

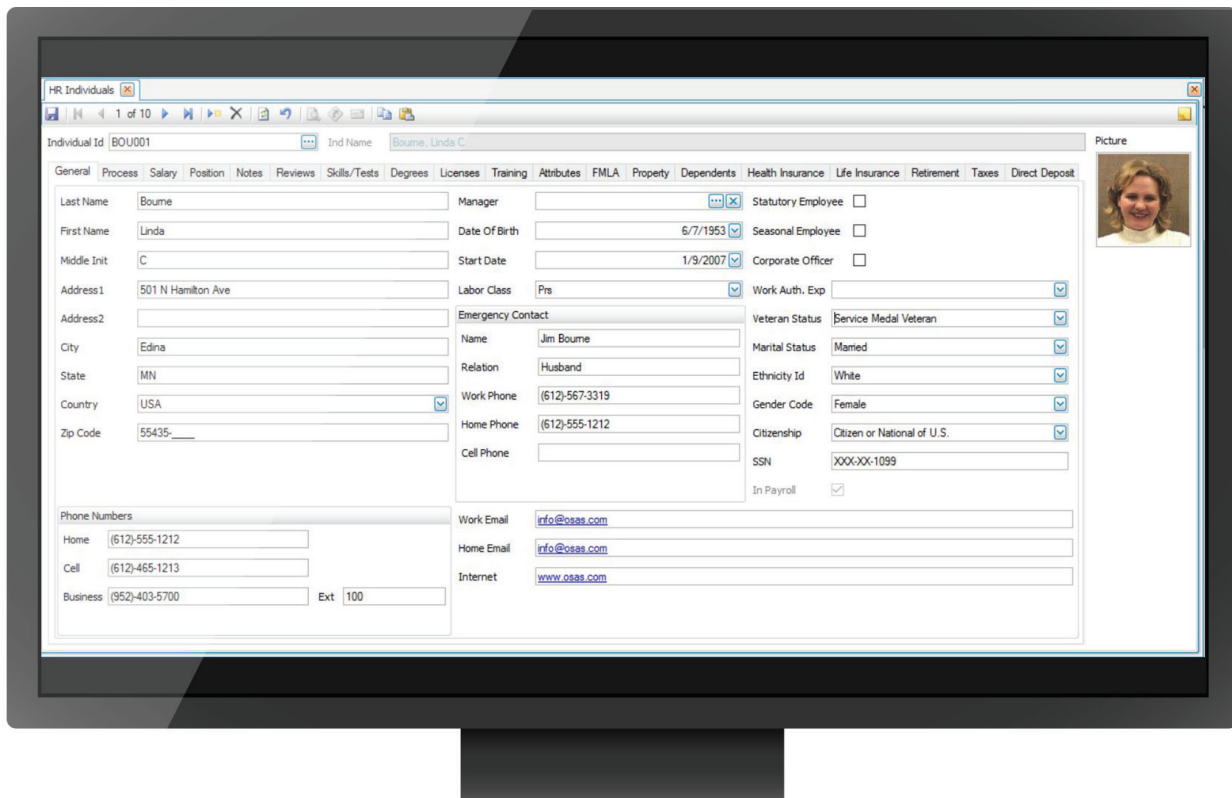
HUMAN RESOURCES

ProcessPro *Global's* Human Resources application provides a robust, full-featured HR management system with optional integration to the *Global* Payroll application. It allows you to manage the entire workflow process from new employee hiring, orientation, benefits, performance, compensation, reviews and training.

- Maximum security for confidential employee data
- Regulatory reporting
- Single Source Data Entry Point

Key Features

- Track employee skill sets and education
- Simplified employee benefits tracking
- Seamless integration to *Global* Payroll
- Employee performance evaluation reminders and tracking



Data Entry Screens

- Employee Data
- Licenses
- Process Checklists
- Evaluations
- Health Plans
- Skills and Certificates
- Position Tracking
- Direct Deposit
- Life Insurance
- Degrees
- Retirement Plans
- Tax Information
- Compensation History
- FMLA Tracking
- Leave Tracking
- Employer Property
- Dependents
- Performance

Reports

- Longevity Report
- Retirement Plan Enrollment
- Health Plans List
- Individual Reviews Report
- EEO-1 Report Worksheet
- Life Insurance Plans List
- Attribute Census Report
- VETS-4212 Report Worksheet
- Retirement Plans List
- FMLA Report
- DOL Report Worksheet
- Salary Comparison by Position Report
- Health Plan Enrollment
- Individual Information List
- Life Insurance Enrollment
- Individual Labels

