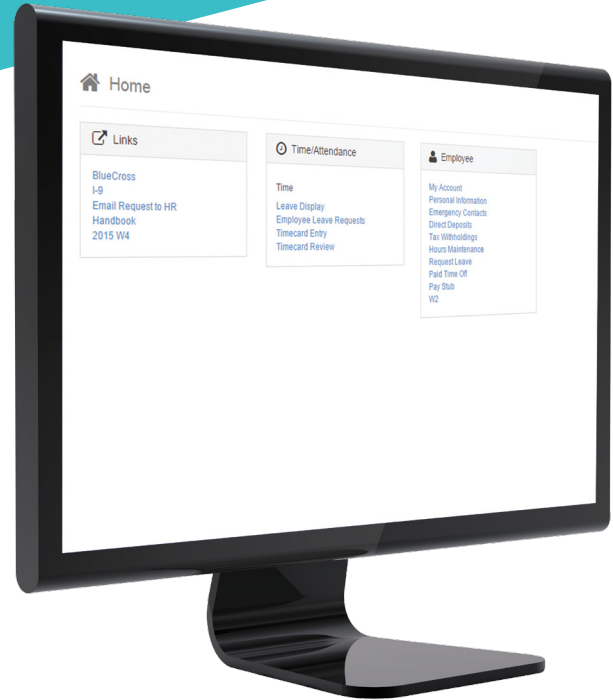




Microsoft Partner
Gold Application Development



Maintain and view employee information securely and efficiently.

Optimum Employee Self-Service (ESS) software allows employees to maintain and/or view their personal information in Optimum Human Resources and Optimum Payroll. Companies have the ability to decide which options employees are able to change or view.

After an employee requests a change, the ESS Administrator receives an email notification for pending approvals. This enhanced feature frees valuable time for HR personnel to deal with critical human resources issues.

Employees are able to initiate the following transactions:

- Update direct deposit allocation
- View/print pay stubs and W2s
- Submit changes to personal information such as name, address, email address, etc.



We have seen a tremendous benefit of time and paper saved with Optimum ESS. I couldn't imagine using the solution without it.

Eric Gibbons, HR Director
Ajax Turner Company



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EMPLOYEE SELF SERVICE

Employee

Can view a variety of items in Optimum Payroll and Human Resources such as:

- Earnings History
- Paid Time Off Balances and Time Taken Details
- Tax Withholdings
- Direct Deposit Allocations

Can update personal information such as name, address, and direct deposit allocations.

May also be given authority to review specified items such as paystubs and W2s.

Administrator

Receives notifications to approve or deny changes requested by an employee*

**not available for iSeries/System i version*



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