



# Intelligent HR™

Human Resource Management System

**Microsoft**  
GOLD CERTIFIED  
*Partner*

**isys**   
Intelligent HR™

# Save administration time... ...improve processes

**Intelligent HR** enables any small, medium or large size business to electronically store and manage a variety of HR information in a single software application.

With the ever-increasing need to record and store employee data, the requirement for HR software has never been greater. Intelligent HR from The ISYS Group is a full-featured solution that assists you in managing all aspects of your employees' time with your organisation.

The software is intuitive and user-friendly, whilst at the same time very powerful, configurable and flexible to changes in business needs and legislation. Implementing Intelligent HR streamlines your internal processes and puts years worth of employee data at your fingertips, instead of being hidden away in filing cabinets. By opting for Employee SelfService, you can also give employees the ability to request their own holidays and submit changes to personal details, helping you move to a paperless process for these everyday tasks.

The ISYS Group have numerous customers already seeing the benefits of running Intelligent HR. They are experiencing a vast reduction in admin time for their users, due to the automated nature of the software and the fact that the workload can be shared amongst a team of people as opposed to just one administrator. This frees time up for users to concentrate on more important activities. All of these things combined will see you running a better business with happier, more productive employees.



## Features & Benefits

- **Centralised Database** - Information held in one location, not on multiple PCs
- **Multiple Users** - Managers only given access to their department
- **User Access Rights** - Definable access levels such as read only, read/write etc
- **Employee Personnel Records** - Personal data, pay and benefits, medical history and many others
- **Holiday, Sickness and Absence Management** - Automatic calculation of entitlements and absence data
- **Individual and Departmental Calendars** - Check patterns of absence and assist in decision-making for holiday approvals
- **Automatic Bradford Factor Calculation** - No need to manually calculate the score after every absence
- **Document Management** - Key documents (contract, passport etc) available in the click of a mouse
- **Training and Skill Records** - Ensure all staff are correctly trained and keep track of expiration dates
- **Appraisal and Disciplinary Management** - Every piece of required information for these processes is easily accessible
- **Incident Logging** - Quickly log incidents, such as accidents or complaints, against the employee
- **Mail Merge** - Automatically generate letters in Word, based on your own templates
- **Employee Self-Service** - Eliminate paper trail and empower employees
- **Comprehensive Reporting** - 200 reports as standard, with the ability to produce custom reports
- **Flexible Data Export Options** - Export data to print, PDF, Excel and Word
- **Real-Time Alerts** - Never forget a key date, such as training expiry or end of probation
- **Software Updates** - Stay up-to-date with changes in employment law and legislation
- **Software Integration** - Full integration with ISYS Time and Attendance and Access Control, plus many 3rd party applications

To arrange a demonstration of our Intelligent Human Resources product or for more details, please contact one of our sales consultants:

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