

Sage Abra HRMS

New
Package!

Sage Abra HR

Sage Abra HR is designed for those companies with human resources (HR) departments that may be struggling to be more efficient. Abra HR reduces time-consuming clerical work by centralizing, tracking, and reporting employee data that's scattered across multiple systems. Ensure government compliance and avoid company risk by meeting federal and state rules, regulations, and reporting requirements. Abra HR provides powerful tools for managing your employee information.

From developing innovative products to providing award-winning customer support, Sage is dedicated to surpassing your expectations. For more information about Abra HR, please contact your local Sage Business Partner, call us toll-free directly at **800-424-9392, ext. 3734**, or visit our website: **www.SageAbra.com**.

Quick Access to Critical Information

Easily view key employee information, including demographics, insurance and savings benefits, skills, education, compensation, and employee attachments.

Comprehensive Benefits

Track unlimited benefit plans, generate reports, define eligibility criteria, and automatically calculate precise employee, dependent, and employer premium and benefits costs.

Time-Off Management

A full set of features provides for all types of time-off tracking, including vacation, personal, illness, and incident-based time off, such as jury duty, medical leave, and bereavement. Track year-to-date hours against year-to-date hours taken.

FMLA Tracking

Assign regular leaves of absence, manage and report on leaves of absence covered by FMLA, track medical certification and recertification dates, and track FMLA time taken in staggered increments.

U.S. Government Compliance and Reporting

Accurately manage government requirements for regulations such as EEO-1, EEO-4, I-9 citizenship verification, Vets-100A, and OSHA.

Canadian Government Compliance and Reporting

Manage essential data for government reporting and reduce compliance risks with standard reports including EE audit reports, 1-6, OHS accident analyses, and WSIB Employer's Report Form 7 (Ontario).
Applies to version 10 only.

COBRA and HIPAA Compliance

Access automated, personalized notification letters that describe coverage options and costs, billing statements and mailing labels, and complete eligibility reports for COBRA management. Includes a Certificate of Coverage report showing proof of previous health insurance for HIPAA compliance.

Security

Sophisticated, multilevel security options allow you to control which groups have access to data at any level—even field level.

Powerful Reporting Tool

Over 100 standard reports can be previewed, printed, and exported. Includes Crystal Reports® Professional for customized and more complex reporting and analysis.

Analysis Tools

Use analysis tools to make quick evaluations of critical issues concerning salary, turnover rate, and performance issues.

Easy Import/Export Capabilities

Select your own import/export criteria with the ability to establish reusable templates and transfer critical HR information on a routine basis, quickly and accurately.

The screenshot displays the Sage Abra HRMS software interface. The main window shows the 'Current Pay' tab for employee Donald A. Adams. The interface includes a menu bar (File, Edit, Actions, Processes, Analysis, Reports, Rules, Details, Query, Help) and a toolbar with icons for Personal, Job and Pay, Benefits, Time Off, Payroll, Safety, Career, and Custom. The left sidebar lists various tasks and processes. The main content area shows the following details:

Employee	Donald A Adams	SSN	232-09-8027
Status	Active Employee	ID Number	101
Pay Effective	01/01/2009	Payroll Status	Active
Unit Pay Rate	70.41604	Shift	A1 - Admin 1st
Pay Period Salary	5633.28289	Shift Premium (%)	0.0000
Hours / Units	80.00000	Comparatio	135.42
Pay Frequency	Biweekly	Bonus Amount	10000.00
Annual Pay	146465.36		

Buttons for OK, Cancel, and Apply are visible at the bottom of the window.

This Package

Sage Abra HR	Sage Abra HRMS	Sage Abra HRMS
Stand-Alone	Select	Workforce

Capabilities

Employee Records and Personnel Actions	■	■	■
HR Compliance	■	■	■
Benefits Administration	■	■	■
Absence Management	■	■	■
Reporting (Standard and Custom)	■	■	■
Data Import/Export	■	■	■
Field, Screen, DB Customization		■	■
Training Administration		■	■
Dynamic Information-Sharing			■
Web Portal (Content and Communication)			■
MSS (Manager Processes)			■

Available Integrated Options

The following integrated options are available in all three Sage Abra packages that are listed above:

- Abra Payroll
- Abra Employee Self-Service (ESS)
- Abra TimeSheet
- Abra Alerts
- Sage KnowledgeSync
- HR Actions® for Sage Abra
- Abra OrgPlus

Abra Payroll

A comprehensive yet flexible solution, this system includes all the functionality needed to process payroll accurately and quickly. Includes: U.S. and Canadian tax management and compliance, comprehensive reporting, check-printing, direct deposit, payroll ESS, and more.

Abra Employee Self-Service (ESS)

Enable your employees to access common HR and payroll tasks and information quickly and easily. Employees can request time off, review pay history, update contact information, request training, and more—with just a few mouse clicks. Abra ESS provides managers with a web portal to review information about direct reports and approve employee requests. Abra View Builder, a new feature in Abra ESS, can be used to create reports, links, and Excel® spreadsheets that provide executives and managers with secure, on-demand access to employee analytics tailored for their needs.

Abra TimeSheet

An electronic, web-based time collection and approval option, Sage TimeSheet simplifies and automates time entry into Abra Payroll. It easily integrates with Abra Workforce Connections with automatic email reminders, online approval processes, and the ability to capture and assign labor costs.

Abra Alerts

Automate your company's employee communications, monitor critical HR functions, and streamline your HR and payroll processes. Proactively and automatically send emails and reports to management, HR and payroll administrators, employees, and applicants.

Sage KnowledgeSync

This solution lets you monitor your workforce information and automates important HR workflows. When specific conditions are met, such as a new hire or an expiration of benefits, Sage KnowledgeSync sends out alerts, generates appropriate forms and reports, and updates Sage Abra.

HR Actions® for Sage Abra

This web-based, paperless solution enables you to control the routing, approval, and notification process for important employee actions. Ensure on-time completion of performance appraisals, approvals for promotions, training registrations, and much more.

Abra OrgPlus

Use this organizational charting software for company-wide communication and planning. It provides chart creation, customization, publishing, printing, and sharing, plus schedule updates and integrated data management.