

# HUMAN RESOURCE & PAYROLL SOLUTION



## Dynamic Human Resource Management (HRM)

- Align the workforce with organisational objectives
- Enable the HR unit to be a strategic partner to top management
- Promote open and participative HR management
- Ensure employees are a source of competitive advantage
- Drive best practice for managing and developing employees
- Analyse and predict future workforce needs and enable risk reduction
- Deliver administrative cost savings
- Ensure human capital performs at maximum competence and fulfilment

# HRM TRENDS & CHALLENGES

In the last two decades, Human Resource Management (HRM) has been experiencing a major transformation. Viewed in the past as a transactional function with minimal impact on an organisation's revenue, HRM is now considered a critical source of competitive advantage due to factors such as volatile market conditions, extreme competition, rapid innovation and the changing face of the workforce.

HRM trends and challenges include:

- An increase in job numbers and a limited number of top talent to fill key roles
- More organisations are looking outside of HR to lead staffing initiatives and expect sales, marketing and operations groups to contribute
- Social media driving a focus on employer branding and transparency, with current and past employees influencing how organisations are perceived
- Outdated approaches to training and development and the high cost of training could lead to a skills and knowledge decline
- An increasingly decentralised workforce via remote workers, outsourcing and off-shoring
- High staff turnover: While some organisations are looking for ways to retain talented staff through risk retention strategies, others are unprepared for this challenge
- A fast-paced landscape requires organisations to be more agile in their response to fluctuating labour hire requirements

These trends and challenges present leading organisations with major opportunities as long as the right processes and technological tools are in place to help them manage organisational change.

TechnologyOne delivers our Human Resource & Payroll solution – packed with innovative and value-added functionality to help you easily handle the evolving discipline of HRM.





# WHAT IS IT?

Highly flexible to suit your organisation and industry requirements, our Human Resource & Payroll solution is a sophisticated, yet easy to use system. It delivers a complete roadmap for all your people management activities in today's dynamic and progressive HRM environment.

From payroll, time collection, self-service, and workflow optimisation, to alerts and business process automation, our Human Resource & Payroll solution provides meaningful functionality at each critical stage of the employee lifecycle. Supporting these organisational functions are tools that enable strategic HRM. These include dashboards for reporting and analysis that provide real-time organisational insights. Dashboards help to quickly and accurately determine the value of your HR functions and enable decision-making to drive superior management of your employees.

Importantly, the Human Resource & Payroll solution seamlessly integrates with other organisational systems including financials and enterprise asset management systems to provide complete visibility and control over your human resources.

# VALUE TO YOUR ORGANISATION

Rather than simply automating the administration of human resources, TechnologyOne's Human Resource & Payroll solution delivers a leading-edge HRM system that is an enabler of change and empowers HR leaders to provide a greater contribution to an organisation's strategic objectives. Specifically it:

- Enables close cooperation between HR and senior management
- Ensures human capabilities extend to organisational outcomes
- Drives innovative workplace management
- Delivers key talent at the right time
- Facilitates employee empowerment
- Allows for greater cost consciousness and profit orientation

## Functional points of value

- **Resource costing**
  - Flexible timesheet capability
  - Seamless product integration
  - Rich costing options
- **Self-service**
  - Occupational health & safety
  - Leave
  - Personal details
  - Training
  - Timesheets
- **Organisational management**
  - Position-based administration
  - Headcount summary by location, department or work group
  - Ethnicity summary
  - Personnel/payroll summary
- **Risk management**
  - Scalable training (skill recording and competency framework)
  - Compliance requirements
  - Occupational health & safety
- **Integration with TechnologyOne Financials and Works & Assets**
  - Real time project and cost integration
  - Drill down analysis of costs in real-time
- **Integration with TechnologyOne Business Intelligence**
  - Complex analytics and user-centric, real-time dashboards
- **Third party system integration**
  - Generic import/export capability (Business ETL)
  - Time and attendance integration



# WHO IS IT FOR?

When considering changes to any of your strategic or operational systems, it's important to consider a whole-of-organisation view. TechnologyOne's Human Resource & Payroll solution delivers benefits to many people in your organisation. Some of the feedback you can expect:

#### **From the CFO**

"With TechnologyOne, we can confidently benchmark all of our people costs, giving us a base to start accurately measuring and improving productivity."

#### **From the HR manager**

"TechnologyOne helps us to take stock of our capabilities, identify gaps and put in place programs to grow leadership and employee effectiveness. By utilising self-service we provide tools for our staff to manage their own destiny, helping to make us an employer of choice."

#### **From the department manager**

"TechnologyOne gives me the tools to improve the way I manage my people – from a clear understanding of my budget to better ways of organising my team's training programs."

#### **From an employee**

"I feel valued because I know what the organisation expects from me and am given the tools to proactively manage my development".

# HUMAN RESOURCE BENEFITS

With TechnologyOne Human Resource & Payroll you have the flexibility to deploy any number of components at once or over a staged implementation approach. We can help you define the components that will give you the most benefit.

## **Easily develop staff expertise and performance**

Define, manage and assign learning outcomes achieved through internal and external courses. For example, the Self-Service module provides a streamlined method for staff to self-manage course registrations within defined approval paths.

## **Drive people performance**

Integrate and automate your performance management processes and align your organisation's objectives with your employee's KPIs. Establish criteria for performance reviews then link staff and their managers via self-service.

## **Empower organisational management**

Standardise and deliver common components throughout your organisation such as the organisation structure, organisation-wide KPIs and KRAs, together with common performance review criteria.

## **Greater control with business process automation**

Create, distribute, collect and integrate form-based information across your entire organisation, such as online performance reviews, travel requests or ad-hoc staff surveys.

## **Superior management of the recruitment process**

Easily manage candidates throughout their recruitment lifecycle, capturing any associated workflow and candidate communication. Seamless integration means that when a candidate is hired, it's a simple task to convert them to the status of employee – with zero re-keying of data.

## **Reduce risk with automated occupational health & safety**

Capitalise on a central repository for hazards and incidents and ensure that your organisation is aware of areas of risk at all times.



# PAYROLL BENEFITS

## Time-saving efficiencies

- When deployed with TechnologyOne Financials, our Human Resource & Payroll solution delivers real-time financial integration that enables accurate cost allocations and drill-down access to financial ledgers, without switching between software systems.
- It may seem like a small thing, but ask the person who runs your payroll if they can simply undo an action. Some software forces you to backup and restore in order to do this. TechnologyOne Human Resource & Payroll leads the market by delivering numerous efficiency-creating features.

## Date effectiveness

- Automatically process any future or retrospectively dated payroll transaction.

## Payroll integration across multiple companies

- Manage an unlimited number of companies with shared award conditions and still access individual company information or consolidated reporting through our single, integrated database. Many vendors provide interfacing, but with TechnologyOne you get true integration with a single database.

## Effortlessly manage multiple positions

- Define and manage primary and secondary positions for your people. Unlike some vendors our software allows you to do this in one employee record, without the need to create multiple 'phantom' employees.

## Easily maintain position and entitlement history

- Maintain a history of all entitlement changes, including the date they became effective. In addition, all entitlement changes are displayed within the employee record to provide the most intuitive and comprehensive information access possible.

## Ensure financial accuracy with retrospective changes

- Automate retrospective changes down to the cent with taxation and superannuation calculated and adjusted accordingly.
- Importantly, the solution provides comprehensive and meaningful reports. For example, you can generate all retrospective financial cost allocations, thereby saving time and dramatically improving the accuracy of all financial postings.

## About TechnologyOne

TechnologyOne (ASX:TNE) is a leading enterprise software solutions provider. For more than 20 years we have been providing deeply integrated software solutions for business, government, financial services, health and community, education and utilities organisations. Tens of thousands of people each day use our world class solutions, which we develop, implement and support.

Our organisation wide solution suite, integrated solutions, and custom designed solutions provide world-class services that are based on leading edge technology and are backed up by a substantial R&D program, providing our customers with a long-term, secure and valuable partnership. TechnologyOne employs more than 700 people and has a presence in seven countries.



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