

 eHRM.net

Human Resources Management System

Perfect Software Solutions



eHRM.Net is a comprehensive Human Resources Management System (People Management, Work Structure Management with Organisation structures and Jobs, Assignments Management) with advanced frameworks for comprehensive management of human resources, including added value modules: Recruitment, Career Management, Employee Performance Management, Learning Management, Absence Planning, Business Process Automation, Reports, Analysis and Statistics.



Right People for the Right job...

Recruitment

Recruitment can only be successful if decisions are based on well prepared competency information. eHRM.Net system supports industry proven recruitment life cycle with three main areas:

- **Preparation**, which covers job vacancy management, authorization provisioning and running one or more recruitment activities.
- **Selection**, which begins with the receipt of applications and ends with issuing of offer or rejection letters. You can define your own stages of the selection process and track applicants through the stages.
- **Appointment**, which takes the applicant from the recruitment process to the beginning of employment process with an employment contract, ready to be signed.

Each task in the cycle can be supported by standard procedural paperwork.

Career Management

With eHRM.Net system you can manage individual **careers** throughout company and track their progress over time. Careers can be tied to **succession planning** and must follow company objectives.

There are several tools and methods available in eHRM.Net system that help you manage individual careers, influence the work climate and consequently improve company success:

- manager assessment,
- self assessment,
- 360 degree assessment system,
- appraisals,
- developing plan,
- leading by objectives.

Career management, if done right, is a win-win situation for both employer and employee.

Employee Performance Management

Constant employee performance measurement is crucial for sustainable company success. Goals constantly need to be met in an effective manner. In eHRM.Net you can align individual **goals** with company **objectives** and organizational **strategy** to ensure that workforce activity is translated into positive business results, through:

- identification of high-performing employees,
- increasing of quality of annual or interim employee performance reviews,
- identification and development of critical skills across the enterprise,
- work cost evaluation.

Work cost evaluation gives your company a complete insight into individual employee costs with parameters like: job value, employees, salaries, benefits, legal taxes, trainings, awards, severances, travel expenses, medical examinations and recruitment costs. It comes with exhaustive analysis and statistics reports.

Learning Management

Learning Management is an important element in overcoming gaps between job requirements in your organization and competencies of existing employees. There are several learning processes available in eHRM.Net to support this effort with minimal cost:

- training and proficiency catalogues,
- complete financial planning and cost management,
- training application forms management,
- training process tracking,
- in depth reporting.

Employees are, without a doubt, important and unique for any company because of their creativity, loyalty and ability to work in new and unpredictable situations. They can not be copied.

With the implementation of competency system, proficiency and company objectives you can successfully track employees, fill the gaps and consequently increase the competitive advantage.

eHRM.Net is an integrated Human Resources (HR) System which manages HR day to day activities, HR advanced processes and promotes HR Office strategic role in the company.

eHRM.Net is unique in its scalability and flexibility. It is based on customizable processes, workflows and approval management. Modules are optimally used if a system of competencies is implemented.

Efficient HR with Less Cost



Core HR Management

Streamline your common HR tasks like:

- Work Structure Management (organizations, organizational units, jobs, competencies).
- People Management (personal, professional, salary, health and other information for employees and external workers).
- Absence Planning (annual and other leaves, student holidays, business trips).
- Employee Assignments Management (assigns job and organization unit, assigns salary information, assigns specific information and benefits).
- Automation of Business Processes, calculations and mass actions (massive preparation of material with updated information on the fly).
- Reports, Analysis and Statistics (comprehensive set of basic and advanced reports, analysis and statistics).
- Automates and simplifies your HR processes with customized workflows.
- Allows the management to become more involved and proactive.

Core HR consists of process oriented modules which support main HR processes, required by legislation: employment, termination, employee reassignment, reorganization. HR experts save time and money with prepared templates for forms and documents such as annual leave form, contract, document for external institutions etc., and can therefore satisfy top manager needs for different analysis. Core HR makes HR administration faster and simpler and enables HR experts to have more time for added value processes.

General Benefits of eHRM.Net

There are many benefits of the eHRM.Net system:

- Modular architecture allows step by step introduction into the company's environment and culture.
- Supports multi-organization structure on a single installation (business groups, corporations, branch companies).
- Central and unified human resource database and organisational structure (even in branch companies).
- Supports Role Based & Hierarchy Based security models for data access.
- Web Based architecture allows easy installation, deployment, maintenance and user access from everywhere according to the user security rights (even in branch companies).
- Supports Approval Management.
- Supports multiple languages and local legislations.
- Customizable dynamic forms (job interview invitations, annual leave forms, appraisal questionnaires, scales for evaluations etc.).
- System can also be used in a simple way or in an advanced way. Easy-to-use wizards lead users through the processes and activities.
- Email reminders for special dates (employment contract expiration, licence expiration, birthdays, medical exams etc.).
- Contains simple Document Management System.
- Supports change auditing (history of document changes, work structure, organizations, jobs, assignments and other crucial data).
- Supports self service (manager and employee).
- Supports Report exports to Word, Excel or PDF format for further processing.
- Possible use of eHRM.Net functionalities, tasks and processes from other systems (intranet portals etc.).
- Integration with other systems (Identity Management, Access Control, Business Timekeeping Solution and Labour Management Systems, Payroll Systems, ERP Systems, CRM Systems, Document Management Systems etc.).

Agito is proud to present eHRM.Net Business Intelligence Analytics module (BI), based on Data Warehouse and Expert Systems. With the continuing progress in corporate data analysis, new tools and methods are available, so don't miss out on this unique opportunity. Take a chance and use the benefits of intelligent algorithms, expert knowledge and immense calculation power, used upon your historical HR data and allow them to make more sense of it.



Make Sense out of Your HR Data...

A Real Goldmine

Every enterprise produces staggering amounts of historical HR data and it almost seems like waste. But using the right approach you can turn it into a goldmine, harboring real added value for your business. The right approach is called **Data Warehouse and Business Intelligence (DW/BI)** and is also available for eHRM.Net.

It encompasses **technologies** like:

- Multidimensional Online Analytical Processing (MOLAP)
- Multidimensional Expressions (MDX)
- Data Mining (knowledge discovery & pattern recognition)
- Expert System (ES)
- Artificial Intelligence (AI)

The data is there. Why not make the most of it and use it to learn untold lessons or to make projections into the future, allowing for later well-informed HR decisions? Dig into this data goldmine.

Why Business Intelligence?

A few examples why you should consider using BI:

- **HR managers** often need to be **strategic leaders** in the company. They need to know the lessons of the path that lies behind them and predict the path ahead of them. DW/BI is a major help in supporting that role. Strategic employment, training and layoff schemes will be much easier to come by, when based on good interpretations of current and historical HR data.
- In a large international company it is hard to have an overview of HR data, especially for **top management**, that looks for **trends and uncommon patterns**, which regular reports just don't provide. Data Warehouse, when skillfully crafted to your corporate needs, provides the basis for this kind of HR data overview.
- The competition is getting tougher and tougher. Having the ability to **harmonize HR activities**, understand employee turnover, foresee human resource shortages and overflows might give your company that decisive edge and tip the scales in your favor in an international market.

HR Business intelligence will help your company gain new value from your current and historical HR data.

Why an Expert System?

There are certain tasks, that only skilled and experienced HR specialists could solve, if they had unlimited time and capabilities. **Expert System (ES)** augments them to produce results, previously unheard of and only speculated about. Luckily, you don't need to be an HR expert to read an ES report.

There are only two prerequisites:

- **Knowledge and experience of experts** provided into the system.
- **Up-to-date HR data** with corporate **competency system** set up.

Type of **reports** made possible:

- Hypothetically, simultaneously and optimally assign given human resources to jobs, according to competence requirements and competence profiles.
- Check deviations in competency levels of current workforce against job requirements (Suitability Matching). See also recommendations for corrective actions.
- Pick the most suitable applicants who applied for job vacancies.

Custom Intelligence

Good IT support is a foundation for any useful Business Intelligence. General steps to a successful implementation:

- In your **existing IT environment** Agito **sets up an appropriate Data Warehouse** and ensures that the right data comes in a correct form at the right time. The quality of data is also checked.
- During analysis we cooperate with you to **collect your requirements and define the basic purpose and type of Business Intelligence** implementation. According to that, Agito can correctly choose, prepare, process and most of all, interpret the data that would serve your business.
- Along with some initial BI reports, you receive **tailor-made custom BI/ES reports**, where the resulting information is presented very clear and user friendly (with the use of 2D and 3D charts, nested tables, semaphores, gauge charts etc.)

There are plenty of options in DW/BI and ES to make the collaboration of CEOs, CFOs, IT managers and HR managers even more effective.

Existing customers of eHRM.Net, do not miss out on this feature. You probably have enough historical data to produce reasonable results already.



Financial Decisions Made Easier

Pro Strategy

While HR department gains strategic role in the company, many other players take advantage in the process:

- **HR directors** in proclaiming added value in HR managing operations, justifying more funding.
- **Financial directors** in gaining cost overview and actual human potential overview.
- **IT directors** in achieving seamless IT environment with HR system being the least distractive to them.
- HR experts in providing know-how behind strategic reports.
- Senior and group management in keeping management proactive.
- Company owners in successful propagation of their strategic agendas.

eHRM.Net, with added Data Warehouse and Business Intelligence features, becomes a true platform for strategic HR operations, where **financial director and/or financial controller** become actively involved.

Cost Control for CFO

Integration of eHRM.Net with **cost distribution and payroll systems** helps **Financial directors** in dealing with these issues:

- What is the **actual value and cost** of individual human resources?
- Is cost of human resources justified with their **performance**?
- Are low performers **overpaid**?
- Are there excess human resources **hidden** in the organization?
- Are there good human **potentials** unrevealed and unrewarded?
- Are there **undermanaged or overmanaged** human resources?
- Is management's **view of real cost** of human resources unrealistic?
- Is training **cost effective**?
- Is recruitment **appropriate**?

All this makes it easier to produce **well informed decisions** and take actions. Fast and qualitative decisions are virtues of winners in today's business world.

Influence Financial Outcome

Orchestrated human performance efforts can lead to **increased revenue**, as noted in these steps:

- **Business goals** with customer orientation.
- **People processes** with selection, training, performance metrics, job structuring and leader role modelling.
- **Outcome** with increased commitment, deeper understanding of customers and increased skills.
- **Delivery of business goals** with increased customer satisfaction.
- **Financial performance** with increased revenue.

Top HRM metrics includes Human capital effectiveness, which is a mediating construct that predicts **Human Capital Effectiveness**, which includes:

- Revenue Factor,
- Expense Factor,
- Income Factor and
- Human Capital ROI.

Other top HRM metrics include calculations of cost per hire, turnover cost, turnover rate, training factor, time to fill, absentee rate, healthcare cost etc.

Management Responsibility

There are several **strategic objectives** for a contemporary chief HR executive, based in eHRM.Net:

- Help, train and motivate managers to manage their people right.
- Ensure that the right people are at the right time at the right job.
- Ensure a culture that drives performance.
- Provide reliable HR services in a cost-effective way.
- Optimize the effectiveness of human resources cost.

Fortune "**Best 100 Companies to work for**":

- ... receives nearly twice as many employment applications as others.
- ... had an average turnover rate of 12% versus 26% for others.
- ... had the average length of employment of 6 years versus 3.6 years for others.

Usability features, approval management and other productivity tools are just a few outstanding characteristics of the eHRM.Net system, that contribute to overall success of our distinguished customers. See below for details or check our website for continuous development on this topic.



Usability, Success, Productivity

Business Value

Other benefits that bring added business value:

- **High Return On Investment.**
- Support for business management and optimization of HR processes. Business processes become **more transparent**.
- Simplifies decision-making processes and helps to solve more complex projects from Human Resources Management Department.
- Supports managers to lead and manage people **more successfully and efficiently**, which also means no more unmanaged staff.
- Integrated with other core or support business processes.
- Oriented around people rather than roles as you might expect with a BPM (Business Process Management) IT tool.
- **Built in best practices.**
- Assumes low-tech and low attention (non HR) users.
- Impacts business improvement with higher **workforce performance and satisfaction**.
- Direct creation of competitive advantage.
- More **ECO** oriented system (less paper documents, less cost).

Customer References

eHRM.Net customers, among others, are:

- UniCredit Bank, Slovenia,
- UniCredit Bank, Serbia,
- Volksbank, Serbia,
- Hypo Leasing, Slovenia,
- Hypo Bank, Slovenia,
- Finance (business newspaper), Slovenia,
- Poteza group (finance and stock brokerage), Slovenia,
- CGP Novo mesto (civil engineering), Slovenia,
- Tobačna Ljubljana (member of Imperial Tobacco Group), Slovenia,
- Tobačna Grosist (member of Imperial Tobacco Group), Slovenia,
- Tobačna 3dva (member of Imperial Tobacco Group), Slovenia.

Technical Information and Features

Security:

- Credential based authentication.
- Authorization is founded on a combination of a Role Based and a Hierarchy Based security model.

Localization and customization:

- Customizable for different legislations and customer requests.
- Customizable for local languages.

The system is suitable for:

- HR experts,
- Management,
- Group Managers,
- Employees (when self service is implemented).

User interface:

- User friendly web interface.
- Access to modules, functionalities, menus, options is customizable.
- Personalization of user interface.
- Wizard driven processes.
- Step by step implementation (module by module).

Continuous improvement:

- The system is continuously being improved and updated.

Technology:

- Web based system, easy to install, deploy and maintain.
- Easy user access from everywhere according to user security rights (even in branch companies).

Integration:

- Identity Management systems,
- Payroll Systems,
- ERP Systems,
- CRM Systems,
- Access Control, Business Timekeeping and Labour Management Systems,
- Manufacturing Systems,
- Document Management Systems,
- Intranet Portals,
- ... and others.

Agito is an IT software solution company, specialized for consulting and software development based on Microsoft Windows operating systems and platforms.

Agito is **Microsoft Partner of the Year** for Central and Eastern Europe and Worldwide Partner of the Year Finalist in the Custom Development category.

Agito is awarded with **Microsoft Gold Partner** status with **competencies**:

- ISV (Independent Software Vendor),
- IW (Information Worker) with Portals and Collaboration,
- CD (Custom Development).

Agito delivers innovative smart client, web and platform-based solutions in various business areas: financial, government, manufacturing, pharmaceuticals and others. We provide top-class consulting and software development services, which solve demanding business problems and create competitive advantages to our clients. Our solutions and services are: **Human Resources Management**, Identity Management, Advanced Planning and Scheduling & Manufacturing Execution System, Incident Management, Enterprise Project Management, Collaboration and Content management, Data Warehouse and Business Intelligence, Business Analytics etc.

More about us on www.agito.si.

Perfect Software Solutions