

HR Actions®

Paperless Workflow for Sage Abra HRMS

The web-based workflow solution to automate employee status change forms. Design, initiate, and route forms for approval that automatically update your HRMS. HR Actions is a significant milestone in the HR profession's battle to eliminate high-cost, low-value administrative!

Features and Benefits

Eliminate Paper-Based Employee Change Forms!

- Electronically route actions to multiple levels of approvers.
- Create flexible business rules.
- HR Actions automatically updates Sage Abra, reducing errors and saving time by eliminating data entry and storing a complete history of actions.

Improves Efficiency and Effectiveness of HR and Managers

- Approvers are notified via e-mail and able to approve changes from anywhere with access to the web.
- Easily determine the status of the change form.
- Actions route through the approval process faster.

Vacation Delegations

- A manager may delegate to another employee their abilities while on vacation or away from work.

Improves HR's Service Delivery

- Electronic files can be attached and routed with an action, e.g., Microsoft® Office files, etc.
- Managers now have an effective tool to initiate and monitor changes through the approval process.

Built on Microsoft's .NET Framework

- Developed using Microsoft Visual Studio .NET, HR Actions supports either a Microsoft SQL Server or MSDE database.
- Runs stand-alone or in conjunction with Sage Abra Employee Self-Service™ using a unified login.
- HR Actions passed Microsoft SQL Server and Microsoft Windows Server platform tests by Veritest for ISV Solutions.

Security and Organization Levels

- HR administrators don't need to be users of Sage Abra. Employees can use the same login and password they use for regular self-service access.
- Managers see only their direct reports and skip level reports.
- Security, forms, business rules and approvers can vary by organization.

No Technical Skills Required!

- Authorized users have the ability to design an unlimited number of web-based forms. HR Actions requires no technical skills to setup or use. Business rules can be designed so that every action follows the proper approval process.

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