people solutions
starter package

People Solutions: Starter Package
The best in HR software for SAP SuccessFactors

Powered by
SAP SuccessFactors

We help to free HR and Office Managers from time-consuming manual and paper-based tasks so they can focus on achieving business goals and developing their people.

SAP® SuccessFactors® is the leading cloud HR system, used by some of the world's most successful companies, and you can receive the same benefits for a single monthly fee per employee. Powered by SAP SuccessFactors, People Solutions Starter Package meets the needs of growing businesses in the UK and Ireland.

Your people can access the system on any device, ensuring they are kept up to date with the latest information, and allowing them to engage with HR. With all your people data in one system, you can run real-time reports and quickly identify trends and issues in the visual dashboards.

We designed the solution to meet the needs of growing businesses as, until now, the best HR software didn't fit the budget of smaller companies. With our knowledge of SAP SuccessFactors, we have created a starter package for this purpose.

Set up is simple, using our self-service Activation App and Data Migration Assistant. This makes it easy for you to get up and running, and benefit from the power, efficiency and security of a scalable Tier 1 cloud HR solution.

Functionality

Employee life cycle
*Optional expenses, timesheets, recruitment and onboarding add-ons

Org charts

Employee and manager self-service

Absence management

Mobile access

Performance reviews, learning and salary planning
*Optional add-on items

Payroll options
*Optional add-on items

Real-time reporting

Built-in workflows, rules, alerts and notifications

Data privacy and security

Starter Package add-on options

Powered by SAP SuccessFactors, built and deployed by EPI-USE

UK and Ireland	
Employee Records	Included
Standard Reports	Included
Ad hoc Self-service Reporting	Included
Document Storage and Generation	Included
Role-Based Permissions	Included
Built in Workflows and Approvals	Included
Email Alerts	Included
Employee Directory	Included
Time Off	Included
Team Absence Calendar	Included
Dynamic Organisational Charts	Included
Employee Self-service	Included
Manager Self-service	Included
Mobile Application	Included
Unlimited ticket support	Included
Online help and tutorials	Included
Data Privacy and Security Functionality	Included
System Theming	Included

- **Connect to your existing payroll provider**
  File extract
- **Integrated Payroll Solution for you to run your own payroll**
- **EPI-USE Managed Payroll Services**
  Outsourced payroll
- **Performance Management and Learning**
  Set goals, review your team, capture feedback and assign learning activities
- **Recruitment and Onboarding**
  Attract, hire and onboard your talent
- **Salary Planning**
  Including bonus and budget management
- **Time Tracking**
  Plan shifts, input and approve timesheets
- **Expenses**
  Capture, approve and manage expenses

The approach

1
Define your organisation settings using our Activation App®

2
Upload your data using our Data Migration Assistant®

3
Go live with our launch plan and continue your journey with our online platform

Mobile access
The mobile app is included as standard to ensure People Solutions Starter Package is available on any device from anywhere.

Org charts
Org charts and directories are created dynamically as standard and include drill-down functionality.

Org charts are accessible on any device from anywhere.

Time tracking
Individuals can capture time worked, on any device, from anywhere.

Approvals are automatically sent to managers.

Additional Time and Allowance (T&A) requirements can also be included using our add-on tool, GeoClock, to capture and plan time.

Performance management
Individuals can set and review their goals with their manager during the performance review process. Feedback can be captured internally and externally and collated on the performance form.

Overall performance ratings are captured and completed performance forms are stored on an individual's profile.

Manager Self-service
Managers can view their team, input absences and review performance through Manager Self-service.

Manager Self-service is accessible on any device from anywhere.
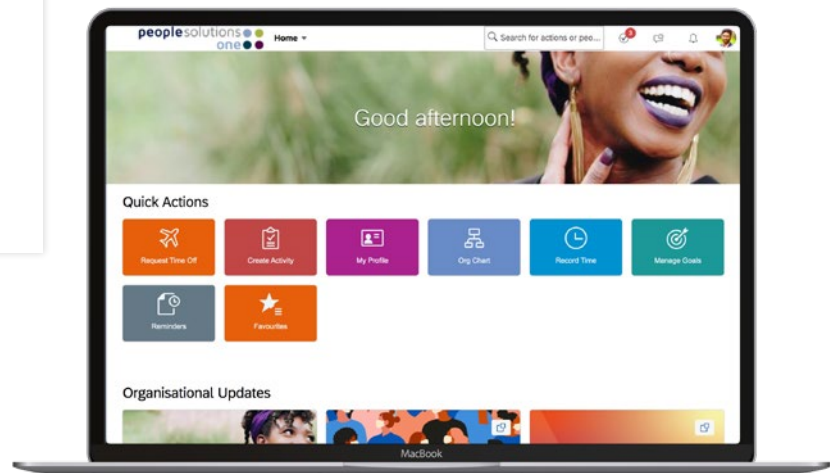
Absence booking
Individuals can view their absence balances, book time off and view the team absence calendar, on any device from anywhere.

Approvals are automatically sent to managers.

Self-service
Individuals will be able to update their own data, book time off, view the organisation, and set their goals and complete their performance review within Self-service.

Self-service is accessible on any device from anywhere. System theming can be personalised.

Recruiting Management

Job advertisements can be created, and candidates can be visualised and managed via one central dashboard and pipeline. Internal and external career sites and agency portals are included as standard.

Expenses

Individuals can submit their expenses from any device, anywhere. Approvals are automatically sent to managers or HR, and data is included in monthly expense reports.

Learning

A learning management tool to support your learning culture by improving employee skills and reducing compliance risk through a self-service learning platform that incorporates online and classroom-based learning. Includes built-in approvals and reminders.

Onboarding

Ensure your new hires can hit the ground running with the Onboarding Portal to capture additional data and prepare them for joining. Includes automatic dashboards, workflows and reminders for Managers and HR.

Reporting

All data within People Solutions Starter Package can be reported on. Reports can either be in the form of charts, table-based reports or dashboards. Reports are created dynamically and include the ability to export, schedule, drill down and filter.

Standard reports are available.

HR access

HR can access everything they need from their home page, and they will be prompted for approvals, alerts and data.

Within an individual's profile, data can be viewed and maintained, documents can be uploaded and generated, and HR actions can be initiated.
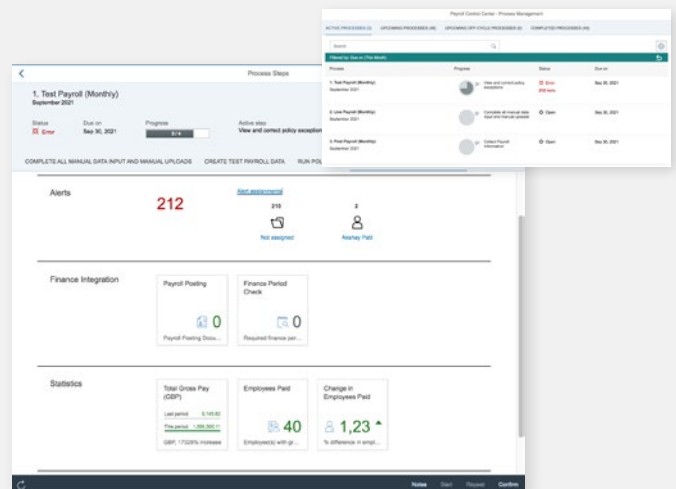
Payroll

Payroll becomes real-time with built in dashboards, alerts and reporting.
Includes:
- Auto-enrolment, RTI and statutory calculations
- Pro rata and retro calculations
- Real-time monitoring of payroll alerts
- Reduced payroll processing time
- Visibility into upcoming payroll
- Fully integrated HR and Payroll
- Localised for UK and Ireland
- Online payslips, P11s and P60s

Managed Payroll services are also available.

Watch our **demo videos** for more information or contact us at people@epiuse.com

Group Elephant is a largely employee-owned group of companies, nonprofits and impact investment organizations, with a strong global presence. The Group is characterized by a primary strategic imperative in terms of which it goes 'Beyond Corporate Purpose' in its day-to-day activities.