



Infor CloudSuite Employee Self Service

Simplify human resource management

Every business leader knows that people are a company's most important asset. And managing human resources effectively can help improve company performance. Giving employees more autonomy around benefits, time off, and other essential employment information can help accomplish this goal. When you offer a broad range of HR self-service options, your employees are more likely to develop a sense of ownership, and your HR staff can stay focused on strategic issues, rather than administrative details.

Team up with an experienced partner

Infor® solutions embody decades of experience at helping manufacturers like you improve performance in every phase of business. By integrating cloud-based human resource capabilities with the manufacturing power of Infor CloudSuite™ Business, you get a comprehensive solution that helps you manage HR matters more effectively, with less effort. Your employees will be able to access their personnel information on their own through an ordinary web browser—any time, from anywhere. They'll have greater autonomy and your company will have more accurate data.

Make your HR information more accurate, complete, and up-to-date.

Gain greater control

With Infor CloudSuite Employee Self Service, you can allow employees to log in from the Internet to review personal and payroll information, enter time-off requests, view company information, and more. You'll not only be able to reduce the labor required for HR processing, you'll also gain valuable insight into what your workforce is doing, what it costs, and how to use it more effectively. You also get powerful human resource management capabilities on the same technology platform that drives the rest of your business. As a result, you gain easy, online access to features for improving HR management, including:

- **Employee and manager self-service**—Streamline your HR process by instituting employee and manager self-service features that let your team manage time-off requests and approvals, as well as view and update personal and payroll information. Employees can also view their paystubs and work calendar.
- **Human resources**—Drive better strategic decisions and free up HR employees to focus on more strategic tasks. Your managers will have access to key human resource data, such as performance reviews, organization charts, and educational background, which can help improve productivity.

- **Payroll**—You'll have fast, direct access to payroll data, so you can improve the accuracy of your payroll and gain seamless integration with Infor's financial management solutions. You'll also be able to streamline the way you manage hours, pay, deductions, and direct deposits, because you'll no longer need to dedicate HR personnel to keying in changes to peoples' payroll status or hours—employees will do that on their own, at their own convenience.

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Do business better

When you make Infor CloudSuite Employee Self Service part of your business software solution, you'll have the full range of personnel information in the same system that drives your strategic decision-making. That breadth of integration makes your HR information more accurate, complete, and up-to-date and gives employees a greater sense of independence. As a result, you'll be able to improve the way you manage your most important asset—your human capital.



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About Infor

Infor is fundamentally changing the way information is published and consumed in the enterprise, helping 73,000 customers in more than 200 countries and territories improve operations, drive growth, and quickly adapt to changes in business demands. To learn more about Infor, please visit www.infor.com.

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