# OVERVIEW

An intuitive, straightforward and secure solution for storing, managing and making your employee data work for you. Our cloud-based system reduces the time you spend on repetative tasks by streamlining and automating processes and giving you the tools for more effective people management.



## DATA STORAGE

Time to go paperless! Centralise all your employee information in one place, keeping it secure and accessible whenever you need it.



### HOLIDAY REQUESTS

Self-service, shared calendars, block-bookings and carry-over makes it a breeze to manage holiday requests and time off.



#### ABSENCE MANAGEMENT

Record, monitor and manage absence proactively with the right tools, information and reminders at the right time.



## REPORTING

Spot patterns and trends at individual, team or company level to help you make more informed business and people decisions.



## ORGANISE YOUR TEAMS

Admin, manager and employee access levels encourage team autonomy, reduces reliance on HR and keep everyone on track with email reminders.



#### DRIVE PERFORMANCE

Encourage proactive performance routines with automated reminders, prep forms, agendas, and SMART objectives to help smash your goals.



#### DOCUMENT ACCESS

Helping keep your people files organised, reducing time spent searching and providing a robust evidence trail should you ever need it.

## **Annual fee:** £1500

Access to the system for 12 consecutive months (up to 75 employees)

All fees are exclusive of VAT