



# SENSIBLE SOLUTIONS for GLOBAL HRMS & PAYROLL MANAGEMENT

*Delivering superior results in HR and payroll technology for more than 25 years.*

**At Humanic, we combine sensible affordable, intuitive, and scalable solutions for cost-conscious businesses with unsurpassed customer support.**

## **Humanic Comprehensive HRMS**

Our complete web-based HRMS software solutions are designed to be flexible and user friendly. Humanic technology will automate and streamline all of your HR workflows and simplify employee administration. The result: you have time to focus on strategic Human Capital Management.

## **Humanic Applicant Tracking and Recruiting and Candidate Self-Service (CSS)**

Humanic streamlines and automates all of the activities associated with finding and acquiring top talent, and integrates your recruiting activities with your core HRMS system. Job applicants can apply for jobs and submit resumes online, directly from your website—and you have complete flexibility to define the information you'd like to collect from them. The system is fully integrated with email, so candidates are always informed about the status of their employment application. This comprehensive solution increases productivity and reduces recruiting cycles by enabling managers, recruiters, and HR staff to track and manage tasks such as posting open jobs, reviewing resumes, screening candidates, scheduling interviews, and producing job offers. The result: reduced lead times and new talent acquisition costs.

## **Humanic Compensation**

Our web-based compensation application lets you effortlessly manage all of your base salary and pay for performance strategies, regardless of your organization's complexity or size. Built-in configurable organizational guidelines ensure that you're properly rewarding top producers and administering consistent and fair incentive and compensation adjustments throughout your organization.

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## **Humanic Onboarding**

We provide your new employees with a friendly and useful onboarding experience that can significantly increase their readiness from their very first day. Streamlining this process reduces costs through our automated workflow, data routing, forms and task administration, and built-in compliance features.

## **Humanic Employee Self-Service (ESS)**

Real-time access to critical information is key to both helping attract and retain the highest quality employees and enabling effective communication across your organization. ESS allows employees to select their health and benefit plans during open enrollment, make life event changes during the year, request time off, enroll in training classes, review prior pay information, or generate a total benefits statement—all online, at any time, from any location.

## **Humanic Manager Self-Service (MSS)**

MSS enables managers to spend less time on day-to-day HR administration and focus on improving the productivity of their people and operations. It provides an organized workflow for manager approvals and an efficient portal to process and retrieve HR information, giving your company's managers quick access to all of their HR information to expedite administrative and strategic activities in all areas of HR. MSS allows organizations to implement workflow approval processes for on-boarding, applicant screening, approval of employee timecards, vacation requests, promotions, salary changes, and employee reviews. Managers can also review department-specific metrics and reports.

## **Benefits Administration & Open Enrollment**

Your company can tailor Humanic to effectively administer the benefits that your organization offers its employees. The Benefits module is very flexible and can handle your company's eligibility and participation determination rules. Humanic's Open Enrollment module significantly reduces the time and expense associated with administering employee benefits and eliminates paper enrollment. And our Life Events module simplifies life event changes by allowing employees to make their own updates to benefits and personal information online through the Humanic Employee Self Service Module. Humanic manages both the employee and employer premiums, accurately takes deductions from paychecks, and facilitates cost and benefit management reporting.

## Humanic Payroll

Humanic Payroll integrates seamlessly with Humanic Human Resources and Benefits, eliminating the need for entering and maintaining duplicate information. Full integration with Employee Self Service (ESS) enables employees to look up current or old pay stubs or retrieve a copy of their W2 form online. Humanic also prepares tax filing and garnishment information for your company to administer internally or export to a third party. It automates communications with third-party vendors, doing away with dual data input. And it's designed for both in-house and outsourced payroll.

Humanic Payroll is also very flexible and can automate your processes for manual checks, check reversal, relocation expenses, retroactive pay increases, wage attachments, and all pay overrides. You can access any payroll information easily using any of a number of Humanic Payroll standard reports, or by using the built in Oracle Discovery Tool for business intelligence and ad-hoc report queries.



**Real People...  
Simple Solutions.**

## International Payroll/Global Mobility

This optional application allows you to easily and securely access payroll information through any web browser, anywhere, anytime. Our partner for international services, Expaticore, provides excellent solutions for complex international and expatriate payroll. International employees can access pay detail, HR, and assignment data online using the Humanic ESS portal in real time.

## Humanic Absence Management

Employee absence has a substantial impact on organizations. The best way to control it is with advanced absence management software. Whether the absence is planned, incidental, or extended, it carries costs, risks, and adverse effects. We give managers tools to quickly identify workers with attendance issues and monitor absence trending to control costs, minimize risk, and improve workforce productivity.

## Humanic Time Entry

This module allows users, managers, timekeepers, and administrators to perform all time and reporting operations online—including creating reports and approving timesheets. Clear, intuitive forms make recording time simple. And Time Entry is fully integrated within the Humanic ESS and MSS modules.

## Humanic Business Intelligence & Reporting

Our industry-leading reporting capabilities give business users at all levels of the organization immediate access to information from our comprehensive database. By embedding Oracle's Discoverer BI tool, we make it easy and intuitive for users to perform ad-hoc queries, reporting, and detailed analysis. Built-in end user views simplify reporting, and users, managers, timekeepers and administrators can access HRMS and payroll information online at any time, from any location.

## Talent Management

Today's HR and talent management practitioners are faced with daunting challenges. Workforces are changing fast—hierarchies are flatter, career paths are no longer linear, workers are more geographically dispersed, and generational differences are as sharp as ever. Ensuring that you have the right people with the right skills in the right roles at the right time has a huge impact on your organization's ability to execute and grow. We offer an integrated approach to learning management, performance management, succession planning, social collaboration, and talent management that can make a big in your organization's effectiveness and profitability.



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