

# Sage Abra HRMS

## About Sage Abra

Sage Abra HRMS and Payroll solutions offer small to medium-sized organizations the tools needed to excel at employee management. Elevate the level of service your HR department provides to your organization with easy-to-use software that helps you deliver crucial process- and decision-support to management. Abra HRMS and Payroll solutions enable the HR department to:

- Provide the organization with outstanding service that helps increase employee motivation and retention.
- Positively impact the bottom line by delivering crucial Employee Analytics to support decision-making.
- Improve organizational efficiency by automating employee-related procedures.
- Increase employee motivation and retention.

## When It Comes To Payroll, You've Got Options!

With Sage Abra, you have several flexible options that allow you to process payroll using the most appropriate method for your business. Choose to take control of your own payroll in-house, or have an industry leader process it for you. Reduce your payroll expenses with direct deposits and payroll cards instead of costly paper checks. Eliminate compliance hassles with a tax filing service that submits your company's payroll taxes and ensures returns are filed on time.

### IN-HOUSE PAYROLL

If you want complete control over your payroll process and sensitive payroll data, affordable Abra Payroll enables you to produce accurate, timely payroll in-house. Simplify your organization's payroll processing with unlimited trial payrolls, on-demand and retroactive check processing, and unlimited direct deposits. We'll keep you in compliance with ever-changing tax laws through quarterly updates, including tax tables. Abra Payroll is available on two database platforms, Visual FoxPro and SQL, so you can choose your preferred technology without sacrificing a robust feature set. Abra Payroll can produce U.S. or Canadian payroll, or support a combination of both if your organization operates in both countries.

### OUTSOURCED PAYROLL

If you are looking for an outsourced payroll provider to alleviate the complexity of payroll and compliance, CompuPay, a Sage alliance partner, can take care of you with full-service, cost-effective payroll services. They can even take responsibility for filing your tax forms and processing your payroll tax deposits.

### TAX FILING

Safeguard your company against tax filing errors with Empower tax-filing service. Empower works hand-in-hand with Abra Payroll to ensure that your payroll taxes get paid and tax returns are filed on time. Tax-filing experts analyze your payroll tax data, determine when your taxes are due, coordinate payment, and provide you with full reports. It's compliance made easy!

### PAYROLL CARDS

Sage Payroll Paycard is an easy-to-use prepaid Visa® debit card that pays employees electronically and allows them to access their pay at any ATM, or to make purchases anywhere Visa is accepted. Your company can eliminate the costs of printing and delivering paper paychecks, or reissuing lost checks.

## SAGE ABRA PACKAGES

Choose from three packages of Abra solutions that best match the specific needs of your organization. As your organization grows and new HR challenges arise, it's easy to move up to the more full-featured Abra solutions.

### ● Sage Abra HR

- Employee records
- Benefits administration
- Absence management
- Compliance
- Reporting
- Data import/export

### ● Sage Abra HRMS Select

Includes all of the functionality from Abra HR, plus:

- Training administration
- Customization

### ● Sage Abra HRMS Workforce

Includes all of the functionality from Abra HRMS Select, plus:

- Sage Employee Analytics
- Employee Self-Service
- Manager web portal
- Online benefits enrollment

## ● Contact Sage Abra

Please contact us for more information about Sage Abra HRMS and Payroll solutions.

**Call:** 866-271-6050

**Email:** [flcustserv@sage.com](mailto:flcustserv@sage.com)

**Visit our website:** [www.SageAbra.com](http://www.SageAbra.com)

## ABRA EXTENDED SOLUTIONS

<b>Abra Employee Self-Service (ESS)</b>	Enables 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. Dynamic information-sharing functionality empowers you to dig deeper into your workforce information and gain meaningful insights that aid business decision-making. 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. <i>Abra ESS is included with the Abra HRMS Workforce package and it can be added as an optional solution for Abra HR and Abra HRMS Select.</i>
<b>Abra Alerts</b>	A proactive notification tool that sends automated email messages, triggered by defined actions or dates. Keep the HR team, managers, and employees informed of important activities and pending issues. You can even attach documents or spreadsheets to an email alert.
<b>Abra TimeSheet</b>	An electronic time collection and approval solution that simplifies and automates time capture for office workers. Employees submit time and expenses and can apply them against earning codes, specific projects, jobs, tasks, or work orders.
<b>Abra OrgPlus</b>	Is an organizational planning solution that enables you to easily create and distribute charts that help managers and employees understand the structure of your workforce. Model how changing business conditions may impact your workforce using built-in formulas to measure headcount, salaries, and other important information.
<b>HR Actions® for Sage Abra</b>	A web-based, paperless solution that 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.
<b>Sage KnowledgeSync</b>	Monitors 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 Abra.

## SUPPORT AND TECHNICAL SERVICES

<b>Sage Business Care</b> <i>(formerly Abra SupportPlus)</i>	Enables you to receive new features, enhancements, responsive technical expertise, and other important benefits. With Sage Business Care, you'll maximize the value of your Sage Abra software today and in the future.
<b>Sage Abra Business Partners</b>	Comprise a network of highly trained, certified HR technology experts who will partner with your business for implementation, training, and customization. They have the HR, payroll, and technology expertise to address your toughest workforce challenges.
<b>Sage University</b>	Offers flexible, convenient training options, designed to fit any busy schedule. Whether you prefer to learn in a classroom or online, you'll gain insider tips and expert advice in Sage Abra training. Try out the new Virtual Classroom—it's a completely interactive learning experience delivered online so you never have to leave the office!
<b>Sage Professional Services Group (PSG)</b>	Offers help for complex installations or customizations that will enable you to quickly realize the full benefits of Abra HRMS and Payroll solutions. Count on PSG to assist you with installation, training, data conversion, implementation, and other special projects.