

HR REQUEST



Automate your hiring process and enhance HR efficiency. HR Request connects Dynamics 365 F&O-HR with FourVision's other Web Apps and third-party systems. Extending self-service capabilities and facilitating data exchange all apps. By centralizing requests into one solution, the HR Request Web App simplifies your request process, allowing your HR team to focus on essential tasks to save time and reduce workload.



HR can create flexible Request forms for various use cases



Interface between Dynamics 365, Recruitment systems, Payroll and more for seamless data exchange



Gain more insight into Request data and save time in administration

FUNCTIONALITY

- Centralized request dashboard for HR-related requests
- Easily create standardized user-friendly request forms for new data, terminations, pay changes, transfers, etc.
- Streamline various manual HR tasks & the request process, saving time and reducing workload
- More connected and automated hiring process providing increased clarity and efficiency during hiring
- Seamless data exchange between your core HR system, other Web Apps and 3rd party systems

KEY FEATURES

- Configurable requests forms with multiple types of entry fields and parameters
- Notifications to alert users of tasks or status changes
- Secure data access based on assigned roles
- Increased automation during hiring requisition:
Job requisition - Recruiting - Digital offer letter - Onboarding
- Serves as connector to Recruitment & Hiring solutions, with iCIMS ATS available out-of-the-box
- Also serves as a connector to Dataverse, Azure Active directory, Power Platform, and any Microsoft 365 app

Meet the needs of your business

YOUR EMPLOYEES

Your employees interact with HR Request by filling in multiple types of requests like adding addresses, a bank account change, transfer, etc. After filling in a request, they will be notified during the approval process.

YOUR MANAGERS

Your managers get increased visibility into the types and amount of requests & approvals that their team submits. They are notified of status updates and/or actions during the approval process. Managers can also create disciplinary & Grievance requests on behalf of employees.

YOUR HR DEPARTMENT

Your HR team will be able to monitor of all requests, tasks and statuses, create requests on behalf of employees & managers and ensure timely responses. Customizable privileges allow for the creation and of request groups.

- 1 **Initial Request**
- 2 **Approval workflow**
- 3 **Completion**

