

# *flex*HR®

*Elevating, Innovating and Redefining  
Human Capital Management*





Visual Solutions specialises in developing and implementing its leading Human Capital Management system, *flexHR*. We work closely with our customers to form strong relationships with them, helping us to ensure *flexHR* meets all your management needs.

With almost 30 years of experience creating solutions, we have a growing community of partner companies, who help make our solution as efficient as possible.

We are committed to creating and delivering an elevated system for the complete range of human capital management processes.

More than 90% of our highly skilled workforce designs, engineers, and delivers *flexHR*, enabling us to provide our customers with expert support.

We know that everyone's needs will be different so we make sure that you can personalise your reports and analytics. *flexHR* is secured to protect your human resources when expanding to other third party systems and content providers.

A high-level overview of *flexHR*'s offering



**5+**  
Countries Localization

**10+**  
Industries

**1000+**  
Clients

**600,000+**  
Employees Using Our System



Manpower is the weakest of the 5 M's in management in most business management systems. *flexHR*<sup>®</sup> tackles this problem by helping you to raise your workforce performance and transform it into a competitive strength. We have a proven track record of cutting across diverse industries, and empowering human capital management at both the all levels.



### Multi-Nation Localization

*flexHR*<sup>®</sup>'s localization enhance HR productivity efficiency into another new level with centralized platform and provide you a great advantage to deployed coverage across Malaysia, Indonesia, Philippines, Singapore, and Thailand.



### Multiple Languages

*flexHR*<sup>®</sup> multilingual function enable you to significantly enrich employee engagement by accommodating on various variations such as currency, language, and data formatting.



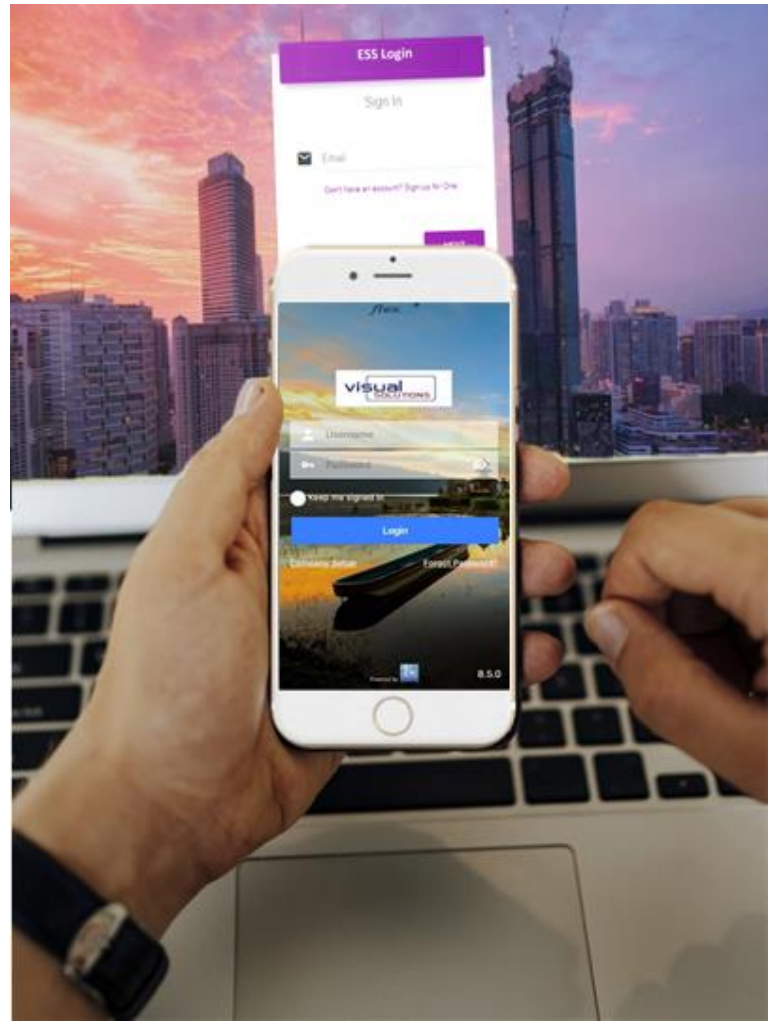
### Integrated Scalability

Provide you with scalable, comprehensive HR modules that consolidate data management and improve control and organisation across your company. *flexHR*<sup>®</sup> streamlines HR processes to simplify and automate data entry.

# GET *flexHR*® ON THE GO

Use *flexHR*® whenever, wherever with a solution that's available both as a desktop system and a mobile app, giving you the freedom to access *flexHR*® at a time and place that suits you.

This easy access solution is available on any Android or iOS device. It allows you to clock in and out when working off site, view pay slips, submit and manage claims and leave requests, and much more. You never have to worry about missing deadlines with graphical summaries for all pending tasks and announcements visible from the app's launch page. The app's auto GPS geo location capturing improves the accuracy and efficiency of attendance and the movement of information.



**Clock In / Out** SWITCH

Monday, 21 October 2019

**CLOCK IN**  
17 : 47

Current shift, "MORNING SHIFT (8HRS 8AM – 4PM)", is: 08:00 - 16:00

Next shift, "MORNING SHIFT (8HRS 8AM – 4PM)", is:  
22 Oct 2019, 08:00 - 16:00

Today's Clocking

Pjs 13, 46200 Petaling Jaya, Selangor, Malaysia (Location 3.114001,101.637110) **2** 16:00 (08h 15m)

Pjs 13, 46200 Petaling Jaya, Selangor, Malaysia (Location 3.114001,101.637110) **1** 07:45

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**Calendar**

November 2018

Mo	Tu	We	Th	Fr	Sa	Su
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	

• Personal • Team

Who's out on November 13

- BUDI ROINATA 00010936 13/11/2018 Tue 2 Days
- LEE KIAN LOONG 00003 13/11/2018 Tue 1 Day

Who's out for the rest of the month

- BUDI ROINATA 00010936 01/11/2018 Thu 1 Day
- LEE KIAN LOONG 07/11/2018 Wed

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**Payslip Details**

MONTHLY DETAILS YTD DETAILS

Q Jul 2019 • MONTH END CYCLE

**Nett**  
RM 4,272.00

**Gross**  
RM 4,800.00

**Deduction Earning Ratio**  
11.00%

**Earnings** 4,800.00 (+)

- Basic 4,500.00 (+)
- Allowance 300.00 (+)

**Deductions** 528.00 (+)

Deductions 528.00 (+)

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# Blenz

Blenz combines conventional dashboard designs with the mobile app's design.

Customise Blenz by selecting and installing the Data Lenzes that match your needs the best. This allows you to assemble information in real-time, helping you gain critical insights to make the best business decisions you can.

The integrated alert manager gives you the flexibility to define email alerts, choosing what and who the alerts are for.

The state-of-the-art analytics platform has provides user friendly system navigation. The creative, info graphical design is easy to grasp, and offers insightful information across multiple platforms.

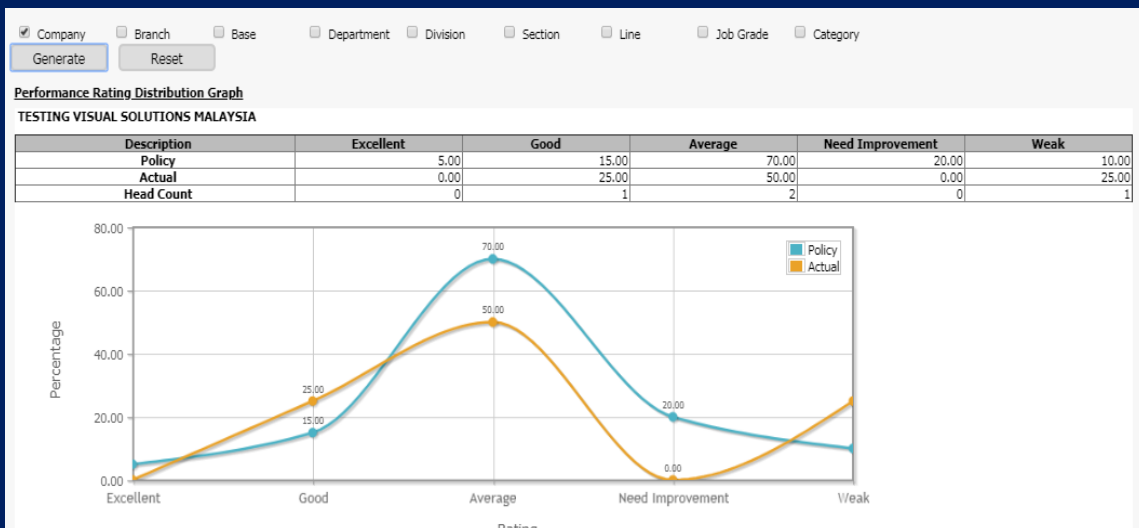




# Human Resources Strategic System

This strategic human capital planning and management platform incorporates performance scorecards and a high-performers talent pool with succession and career tracking and performance based compensation management.

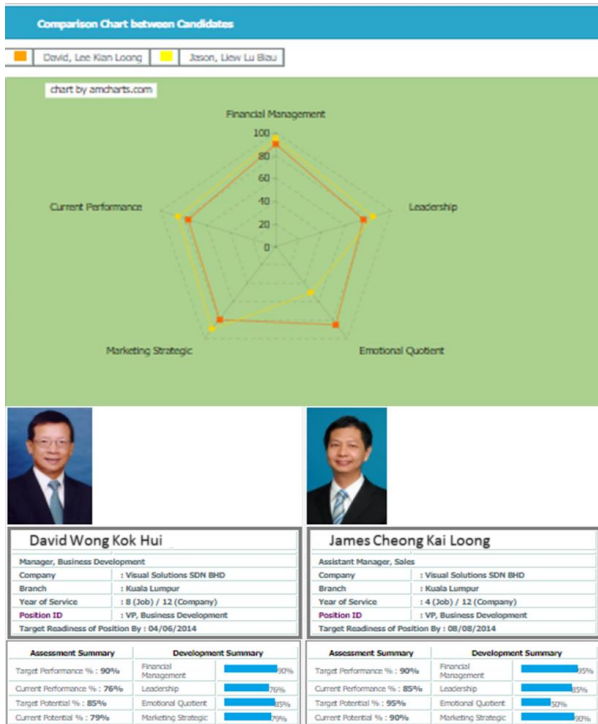
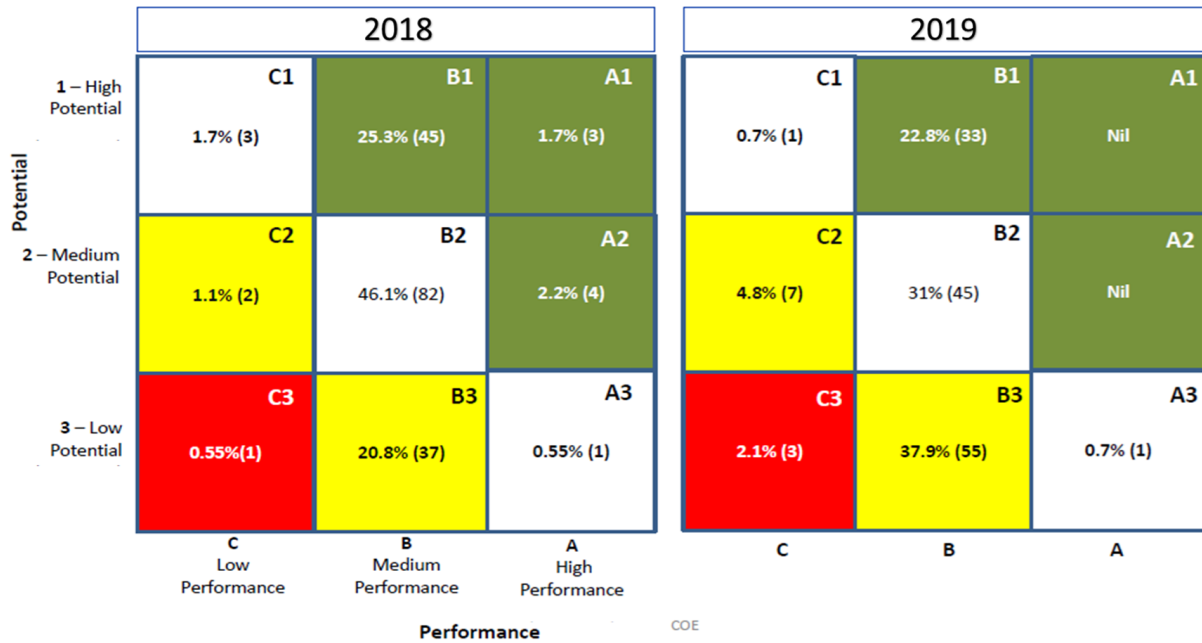
- Define quantitative and qualitative performance assessment templates, KPIs, and Competencies with staff cascaded alignment
- View performance results as a bell curve with quadrant analysis and graphical frameworks for weightage assignment
- Provide a catalogue of approved and ad-hoc courses and vendors, using *flexHR*<sup>®</sup>'s Training Needs Analysis to create training plans based on gaps in company performance
- Provide a Career Plan for high potential talent development and management, and create a Succession Plan for critical job positions, supervising successor development and management



# Succession Planning

We give you every confidence that your company is prepared for all employee situations with the help of *flexHR*<sup>®</sup>'s succession planning. Once you identify the critical positions within your company, we use a nine box talent matrix to provide you with a list of potential successors for that position. We group your company talent by their potential and their performance, based on their scores from the performance reviews.

## OVERALL GROUP TALENT CLASS BREAK DOWN



Using the results of the nine box talent matrix and performance reviews, *flexHR*<sup>®</sup> creates a comparison chart for the potential successors in order to give you a clear, understandable assessment.

Once the potential successors have been selected, *flexHR*<sup>®</sup> is able to create a development plan for your high potential employees to help them continue to grow and improve.

## Performance Scorecard

flexHR<sup>®</sup>'s performance scorecard has flexible metrics that allow you to add/remove performance indicators at different levels with the freedom of choosing their weightage to help make your evaluations right for your company.

flexNotz	Perspective	Additional KPI Info	UOM	Resubmit Notz	Unacceptable	Below Target	On Target	Above Target	Outstanding	Weightage(%)
<input type="checkbox"/> (For NE1 NE2) Daily Duties/Operation										
<input type="checkbox"/>	(0)	Job Speed and Accuracy	Rating	-	Not Achieve the expectation	Partially achieve the expectation	Achieve the expectation	Exceeds expectation	Far exceeds expectation	15
<input type="checkbox"/>	(1)	Compliance to SOP/WI	Rating	-	Not Achieve the expectation	Partially achieve the expectation	Achieve the expectation	Exceeds expectation	Far exceeds expectation	15
<input type="checkbox"/>	(0)	Safety Activity	Rating	-	Not Achieve the expectation	Partially achieve the expectation	Achieve the expectation	Exceeds expectation	Far exceeds expectation	15
<input type="checkbox"/>	(0)	Acquirement Skill & knowledge	Rating	-	Not Achieve the expectation	Partially achieve the expectation	Achieve the expectation	Exceeds expectation	Far exceeds expectation	5
<input type="checkbox"/> (For NE1 NE2) Improvement Activities										
<input type="checkbox"/>	(0)	Self-Development	Rating	-	Not Achieve the expectation	Partially achieve the expectation	Achieve the expectation	Exceeds expectation	Far exceeds expectation	5
<input type="checkbox"/>	(0)	Improvement on language proficiency	Rating	-	Not Achieve the expectation	Partially achieve the expectation	Achieve the expectation	Exceeds expectation	Far exceeds expectation	10
<b>Grand Total:</b>								<b>100.00</b>	<b>Total:</b>	<b>100.00</b>

When an employee gets promoted or moves to a different department, their performance scores are combined with user-specified weightages in order to create an accurate, overall score for their performance.

Period	Business Unit	Performance Form	Form Type	Final Assessment		Stage	Status	Created By	Lead Form?*	Weightage (%)*
				Start	End					
Y	Product Development	2016Competency:R&D Developer-Assistant	Performance Form (N)	23/May/2016	30/Jun/2016	Final	Approved	Sample Employee 113	Yes	50.00
	Business Development	2017 Incentive Assessment	Performance Supplementary Form (S)	01/Oct/2017	31/Jan/2018	Final	Pending	Sample Employee 113	No	50.00



Both the appraisers and appraisees can add notes throughout the year to provide reasons for their performance reviews with the *flexHR*<sup>®</sup> continuous feedback system. To ensure all performance assessments are fair, *flexHR*<sup>®</sup> has 360° review, offering the chance for inter department reviews as well as peer evaluation. This produces well rounded evaluations, with reviews being given from employees at different levels.

	Employee Name	Assessment Form	Status	Final Score	Moderated Score	Variance	(%)Variance	Moderation Status	Import Status	Justification Notes
1	1000003110 - Manjit Kaur ap Raj	C, CC: Performance Form	Approved	1.84	1.50	-0.34	-18.48 %	Draft	✓	Help (2)
2	1000001278 - Wong Shek Khang	B, BB: Performance Form	Approved	3.05	3.00	-0.05	-1.64 %	PendingResubm	✓	Help (0)
3	1000013673 - Cheong Kai Lit	A, AA: Performance Form	Approved	3.41	3.30	-0.11	-3.23 %	Approved	✓	Help (0)
4	1000004858 - Lee Chun Seong	B, BB: Performance Form	Approved	2.16	2.00	-0.16	-7.41 %	Pending	✗	Help (0)
5	1000021365 - Hassan Bin Ali	A, AA: Performance Form	Approved	2.55	2.40	-0.15	-5.88 %	Draft	✓	Help (0)

Pinz Topic > Product Quality Improvem.▼ User   Status   Display 7 Notes Info Panel ▼

May 2013

10 15 17 20

3 A Private

mpri None

NG YAN

main con's work significantly, us project's.

A Open 15 May 2013 Add

**Product Quality Improvement**

Appraiser: TOO WENG YAN [100182]

Status: Open

Value: -0.5

Construction management performance dropped. Main con's defects data (per unit): Average = 127, Lowest = 42, Highest = 185

A Open 17 May 2013 Add

**Product Quality Improvement**

Appraiser: TOO WENG YAN [100182]

Status: Open

Construction management team is hampered by manpower shortage & legacy unoptimized procedures take time to rectify. Next should see some significant improvements.

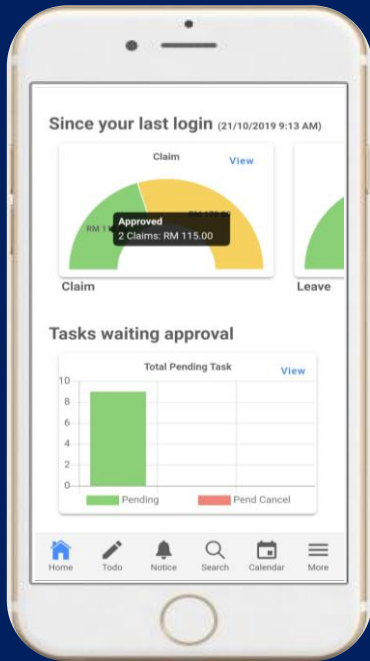
A Open 20 May 2013 Add

**Product Quality Improvement**

Appraiser: YEO SWEE CHAI [100154]

Status: Open

Suggest to engage consultant to review & propose procedure improvements & manpower training. Market is weakening & competition is increasing. Increasing manpower at present is counter-competitive.



This payroll outsourcing helps you save time and money, allowing you to take care of your business with every confidence that your payroll is being managed securely.

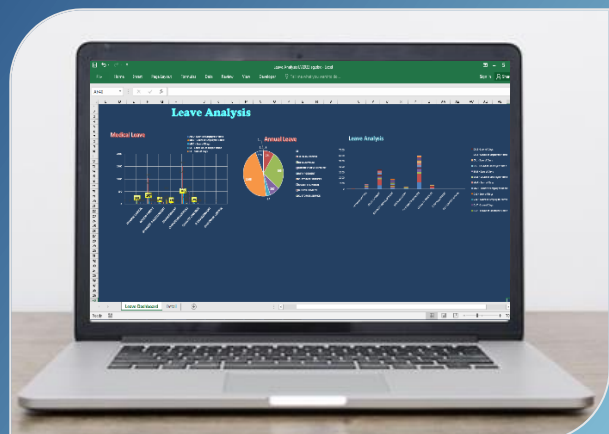
*flexHR*<sup>®</sup> makes payroll outsourcing simple and efficient. The Financial System Interface ensures your HR system is able to easily integrate with your financial system.



We give you rapid, unrestricted access to powerful and simple analytics relating to your employees' information to help you optimise decision-making processes, improve operations, manage risks, and achieve better business outcomes.

*flexHR*<sup>®</sup> provide high configurable user define reports and seamless integration with market common Word Processing Application or Spreadsheet such as Microsoft Office Software.

It is secured, strict controllability down to data items according to pre-define user access level. User may schedule reports to be collected, curated, and sent straight to your inbox in PDF / Excel format (or linking back to the platform).



# 1

Establish key performance indicators

# 2

Optimize performance

# 3

Improve business success



## Software-as-a-Service

*We offer flexHR® as an on-premise solution and a cloud solution, with the cloud solution deployed across multiple data centres to avoid any single point of failure. Having your solution hosted by a third-party provider improves its accessibility and availability, and frees up space on your own system as well as the time and effort required to manage the complexity of the IT Ecosystem.*



# flexHR®



**Silver Award: "Best Talent Management Software"**

**Finalists for "Best Payroll Software" & "Best HR Management System"**

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Authorised Reseller

