

# Sage HRMS

## What's New in Sage HRMS 2012

Sage HRMS 2012 (formerly Sage Abra SQL HRMS) is designed to improve human resources (HR) efficiency and empower the HR department to actively support company objectives. Designed for and by HR professionals, Sage HRMS 2012 helps integrate and streamline your HR processes, so you can improve your company's Return On Employee Investment (ROEI™).

### Track more information with Sage HRMS.

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 HRMS installations.

### Effortlessly set-up, track, and enforce multiple time off plans.

#### Automatically account for different amounts of time off by seniority level.

With support for different multiple maximum total hours and carryover accruals for each seniority level, you don't have to manually move an employee to a new time off plan when the seniority level changes.

**Add an effective date to time off plans** to determine when employees are eligible to begin using hours.

**Paid time off plans connect with payroll accrual codes to enhance time off management.** Pay time off through payroll accruals, including hours worked plans and percentage of base.

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

An updated look makes Sage ESS (formerly known as Abra Workforce Connections) easier to use with more modern menus and icons. Customize the look of your Sage ESS system with twice as many cascading style sheets as prior versions.

**Sage ESS home page displays employee self service gadgets.** View snapshots of Current Benefits, Pay History, Time Off Summary, and Recent Messages. Gadgets use Sage ESS security and display rules.

Pay Day	Hours	Gross Pay	Deductions	Taxes	Net Pay
8/15/2011	160.00	800.00	0.00	118.26	681.74
8/15/2011	160.00	800.00	0.00	104.41	695.59
8/15/2011	160.00	800.00	0.00	104.41	695.59

Plan	Taken	Requested	Available
HSR01	0.00	0.00	72.00
DS1	12.50	0.00	49.50
Vacation	48.00	0.00	39.50

Benefit	Electoral Coverage	Year	Employee Deduction
401K-CU		2011	0.0000%
401K-Savage Plan (S)		2011	\$10.00 0.0000%
401K-Savage Plan (N)		2011	\$0.00 0.0000%
Center		2011	\$7.15 \$7.15
Phenopheno		2011	\$0.00 \$0.00

**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.

**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.

**Employee self service mobility is included at no extra charge with Sage ESS.** Empower employees and managers to view payment history and time off balances, request time off and view approvals, and manage time off requests using an instant connection to Sage ESS. Employee self service mobility works on your favorite handheld device, including: iPhone® (3G, 3GS, 4G), iPod®, Android™, Blackberry®, Windows CE®, Windows Phone 7™, and Windows Mobile® devices.

**Access Sage ESS with your favorite web browser.** Now, you can use Safari® v5.03, Internet Explorer® v8 and v9, Google Chrome™ v8.0.552, and Firefox® v.3.6.



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

**Employees will find Sage Benefits Enrollment easier than ever to use.** Employees receive a notification to indicate Open Enrollment (OE) or Life Event (LE) elections were successfully submitted. The approval notice for OE and LE includes a summary of elections with the employee and employer costs listed.

**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 HRMS.

**Mask the social security numbers (SSNs) of dependents and beneficiaries for added security.** In addition to masking the SSNs of your employees, protect the sensitive data of their families.

## Enjoy more flexibility and control with your payroll.

**Generate federally compliant Child Support EFT files for state garnishments.** As often as every pay period, send an EFT file to individual state agencies for electronic payment of an employee's child support order, as mandated by 21 states in the U.S.

**Define a percentage allocation for each employee.** If you have employees whose work is applied against multiple General Ledger (GL) codes, this feature will enable you to define a split allocation between multiple codes that is applied to every timecard automatically to save you time.

**Sage Payroll Tax Forms and eFiling by Aatrix is included with Sage HRMS 2012.** Fill out and file tax forms electronically, including U.S. federal forms 940, 943, 944, 945, U.S. state tax forms and new hire reporting by state, and the Canadian T4 form and Record of Employment (ROE).

**Assign a tax to multiple employees.** This task enables you to assign a tax to multiple employees in a single operation instead of assigning taxes to one employee at a time.

**Get a complete picture of employer expenses and liability** associated with each check date by associating a GL account to a Workers' Compensation group.

## An enhanced user experience helps you work more quickly and easily.

**Store an alternate email address for each employee,** so you can still get in touch in the event of a disaster.

**Eliminate the need for multiple logons** with support for Active Directory logon.

**Access support through Live Chat.** Sage HRMS contains a link to Sage Business Care Live Chat.

**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.

**Determine the check publish date.** Define if and when a check will be viewable in Sage ESS.

## Integration to Sage ERP MAS 500.

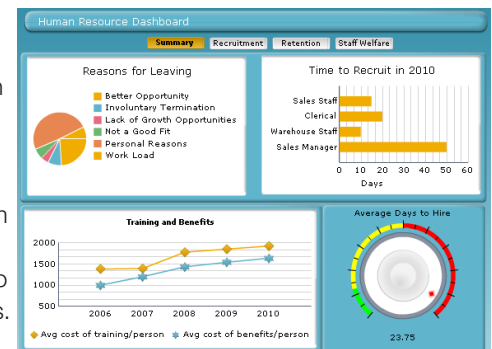
Now, Sage HRMS 2012 includes a pre-built integration with Sage ERP MAS 500. Easily transfer your data between Sage HRMS and MAS 500 without rekeying information. The integration between the different business solutions in your company increases your overall accuracy and efficiency, while reducing cost.

## Leverage workforce data like never before with Sage Employee Analytics\*.

**Eliminate the need for multiple logons** with support for Active Directory logon.

**View Sage Employee Analytics from your favorite browser,** including Safari® v5.0.3, Internet Explorer® v8 and v9, Google Chrome™ v8.0.552, and Firefox® v3.6.

**Create your own dashboards** 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.



**Include custom data in your Views.** Sage Employee Analytics technology enables you to include custom data from your Sage HRMS user-defined fields in the Views you create. You can also pull in external data sources and data from third-party applications.

**For more information on Sage HRMS 2012, please contact your Sage business partner, or call Sage toll free at 800-424-9392. You may also visit [www.SageHRMS.com](http://www.SageHRMS.com)**

\*Sage Employee Analytics and employee self-service capabilities are only available to customers using Sage Employee Self Service (Sage ESS) software. Sage ESS and Sage Crystal Dashboard Design are available as optional solutions, at an additional cost.