

PRODUCT BROCHURE

HR SOFTWARE MADE EASY

The easy way to manage your HR records and processes

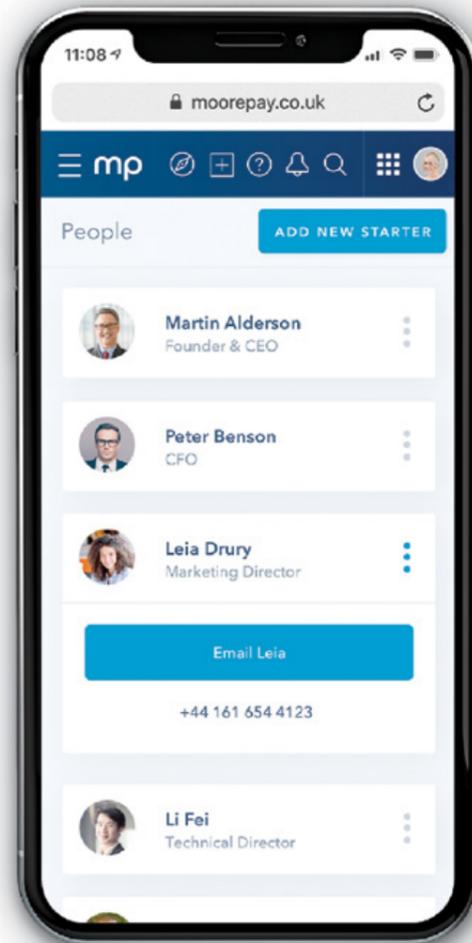
Making payroll & HR easy

moorepay
A Zellis Company

How we make HR easy

Make your people feel appreciated for the work they do

We make HR admin easy by automating your existing HR processes and removing the need to input employee data twice.



Accessibility

Provide secure cloud-based services to your employees with access to the data they want at any time, from anywhere.

HR +

Our integrated payroll & HR solution is underpinned by subject matter experts to help you manage your processes from start to finish.

Reduced Administration

Substantially reduce the time and costs within your HR function by distributing basic administrative tasks to line managers and employees.

Full Integration

A single system removes the need to input data twice, eliminating re-keying and ensuring the accuracy of your data.

Intelligence

Gather business data that will give you intelligent insights into your business, helping you make informed HR and commercial decisions.

Streamlined Processes

No more manual information management. Existing HR processes can be automated for quick and efficient updates and access.

Self-Service

A secure web-based tool giving managers and employees instant access to essential information anytime, from anywhere



Our self-service tool simplifies and automates existing HR processes to help keep you on top of your busy workload.

Self-service gives you instant access to the information you need to oversee almost every aspect of people management.

All employees are given access to the self service module via a secure web-based login. From there, employees can carry out a wide range of essential tasks, including:

- Viewing employee leave requests against departmental resources
- Viewing employee absence notifications and recording absences on behalf of employees
- Creating, reviewing and submitting appraisals
- Viewing and authorising employee expense and timesheet submissions*
- Delegating responsibilities to staff
- Viewing payslips and P60s*
- Viewing annual leave entitlement
- Submitting leave requests
- Viewing absence history
- Viewing and access company documentation
- Updating personal information
- Submitting timesheet and expense requests*
- Completing performance reviews

* Requires you to use Moorepay's Payroll Solution



2 September 2019

The system is easy to use and our...

The system is easy to use and our dedicated Implementation Consultant made the whole process very smooth.

Caroline Wilson at The British Society For Rheumatology

Rich Functionality. Our solution offers a range of payroll & HR features to help you manage each employee during their time with you

Features include:

Recruitment & Selection

Build a relevant and useful talent database, store and analyse advertising costs to run and remember quick and successful recruitment campaigns.

Powerful Personnel Management

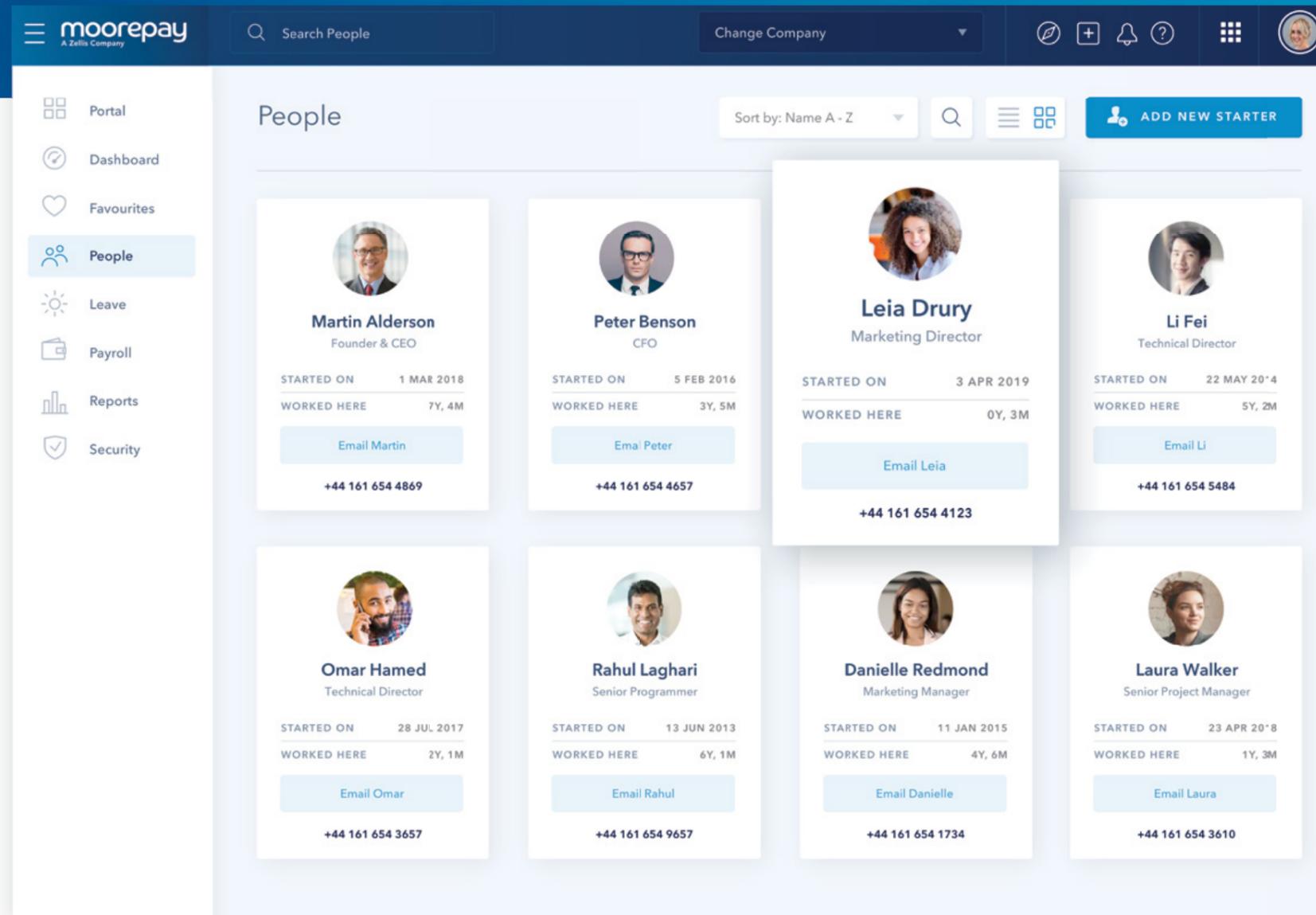
Say goodbye to spreadsheets and paper. All your employee data will be safely stored and organised in one place that's accessible from anywhere at anytime.

Absence Management

View your teams' absence records and planner at a glance and see detailed cost reports. Employees can record a new absence quickly and easily with an approval workflow.

Expense & Timesheet Management

Employees can submit expenses and timesheets, allowing managers to review, approve and reject, providing simple and straightforward user workflows for hassle-free claims.*



Smarter Performance Management

Simplify your performance review process with automated employee and manager evaluations, helping you meet the performance objectives of both the individual and the business.

Proactive Safety Management

Record and track all workplace incidents, injuries and medical centre activity through pre-defined workflows, helping you to comply with HSE regulations.

External Personnel

Record and manage all external personnel records from a single database, regardless of whether they are freelancers, contractors or volunteers.

Integrated Report Writer

Create operational as well as analytical reports obtaining accurate and in-depth data and gain a highly intelligent view of your business.

Customised Workflows

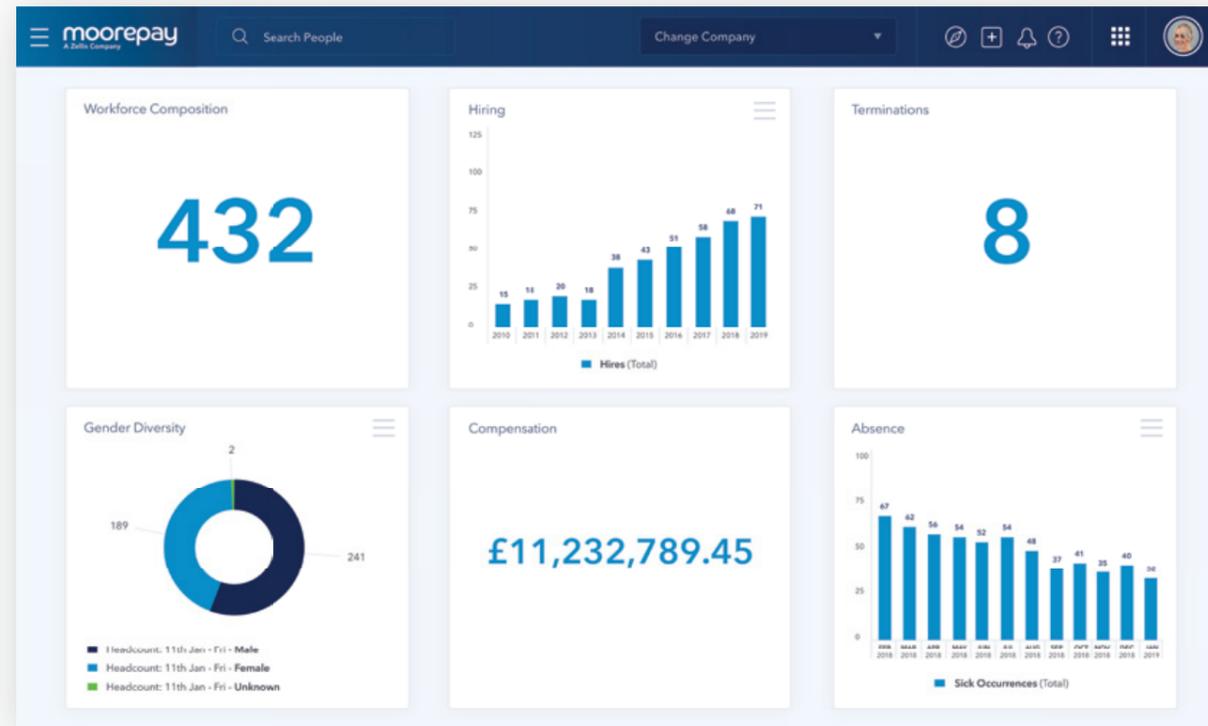
Use both predefined and customisable workflows to take you through the process of various HR tasks, including appraisals and new starters.

Delivered via a cloud-based platform, our HR software offers everything you need to manage the employee life cycle.

* Requires you to use Moorepay's Payroll Solution

People Analytics & Insights

Payroll & HR data insights to help you develop and inform your HR strategy



Our cloud-based, innovative People Analytics solution uses data from our payroll & HR software to provide an in-depth and insightful payroll and HR strategy platform.

People Analytics delivers real-time, data-driven dashboards and charts so you can see what's happening with the people in your business at a glance, saving you time and money.

If you've ever been asked any of these questions you know just how complex and time consuming interrogating your people data and costs can be:

- What is our average absence and how much does it cost?
- What is our employee composition split?
- Who is a flight risk within the business?
- How much are our employees costing us?

Our People Analytics solution pulls your data from multiple different sources. It then displays the information you need in one place on a highly customisable dashboard.

Key features

- Access to a suite of real-time dashboards
- Drill through and filter data
- Create personalised dashboards
- Predictive analytics – machine learning
- Connect to business intelligence tools
- Customised dimensions and metrics
- Advanced role-based permissions

Flexible People-led Services

Our team of experts on hand 24/7/365 days a year to support you with all your HR, Employment Law and Health & Safety issues



With a diverse range of skills, a wealth of experience and extensive qualifications in HR, employment law and health & safety, we have a team of subject matter experts to support you and your business.

Every year our team deliver 17,500 hours of expert advice to our customers. They're available round-the-clock to support you whenever you need them – 24/7/365.

So, whether you need help managing a difficult employee issue, creating contracts of employment or even conducting a risk assessment, our flexible services provide you with HR and health & safety support.

What services can we offer?

- 🕒 24/7/365 Advice Line
- 📄 Contracts & Handbooks
- 👤 HR Consultancy
- 👥 HR Admin
- 📁 Indemnity Insurance
- 📖 Training
- ⚖️ Tribunal Representation
- 🏥 Occupational Health Referral

Fully Integrated Solution

The need for an integrated payroll & HR solution is now more important than ever

Seamlessly integrate our innovative HR software with our industry leading payroll services and employee benefits solution. Providing one single easy-to-use platform. Alternatively, we offer two integrated options to third-party applications:

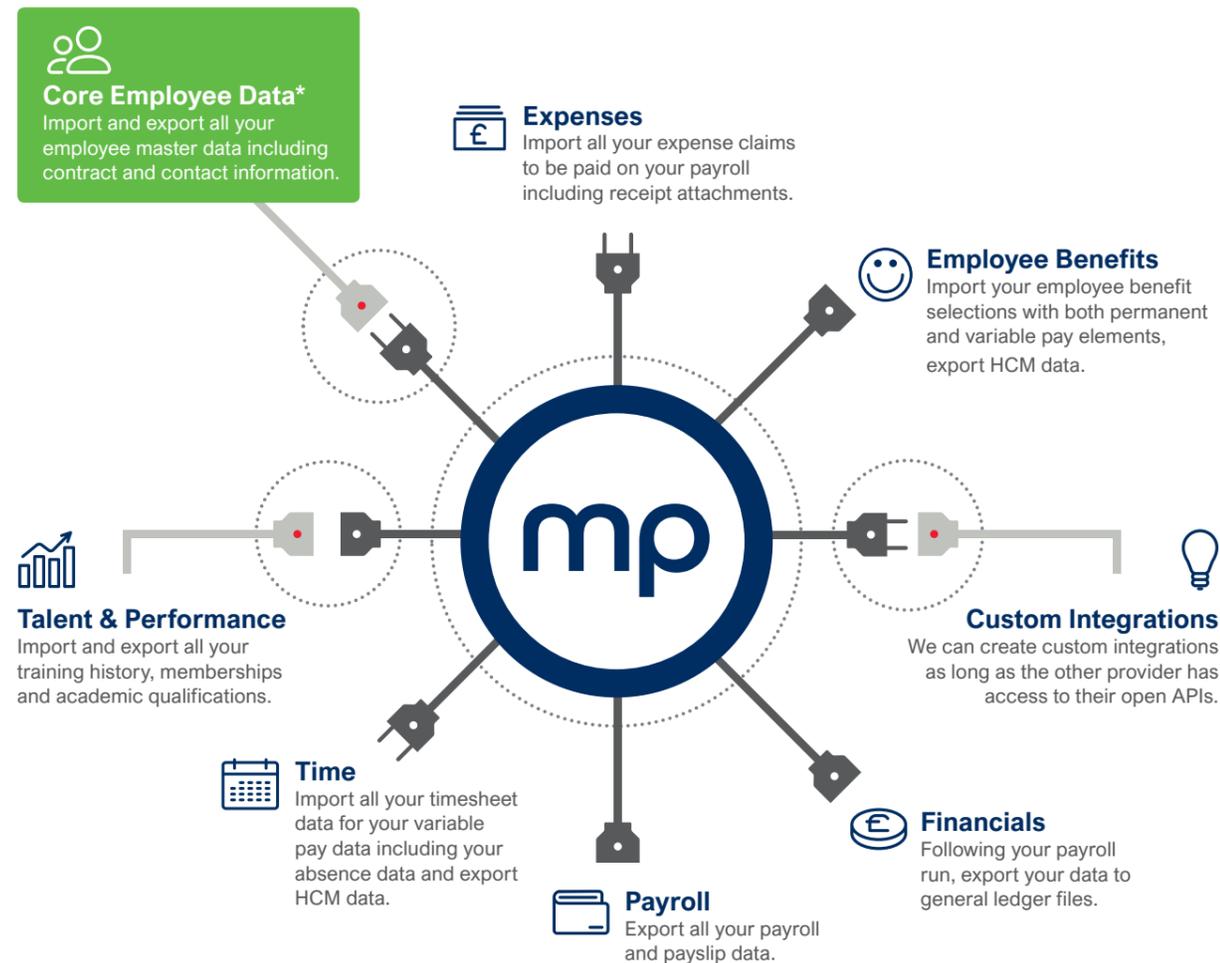
1. Open Application Programming Interface (API)

Our open API allows partners and customers to connect third-party software to Moorepay's software, so you can continue to use systems you've already invested in.

2. Flat File Data Exchange

Our powerful import and export capabilities make it straightforward to exchange data with third-party payroll solutions.

What type of data can you integrate?



* This API is always required for employee data

Technology and Security

No installations, no downloads – accessible anywhere, anytime, via the cloud

Our cloud-based integrated payroll & HR solution is provided securely over the internet, via a web browser.

Our integrated payroll & HR software offers on-going support, backups and server management, allowing your IT department to focus on improving the day-to-day technical operations of your business and eliminating worries over maintaining an aging infrastructure.

Built on Microsoft's latest Azure cloud platform, we deliver one of the most powerful, secure and reliable cloud-based solutions on the market.

Cloud benefits:

- Web-based – it's quick and easy to set up
- Reduced carbon footprint - there's no installation, downloads or hardware to purchase
- Scalable – it's suitable for businesses with one to one thousand employees
- Flexible – it works on PCs and Macs as well as tablets and smartphones
- Affordable – there are no upgrade costs to contend with
- Accessibility – it's easy access to your information anywhere, anytime
- Automated – the system updates automatically

Data Security:

At Moorepay, data security is our number one priority. You can feel safe in the knowledge that your payroll data is stored in a purpose-built UK-based data centre, owned and operated by IBM. All data sent to and from our services are protected through a 256Bit SSL Certificate using the HTTPS protocol.

Plus you can add two-factor authentication ensuring additional security for users logging into our solution. This better protects both the user's credentials and the resources the user can access.

All our data protection and security processes are designed to help you meet your GDPR compliance requirements.



Making payroll & HR easy

What Next?

To find out how we can support your business, call us on 0845 184 4615 or visit www.moorepay.co.uk

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