

Sage ABRA HRMS Newsletter

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HOW QUICKLY CAN YOUR BUSINESS RESPOND?

The sooner your company knows about an issue, the sooner you can react and take steps to resolve the issue before it becomes a problem. The trick is to quickly get the right information to the right people to enable timely action. In this article, we'll briefly discuss using **Sage Abra Alerts** to monitor your HR database and automate employee communications.

Eliminate the Slack with Automated Email Alerts

Abra Alerts actively monitors your HR database and will automatically send email notification to management, HR personnel, employees, and applicants when certain events occur. And the fun doesn't stop there! The automated email can be configured to include data from your Sage Abra database so the notification is **personalized and actionable**. For example, Abra Alerts can automatically send employees a notice when their vacation accrual reaches the maximum and include specific details of used and available hours right in the email. Email alerts can also include attachments like reports, spreadsheets, a new employee handbook, review forms, and much more.

How Does it Know What to Monitor and How to Respond?

You define the conditions that "trigger" an alert. You can create brand new alerts to meet a company-specific need or personalize one of **over 20 pre-built alerts** that are delivered 'out of the box' including New Hire, Performance Review Due, Direct Deposit Verification, Overtime listing, and more.

Alerts can be configured to track time-sensitive events such as annual reviews, verification of enrollment in training courses, or monitor employee certification renewal dates. You can also verify information changes through automated notifications such as employee tax status or address changes.

Reducing Administrative Tasks

With Sage Abra Alerts, you'll dramatically reduce the administrative burden on your HR staff and the time they spend manually performing repetitive tasks such as sending reports to management, performance review reminders, and automating communication with applicants and new employees. Here are a few more examples of how Sage Abra Alerts can improve HR processes:

- ◆ Automate delivery of standard email notification such new hire welcome messages
- ◆ Notify managers and employees of upcoming performance reviews
- ◆ Monitor overtime costs and automatically send overtime reports to managers
- ◆ Monitor paid time-off exceptions and automate notification when balances fall below a minimum
- ◆ Set personalized email triggers to respond when new resumes are received
- ◆ Notify supervisors when employees complete training or renew certifications



Sage Abra Alerts

Download the [Sage Abra Alerts Feature Sheet](#) to learn more about getting the right information to the right people quickly and easily.

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WHEN IT COMES TO PAYROLL, YOU HAVE OPTIONS

There are many payroll options available to businesses today. Some use **outsourced** payroll providers for simplicity, others process payroll **in-house** for flexibility and complete control, and many companies use a **combination** of both ... that is, they process payroll in-house and use an outsourced service for tax filing and compliance.

Whatever your preference, Sage offers a lineup of fantastic payroll solutions and options to meet your needs. In this article, we'll quickly explore the benefits of Sage Abra Payroll for in-house processing and Sage Payroll Services for outsourced or a combination of both.

Sage Abra Payroll

Sage Abra Payroll is an affordable in-house payroll system that's integrated with Abra HR which eliminates duplicate data entry and simplifies payroll processing and reporting. It also eliminates the burden of maintaining separate HR, Payroll, and other employee databases.

Sage Abra Payroll includes all the functionality you'd expect including comprehensive reporting using the Crystal Reports® writer, simple check printing and MICR options, Direct Deposit, payroll tax management and automatic quarterly tax table updates, and flexibility to accommodate a wide range of earnings types and deductions.

Outsourcing with Sage Payroll Services

For companies that prefer NOT to maintain the necessary staff and expertise for in-house payroll processing, outsourcing with [Sage Payroll Services](#) might be the answer. Sage Payroll Services offers full-service web-based payroll processing that's affordable and saves time.

You'll ensure accurate and reliable processing and eliminate tax penalties with the "Penalty-Free Guarantee" which promises timely deposits and filings with federal, state, and local agencies or Sage Software will pay the fines for you! And of course its integrated with Sage Abra HRMS which eliminates the need for data entry or synchronization.

I'll Take the Combo Please

For companies that prefer the flexibility and control of in-house payroll but don't want the hassle of tax filing, Sage Compliance Services combined with Abra payroll might be the perfect fit. You simply process your payroll as you normally would, upload an electronic file to [Sage Compliance Services](#), and they take care of the rest. You get the benefits of in-house payroll while mitigating the tax compliance risk.



[Contact us](#) and we'd be happy to discuss your payroll processing needs and guide you in the right direction.

GETTING CREATIVE IN THE GLOBAL SLOWDOWN

With the global economy slowing, some companies are forced to sort out the impact of reduced business and plan for a tough road ahead. As unemployment numbers rise and companies adjust to the new environment, some employers are getting creative about cutting costs while keeping morale high and employees in their jobs. Here are a few interesting cost-cutting ideas and alternatives to layoffs:

- ◆ Increase employee contributions to healthcare plans
- ◆ Impose travel restrictions and reduce expense accounts
- ◆ Reduce merit pay increases or temporarily freeze salary increases
- ◆ Freeze or reduce employer retirement plan contributions

DENISE PHILLIPS | dphillips@masiconsulting.com



CONTACT US ...

4622 East State Blvd. | Fort Wayne, IN 46815 | (877) 483-0717 | www.masiconsulting.com

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