

# Sage Abra HRMS

## What's New in Sage Abra v9.1

Sage Abra v9.1 demonstrates the continued commitment by Sage to help human resource and payroll professionals solve their business challenges. New features and enhancements can help you more easily perform key employee management tasks, quickly access and analyze employee information, and make better informed decisions.

### Track more information with Sage Abra HR.

New features enhance usability and capture more information for better record-keeping. More key capabilities, including time-off management, advanced customization, and easy import and export capabilities, are now included with all Sage Abra HR installations.

**Eliminate the need for multiple logons** with support for Active Directory logon. Active Directory is a directory service created by Microsoft, and it allows you to use your Windows credentials to logon to Sage Abra and Sage ESS.

**Track documents used to complete each I-9 Form** and improve employment eligibility records.

**Access Sage Abra Support through Live Chat.** You'll find a direct link in Help.

**Hide inactive rule level codes.** Minimize scrolling through long lists in drop-downs.

**Employee Find is faster and offers more options.** The search now includes both first and last names, and the time to receive results has decreased.

**SSN/SIN masking keeps employees' identities safe.** SSN/SIN masking is in place for all reports, in Abra Secure Query, and within Abra Suite.

### Sage Abra Payroll Enhancements

Payroll administrators can enjoy more control over payroll data and employee information.

**Create Custom Payment Forms with more options.** Take advantage of new long forms with rates and short forms with rates and enjoy greater flexibility when creating custom checks.

**You decide when a check should be displayed in Sage Employee Self Service (Sage ESS).** Change the date a check appears in Sage ESS to a different date or choose not to publish the check at all.

### Learn more about your workforce with Sage Employee Analytics.

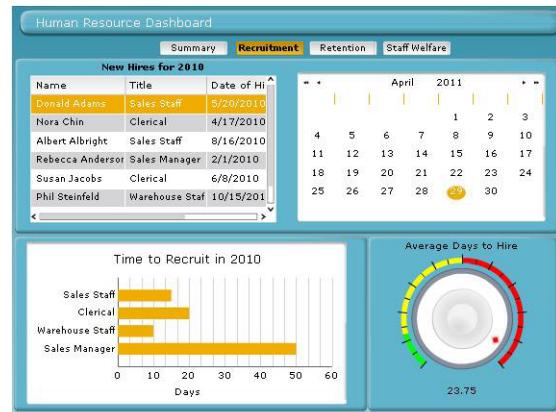
Sage Abra v9.1 makes it easier than ever for HR professionals and other decision-makers in your organization to gain fast, secure access to the important employee information they need.

**NEW! Create your own dashboards.** Sage Employee Analytics can now be used with Sage Crystal Dashboard Design (optional), an easy-to-use data visualization tool. Create graphical dashboards that transform complex workforce cost and performance data into simple, actionable insights. Quickly drill down into your data to move from big-picture to detailed analysis.

**View from your favorite browser,** including Safari® v5.0.3, Internet Explorer® v8 and v9, Google Chrome™ v8.0.552, and Firefox® v.3.6.

**Gain fast, secure access to important information about your workforce.**

With Sage Employee Analytics,\* it's easy for decision makers in your organization to get the employee information and analysis they need to make the best possible business decisions.



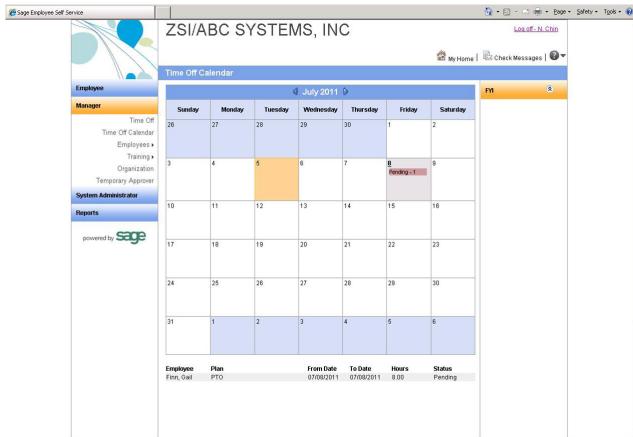
## Sage Employee Self Service (Sage ESS) has a new look and a new name.

Sage ESS (formerly known as Abra Workforce Connections), has been enhanced with a modern look and improved usability features, including a new Time Off Calendar for managers.

**An updated look makes Sage ESS easier to use.** When you log on, you'll notice updated navigation, modern icons, and the ability to customize the look of your Sage ESS system using new cascading style sheets.

**NEW! Sage ESS home page with ESS gadgets.** View a snapshot of your employee information immediately upon logging in to Sage ESS. View Current Benefits, Pay History, Time Off Summary, Recent Messages, or all four.

**NEW! Time Off Calendar gives managers an instant overview.** This tool provides managers with a monthly view of their employees' pending, approved, and rejected time off.



**Access Sage ESS with your favorite web browser.** Now, you can use Safari v5.0.3, Internet Explorer v8 and v9, Google Chrome™ v8.0.552, and Firefox v3.6.

**For more information on Sage Abra v9.1, please contact your Sage Abra business partner, or call Sage toll free at 800-424-9392. You may also visit [www.SageAbra.com](http://www.SageAbra.com)**

\*Sage Employee Analytics and employee self-service capabilities are only available to customers using Sage ESS software. Sage ESS is available as an optional solution, at additional cost.

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## NEW! Sage ESS on mobile devices.

Allow employees and managers to complete a wide range of tasks using an instant connection to Sage ESS with Employee Self Service Mobility—included at no additional cost in Sage ESS.



**Accomplish tasks from anywhere, anytime.** Enable employees and managers to view payment history and current benefits, benefits, and request and approve time-off.

**ESS Mobility works on your favorite handheld device,** including: iPhone 3G, 3GS, 4G, iPod, Android, Blackberry, Windows® CE, Windows Phone 7, and Windows Mobile devices.

## Enhancements make Open Enrollment a breeze for employees—and HR.

A new report, masked social security numbers, and several usability enhancements improve the effectiveness of your open enrollments.

**Usability enhancements improve the employee user experience.** Now, employees will receive a notification to indicate that their Open Enrollment (OE) or Life Event (LE) elections were successfully submitted. A new link, "Make More Changes," has been added to the benefit election summary page. And the approval notice for OE and LE now includes the summary of elections, as well as the employee and employer costs, so your employees understand the full value of their benefits package.

**NEW! Provider Enrollment Details report** enables HR to view the details of one or all employees, in one or all companies, and for one or all benefit plans. You can send this report to the benefit provider prior to the sending open enrollment records to Sage Abra.

**Enhanced privacy protects employees and their families.** Now, you can mask the social security numbers of dependents and beneficiaries, in addition to the SSNs of your employees.