

SYSTEM OVERVIEW

MANAGE, MAINTAIN, COMMUNICATE AND
AUTOMATE ALL OF YOUR HR-RELATED ACTIVITIES



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Infinity Software Solutions provides the most complete and affordable Internet-based solution for benefits enrollment, benefits administration and HR process management for small and mid-size companies, insurance brokers and third-party administrators.

InfinityHR represents the marriage of technological expertise and years of benefits administration experience, providing our clients with a better solution for benefits enrollment and benefits administration at an extremely competitive price. InfinityHR is the flagship product of Infinity Software Solutions, Inc., demonstrating the company's ability to combine business know-how and technology into the best software tools currently on the market.

Benefits of the InfinityHR System

- InfinityHR is a complete and secure web-based HR management system that provides online benefits enrollment and other HR functions as needed.
- Centralizes HR and benefits data into a single system.
- Allows employees to enroll in and change benefits information on their own, reducing errors and time spent gathering data.
- Benefits information can be delivered automatically and electronically to each carrier and payroll provider. This eliminates the need to manage multiple forms and manually enter data into multiple systems.
- Implementation of our system can be completed quickly and with no investment in hardware and software.
- Superior reporting and exporting capabilities.
- Granular permissions at enterprise and administration levels.
- Highly responsive, flexible and committed service team.



Applicant Tracking System

InfinityHR's Applicant Tracking module provides for a simple yet powerful mechanism for managing and automating the entire applicant and talent acquisition process.

The Applicant Tracking System (ATS) provides a centralized and streamlined process for creating job requisitions, customization of job-specific questions, and an out-of-the-box recruiting portal, which can be easily linked to an organization's existing website or from most external job boards.



The ATS module provides the flexibility you look for, such as:

- Referral source tracking
- Customizable email templates to communicate with the applicant throughout the hiring process
- Workflow integration
- EEO Reporting



**ZipRecruiter[®]
Boost**

Our Applicant Tracking System is now integrated with ZipRecruiter. Reach the right candidates and make the best hiring decisions with single-click postings to 50+ leading job networks and 20 million job seekers through ZipRecruiter's email job alert program.

Employment Screenings & Solutions

Finding and retaining the highest quality talent has always been a priority for HR departments. But since today's candidate pool is larger than ever, it can be overwhelming to sort through the flood of resumes and identify the top performers.

With InfinityHR, powered by Aurico, you'll never have to worry that important details are embellished or missing, or that you're pursuing the wrong people. Our partnership with Aurico offers our clients a full range of background screening services to help you manage your staffing and performance needs throughout the hiring process.



Our screening programs are configured for you and can be activated and viewed directly within InfinityHR:

- Background checks with actionable information.
- Detailed feedback from previous employers and supervisors.
- Drug testing with paper or electronic chains of custody.
- Proactive, solutions-focused service.
- Customized web-based report delivery.
- Comprehensive, country-specific international reports.

Benefits Management

The InfinityHR Benefits Management module provides administrators the ability to oversee benefits and apply deductions to employee records along with the capability to allow employee input on these elections.

Key Benefits of the Benefit Management Module:

- Connects employees, administrators, carriers and payroll through one central system that can be accessed anytime via the Web.
- Employees can compare, analyze and check plan costs prior to enrollment.
- Employees can print consolidated benefit statements at any time.
- Rules-based eligibility engine.
- Reconcile premium bills.
- Provides state-of-the-art security for your data.
- Allows for easy approval and management of employee benefits.
- Benefits data is automatically exported to your carriers and payroll.



Let InfinityHR Assist You With Open Enrollment

InfinityHR's Open Enrollment packages are available to help deploy your Open Enrollment effectively.

Standard Package

The Standard Package has been designed for low-complexity level benefit packages and it requires the group to take an active role on the OE configuration, testing and readiness.

Silver Package

The Silver Package targets medium-level complexity benefit packages and eligibility rules. Your assigned OE expert takes a more active role on configuration and testing including an initial benefit audit as well as a readiness assessment to ensure your process is on point for success.

Gold Package

The Gold Package is designed for a high-level complexity benefits package and your eligibility rules as well. Your OE subject matter expert literally becomes an "extension" of your workforce by playing a full active role on the configuration, testing and deployment on your open enrollment. It also includes go-live support during the enrollment period.

Employee Portal

InfinityHR's Employee Portal makes it convenient for your employees to manage their benefits and other HR-related information in real-time through one central web-based system that they can access from anywhere at any time. The Employee Portal is part of our integrated system that connects employees, managers, administrators, carriers and payroll.

- Employees can enroll in or change all aspects of their benefits and other HR-related information themselves.
- Allows employees to compare, analyze and check plan costs prior to benefits enrollment.
- Provides employees with a benefit summary statement after they enroll in or change their benefits as well as allows employees to view the value of their compensation package with Personalized Total Compensation Statements.
- The employee portal allows employees to go through the review process by utilizing our Performance Management module. Employees can revisit their goals throughout the year through their portal.
- Employees can submit benefit and HR-related changes electronically for review and approval using our workflow feature.
- Gives employees access to pertinent company and benefits information via the Information Links and Documents sections.
- Employees can easily request time off and complete timesheets through our Time and Attendance module.

- Allows employees enter their own demographic information, including emergency contacts, direct deposit, federal and state taxes and much more.
- Is easily configurable to include the features and content most relevant to your company.
- Is quick and simple for employees to navigate through.

Easily configurable to include the features and content most relevant to your company.

Start Date	End Date	Priority	Account Type	Bank Name	Routing Number	Account Number (last 4)	Deposit Type	Amount	Date Modified	EDC Code	Override Pre-Note
1/1/2015			Checking	Chase Test	123123123	123	Full Amount	Full Amount	04/21/2015		No
								Total Flat Amount:	\$0		
								Total Percent:	100%		

The Direct Deposit Change Event allows employees to make changes to their direct deposit record within the Employee Portal

Performance Management

The Performance Management module supports organizations in recording their job descriptions, employee training, and annual reviews in one convenient location. With well-defined positions and training modules, organizations can conduct objective reviews where employees are evaluated by direct as well as downstream managers. Employee personal goals are also part of the module and can be approved or denied depending on the scope of the position. Performance Management data can be used to evaluate employees for merit increases in compensation and/or modified position classifications.



The Performance Management module includes Reviews, Training, and Positions setup. Training and Positions can be incorporated into a review or used as stand-alone features.

Key Benefits of the Performance Management module:

- Aligns corporate strategy with employee activity.
- Allows employees to review goals set by management as well as set personal goals.
- Employees and managers complete reviews directly through Employee Portal.
- Review scores can be weighted and automatically calculated.
- Provides key insights into employee performance and growth.
- Provides ability to identify Key Performance Indicators (KPI's).

Surveys

The Survey Management feature makes it easy to create a packaged online survey that can be easily completed by your employees through the system.

Our Survey Management feature can provide many advantages, some of which include:

- Improved Efficiency: The easy-to-use Survey Wizard makes creating a survey a breeze.
- Instantaneous Reporting: As soon as employees complete a survey, that information can be displayed immediately in a variety of reports. Administrators can track which employees have or have not completed a survey and target those that have not with follow-up reminder emails.
- Year-over-Year Tracking: Surveys can be easily duplicated allowing for easy comparison of results year-over-year.
- Survey Library: The system comes standard with pre-loaded surveys that you can begin using immediately. Or you can pull in a Survey from the Survey Library and then customize it further to your needs.



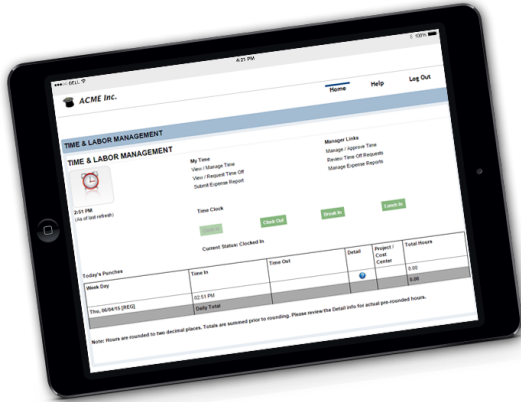
Wellness Campaigns



The system can track the overall wellness for employees through the Wellness Campaigns module. Wellness Campaigns provide the ability to create and to track various Wellness metrics at the employee level in order to promote positive well-being within your organization. One benefit of a Wellness Campaign can be healthier employees that can lead to lower premium cost for the organization.

Time & Attendance

InfinityHR's Time and Attendance feature allows your employees to enter their time and managers to approve it through the Employee Portal. InfinityHR then electronically routes the data to your payroll provider.



- Choose between “clock in/clock out” time tracking, or project-based “timesheet” reporting.
- Allows managers to quickly approve or deny employee time.
- “Clock in/clock out” allows managers see if their employees are currently clocked in or out, and provides their employees most recent time activity.
- Allows you to analyze time and attendance data across time or by a variety of other factors.
- Electronically exports time and attendance data to your payroll system.

Expense Tracking

Managing everyday business expenses can be a time consuming, manual process. Secure, cloud-based expense reporting is the most efficient and smart way to track expenses without receipts or spreadsheets.

Our flexible expense tracking and management tool allows you to track and control business costs with a full view into expenses and employee reimbursements for your business.

Use the InfinityHR Expense Management feature to manage reports as a standalone module, or integrate with the Time & Attendance module of our HRIS application.

Time Off Tracking

The Time Off Tracking feature provides for a simple, yet powerful, mechanism to define how employees should earn “Time Off” and then track the usage of that “Time Off” by employees. In general, the Time Off tracking feature provides the following functionality:

- Automatically calculates available Time Off for each employee. This can be either through “accrual based” rules or through annual awarded units.
- Allows employees to request Time Off through the Employee Portal. Employee requests will be automatically routed to the appropriate manager for approval.
- Allows employees to view balances and accrual transactions through their Employee Portal.
- Allows Managers to view pending requests and take appropriate action on those requests by utilizing variety of built-in tools.
- Allows Administrators the ability to quickly configure Reporting/Routing Hierarchies.
- Provides a reporting dashboard to Administrators to track trends in their Time Off data and analyze how Time Off is being utilized by employees.

1 Select the date(s) you wish to request off using the calendar below.

2 Click the button below to add your selected dates to the table in Step 3.

3 Enter the number of units, Type off reason, and any applicable comments into the fields below.

Date	Units	Type	Comment
6/8/2015	8	1 - Vacation	Sister's Wedding
6/9/2015	8	1 - Vacation	Sister's Wedding

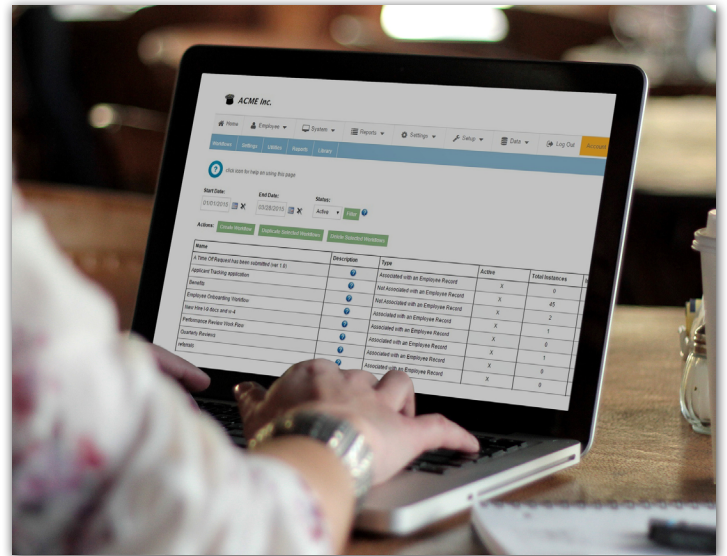
4 Click the button below to submit your request.

Workflow Management

Many employers rely on efficient process flow as part of their HR toolkit. The Workflow Management module provides a simple but powerful mechanism for tracking tasks as they progress from one employee to another. Workflows provide improved efficiency, standardization of working methods, and streamlining responsibilities.

Benefits of using Workflow Management:

- Workflow can be triggered automatically when an event occurs in the system.
- Workflow can include as many steps and as many resources as needed to fully manage an entire process.
- Emails can be triggered on a set schedule to remind your resources they have a step to complete in the process.
- You may attach documents to the workflows.



Workflow Integration with Adobe® EchoSign®



ADOBE® ECHOSIGN®

Integration with Adobe EchoSign can further simplify your process by incorporating

editable W-4 and I-9 forms so you are easily able to capture an employee signature.

Benefits of Using Adobe EchoSign in Your Onboarding Process:

- EchoSign supports multiple file formats including Word documents, PDFs, Excel, PowerPoint, and graphics (jpg, tiff, png).
- EchoSign digital signatures are legally compliant.
- EchoSign enrollment will allow ALL of your staff to sign legally binding documents.
- All documents signed by the workflow resources will be stored in their HRIS employee profile.
- Fillable documents can be used in the EchoSign module to collect information along with a signature.
- Distribute new hire contracts, policy acknowledgments, and handbooks within HRIS workflows.

Advanced Reporting

InfinityHR offers a library of reports that makes accessing and analyzing information from within the system simple and convenient for you.

Standard Reports

- Hundreds of reports available
- Standard pre-built reports
- One-click access
- Exportable to MS Office Applications

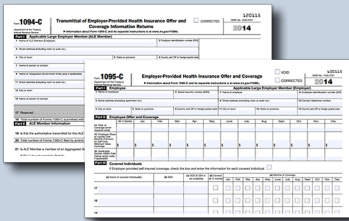
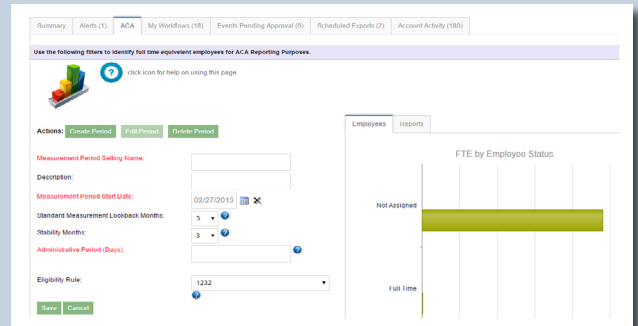
Advanced Reports

- Create exports of all data within InfinityHR
- Export to a multitude of formats
- Fine-level formatting capabilities
- Scheduling
- Full history of all exports

Affordable Care Act (ACA) Employer Reporting

To help meet the growing need for assistance in ACA compliance, InfinityHR has created a comprehensive ACA Reporting Package that contains the information you need to comply with ACA regulations. Our reporting package includes the following services and features that can help you meet the ACA requirements.

- Requirements Under the Affordable Care Act: 2014-2015
- Large Employer Status Management (ALE)
- Plan Affordability Testing to Determine Affordable, Minimum Value Health Coverage
- Coverage Analysis to Avoid Pay or Play Penalty Under the Affordable Care Act
- Complete Full-Time Employee Status Breakdown Using the Look-Back & Monthly Measurement Methods
- Variable Hours & Seasonal Employee Support
- Breaks in Service – Rule of Parity
- Change in Status



1094-C & 1095-C Forms: Print to Mail & E-Filing Based on IRS Guidelines and Schemas

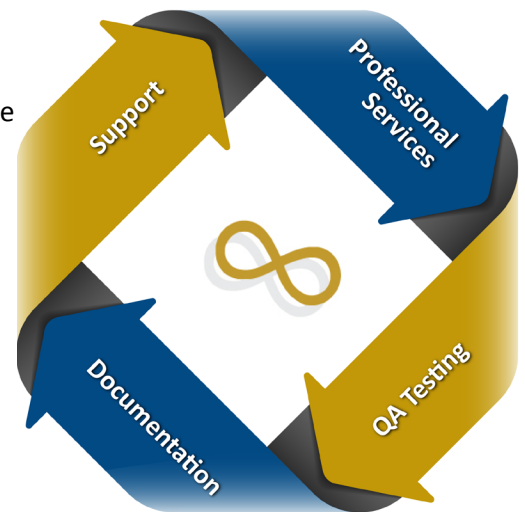
Professional Services

Whether you are looking for additional help for your next Open Enrollment or creating new workflows to initiate new efficiencies, you now have access to the deep expertise of our Product Consultants. Our extensive experience and know-how enables us to bring industry best practices to your organization and drive measurable business results.

You can leverage the capabilities of our subject matter experts at any stage of your InfinityHR lifecycle. Our portfolio is designed to allow you to engage us for a specific project need or as an end-to-end offering for complete oversight.

Professional services we offer:

- System Configuration and Design
- Data Conversion and Integration Services
- End-User Training
- Support

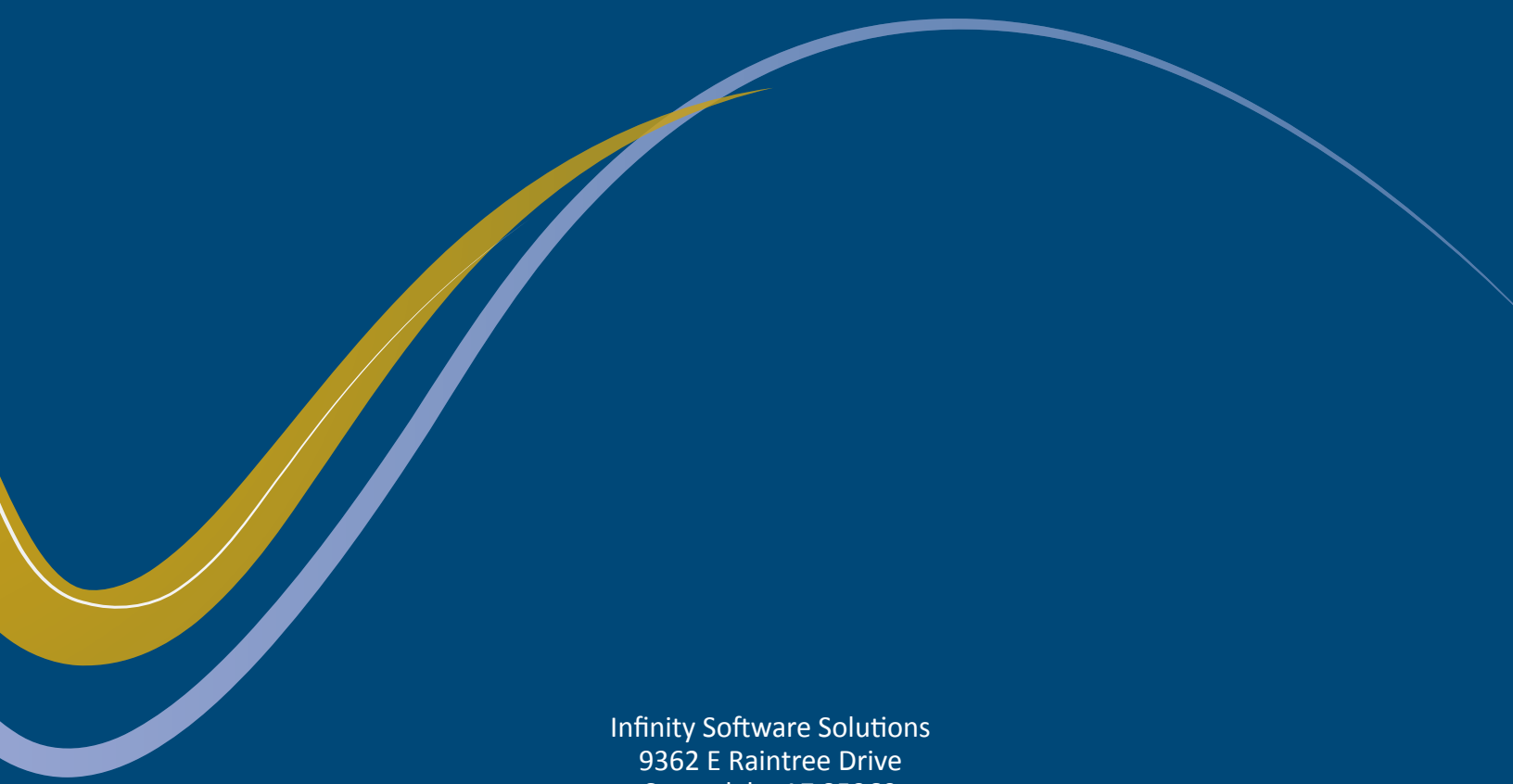




One System. Infinite Possibilities.

Contact Infinity Software Solutions today to schedule an on-site demo of this exciting technology, or to discuss Infinity Software Solution's flexible and affordable pricing structure.

You'll be surprised by how quickly and affordably InfinityHR can redefine your company's perception of what HR software can do.



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