

# Sonar6 version 2.2 release notes



## User Setup & Management

The group Setup 1 screen has been enhanced with more information for administrators, and the ability to send reminder emails.

### Assessment status

Tell at a glance the assessment status of teams and send reminder emails with a single click.

### Group actions

The group actions allow you to send reminder emails to groups of logins.

### Access rights

Access rights have been changed from a drop down list to a series of checkboxes... allowing any combination of access rights.

- Access Rights:
- 360° View
  - Self Assessment
  - Talent Management
  - Organisational Rollup
  - User Setup & Management
  - View Entire Organisation

### Report Options

- Employee Tag Distribution
- Employee Rating
- Rollup Grid Distribution

### Reports

Generate and save reports in Excel format for ease of analysis and sharing.

	A	B	C	D
This file was generated by Sonar6 on V				
Name	Employee	xValue	yValue	
Mark Addi		3.33276	3.74	
Albert Alh		1.8274	0.900	
Kirk Ambr		0.83574	1.710	
Mark Ame		1.82948	1.5	
Craig And		2.48988	2.944	



### FILTER

Access:

Status:

### Filters

Filter users by the parts of the tool they have access to, or whether reviews have been completed.

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## 360° reviews

360° reviews allow you to collect information from a wide range of individuals. Are your team members doing a lot of work for other departments around the organisation? Using the 360° review option, you can increase the relevance of reviews by inviting others to have their say. Ask your Sonar6 representative about enabling 360 for your organization. If it is not enabled users will see no change to the current tools.



### 360° Rater Invitation for Caron Mitchell

To invite someone to rate this person enter into the email address and optional short message to accompany the invitation they will be classified with.

#### Invitation Form


Name:

Email:

Group:  ▼

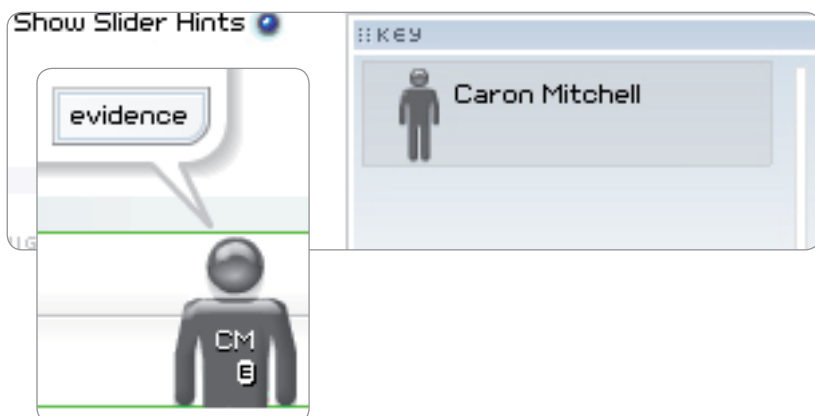
Optional message to accompany the invitation

## Inviting reviewers

Invite others to review your team members by clicking the icon  next to a name in the key.

Anyone can be invited to review: managers, team members, even people from outside of the organisation - whoever you think may have some valuable input.

Reviewers receive an email with simple to follow instructions, and follow-up reminders can also be sent from the tool.



## Reviewing

360° reviews work no differently from other reviews using Sonar6.

Staff members are rated along sliders, and invited reviewers can also fill out questionnaires and attach whatever comments they feel appropriate.

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## Viewing 360° ratings

Viewing individuals in **solo** view under Talent Management now shows ratings for:

- Individuals
- Managers
- 360° reviewers



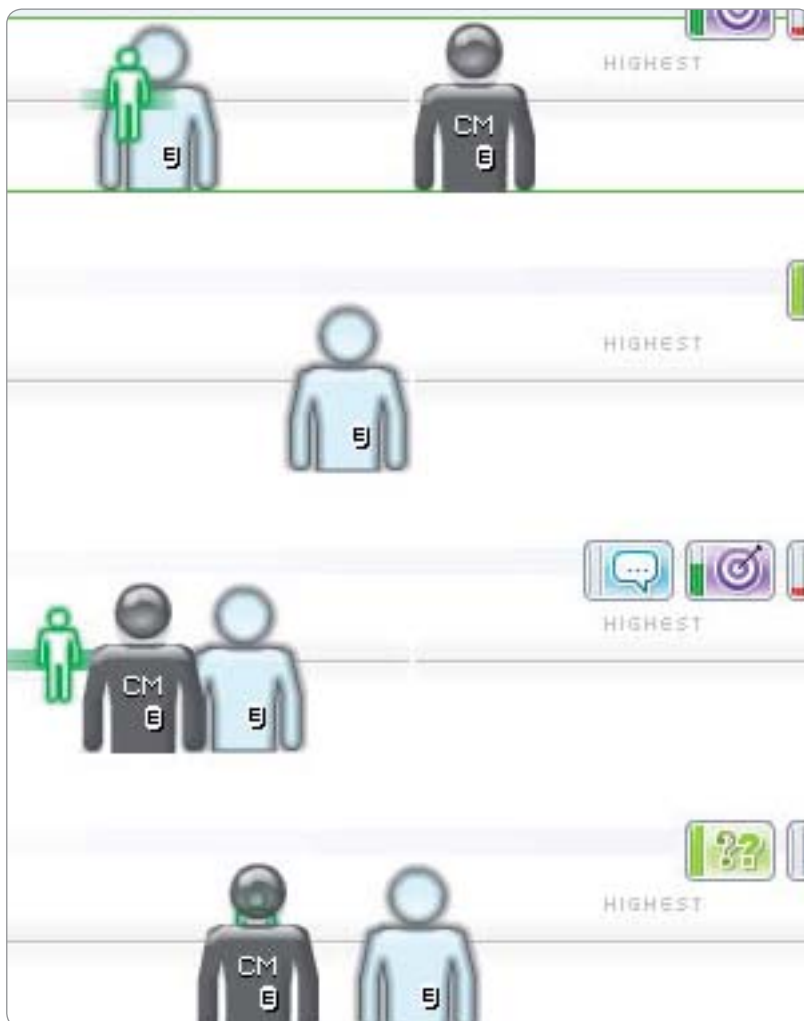
## Interpreting 360° ratings

The **location** of the icon indicates the average score for that factor

The **width** of the bar indicates the variance in evidence (eg answers to the questionnaire)

The **height** of the bar indicates the number of reviews included

The icon and bar can be **colour-coded** to indicate the relationship of the reviewers to the individual being reviewed (eg staff, peers or customers)



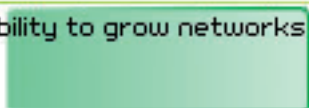
Caron Mitchell has a gregarious nature



Caron Mitchell develops new relationships quickly and easily



Caron Mitchell has an ability to grow networks



## Getting more detail

Clicking on the icon shows you the summarised comments and questionnaire responses the reviewers have given this individual.