# Sage Abra HRMS

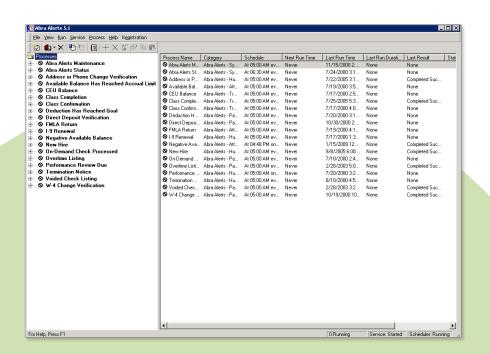


Automate your company's employee communications, monitor critical HR functions, and streamline your HR and payroll processes with Sage Abra Alerts. Abra Alerts helps you get the right information to the right people for quick and timely action and without user intervention. Through an integrated system that automatically monitors the Sage Abra HRMS database, Abra Alerts increases productivity by proactively and automatically sending emails and reports to management, HR and payroll administrators, employees, and applicants.

Abra Alerts cuts down on administrative tasks by informing relevant parties about key activities and pending issues. Streamline your entire employee review process with automatic notification of upcoming performance reviews. Streamline your HR and payroll processing by setting up alerts to automatically email managers with reminders of upcoming performance reviews, monitor overtime costs, keep track of paid time-off exceptions, and monitor employee certification renewal dates. With Abra Alerts, you can ensure better adherence to company policies, improve recruiting efforts, and keep management well informed of important events and exceptions.

Start-up is easy with preformatted alerts that can be used to standardize or monitor a variety of informational tasks. Keep track of time-sensitive events such as annual reviews or verification of enrollment in required training courses. Monitor exceptions and take action when items such as paid time off balances fall below minimum. When it comes to developing organizational strategies that enhance your company's bottom line, Abra Alerts is the tool you need to save time and money by reducing your HR and payroll administrative burdens.

From developing innovative products to providing award-winning customer support, Sage is dedicated to surpassing your expectations. Our software is supported by a nationwide network of Certified Business Partners who are your resource for implementation, training, service, and support. For more information about Abra Alerts, please contact your local Sage Abra Business Partner, call us toll free at **800-424-9392**, or visit our website at: **www.SageAbra.com**.



#### **BENEFITS**

## Automate Employee and Applicant Communication

Automatically send standard emails such as new hire welcome messages and personalized emails with attachments.

#### Increase Efficiency

Merge employee information from the Sage Abra database to generate personalized messages using your company's existing email system.

Easy Start-Up With Preformatted Alerts
 Automate a variety of information tasks
 immediately with preformatted, customizable
 alerts.

#### Monitor Overtime Costs

Stay on top of overtime costs by sending proactive notification to controllers including spreadsheets of overtime information for your employees.

#### • Enhance Recruiting Efforts

Do a better job of marketing your company during the hiring process with personalized communications to applicants.

### • Better Enforcement of Company Policies

Automatically inform managers of upcoming review deadlines, time-off balances, and other important information.

#### Available with:

Sage Abra SQL HRMS v8 or higher Sage Abra Suite – U.S. Edition Sage Abra Suite – Canada Edition



Eliminate Time-Consuming HR Tasks	Give your human resources staff more time to develop organizational strategies that affect your bottom line. Easily create proactive email triggers for just about anything your staff does manually including birthday lists, available time-off reports, missing time cards, and more.	
Save Time with Enhanced Productivity Tools	Quickly and easily generate automatic and repetitive emails for everyday activities to reduce the workload for your entire HR staff. Complete integration with the Sage Abra database enables you and your team to monitor dates and keep track of time-sensitive events. You can also easily verify information changes through automatic notifications such as address changes, W-4 changes, direct deposit entry changes, and more.	
Proactively Monitor the Sage Abra Database	Abra Alerts allows you to immediately monitor virtually any informational task. Inform key departments whenever you have a new hire. Monitor payroll, attendance, applicant tracking, training, and much more.	
Streamline the Employee Review Process	Establish automated communications that promptly remind managers of upcoming reviews and distribute necessary paperwork.  Notify supervisors and employees of pending reviews and include prereview forms. You can even automate reminders to supervisors until reviews are complete.	
Keep an Eye on Overtime Costs	Stay informed about overtime expenses with proactive notification of overtime amounts sent to key financial and payroll personnel.	
Improve your Company's Branding	Support your company's image with more personalized external communications. Set email personalized triggers to respond when resumes are received. Send current press releases, announcements or employee testimonials to applicants, thank you emails and personalized rejection messages.	
Preformatted Alerts	Abra Alerts comes complete with a number of standard alerts, including:	
	Address or Phone Change Verification	• I-9 Renewal
	Applicant Rejection Notice     Application Residuel	Negative Available Balance     Negative Available Balance
	Application Received     Available Release Use Received Assault Limit	New Hire  On Demand Cheek Processed
	<ul><li>Available Balance Has Reached Accrual Limit</li><li>CEU Balance</li></ul>	On-Demand Check Processed     Overtime Listing
	Class Completion	Overtime Listing     Performance Review Due
	Class Confirmation	Requisition Status Change
	Deduction Has Reached Goal	Termination Notice
	Doddodoll Hao Hodollod Godl	Torrishadion Notice
	Direct Deposit Verification	<ul> <li>Voided Check Listing</li> </ul>

 $\textbf{V} \textbf{isit www.SageAbra.com} \ \textbf{for a complete listing of hardware and software requirements and recommendations.} \\$ 

