” to view the exact list of participants that created an account (inactive) and verified (active) their account
    - The detailed view can be filtered by a date range
    - This can only be viewed by Client Administrators since participants who have not verified their accounts (i.e., have inactive accounts) will not have a primary location selected
      - To protect user privacy, we do not share their information with Professionals at all locations
- ❖ Impact: Client Administrators have insight into Participant Portal engagement



# My Workspace

Filtering Location: All Locations

