

# HR Management for Microsoft Dynamics 365



Microsoft Dynamics 365 Business Platform



# Your Complete HR Solution

## Extensive Features

HR Management for Microsoft Dynamics 365 is the complete solution for HR Management based on the Microsoft Dynamics 365 business platform.

The entire employee life cycle is supported. From recruiting, employee administration to talent management - all seamlessly integrated.



## Best Practices

- Recruiting processes
- Automated leave requests
- Appraisal interviews
- Industry expertise from customers
- and much more



## HR Knowledge

- 1000+ HR templates
- Employment contracts
- GDPR compliance
- Process automation
- and much more



# Your Success



## Employee Satisfaction

With HR Management for Microsoft Dynamics 365 the motivation of your employees will improve on all levels. Your customers will feel the difference.

- Access Self-Service on any device, anytime, anywhere
- Submit & Track leave requests
- Change personal data independently of HR
- Access remaining leave entitlement at any time
- Coordinate team vacation via a team absence calendar
- Monitor goals, targets and progress via dashboards
- Comprehensive Time Tracking

## 80% more Efficiency through Integrated Working

In the new world after digital transformation, your organization has replaced IT islands with a business platform. Every additional app is automatically integrated within minutes into the platform.

HR Management for Microsoft Dynamics 365 is a collection of such apps for the Microsoft Dynamics 365 business platform. Immediately after activation, you can begin to exchange data with your colleagues, even in other departments. The previous department boundaries disappear.



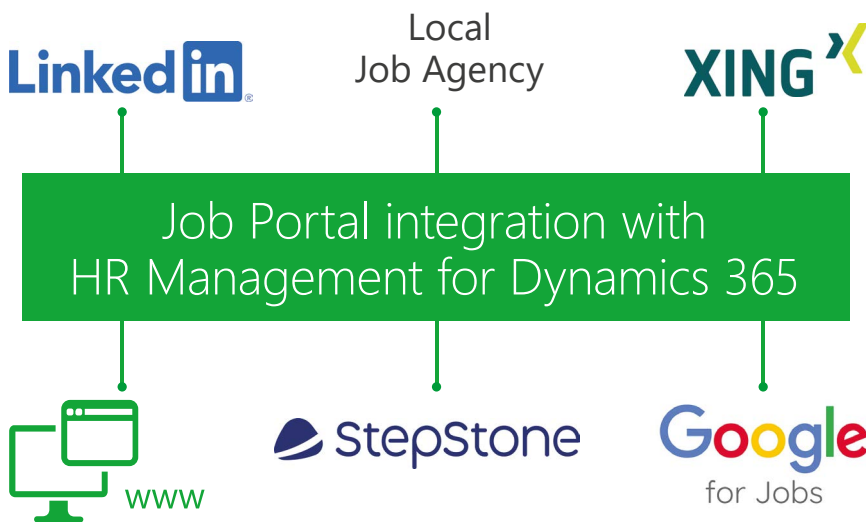
# Recruiting & Onboarding

## Vacancy Management

The solution helps you to efficiently create job advertisements based on templates. The coordination with internal departments is simplified, as is the publication on job portals.

With the automated search function, you receive suggestions for the best possible internal or external candidates to fill a position.

Job Profiles	Vacancy Templates
Application Summary	Contract Templates
Vacancy Enrichment	CV Parsing
Post Processing	Overviews & Charts



## Job Portal Integration

Open placements are automatically published on your company website or your career portal. The transfer to job portals and social networks such as LinkedIn and Xing is automatic.

Incoming applications are automatically added to the system in a structured manner. Resumes are imported with one click from job portals such as LinkedIn.

## Application Management & Best Practice Workflows

Numerous tried and tested Best Practice processes are included in HR Management for Microsoft Dynamics 365. You profit from the experience of thousands of customers in your industry. You can adapt the workflows to your individual processes at the click of a mouse, or simply create your own processes.



## Structured Onboarding

HR Management for Microsoft Dynamics 365 supports you in the structured onboarding of employees. Tasks & appointments, based on standard templates provide structure.

For example, new employees automatically find all upcoming appointments in their Outlook calendar on their very first day.

# Employee Administration

## Digital Personnel File

In the digital employee file, you can see everything at a glance. Time-consuming routine tasks are delegated to the software.

Business Data

HR Management Details

Leave Management

Time & Attendance

Skills & Education

Performance Reviews

Contracts & Wages

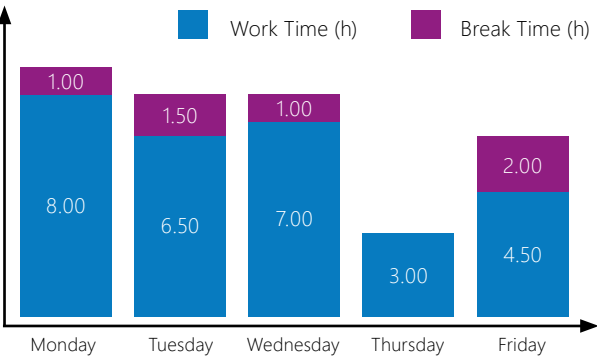
Medical Records & Equipment

Job History & Disciplinary Measures

Private Data & Emergency Contacts

## Time & Attendance

Every company is different. Every employee and every situation has individual requirements of time tracking. Finally, with Dynamics Time Tracking, we have a solution that meets these demands in an innovative time tracking system.



Start Work

End Work

Start Remote Work

End Remote Work

Start Break

End Break

Start Offsite Work

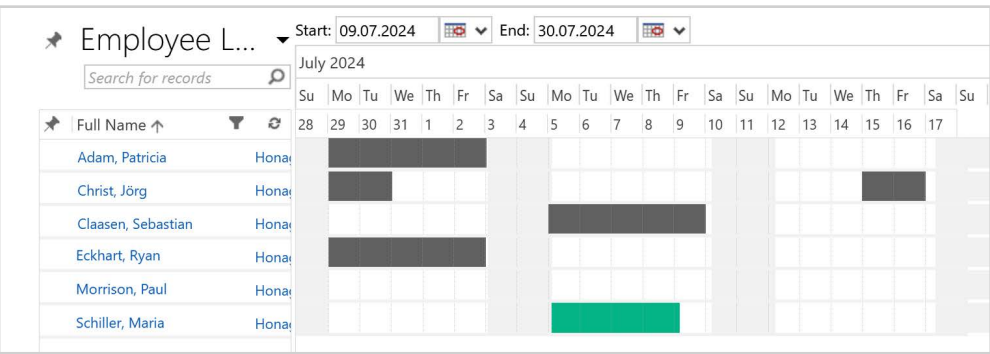
End Offsite Work

Start Travel

End Travel

## Workforce Management, Leave & Absences

Keep track of all leaves and absences, as well as planned working days and business closures. The availability of your employees, combined with their skills and involvement in processes (including RACI classification) is the foundation of your company-wide workforce management.

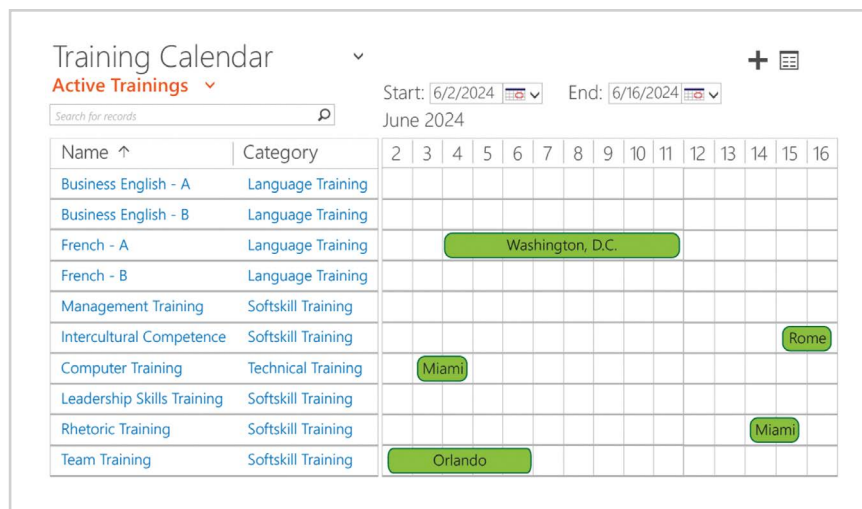
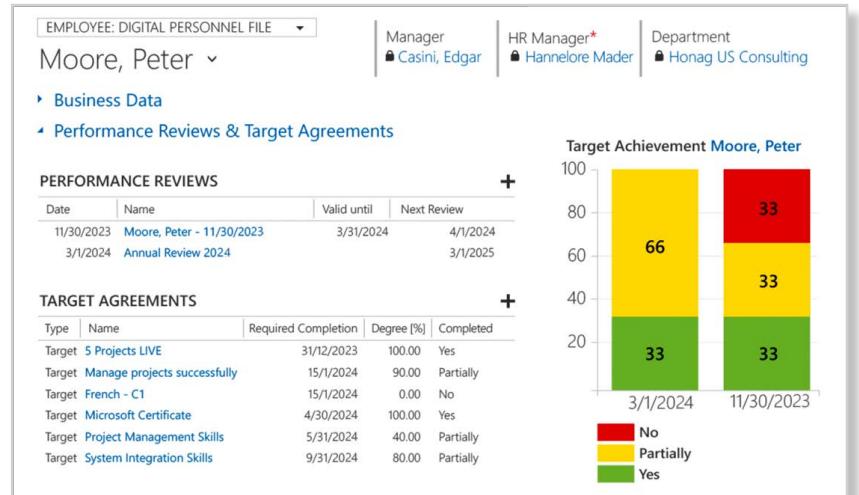


# Talent Management

## Performance Reviews and Goals

Targets set in performance review are directly and permanently recorded:

- Selection of required skills including level of proficiency via a drop-down menu
- Determination of required trainings and certification
- Deadline for goal achievement can be set
- Intermediate status can be reviewed and documented at any time
- Goals are always visible in the digital personnel file



## Training Calendar

With the training calendar in Dynamics Talent Management, you have a company-wide overview of all planned trainings. Filter by category, for instance, to view only language courses.

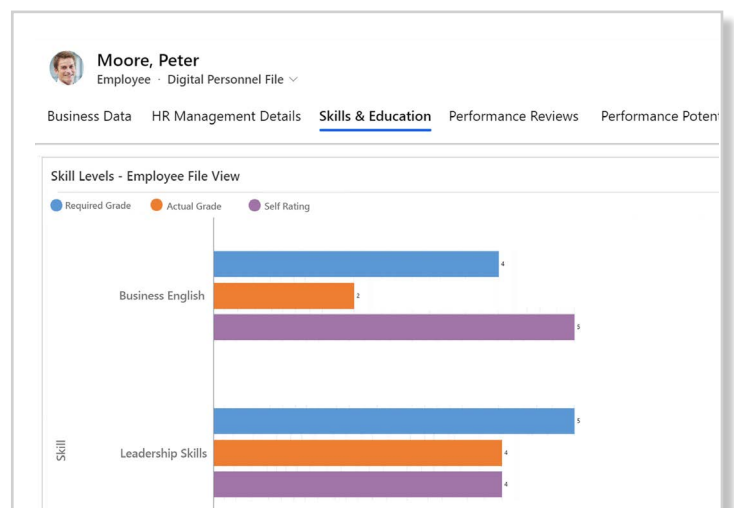
Trainings sessions are clearly visible on the calendar and can be moved quickly and easily, if necessary, by drag-and-drop.

## Employee Skills

With the help of HR Management for Microsoft Dynamics 365, you always have an overview of the skills of your employees and can immediately identify possible skill gaps.

Set the skills required for each employee and their required proficiency. All required and actual skills can be compared in a diagram directly in the digital employee file.

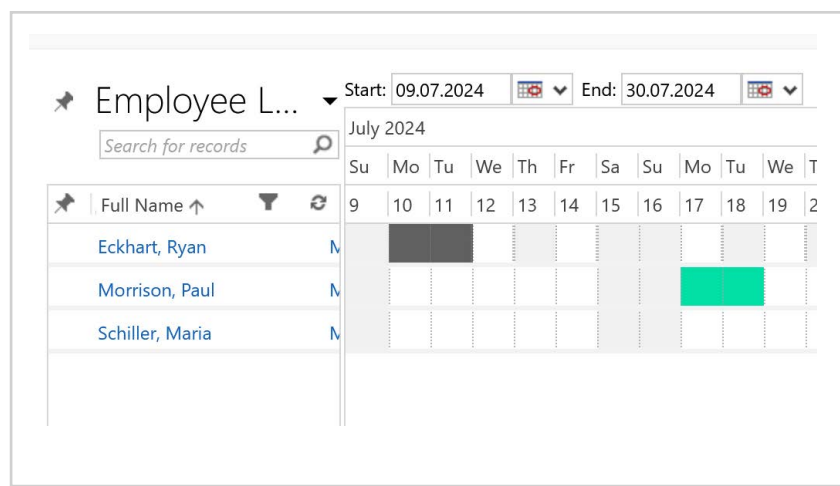
If a skill gap is identified, you can allocate the employee to attend the appropriate trainings course with just one click of the mouse.



# Employee Self-Service

## Outlook, Browser or Mobile

You can use HR Management for Microsoft Dynamics 365 in the familiar environment of Microsoft Outlook, in your preferred browser or even on your mobile devices, such as smartphones or tablets.

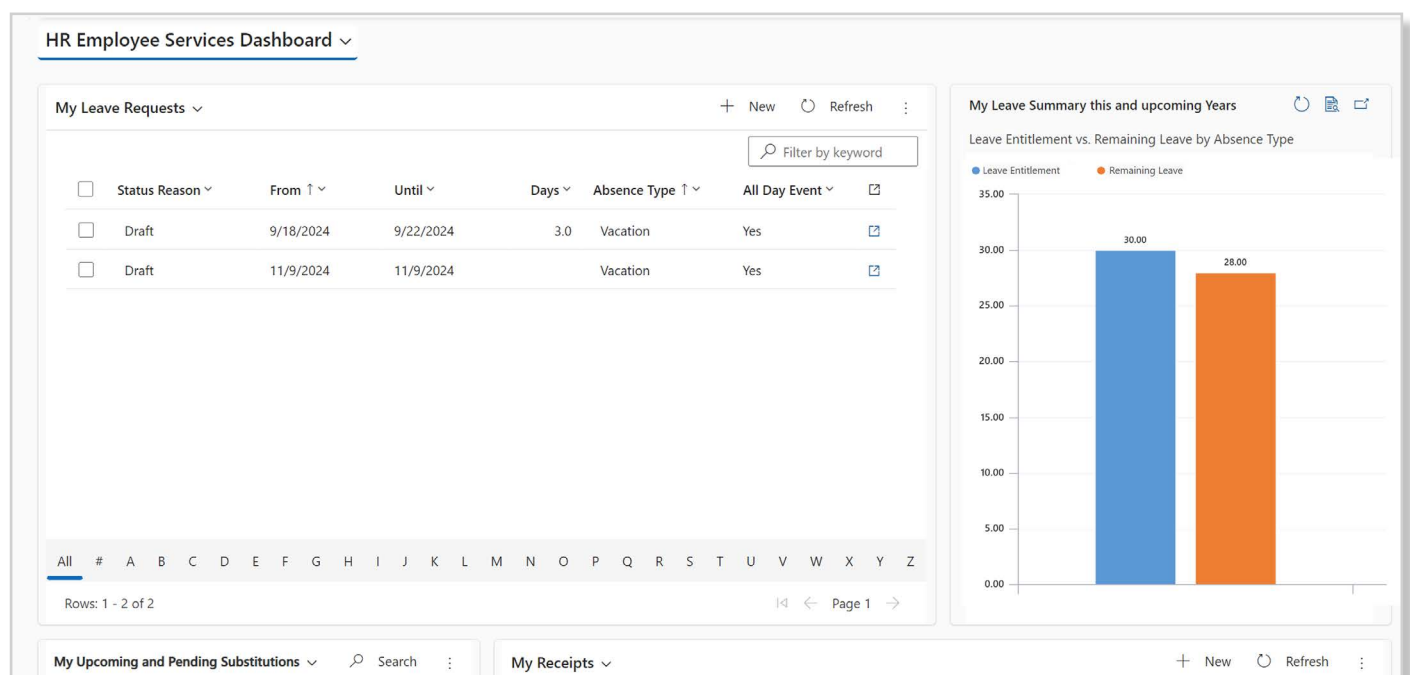


## Leave Requests

- Employees can create leave request directly via the Self-Service portal
- The employee can immediately see if one of their colleagues has already applied for vacation at that time
- Automatic Outlook calendar synchronization

## Employee Self-Services Dashboard

Employees can create and monitor their absences, activities, travel expenses and receipts. All required functions are available in the Employee Self-Services portal.





## Deployed in minutes

HR Management for Microsoft Dynamics 365 is available out-of-the-box with all the features you need – deployed and activated in minutes.

Start immediately with proven Best Practice Processes - as evidenced by thousands of customers.



## Preconfigured in minutes

The HR Management for Microsoft Dynamics 365 configuration wizard automatically pre-configures the solution for:

- Your industry
- Local employment laws
- Regional regulations
- Your preferred language



## License Model

HR Management for Microsoft Dynamics 365 is available in the **cloud or On-Premise**.

You can **purchase** HR Management for Microsoft Dynamics 365 **or subscribe** for a monthly fee.



My name is Mia King. My team & I look forward to hearing from you.

Germany: +49 (931) 660-8444

UK: +44 (20) 3787 4027

USA: +1 (917) 410-3344

Hong Kong: +852 3008 2535

Brazil: +55 (21) 2018-3036



[www.dynamics-hr-management.com](http://www.dynamics-hr-management.com)

[contact@dynamics-hr-management.com](mailto:contact@dynamics-hr-management.com)

