

Product Brochure

Control, Connectivity & Clarity with Sage HRMS

The most complete human resource management solution for small and medium businesses, enabling you to maximize every dollar you invest in your employees

Sage

You can turn chaos into clarity with Sage HRMS

Sage HRMS is an intuitive and trusted HCM solution that connects you to all your employee-related information in a way no other solution can.

Human resource management challenges will continue to evolve due to the fluctuating economy as well as local and global advancements.

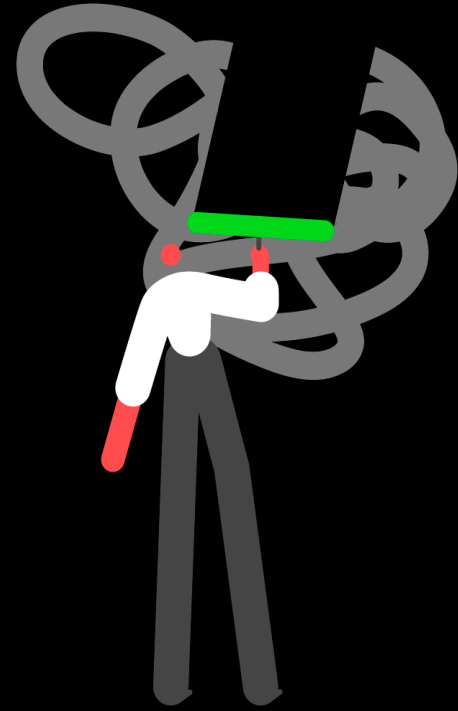
Sage as industry-leading offers you a customizable Sage HRMS solution which enables you to decisively meet and respond to HR management challenges. With integrated payroll, benefits, recruiting, employees self-service, analytics capabilities and much more, Sage HRMS helps you to maximize every dollar you invest in employees. We call this the Return on Employee Investment.

Focus on what matter most

By centralizing all the current and historic information about active and nonactive employees of the organization, Sage HRMS eliminates ambiguity. It gives you unmatched views of your workforce at macro and micro levels, enabling you to securely share the data with executives and managers. The benefit? Precise, rich analytics that embolden your company leaders to make decisions based on fact rather than gut instinct.

The right people make all the difference

In addition to driving more informed decision making, Sage HRMS reduces the time you and your team spend on clerical work. With information shared throughout the system, Sage HRMS eliminates redundant data entry, keeping your focused on the strategic tasks such as improving service and developing programs that help your hire and retain the best talent.



Key Benefits



Manage all your employee-related information and processes in a single solution



Make better decisions faster with improved access to workforce analytics



Ensure government compliance to avoid company risk in meeting federal and state rules, regulations, and reporting requirements



Closely monitor employee records and personnel actions, HR compliance, benefits administration, time-off management, reporting (standard and custom), and data import/export

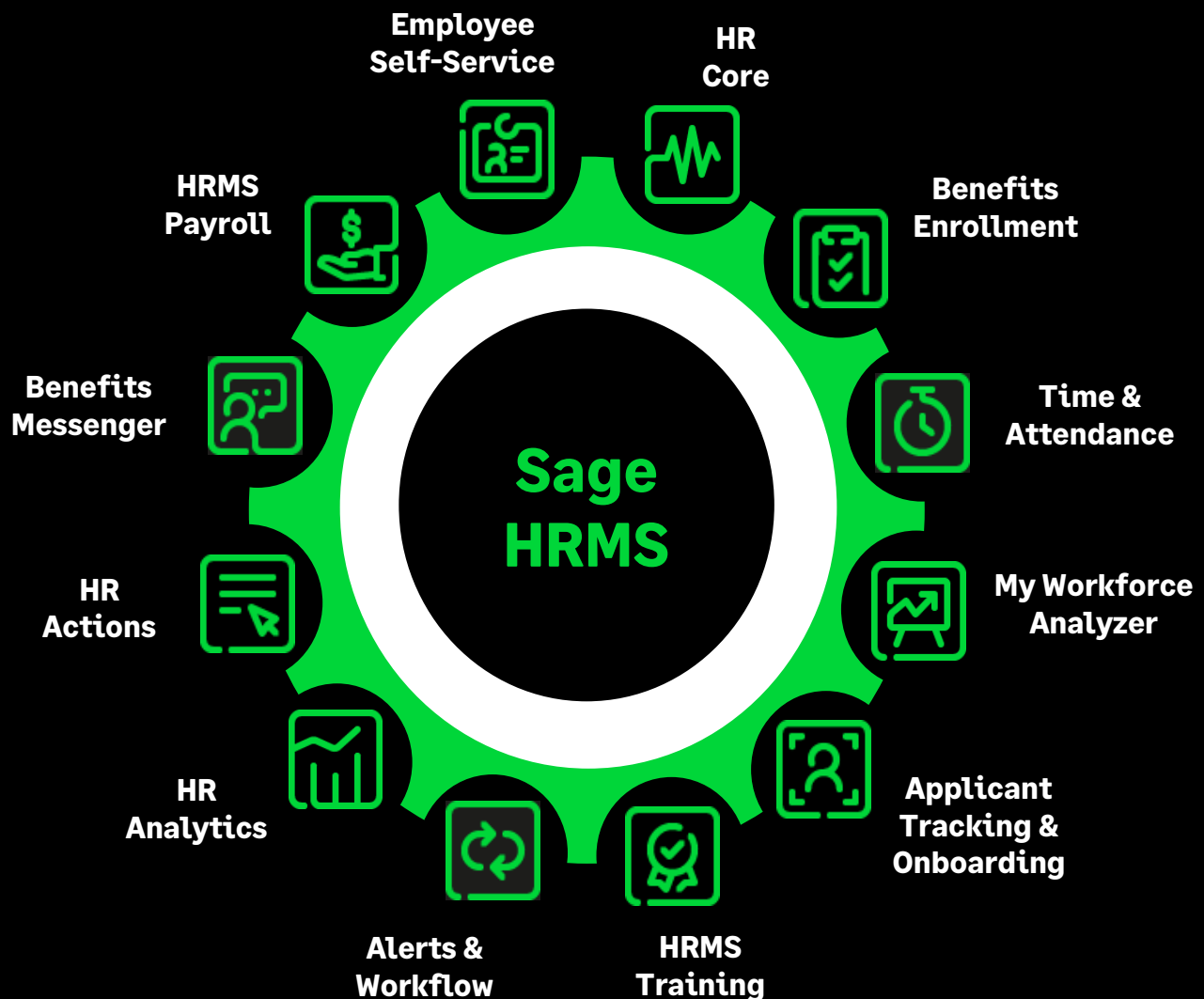


Sage HRMS is a highly configurable, and customizable solution, allowing you to customize menus, processes, and reports to fit your organization's needs

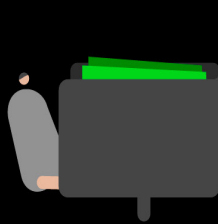


Manage all of HR in one place

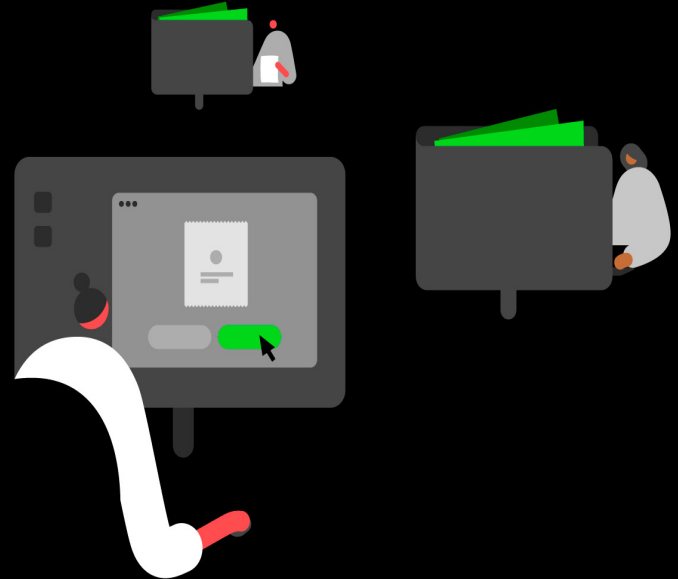
Bring all aspects of human resources management together by integrating any or all of the following solutions with Sage HRMS



Gain control over your payroll



Manage your payroll in house
conveniently & securely.



Sage HRMS Payroll

When it comes to paying your people, there's no room for error. Payroll mistakes leave a bad impression on employees, and you need to keep accurate records in order to stay compliant with government regulations – or else face fines. Plus, you don't want sensitive data falling into the wrong hands. Gain control over one of your organization's largest and most important expenses with Sage HRMS Payroll.

Sage HRMS Payroll gives you accurate, timely, in-house payroll processing as well as access to your current and historical payroll information, at any time, without any barriers. By preparing your own payroll using automated software, you stay in control.

More than a one-size-fits-all solution, Sage HRMS Payroll flexes to accommodate your unique business. Simplify your payroll processing and stay compliant with changing tax laws through quarterly updates, including tax tables. Produce U.S. or Canadian payroll or support a combination of both if your organization operates in both countries.

Key Benefits

Flexible payroll processing

Simplify your organization's payroll processing with selection lists and anytime check **processing**.

U.S. and Canadian tax management and compliance

Receive automatic quarterly updates of tax tables. You can meet all state and federal reporting and payment requirements right from your Sage HRMS Payroll software with Sage Payroll Tax Forms and eFiling by Aatrix.

Flexible accrual and overtime schedules

Easily create as many schedules as needed to manage employee paid time off and overtime payments.

Comprehensive reporting

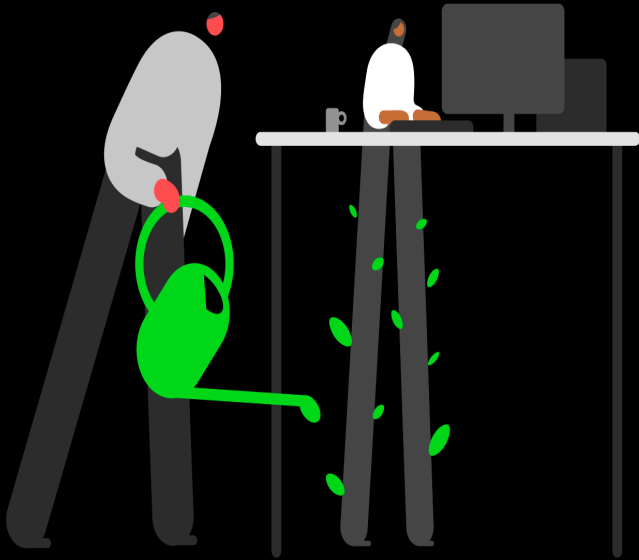
Meet government and management reporting requirements with SAP® Crystal reports for Sage HRMS, e-filing capabilities, and built-in standard reports.

Earning and deductions.

Set up unlimited earnings and deduction codes with a wide variety of calculation methods.



Sage HRMS transforms how you manage your people



Sage HRMS – Employee Self-Service

Enables your employees to request time off, review pay history, update contact information and more with just a few mouse clicks. Instead of calling the HR department with routine inquiries, employees and managers can access and review information regarding current benefits, time off and job details – anytime, any place over the Internet or company intranet.

Sage HRMS – Benefits Enrollment

Save countless hours and piles of paperwork by moving benefits to open enrolment online, Sage Benefits Enrollment empowers employees to make their own benefits elections. Easy step-by-step wizards guide administrators through the benefits plan setup process and walk employees through open enrolment. Sage Benefits Enrollment even includes year-round life events management that allows employees to update information such as marital status and dependents.

Sage HRMS – Benefits Messenger by eBenefits

Cut the costs and complexity of benefits administration by securely automating the communication of employee benefits enrolment data to health insurance carriers with Sage HRMS Benefits Messenger. No more paper enrolment forms or customized electronic file formats. Sage HRMS Benefits Messenger also eliminates the costly errors associated with duplicate data entry and “missed enrollments” both during annual open enrolment periods and for employee changes throughout the year.

Sage HRMS – HR Actions by Delphia Consulting

Streamline the collection and approval of employee data using the web. Sage HRMS HR Actions by Delphia Consulting enables you to easily create paperless forms using any fields from Sage HRMS. Process any action from request to hire to termination and everything in between, including status changes and performance appraisals. Save time, money, and paperwork with an online manager and employee self-service.

Sage HRMS – HR Analytics by Delphia Consulting

Makes it easy to visualize, analyze, and share insights about your business. Stop wasting time entering parameters, running Crystal Reports, getting static output, and then redoing the entire process to get different results. With Sage HRMS HR Analytics you can filter, drill down, hide/unhide columns, move columns, and even generate charts and graphs all from the same screen.



Sage HRMS – Time and Attendance by Delphia Consulting

Collect, analyze, and take immediate control of your employees' attendance and labor data — online and in real time. An intuitive, 100% web based solution that integrates seamlessly with Sage HRMS, Sage Time and Attendance by Insuperity inspires your workforce with employee and manager self-service features, eliminates the burden of manual processes, saves time and money, and minimizes your compliance risk.

Sage HRMS – Alerts & Workflow by KnowledgeSync

Closely track all your business data — within Sage HRMS and beyond — with Sage HRMS Alerts & Workflow by Vineyardsoft Corporation. Providing every organization with much-needed exception management, Sage HRMS Alerts & Workflow identifies and responds to conditions that fall outside of an organization's standard operating procedures — such as a contract that is about to expire, an employee returning from a leave of absence, or a new hire — and helps organizations avoid saying, "If only we had known".

Sage HRMS – Applicant Tracking and Onboarding by iRecruit

Attracting and hiring top level talent has never been easier or more efficient with Sage Applicant Tracking and Onboarding by iRecruit. It is an easy-to-use, powerful and flexible applicant tracking and onboarding software. You can build your Applicant Tracking and Recruiting software with the features you need for a truly customized solution that meets your needs.

Sage HRMS – My Workforce Analyzer

Conveniently and affordably abide by the Affordable Care Act (ACA) reporting requirements and make decisions with confidence with My Workforce Analyzer. Using data from your company, My Workforce Analyzer produces online dashboards and generates required forms to help keep you compliant.



Sage helps to remove as much complexity as possible from your business



Our heritage isn't only about software — it's about how we serve our customers. Sage customer experience starts with our commitment to delivering personalized and professional service at every stage — and continues on as your business grows and its needs change.



Local expertise. Our network of regionally based authorized partners and certified consultants get you up and running quickly on Sage HRMS and provides the ongoing service you need for continued success.



Responsive support. We back Sage HRMS with comprehensive customer support, including regular maintenance updates, technical assistance and 24/7 access to our online knowledgebase.



Flexible training. Sage and our business partners provide multiple training methods, including classroom, online instructor-led, recorded learning, web seminars, and an annual customer conference.



Sage University helps you get the most from your software with on demand online.



Sage Business Care offers different service plans so you can select the level of support assistance and additional services your business requires.



Sage Advice connects you to resources and best practices on topics ranging from tax tips to handling objections.



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