HR Portal

Dalikoo's HR portal offers a centralized platform to manage all your Human Resource needs

Seamlessly integrated within your Microsoft tenant for enhanced security and data privacy. Here's a breakdown of its key functionalities:

1. CELEBRATIONS AND NEW HIRES COMPONENTS:

- Foster a welcoming and inclusive company culture by utilizing the following:
- **Celebrations:** Recognize employee's birthdays and work anniversaries through announcements and personalized messages within the portal.
- **New Hires:** Welcome New Hires to the team by formally announcing them, including their title, office location, and manager.

2. SECURE AI CHATBOT FOR HR INQUIRIES:

- Address employee questions efficiently with an AI-powered chatbot that offers secure conversations around HR documents stored within the portal. All information remains confidential within your Microsoft tenant, ensuring regulatory compliance and data privacy.

3. DOCUMENT MANAGEMENT SYSTEM:

- Enhance accessibility and organization of HR documents by offering a central repository within the portal. Employees can easily review documents related to:
- Group benefits plan
- Vacation policy details
- Company policies and guidelines

4. STREAMLINED WORKFLOW MANAGEMENT:

- Empower employees to take an active role in HR processes through the portal:
- Submit claims and expense reports electronically for faster processing.
- Request formal approvals for various activities through a defined workflow.
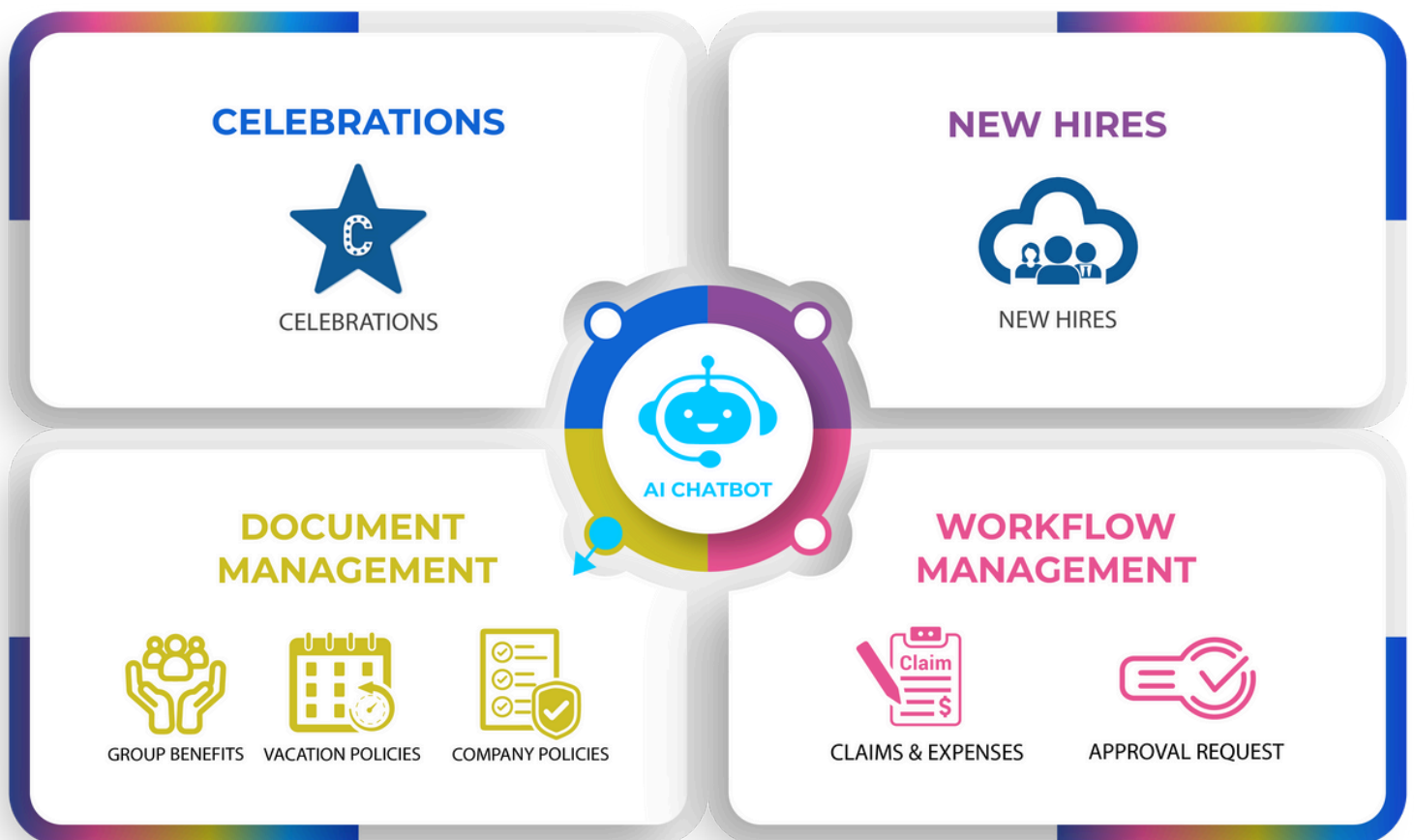
BENEFITS:

- **Centralized Platform:** Unifies HR functionalities within a user-friendly portal, improving accessibility and streamlining workflows.
- **Enhanced Security:** Leverages Microsoft's robust security infrastructure to ensure all data remains within your tenant, meeting strict data privacy regulations.
- **AI-powered Efficiency:** Chatbot reduces HR workload by answering common questions and directing inquiries to the appropriate resources.
- **Improved Employee Experience:** Provides a one-stop shop for employees to access HR information, submit requests, and stay informed.

DALIKOO HR PORTAL: ARCHITECTURE

CELEBRATIONS
CELEBRATIONS

NEW HIRES
NEW HIRES

AI CHATBOT

DOCUMENT MANAGEMENT
GROUP BENEFITS   VACATION POLICIES   COMPANY POLICIES

WORKFLOW MANAGEMENT
Claim
CLAIMS & EXPENSES   APPROVAL REQUEST