

allo release 07.09.23 (allo 2.1.9)

Last updated by | Irone Egbejule | 11 Sept 2023 at 07:06 BST

1. Introduction 🙌

The team have been busy working on new features and bug fixes that have been affecting the functionality of **allo** for our users. Help and support on how to use **allo** features is available on our website <https://heyallo.co/how-to-guide/>

2. Overview 💬

We have undergone bug fixes & added new features to improve your experience. Features include some enhancements to the process of uploading data, tweaks to the "Weekly payroll report" and UI enhancements to help you navigate **allo** easier.

3. Impacted users 👤

- Supervisor
- Admin
- All users

4. What's new in allo 📣

-----UI Updates-----

- On all calendars in **allo**, the current date will be highlighted to make it easier to navigate the calendar
- A "Clear search" function has been introduced to the following pages so you can quickly start your search again:
 - "Users"
 - "Projects"
 - "Project team"
 - "Project data"

Page navigation
Navigate to one of the following pages:

- "Users"
- "Projects"
- "Project team"
- "Project data"

Clear search
Click this button to clear your search and start again

Show advanced filters
Click this button to show advanced filters

Name	Email	Role	Overseer	Creation date
Admin Supervisor	admin@allo.co	Supervisor	Yes	2023-09-11
Project Admin	project@allo.co	Admin	Yes	2023-09-11
Dev Project Admin	dev@allo.co	Admin	Yes	2023-09-11
Test Admin	test@allo.co	Admin	Yes	2023-09-11
Admin Admin	admin@allo.co	Admin	No	2023-09-11
Admin Admin	admin@allo.co	Admin	No	2023-09-11
Admin Admin	admin@allo.co	Admin	Yes	2023-09-11
Admin Admin	admin@allo.co	Admin	Yes	2023-09-11
Admin Admin	admin@allo.co	Admin	Yes	2023-09-11
Admin Admin	admin@allo.co	Admin	Yes	2023-09-11

-----Manage data-----

- The heading on the "Users" page on the "Project team" page has been changed to "Project team" for consistency
- A tooltip has been added to all the key columns on the "Project data" page, making it easier to identify the unique field

Page navigation
Navigate to the "Project data" page

Choose dataset
Click on any of the default datasets

Create new
Select this button to add a new line item to the dataset

Unique ID
On hover, you will see a tooltip telling you which field must be unique

Importing
If a unique ID is required when creating a new line item manually, it will be the same when importing a dataset.

The screenshot displays two overlapping windows from the 'allo' application. The top window shows the 'Manage data' page with a table of datasets. The bottom window shows the 'People' page with a table of personnel and a 'Create new personnel' form. Callout boxes with arrows point to specific UI elements: the 'Project data' link in the sidebar, a dataset in the 'Manage data' table, the 'Import' button in the 'People' table, a tooltip on the 'ID' column, and the 'Import' button in the 'Create new personnel' form.

----- Roles-----

- We have removed the "Filter by permissions" button on the "Roles" page

----- Users-----

- The "User details" and "User role" tabs when editing a user have been consolidated into one tab, giving you a cleaner user experience

Page navigation
Navigate to the "Users" page

Vertical ellipsis
Click the vertical ellipsis next to a user's name

Edit
Click the "Edit" option from the dropdown

User details
The "User details" and "User role" tabs have been consolidated into one tab

-----Reports-----

- Two columns have been introduced to the "Weekly payroll report"
 - "Supervisor"
 - "Foreman"

Page navigation
Navigate to the "Reports" page

Edit mode
Click this toggle to enable "Edit mode"

New columns
You will see two new columns added to this report:
• "Supervisor"
• "Foreman"

Add report
Click the "Add report" button to add the "Weekly payroll report"

-----Submissions-----

- On the "Submissions" page, page headers for selected custom forms have been updated to include key information about your form

-----Complete forms-----

- Now, when you press "Select a form", you will be taken to the previous drawer where you select a form, making it easier to start again!

Page navigation
Navigate to the "Complete forms" page

Select a form
Click the "Select a form" button

Add new
Click the "+" icon to fill out a new form

Form selection
You will be taken back to this screen, where you can select a form to fill out

-----Manage forms-----

- You can now enable a search option for dropdowns on the "Manage forms" page, so there's no need to scroll for the item your looking for
- We have made updates to the approval pop up when creating a form to enhance your approval flow

Page navigation
Navigate to the "Manage forms" page

Create new form
Click this button to create a new form

Not required
Unclick this checkbox to see approval options

Add step
Click this button to add another approval level

Individual reviewer
Click this button to add individual reviewer

Role reviewer
Coming soon!

5. Bug fixes 🤔

Supervisors & Foremen:

- The weather added to allocation activities and submitted by the supervisor is correctly displayed once the form is submitted and available for review
- Required fields on allocation activities now have a message telling the user the field is required, meaning required fields are easier to identify
- Supervisors now have the ability to cancel a form after an Admin or a Foreman rejects the form
- Users now have control over the left hand side date selection in delegation calendar, making delegation easier

Admin:

- Reports are now only visible to your current project, so you can track your reporting for different projects
- The "Not required" checkbox on custom forms is now working again so you can stay on top of your approval flow
- You can now change a user's role on the system once all open items have been closed
- Admins can now download activities from the "Submissions" page without any missing data in the exported file

All users:

- The invalid notification "Current project cache empty" on the homepage has been removed for all users