



Vision for the Future!

Human Resources

Business Management Software

Enterprise Edition



General Ledger



Accounts Payable



Payroll



Human Resources



Warehouse



Fixed Assets



Receivables



Security

The Human Resources module is fully integrated with the Payroll module, eliminating duplicate entries of data. The Human Resources Department can enter new employees' demographic data; hire dates, assignment to positions, and places them in the appropriate cell of the related salary schedules. This data is immediately available to the Payroll Department. The Payroll Department only needs to set up deductions and benefits and generate the payroll records, without having to re-enter any of the demographic and contract data. The Human Resources module includes maintenance of data related to demographic, education, certification, and evaluations for each employee. You can create unlimited salary schedules and multiple salary schedule projections.

- Human Resources
 - Employees
 - Employee Demographics
 - Contracts
 - Evaluations
 - Deductions/Benefits
 - Leave Plans
 - Master Positions
 - Salary Schedules
 - Attendance
 - Applicant Tracking
 - Reports
 - Configuration

View All Employee Data And Create Reports

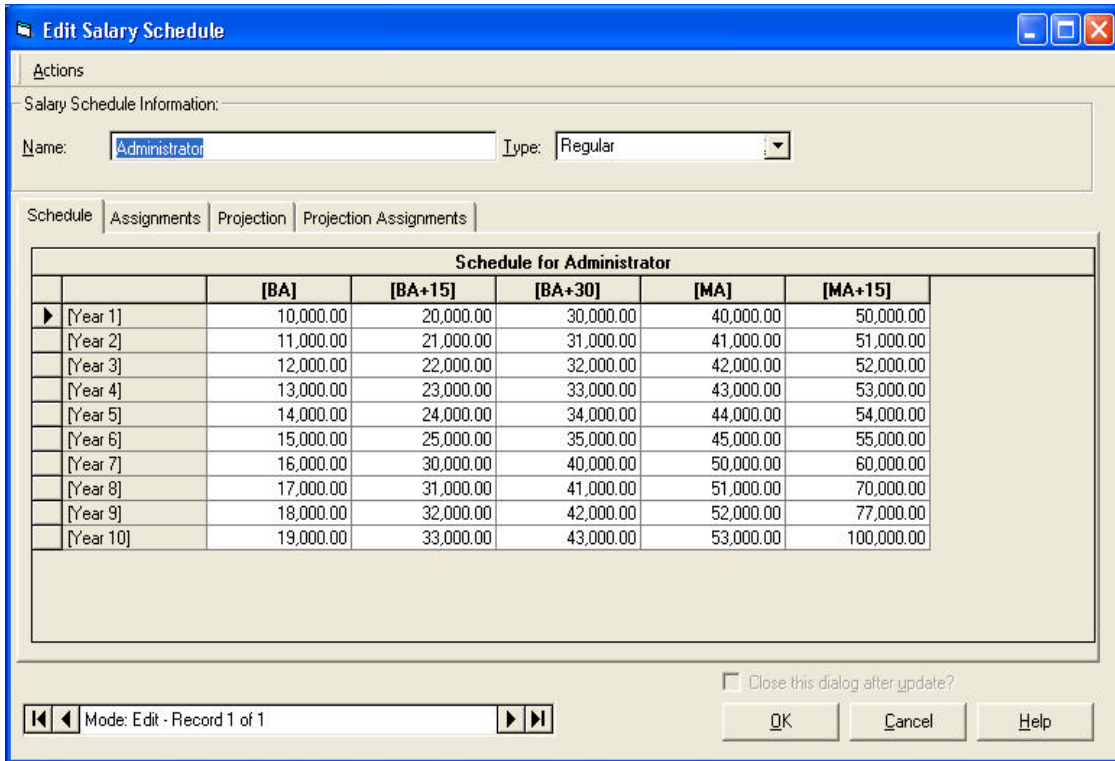
Need to look up information about a specific employee or groups of employees? The grid view allows you to quickly filter, sort, and create reports with just a few clicks of the mouse.

Employee Education & Experience The Keys to Compensation

Employee education history, including individual courses taken, is available, as well as the history of all job position evaluations. You can also track and maintain total years of teaching experience by district, state, and out-of-state. This information is used by many states for calculating both compensation and retirement benefits.

Leave Plans As Many As You Need

Managing leave plans used to be a complicated issue and was difficult to manage. But relational technology allows for unlimited numbers of unique leave plans. You can then assign individual employees to one or many of those planes.



Salary Schedules Allow Unlimited Projections

You can duplicate and modify a salary schedule as many times as you wish, this enabling you to cost out as many scenarios as you need.. All employees on a schedule can be advanced a step by clicking on arrow to indicate which way to advance them. Once you have advanced all employees a step, you can immediately see the cost of the advance. You can then plot the number of employees in each cell of a schedule with a click of the mouse.

Contract Printing A Simple Mail Merge Procedure

The system integrates salary schedules, positions, and employee data so you can easily extract data, format and print contracts. You set up your contacts in Microsoft Word,[®] attach to the Human Resources database, and simply insert the appropriate fields. What a time saver!

Master Positions Makes For Efficient Staffing

You can use the position control utility to track filled and vacant positions and to assign employees to positions. You can fund a position from multiple account codes by entering the account codes and a percentage to be funded by each code.

The position control utility enables you to assign a position to a location, department, and assignment. Reports are available to list employees by position and location at any time. You can also review vacant positions by location with a click of the mouse.

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