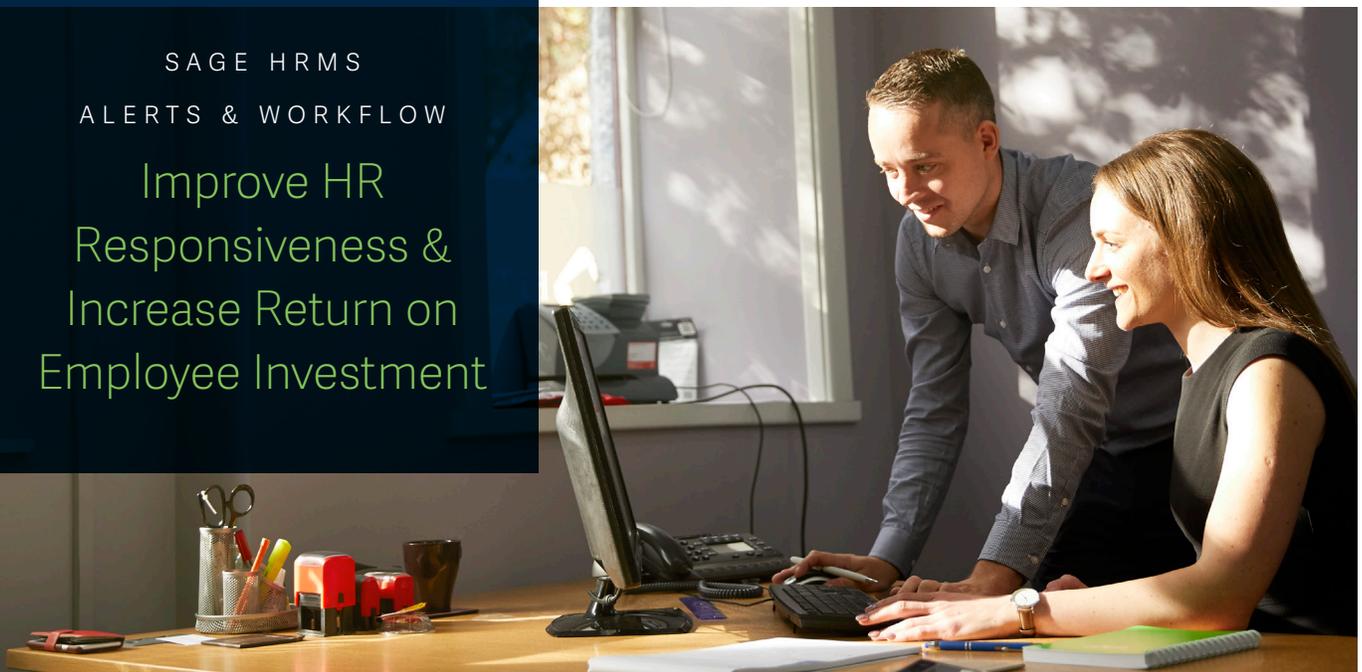


SAGE HRMS  
ALERTS & WORKFLOW

## Improve HR Responsiveness & Increase Return on Employee Investment



Employees are the single-most valuable commodity within your organization. And – like any commodity, you look for ways to invest **in it** so that you get more value out of it. One way to invest in your employees is to become more responsive to their needs.

Respond faster to potential employee problems before they become real problems. Respond faster to potential opportunities for employee growth. Become more responsive, and you deliver better service to your staff, you keep employees more engaged, and you increase employee retention

### “But how?”

With reduced staffing and budgets, how do you find the resources to actually increase responsiveness?

The answer is **Sage HRMS Alerts & Workflow** – the leading Business Activity Monitoring solution on the market today. **Sage HRMS Alerts & Workflow** is your “HR watchdog”; it – and not your staff – watches over your employees for potential pitfalls and for opportunities to grow.

#### **Sage HRMS Alerts & Workflow enables you to: Ensure smooth on-boarding.**

Do you ever see a new employee just sitting around, waiting for “the next person” to come and get them?

Eliminate those un-productive hours by ensuring a smooth transition through the on-boarding process.

#### **Auto-deliver needed forms & documents.**

Is it currently a person’s job to print and send out healthcare enrollment forms, 401k forms, the employee manual, and the like? Automate those deliveries and free up valuable human resources.

#### **Recognize employee achievements**

How do you acknowledge “jobs-well-done” or other employee achievements? Auto-monitor, recognize, and communicate these accomplishments and let your staff know that their hard work is appreciated.

**Expedite HR report generation.**

Do you have staff whose job includes running & delivering reports on a daily, weekly, or monthly basis? Automate this process and get critical HR information to your employees faster than before.

**Manage by exception**

How much time do your HR employees spend looking through an entire report when they're really only interested in the "exceptions"? Save time & money by delivering only the "needles" – and not the whole haystack.

**Avoid HR staff training down-time**

Any new software impacts productivity because of user training, right? Not Sage HRMS Alerts & Workflow – because, like a smoke detector, it is set up and simply turned on. Your HR staff and employees need to learn nothing new.

**Spot incomplete tasks**

Have you ever had an employee fail to complete jobs, even after reminding them? Ever had a prospective hire slip away because no one followed-up with them? Sometimes the biggest impact in HR is due to things that didn't happen.

**Suggest & acknowledge training courses**

Continual training is an investment in your employees that you can't afford to ignore. Recognizing opportunities for employee growth – and then recognizing that growth shows employees you care about their future.

**Do it right . . . the first time**

Mistakes in HR can be very expensive; they always cost staff time and they too often result in lost money. Automate the process of identifying and correcting these errors and save both time and money.

**Get more value out of email**

Whose job is it to watch over emails sent to your company's Human Resources department? Sage HRMS Alerts & Workflow auto-processes those messages, ensuring that every HR communication is processed and responded to.

**Support distributed staff**

Are your remote employees reliant on your IT department to get needed information? Empower your remote employees to request and receive any info they need without sapping resources from your IT staff.

**Leverage cross-departmental intelligence.**

Have you ever had a salesrep's numbers go down at the same time their absenteeism went up? Monitor employee conditions between departments, and ensure best staffing decisions based on corporate knowledge.

For more info, visit: [www.sage.com/en-us/products/sage-hrms](http://www.sage.com/en-us/products/sage-hrms)  
or contact us at **866-271-6050**

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