

# **Human Resources**

# Eliminate multiple HR information silos with one centralised real-time solution

Gain centralised control of your workforce with a single cloud-based Human Resources solution. Streamline tasks, reduce administrative costs, and improve communication across your entire enterprise. Provide your employees with secure access to personal HR information. Capture detailed real-time HR analytics where you need it most.

# **Self-service forms**

Access all relevant HR forms within a single screen, such as address changes, banking, and taxes, in addition to creating first day guided processes to walk employees through all professional and personal forms they need to complete as they transition into their new job.

# **Employees**

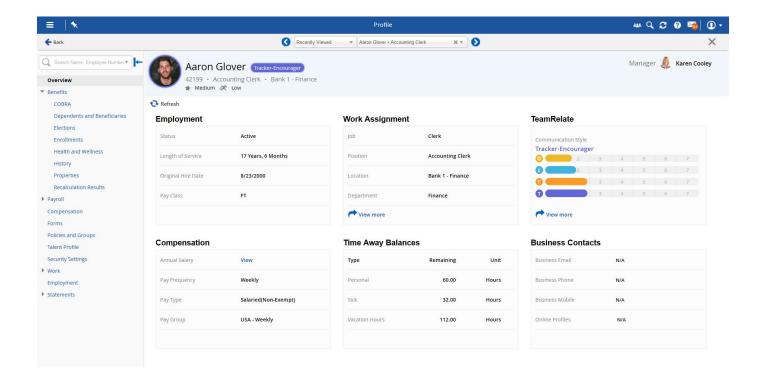
- Mobile & web access to manage work and life events
- Secure management of personal HR information
- Self-service access to HR forms such as banking and taxes

#### **Administrators**

- Configurable workflows for processes and approvals
- Enhanced electronic HR record keeping
- Real-time calculation for fast results
- Submission ready compliance reports

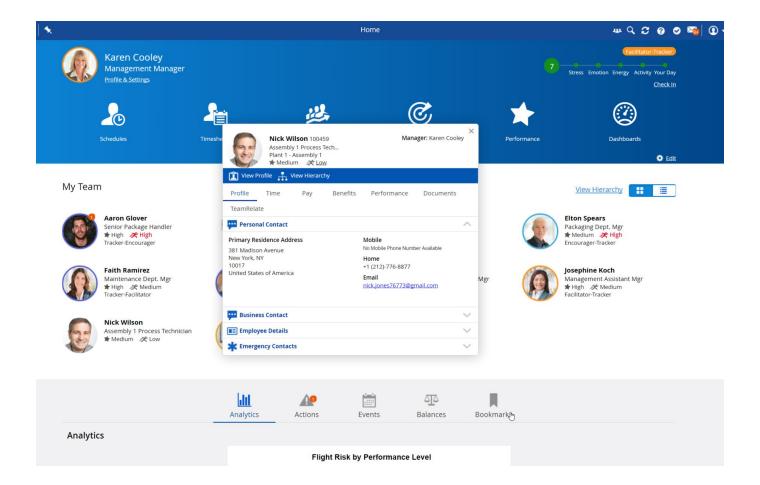
### **Managers**

- Simple, online onboarding for new hires
- Embedded analytics to support decision making
- Communication across the enterprise



# With innovative features and robust functionality, Dayforce Human Resources empowers your entire business

- · Personal home screen for each employee to manage personal information, such as emergency contact details
- · Managers gain enhanced visibility into HR information through rich, real-time analytics
- Access, retrieve and store all your confidential HR information securely



# **Key features**

- Out-of-the-box and configurable workflows with easy-to-use guided processes
- Customizable forms to capture personal, professional and payroll tax, accessed via web or mobile devices
- Send and receive important messages and notifications via an easy-to-use enterprise-wide messaging tool
- Real-time, embedded analytics provide enhanced insight to HR information

# **Key benefits**

- Streamline time-consuming tasks with intuitive automated processes that can walk employees through onboarding, work or life events
- Reduce administrative burden by eliminating unnecessary paperwork and save on document costs with a cloud-based solution
- Efficiently communicate and manage correspondence
- · Gain greater visibility into essential HR data