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Sage Abra HRMS Newsletter

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ARE YOU LISTENING TO YOUR HR DATA?

Too often we hear about dashboards, analytics, and business intelligence, in the context of financial reporting or evaluating warehouse operations. But why wouldn't performance metrics and analytical data be useful to HR and payroll too? Well, it is ... and here's why.

Better and More Effective Decision-Making

You'll probably agree that better decision-making hinges on the right people gaining access to the right information at the right time. When those decisions involve your workforce, you need to know exactly who works for your organization, what they earn, what benefits cost, and how their contributions impact your company's success. That's where tools like HR dashboards and business alerts can play an important role.

Your Data is Trying to Tell You Something

Most HR organizations rely on reports—reams of them. But instead of burying your head in a stack of paper searching for the data you need, why not have that data find YOU instead? That's where [Sage Knowledgesync for Sage Abra](#) comes in. It's an automated 'alert and response' system that actively monitors your Sage Abra database for important deadlines and events (that you pre-define) such as benefits expiration, hire date anniversaries, and performance reviews.

Imagine your Sage Abra system proactively telling you when John Doe exceeds 20 hours of overtime this week, when Sam Smith is due for his performance review, or that the new benefit plan for Lori Jones is effective starting today. Once these HR-related exceptions are triggered, you'll receive an alert by email, cell phone, pager, fax, dashboard, or on-screen pop. It's your choice to determine who receives the alert and how. Your data has a voice ... let it be heard.

A Crystal Clear Dashboard

When it comes to making fast, accurate business decisions, a picture truly is worth a thousand words. Instead of wading through memos and reports, you can get a fast and accurate snapshot using [Sage Crystal Dashboard Design](#). This simple "dashboard style" reporting tool allows you to create stunning graphical views of your HR data that transform complex workforce cost and performance metrics into simple, actionable insights. And with drill down capabilities into your Sage Abra software, this interactive tool can take you from big-picture visualization to detailed analysis of your employee information.

Whether it's employee data stored in an HR application, sales info stored in your CRM software, or financial data stored in an ERP system, business intelligence and analytics can help you make better and more timely decisions and get a leg up on the competition!



THE DATA-DRIVEN HR ORGANIZATION

[Email us](#) and we'll send a copy of this 8-page White paper that discusses how to use the right data to drive competitive & intelligent HR decisions.

What to Do When an Employee Goes on FMLA

- Adapted from an article on blog.sageabra.com

With all the lawsuits related to the federal Family and Medical Leave Act (FMLA), human resources managers need to make sure they do everything by the book when an employee gives notice that they'll be out for an extended period of time. Here are a few things to consider in order to ensure compliance and protect your company.

1. Recertification

Before an employee goes on intermittent leave, request FMLA recertification. The law allows employers to request medical recertification once every 30 days under certain circumstances.

2. Discuss Vacation Benefits

Either employee or employer can decide whether a worker's accrued paid vacation or sick days will go toward the 12 weeks of unpaid FMLA leave.

3. Check In

Employers are allowed to request that a worker on FMLA leave call in to report his or her status. Employees are still required under the law to give adequate notice and comply with a company's call-in policy.

4. Keep Current and Compliant

Supervisors need to know the ins and outs of the law, as they will likely be the first line of communication between workers and the executives who oversee leave under FMLA. Also, employers are required to have an updated FMLA poster prominently displayed somewhere in the office.

Download a copy of **Avoiding Costly Fines: [2011 Guide to Compliance Mandates](#)** if you'd like a handy reference to current payroll and benefits compliance, discrimination laws, workplace safety regulations, and more.

5. Watch the Weather and Holidays

Leave under FMLA is measured in "work weeks", with intermittent or shorter leaves counting as fractions of weeks. So be sure to calculate holidays and snow days while your employee is on leave, as an office shut-down or national holiday may count toward the worker's FMLA balance depending on whether they take a full week off or only part of it.

6. Prepare for the Employee's Return

When it's time for an employee to return, they are entitled to their old job or an equivalent position with similar hours, expectations and salary. If he or she can no longer perform the old job due to a medical condition, make sure a termination would not violate the Americans with Disabilities Act.

This certainly isn't an exhaustive list but should prove helpful as a quick guide. Go to <http://www.dol.gov/whd/fmla> for more comprehensive tools, rules, and guidance.

5 Reasons to Attend Sage Summit

If you haven't heard, [Sage Summit 2011](#) is quickly approaching and will be hosted this year in **Washington, DC from July 12 - 15**. It's the single best event of the year for connecting with peers, Sage Abra product experts, HR & payroll industry thought leaders, and learning how to make the most of your Sage Abra system. If you don't believe us, then go online and check out the "**Top 5 Reasons You Should Attend.**"

[Why Sage Summit? The Top 5 Reasons](#)

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