

# HR Management

## for Microsoft Dynamics 365

# HR

Microsoft  
HR Management  
for Microsoft  
Dynamics 365

Recruiting

Employee  
Administration

Talent  
Management

Employee  
Self-Service

Time &  
Attendance

Reporting

LinkedIn

Mobile  
Working

Office 365

Microsoft Dynamics 365



# Your Complete HR Solution



## Extensive Features

HR Management for Microsoft Dynamics 365 is the complete solution for HR Management based on the Microsoft Dynamics 365 business platform. The entire employee life cycle is supported. From recruiting, employee administration to talent management - all seamlessly integrated.



## Best Practices

Packed with Best Practice including:

- Recruiting processes
- Automated leave requests
- Appraisal interviews
- Industry expertise from customers

## HR Knowledge

- 1000+ HR templates
- Employment contracts
- GDPR Compliance
- Process automation

# Your Satisfaction – Your Success

## Employee Satisfaction

Access Self-Service on any device, anytime, anywhere

Submit & Track leave requests

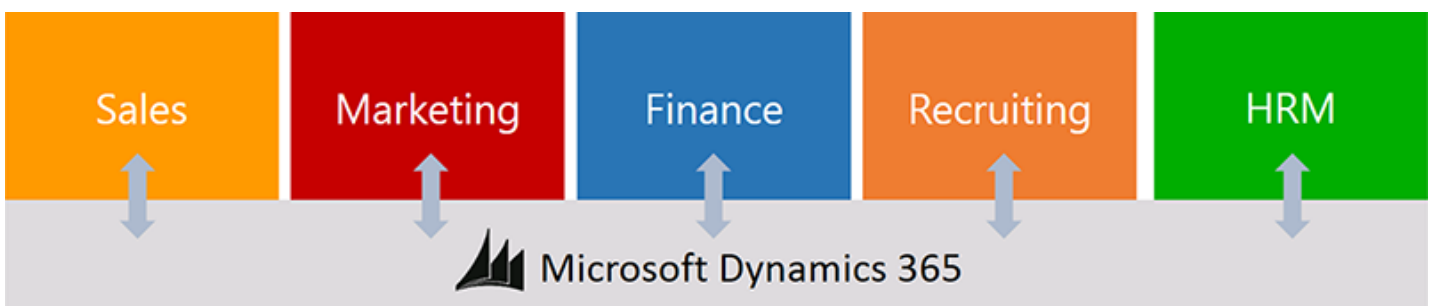
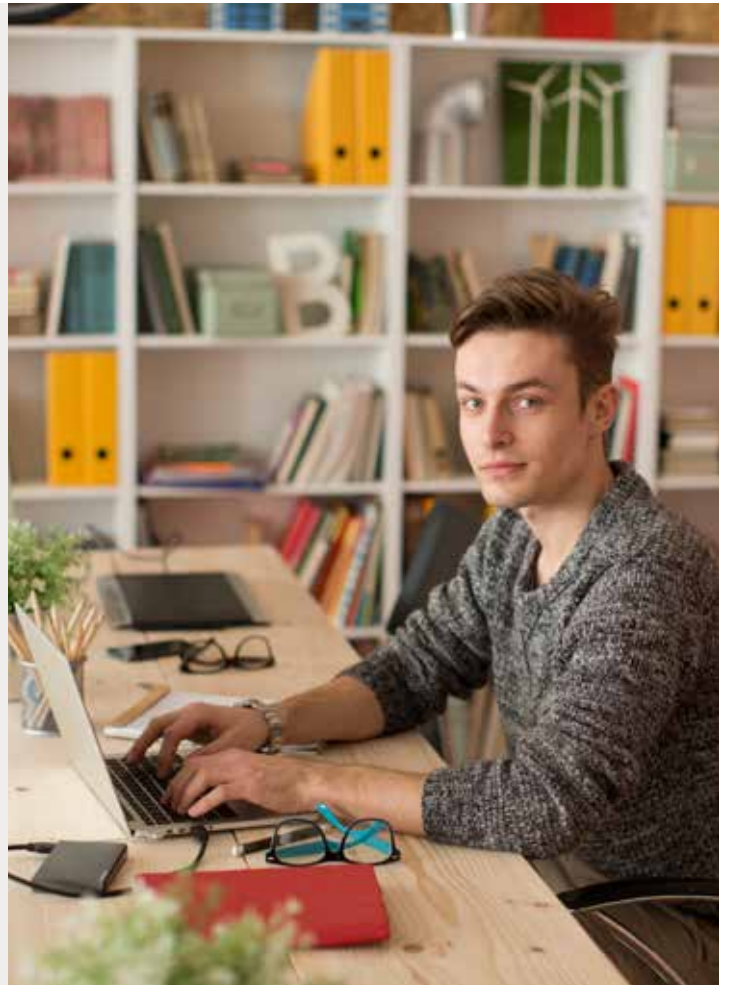
Change personal data independently of HR

Access remaining leave entitlement at any time

Coordinate team vacation via team absence calendar

Monitor goals, targets and progress via dashboards

Comprehensive Time Tracking



## 80 % more Efficiency

In the new world after digital transformation, your organization has replaced IT islands with a business platform. Within the platform, there are no more IT islands. Every app that you add integrates automatically in minutes into the platform.

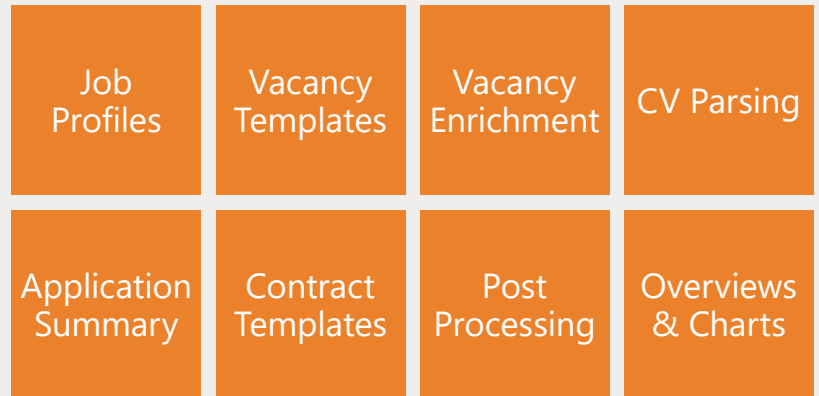
HR Management for Microsoft Dynamics 365 is a collection of such apps for the Microsoft Dynamics 365 business platform. Immediately after activation, you can begin to exchange data with your colleagues. The previous department boundaries disappear.

# Recruiting

## Vacancy Management

Standardized job profiles and structured tracking of required skills assist the selection of the most suitable candidate for vacancies to be filled.

With the automated search function, the system provides suggestions of internal and external employees with best match capability.



## Website and Job Portal Integration



### HR Management

for Microsoft Dynamics 365

With one click, new open placements can be published on the company website, without website programming or an additional content management system.

Additionally, integration to job portals and social networks is possible. Candidates can submit their application via structured form entries on the website, ensuring the quality and content of application.

## Application Management & Best Practice Workflows

Workflows based on HR Best Practice are embedded in every HR process, e.g. application management. In this case, the workflow guides HR Managers through the entire recruitment process.



## Structured Onboarding

By using structured templates, new employees are guided safely and efficiently throughout all steps of the onboarding process.

Whether it is the completion of forms, participation in training, or carrying out an assessment - with onboarding templates, nothing will be left to chance or forgotten.





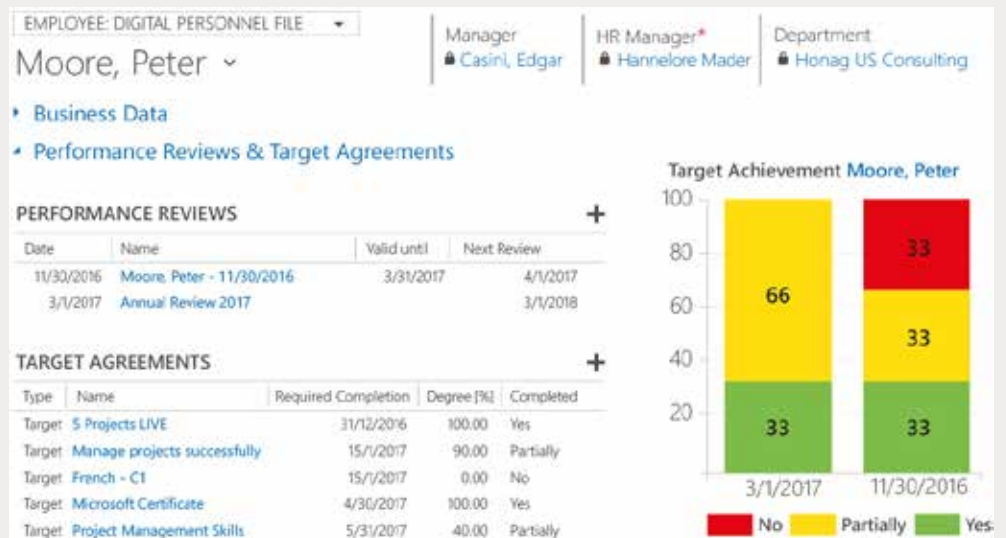


# Talent Management

## Performance Reviews and Goals

Employee development is vital for professional HR work. All performance reviews, evaluations and derived target agreements are available to the HR department and the supervisor in the Digital Personnel File with just one click.

In addition, the system automatically informs all stakeholders involved as soon as a specific target has been achieved and the next employee review is due to be scheduled.



## Training Calendar

With the training calendar in Dynamics Talent Management, you have a company-wide overview of all planned trainings. Filter by category, for instance to view only language trainings.

Training sessions are marked on the calendar and can be moved quickly and easily, if necessary, by drag-and-drop.

## Talents and Skills

Supervisors and HR Managers are provided with an up-to-date overview of existing talents and skills of all employees at all times, as well as the current professional development and further education.

Additionally, the required and current skill level of each employee can be set, guaranteeing the correct tracking of their goals.



# Employee Self-Service

Outlook, Browser oder Mobil

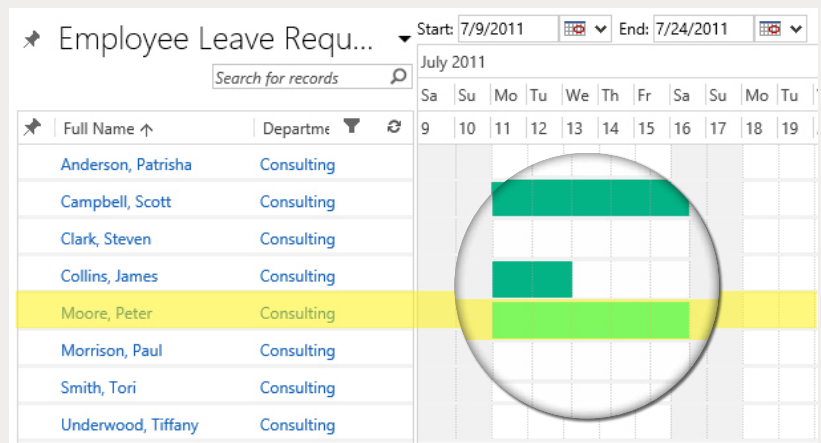


You can use HR Management for Microsoft Dynamics 365 in the familiar environment of your Microsoft Outlook, in your preferred browser or even on your mobile devices, like smartphones or tablets.

## Leave Requests

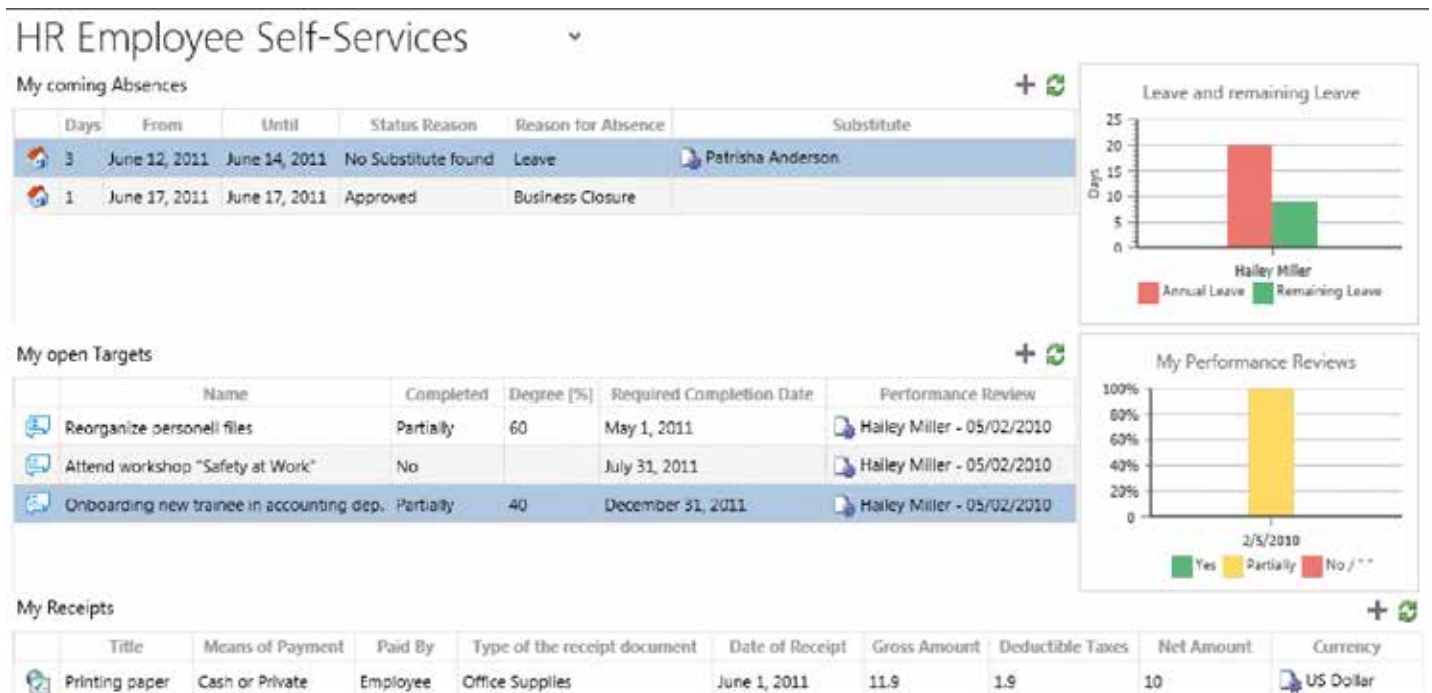
Employees can independently submit their requests for leave to their supervisor via the Employee Self-Services Dashboard, Microsoft Outlook or on mobile devices including substitution, approval and confirmation.

Additionally, the employee has an up-to-date overview of the remaining leave.



## Employee Self-Services Dashboard

Employees can access self-service functions via the Employee Self-Services Dashboard.





## Deployed in minutes...

HR Management for Microsoft Dynamics 365 is available out-of-the-box with all the features you need – activated in minutes.

Start immediately with proven Best Practice Processes - confirmed by thousands of customers.



## ...preconfigured in minutes

The built-in HR Management for Microsoft Dynamics 365 configuration wizard automatically pre-configures the solution

- to your industry,
- local employment laws and regulations,
- and of course, your preferred language.



## License Model

### Cloud or On Premise

HR Management for Microsoft Dynamics 365 is available in the cloud or On Premise

### Buy or Subscribe

You can purchase HR Management for Microsoft Dynamics 365 or subscribe for a monthly fee



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