

# SybizVisipay

## Human Resource Management

### THE IDEAL PEOPLE MANAGEMENT SOLUTION

Successful businesses demand well informed management to enhance the retention of talent. Sybiz has developed Sybiz Visipay HRM (Human Resource Management) to take away the pain and paperwork of staff administration, enabling businesses to get the most out of their people.

Sybiz Visipay HRM is ideal for:

- improving staff retention
- reducing paperwork
- saving you time



### SYBIZ VISIPAY HRM BENEFITS INCLUDE:

#### Saves Time

Sybiz Visipay, now with HRM functionality, is quick and easy to learn and gives a birds-eye view of your business. Sybiz has developed Sybiz Visipay HRM to eliminate the double entry of employee information and deliver data through quick, easy and comprehensive reports. This reduces staff administration and enables staff to focus on more important things in the business.

#### Reduces Paperwork

The HRM module takes Sybiz Visipay to the next level, with additional employee administration features and management tools. This module enables users to record and retrieve a variety of data including qualifications, medical conditions and emergency contact details.

#### Improves Staff Retention

As a manager, you can view the efficiencies, trends and problem areas in your workforce at a glance to better manage, motivate and retain your people.

#### Easy Access 'Filing Cabinets'

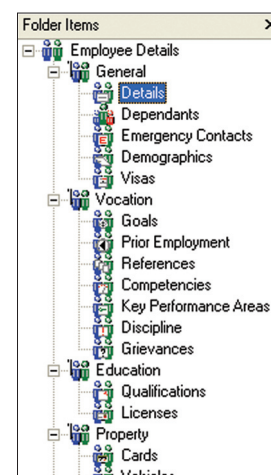
Store different types of information against each employee in well-structured storage areas.

#### Security

Managers and employees can be given certain rights to allow them to edit, view, add, delete and report on information in the HRM module. Users can also be given rights to access Sybiz Visipay only, the HRM module only or both.

#### Easy Access System Tree

Fast, easy access to all areas of Sybiz Visipay HRM is available through an intuitive system tree.



#### Reporting

Reporting in Sybiz Visipay HRM is easy with a selection of standard reports. Sorting and grouping options enable you to choose the information you require quickly and easily. The system enables you to export and view all reports in Microsoft Word® and Microsoft Excel®.

#### Organisational Management

Employee information can be captured by department, enabling managers to better understand the core structures in place.

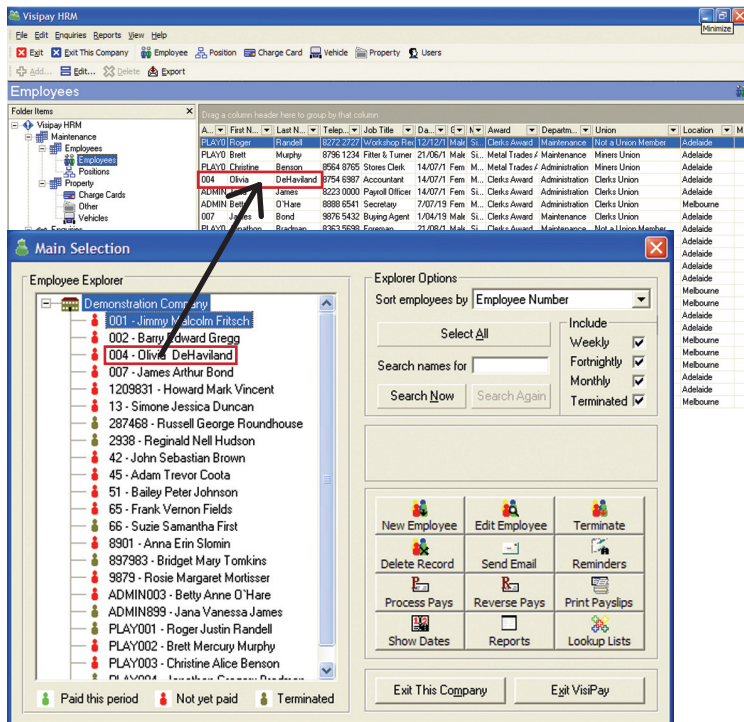
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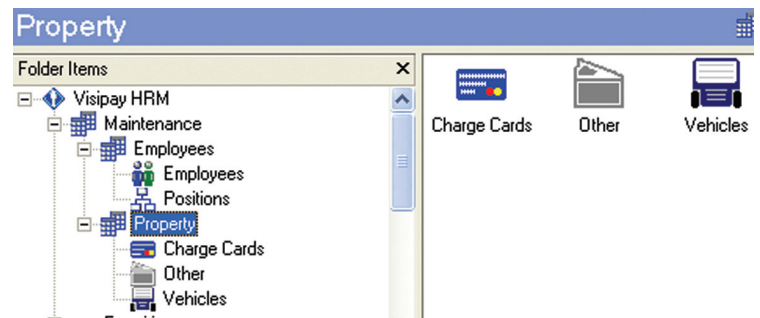
#### Partner your HRM module with Sybiz Visipay

Suitable for up to 500 employees, Sybiz Visipay, an effective payroll solution, caters for a wide range of businesses. Multiple benefits of using Sybiz Visipay include the ability to customise staff types and pay items, the ability to record notes about staff reviews, leave and training, and generous flexibility in the payment of wages and superannuation contributions. Sybiz Visipay tightly integrates with Sybiz Visipay HRM to ensure that data is automatically transferred and updated when processed.



#### Property and Company Assets

An employee's custodianship of company assets or company credit cards can be tracked to ensure all property is allocated correctly and accounted for.



#### Skills and Qualifications

The skills and qualifications of your employees can be recorded to better understand your company's skill base.

#### Enquiries

Fast enquires ensure that employee information is at your fingertips. For example, you could search for all employees with first aid qualifications.

#### Occupational Health and Safety

Details of occupational health and safety incidents can be recorded.

#### Grid Screens

Spreadsheet-like grid screens enable you to easily sort, group and filter employee data.

#### Contact Details

Sybiz is a developer and supplier of business software for medium-sized businesses in Australia and internationally. With more than 30 years of industry expertise and continual innovation, Sybiz creates and designs software for globally orientated businesses.

For more information contact a Sybiz Authorised Business Partner or Sybiz:

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