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Sage HRMS

An Overview

Everything HR
taken care of in one place

Payroll management and processing

Recruiting and onboarding

Risk mitigation and compliance

Time and attendance management

Employee benefits management

Paperless HR

Talent management

Decision support

Using Sage HRMS, you can:

- Manage all your employee-related information and processes in a single solution.

- Make stronger decisions faster with improved access to workforce analytics.

- Ensure government compliance to avoid company risk when meeting federal and state rules, regulations, and reporting requirements.

- Closely monitor employee records and personnel actions, HR compliance, benefits administration, absence management, reporting (standard and custom), and data import/export actions.

Sage HRMS is the most complete human resource management solution for small businesses— driving improved efficiency and better decisions across all your key HR tasks.

Maximize every dollar you invest in employees. The right people make all the difference.

It's true in small companies, large companies, and everywhere else– a business itself does not generate ideas, does not provide service, and by itself is neither innovative nor productive. People make all of those things happen.

Despite the importance of the workforce, many organizations have traditionally viewed their employees primarily as a capital expense. With an eye on salaries, benefits packages, and hiring, the chief concern of many human resource departments was to reduce costs. Then things got complicated...

Today, the business environment is hypercompetitive. Healthcare costs are an ever-present concern. A large percentage of the workforce is retiring, while a younger generation of workers have higher expectations and are choosier about whom they work for.

Sage can help. Our industry-leading, customizable Sage HRMS solution enables you to decisively meet and respond to HR management challenges. With integrated payroll, benefits, recruiting, employee self-service, and analytics capabilities, Sage HRMS helps you to maximize every dollar you invest in employees. We call this the Return on Employee Investment.

Turn chaos into clarity.

Sage HRMS connects you to all your employee-related information in ways no other solution can.

By centralizing all the current and historic information about active and nonactive employees of the organization, Sage HRMS eliminates.

ambiguity. It gives you unmatched views of your workforce—at macro and micro levels—enabling you to securely share the data with executives and managers. The benefit? Precise, rich analytics that embolden your company leaders to make decisions based on fact rather than gut instinct

Focus on what matters most.

In addition to driving more informed decision-making, Sage HRMS reduces the time you and your team spend on admin.

With information shared throughout the system, Sage HRMS eliminates redundant data entry, keeping you focused on the strategic tasks—such as improving service and developing programs that help you hire and retain the best talent.

Gain control over payroll.

Sage HRMS Payroll integrates seamlessly with Sage HRMS and equips you to manage your payroll in house, conveniently and securely.

When it comes to paying your people, there's no room for error. Payroll mistakes leave a bad impression on employees, and you need to keep accurate records in order to stay compliant with government regulations—or else face fines. Plus, you don't want sensitive data falling into the wrong hands. Gain control over one of your organization's largest and most important expenses with Sage HRMS Payroll.

Manage all of HR in one place.

Bring all aspects of human resources management together by integrating any or all of the following solutions with Sage HRMS.

Take payroll in house

Sage HRMS Payroll

Sage HRMS Payroll gives you accurate, timely, in-house payroll processing as well as access to your current and historical payroll information, at any time, without any barriers. By preparing your own payroll using automated software, you stay in control.

More than a one-size-fits-all solution, Sage HRMS Payroll flexes to accommodate your unique business. Simplify your payroll processing and stay in compliance with changing tax laws through quarterly updates, including tax tables. Produce U.S. or Canadian payroll or support a combination of both if your organization operates in both countries.

Sage HRMS Payroll gives you access to these integrated solutions:

Sage Payroll Tax Forms and eFiling by Aatrix

Safeguard your company against tax filing errors and meet all state and federal (and Canadian) reporting and payment requirements right from your Sage HRMS Payroll software, with Sage Payroll Tax Forms and eFiling by Aatrix.

Sage Payroll PayCard by FlexWage

Save money on your payroll processing costs with the Sage Payroll PayCard by FlexWage,* an easy-to-use alternative to paper paychecks. This widely accepted Visa debit card enables all employees to be enrolled in direct deposit, regardless of an existing banking relationship. Sage Payroll PayCard by FlexWage* is available as an optional solution at an additional cost.

Sage Employee Self Service (Sage ESS)

Enable your employees to request time off, review pay history, update contact information, and more—with just a few mouse clicks. Instead of calling the HR department with routine inquiries, employees and managers can access and review information regarding time off, current benefits, and current job details—anytime, anyplace over the internet or company intranet.

Sage Benefits Enrollment

Save countless hours and piles of paperwork by moving benefits to open enrollment online. Sage Benefits Enrollment empowers employees to make their own benefits elections. Easy step-by-step wizards guide administrators through the benefit plan setup process and walk employees through open enrollment. Sage Benefits Enrollment even includes year-round life events management that allows employees to update information such as martial status and dependants.

Sage HRMS Benefits Messenger

Cut the costs and complexity of benefits administration by securely automating the communication of employee benefits enrollment data to health insurance carriers with Sage HRMS Benefits Messenger. No more paper enrollment forms or customized electronic file formats. Sage HRMS Benefits Messenger also eliminates the costly errors associated with duplicate data entry and "missed enrollments" both during annual open enrollment periods and for employee changes, throughout the year.

Sage OrgPlus by Insperity

Help yourself and your employees better understand your company's strategy and structure, as well as everyone's role in achieving organizational objectives with Sage OrgPlus. Capabilities include chart creation, customization, publishing, printing, sharing, schedule updates, integrated data management, and collaboration.

Sage Time

Eliminate the traditional time clock and introduce manager and employee self-service with Sage Time delivered in the cloud as a SaaS solution and integrated with Sage HRMS. Sage Time lets you automate timekeeping and scheduling tasks for more accurate payroll processing, in less time, for less cost, with less risk.

Sage Time and Attendance by Insperity

Collect, analyze, and take immediate control of your employees' attendance and labor data—online and in real time. An intuitive, 100% webbased solution that integrates seamlessly with Sage HRMS, Sage Time and Attendance by Insperity inspires your workforce with employee and manager self-service features, eliminates the burden of manual processes, saves time and money, and minimizes your compliance risk.

Sage HRMS HR Actions by Delphia Consulting

Streamline the collection and approval of employee data using the web. Sage HRMS HR Actions by Delphia Consulting enables you to easily create paperless forms using any fields from Sage HRMS. Process any action from request to hire to termination and everything in between, including status changes and performance appraisals. Save time, money, and paperwork with an online manager and employee self-service.

Sage HRMS Alerts & Workflow by Vineyardsoft

Closely track all your business data—within Sage HRMS and beyond—with Sage HRMS Alerts & Workflow by Vineyardsoft Corporation. Providing every organization with much-needed exception management, Sage HRMS Alerts & Workflow identifies and responds to conditions that fall outside of an organization's standard operating procedures—such as a contract that is about to expire, an employee returning from a leave of absence, or a new hire—and helps organizations avoid saying, "If only we had known."

My Workforce Analyzer

Conveniently and affordably abide by the Affordable Care Act (ACA) reporting requirements and make decisions with confidence with My Workforce Analyzer. Using data from your company, My Workforce Analyzer produces online dashboards and generates required forms to help keep you compliant.

Sage HRMS Cyber Recruiter by Visibility Software

Effectively manage and communicate during the entire recruiting process with Sage HRMS Cyber Recruiter by Visibility Software, a Sage Endorsed Solution, to help fill open positions more quickly and efficiently. Sage HRMS Cyber Recruiter is an in-house, 100% web-accessible tool that is highly configurable, paperless, and process oriented—the perfect recruiting software solution for your company. Now recruiters, hiring managers, and their staff can focus more on core recruiting activities while eliminating administrative tasks.

Sage HRMS Cyber Train by Visibility Software

Keep track of training-based, on-the-job requirements and skills for employees with Sage HRMS Cyber Train by Visibility Software, a Sage Endorsed Solution. With Sage HRMS Cyber Train you can manage employee and nonemployee training, including classes, course requirements, programs, and certifications. The robust self-service portal allows access to information whenever employees, supervisors, instructors, or training managers need it. This powerful yet easy-to-use employee training management solution eases administrative burdens and ensures your workforce remains compliant.

Support when you need it

Sage University helps you get the most from your software with on-demand online.

Sage Business Care maximizes your software investment by giving you an impressive selection of practical benefits, including technical assistance and automatic access to upgrades.

Sage Advice connects you to resources and best practices on topics ranging from tax tips to handling objections.

Sage stands apart by removing as much complexity as possible from your business—creating greater freedom for you to succeed for years to come.

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Why Sage?

Our heritage isn't only about software—it's about how we serve our customers. The Sage customer experience starts with our commitment to delivering personalized and professional service at every stage– and continues on as your business grows and its needs change. More of the ways we make your investment in our solutions easy, beneficial, and rewarding:

Local expertise.
Our network of regionally based authorized partners and certified consultants get you up and running quickly on Sage HRMS and provides the ongoing service you need for continued success.

Responsive support.
We back Sage HRMS with comprehensive customer support, including regular maintenance updates, live technical assistance, and 24X7 access to our online knowledgebase.

Flexible training.
Sage and our business partners provide multiple training methods, including classroom, online instructor-led, recorded learning, web seminars, and an annual customer conference.

To demo the best HR solution for small business, visit: **SageHRMS.com** or call us at **866-271-6050**

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