

Smart OnBoarding™ Benefits

- New employees feel welcome and comfortable in their new surroundings.
- Get new employees productive and integrated into the culture as quickly as possible.
- Reduce New Hire Processing Costs.
- Ensure Compliance Requirements.

Traditional OnBoarding involves manual, paper based processes that are time consuming and inaccurate. Studies show that most new hires decide whether they will stay with their new employer within the first six months of their hire date. Failure to provide effective new hire guidance leads to increased turnover and lower Employee engagement levels, ultimately driving up recruiting costs and resulting in decreased productivity for the hiring organization. With all the resources invested in getting the right people to join, organizations can't afford not to implement a strategic onboarding solution.

Designed to work seamlessly with your core Human Capital Management application, Smart OnBoarding™ is a robust solution that supports industry best practices throughout the employee lifecycle, including PreBoarding, onboarding and OffBoarding. Since Smart OnBoarding™ is completely configurable, conditional criteria can be defined to tailor each User's experience based on their job, organization, geographic location, management level or other variables. Flexible enough to use for employees, contractors, consultants and temporary workers, Smart OnBoarding™ has an intuitive interface for participants, managers and administrators.

Forms Management

Ensure regulatory compliance and streamline the process of completing new hire paperwork by presenting required forms and documentation online.

Sample forms include:

- I-9/W-4 completion
- Direct Deposit setup
- Benefits review and enrollment
- Corporate credit card enrollment
- Facilities provisioning (such as badging, office space and systems access)
- Required learning and certification
- Learning program enrollment
- Performance goals identification and assessment
- Development plan creation

Smart OnBoarding™ Benefits

- Improve New Hire's Time-to-Productivity.
- Rapid Immersion into Team Environment and Corporate Culture.
- Increase New Hire Retention.
- Easily Verify and Have Visibility of New Hire's Onboarding Activities

Task Management

Create task lists to guide users through important activities that must be completed during the onboarding period.

Socialization

Use a personalized portal to share relevant multi-media content such as videos, online slide presentations, or documentation that will help familiarize them with company culture, expectations, coworkers and training material. These portals can be customized for color, logos and other elements. This ensures that New Hires have a great experience with your organization before they walk through the door!

Admin Support

Provide administrators visibility into the onboarding process through the use of intuitive and graphical, interactive tools and dashboards that provide insight into current status and process statistics.

E-Verify Integration

Built-in E-Verify integration ensures regulatory compliance and saves your organization time and money. Replace traditional paper-based Form I-9 with an easy-to-use online form that integrates with Homeland Security's E-Verify and supports online records retention.



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