

Talent Management

HRM Connect™ Executive



- *Succession Planning*
- *Performance Management*
- *Competency Management*
- *Career and Development Planning*
- *Integrated Organisation Charting*



Leading organisations have long recognized the need to attract, develop and retain a diverse, highly talented workforce to build and sustain competitive advantage. Managing talent is a challenge, particularly in large enterprises. That's why hundreds of organisations worldwide have chosen our solutions to support their critical HR planning initiatives.

For more than fifteen years, we have focused on providing systems to support succession planning, performance management, competency management, and career and development planning processes within major organisations. We've worked with many of the world's best known and most demanding companies. Our solutions are continuously refined and enhanced with input from hundreds of organisations at the forefront of best practices in human resource planning.

This powerful new product draws on many years of proven experience in the industry. By harnessing proven web and workflow technologies, it delivers a solution that measures up to the new demands of the knowledge-based economy.



HRM Connect Executive

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HRM Connect Executive supports a broad range of strategic HR planning processes, including succession planning, leadership development and talent management. The system helps pull together and make sense of all the data required to provide effective support for HR planning. It provides you with a consistent, enterprise-wide view of the skills, competencies and ambitions of your employees in the context of the business objectives and needs of your organisation - now and in the future. An intuitive, browser-based interface ensures ease of use, while built-in workflow helps manage processes, not just data - helping to eliminate unnecessary steps, reducing administrative overheads and ensuring that key activities are not overlooked. A modular, scalable solution, HRM Connect Executive can be used to support a handful of HR specialists tracking a small number of key people and positions, or can scale to provide an enterprise-wide solution.

Best practice framework

HRM Connect Executive reflects the way leading organisations support HR planning, providing a best practice framework that you can build on, year after year. HRM Connect Executive can fit around your existing processes or act as a template, helping to ensure that you can address even the more complex issues - right from the start.

Why use a specialist system?

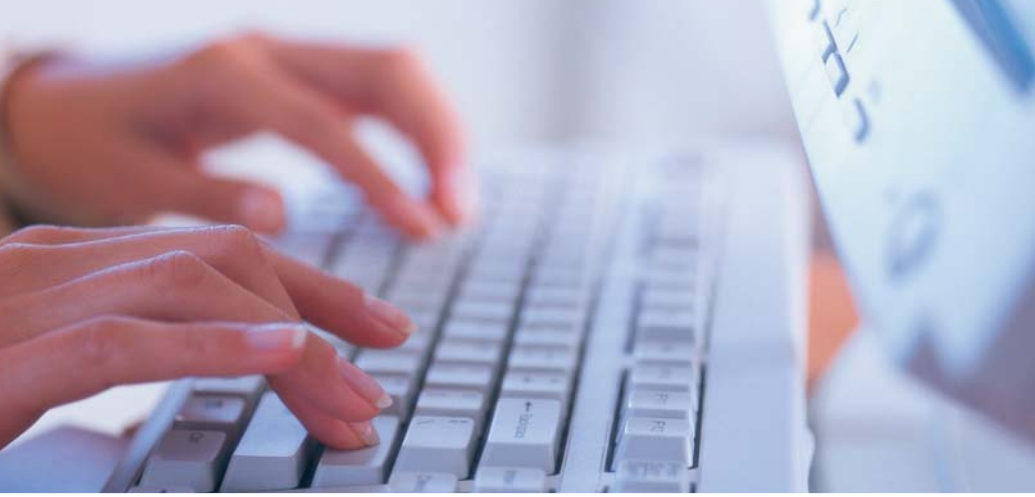
Effective HR planning is essential. Without it, money is wasted on unnecessary recruitment and inappropriate training, managers may feel unsupported in their careers and leave, and key positions may remain open for longer than necessary. This may have a significant impact on an organisation's ability to perform.

To make good planning decisions, you need easy access to reliable, up-to-date data about people, positions and the organisation. This means bringing together and analysing a wide range of data from different sources throughout the enterprise.

Manual or document-based approaches to HR planning can work well when tracking up to a few dozen key positions or people. In larger organisations, however, the sheer range of inter-relationships, options and dependencies is too great. The task requires a software-based solution.

Broad-based ERP and HR systems provide some support, but often these systems are cumbersome to adapt and use for HR planning. Their strengths typically lie in recording and retrieving data for administrative purposes, rather than in supporting a dynamic planning process.

HRM Connect Executive was designed specifically to support HR planning. It works the way you do, fitting around your processes and your requirements. HRM Connect Executive doesn't just present you with static information, it helps you to investigate and 'work through' issues in a way that you'll find productive and beneficial.



HRM Connect Executive

Supports your changing needs

By comparison with most web-based systems available today, HRM Connect Executive is surprisingly flexible. The system can be configured and re-configured with relative ease to support your evolving business rules and processes. Component architecture and the use of XML and XSLT technologies mean that HRM Connect Executive can be extensively configured – faster and at much lower cost than is possible with complex ERP systems or with older client/server applications and their web add-ons.

Adds value to existing HR systems

HRM Connect Executive works independently or alongside existing ERP or HR systems. Relevant data, such as biographical or career history information, can be imported and used by HRM Connect Executive, avoiding duplication of effort and letting you focus on generating the key information needed for HR planning.

As well as supporting older-style data transfer technologies, HRM Connect Executive can export or import data using XML, the new standard for collaborative data interchange between systems. This lowers the technical barriers between systems, making it easier to share data.

Provides vital information

A key strength of HRM Connect Executive is the ease with which you can find, analyse and report on a wide range of important data. Critical information that may previously have taken days to collate is now available whenever you need it. HRM Connect Executive's powerful search engine lets you perform rapid searches across hundreds or thousands of employee or position records. You can quickly identify and report on individuals or groups of records, based on the criteria that are important to you.

Search results can be transferred seamlessly into Microsoft Excel or Word, or exported into CSV file format, allowing further manipulation of data. HRM Connect Executive works in conjunction with industry-leading Crystal Reports, which offers exceptional reporting flexibility. In addition to the wide range of standard reports available with HRM Connect Executive, custom reports can be readily developed. HRM Connect Executive's security is fully integrated, so anyone who generates their own reports will see only the data that they are authorised to see.

Manage processes – not just data

HRM Connect Executive incorporates a powerful built-in workflow engine that helps manage processes – not just data. Changes to personal information, performance appraisals, development plans, training nominations and much more can be routed automatically through predefined review and approval cycles, significantly reducing administration and ensuring that activities are not overlooked.

For example, the system could be configured to route an employee's development plan directly to the relevant manager for approval, appearing as an outstanding item within his or her task list. It's easier for the manager to make an informed decision quickly, since he or she has immediate access to related information such as the employee's development and work histories, skills and competencies, appraisal information and career plans.

Once a development plan is approved, HRM Connect Executive can be configured to trigger other events automatically, for example to notify the individuals involved and any other relevant parties.



Encourage enterprise-wide collaboration

Collaboration is essential if HR planning is to be effective. Senior managers need to work together to identify key people and agree how they should be developed.

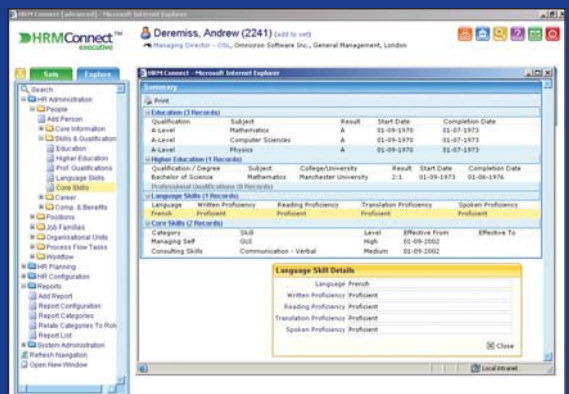
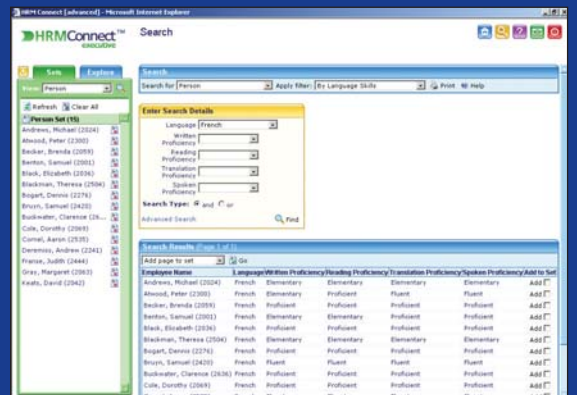
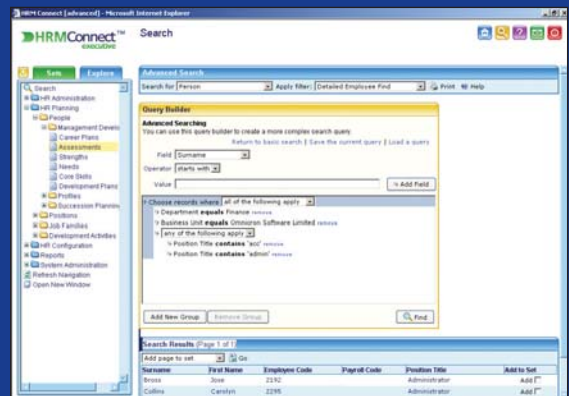
HRM Connect Executive provides an enterprise-wide solution that enables senior managers, line managers and HR professionals to share information productively.

Measure effectiveness

Measurement is key to determining whether planning activities result in business value. HRM Connect Executive can be configured to incorporate goals or key performance indicators (KPIs) that will help you assess the success of current initiatives and plan for future improvements.

For example, you could choose to monitor:

- Length of time between position moves, so that you can see whether key employees are being offered alternative career opportunities at the right time
- Succession coverage, to ensure that you have appropriate candidates in place for key positions
- Utilization of international assignments, to ensure that talent is used effectively across the whole organisation
- Candidates for internal job vacancies, so you can monitor the response to internal opportunities



Powerful search capabilities allow you to find the information you need, whenever you need it.

Share the burden of data maintenance

Maintaining the range of information required to support effective HR planning can be extremely time consuming. HRM Connect Executive's all-web architecture and workflow capability mean that you can let local HR specialists, line managers and other employees update selected information – while ensuring that you retain control of both data and processes.

Occasional users, such as line managers, are provided with a clear, easy-to-navigate self-service interface, thus reducing or eliminating the need for training. Frequent users, such as HR administrators, have a different style of interface that reflects their "expert" status as system users, allowing them to review, capture or update information quickly.

Low cost of ownership

With HRM Connect Executive, the challenges of installing and configuring software on client PCs disappear. This is because the entire application is installed centrally on the server(s), with no requirement for any software on the PCs aside from a web browser. Maintaining and enhancing your system is easier too. Changes made on the server are immediately available to users through their browsers.

Rapid return on investment

Achieving results quickly is important in today's uncertain business environment. HRM Connect Executive takes weeks or months, not years, to implement, helping ensure that you can obtain rapid payback on your investment.

With HRM Connect Executive, you will benefit from:

Process improvement - by streamlining collection and analysis of information, you'll be able to reduce administrative overhead.

Faster, better-informed decisions - you'll have an easily accessible source of information about people and positions to support decision making.

Improved retention - by promoting internal development and career progression, you'll reduce staff turnover.

Reduced recruitment costs - since it's easier to identify internal candidates for vacancies, wherever they are in the business, you'll be able to reduce reliance on expensive external recruitment activities.

Supports growth

HRM Connect Executive can be used by just a handful of HR specialists, or can scale to support large populations of users, enterprise-wide. New users are simply assigned to their respective roles within the system and, when they log on via their web browsers, they'll have full access to everything that you've given them permission to see, wherever they are located. If you need more processing power to support growth, you will not necessarily need to replace your existing hardware. That's because HRM Connect Executive can be deployed on a web farm, allowing you to add more servers as and when you need them.

Helps secure your data

Deploying HR planning systems across intranets creates new security challenges. Robust, easy to manage security is essential.

HRM Connect Executive's flexible roles-based security puts you in control, allowing you to define what information individual users can see or change, right down to record and object level. Data integrity can be further protected through workflow authorisation. Advanced component architecture, including support for dual firewalls, allows you to more securely offer self-service access through a company intranet, extranet or dial-up connection.



FUNCTIONAL OVERVIEW

HRM Connect Executive supports a range of critical HR planning processes, including succession planning, leadership development, performance management, development planning and competency management. The system can also be enhanced or extended to incorporate other functionality, such as executive compensation planning and share option administration.

Succession planning & leadership development

Every organisation needs to identify and develop leaders, critical thinkers and decision makers - and ensure the continuity of management that's required to drive the business forward. It is just as important to have the ability to identify the positions and people that make significant contributions in other ways. For example, you may need to track special technical or scientific skills that are strategically important for the organisation to succeed.

With HRM Connect Executive, you'll be able to:

- Identify and track senior managers and high potential employees
- Search and match individuals with key position requirements
- Assess management skills and talents
- Generate a wide range of reports including resumes, employee profiles, replacement tables and succession analysis reports

Clear, easy-to-navigate self service screens enable line managers and other employees, if permitted, to update selected information.

A wide range of standard reports are available with the system, from Individual Resumes, to Executive Succession Plans and Skills Gap Analysis.

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Succession planning... *continued*

- View organisation structures, incumbents and candidates on-screen using the built-in organisation charting capabilities
- See position blockages, high risk people and gaps in the organisation where no suitable successors are available
- Identify individuals who can be developed to address the gaps, and match them with key job requirements
- Identify skills shortages that may require targeted recruitment or management development programs
- Identify individuals who are eligible to be considered for promotion, or who are potential replacements for an unexpected vacancy
- Track key groups of employees, such as graduates, specialists or high-potential staff, to monitor their career progression and reduce the risk of losing these valuable resources
- Discover talent deep within the organisation and not just at the top
- Reconcile and align succession plans with employee career plans and aspirations
- Explore the consequences of succession moves

Performance management

Ensuring your employees' performance goals meet your organisational objectives is critical to a talent management strategy. How do you combine performance appraisals with the rest of your talent management strategy? HRM Connect Executive helps you design and implement a performance management process that is integral to succession and development planning.

Using HRM Connect Executive, you can:

- Engage managers and employees in the performance appraisal process
- Cascade performance goals and objectives throughout the enterprise
- Enable employees to see how their performance achieves organisational goals
- Identify strengths, needs and development opportunities
- Via integrated workflow and performance appraisal templates, route performance plans to all interested parties to create group discussion, approvals, and matrix organisation performance plans
- Set reminders for everyone to complete their assigned tasks
- Archive and report performance trends across the organisation
- Using the integrated tools, align the performance planning process with development, succession, and competency management
- Using sophisticated data connection tools, leverage content from third party providers



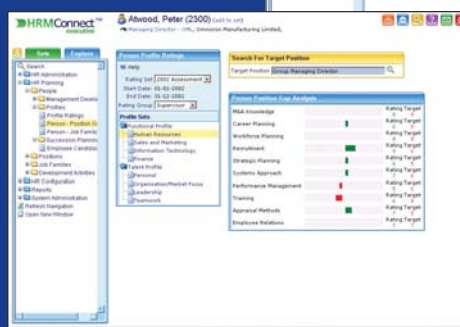
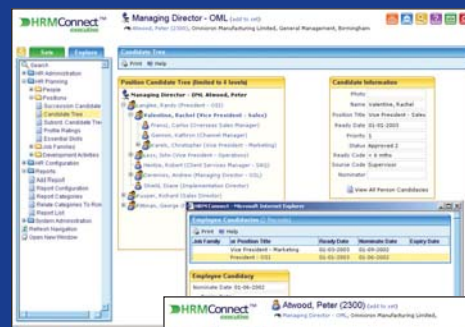
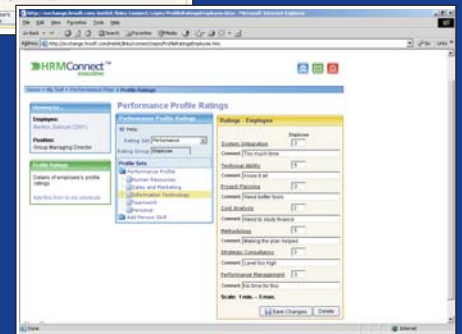
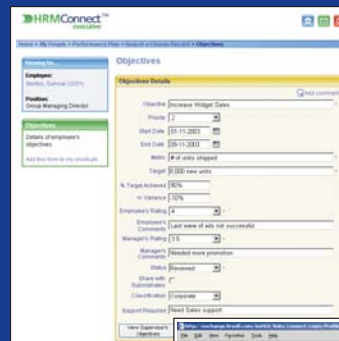
Development planning

The growing focus on ensuring you have the right skills across the whole organisation creates new challenges. How do you manage all of the information required to support effective decision-making?

HRM Connect Executive helps to bring together and make sense of data about people, positions and performance. Development activities can be more easily aligned with corporate goals and strategies, helping managers to identify where development investments can be most effectively targeted.

Using HRM Connect Executive, you can:

- Build individual development and career plans (including multiple plans)
- Manage appraisals on line
- Track performance, potential and objectives
- Match existing competencies and skills to current and future positions, to identify individual development needs
- Match needs to appropriate development activities
- Track and administer the whole range of development activities, including on the job training, mentoring, assignment to teams and task forces, job rotation and training programs
- Identify development initiatives that address the needs of the organisation, both today and tomorrow



Specifically designed to support strategic HR planning processes, HRM Connect Executive helps pull together and make sense of the information you need.



Competency management

Competency profiling normally focuses on attributes for effective or superior performance of individuals.

HRM Connect Executive allows you to look not only at the skills and competencies of individuals, but also the skills and requirements for any given job. By matching people to positions, you can see development requirements clearly.

HR planning is by its nature future-oriented. It's not enough simply to focus on filling positions as they exist today. With HRM Connect Executive, you can anticipate future requirements, ensuring you have the information required to make both short-term selection and long-term resourcing decisions.

HRM Connect Executive can help you to:

- Maintain a consistent competency model across your whole organisation and support autonomy where appropriate
- Manage skills inventories as well as management and technical competencies
- Compare job requirements with individuals' competencies
- Analyse manpower to identify strengths and weaknesses in skills and experience, and align development activities with business needs
- Assess trends and developments in competency levels over time
- Ensure you are building the appropriate talent pool to support your organisation's future needs

HRM Connect Executive allows you to create your own competency framework, or we can work with you to import competency information from a third party provider.

Advanced charting

The addition of HRCharter Enterprise can further extend the charting functionality offered in HRM Connect Executive to provide information-rich management reports. Delivered via web browser, HRCharter Enterprise automatically creates presentation-quality book charts and wall maps from your database to produce detailed views of your organisation's structures.

With HRCharter Enterprise you can:

- Extend HRCharter to all employees across the organisation
- Create custom box styles with the Box Editor, providing extensive control over chart content and design for charting administrators
- Use conditional mapping and colour coding to add impact to data
- "Drag and Drop" for advanced "What if" modeling
- Take advantage of HRCharter's optional automation interface to write-back hierarchy changes to the source database, either directly or through a work flow approval process.
- Benefit from advanced query capability to search for specific people/positions



Powerful knowledge database

HRM Connect Executive helps you build a uniquely powerful source of information about the people and positions that make up your organisation – which you can investigate and analyse at any time. For example, HRM Connect Executive will allow you to:

- Search for candidates, from anywhere in the organisation, to fill an unexpected vacancy
- Identify and report on individuals or groups of records based on your search criteria
- Easily generate resumes, employee profiles, competency profiles, training histories and much more
- Create reports that help you understand a wide range of issues, such as numbers of movers and leavers, skills distribution and high risk people or positions

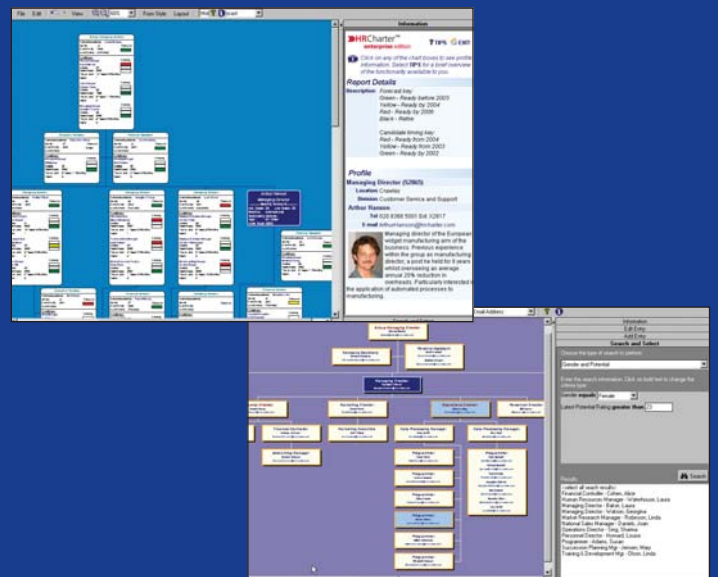
Support and service

Naturally, there is more to implementing an enterprise-wide HR planning system than installing the software. We offer a support service that meets the demanding requirements of some of the world's most successful multinationals. We will work with you to understand your objectives, identify the key issues, decide an appropriate approach and, if you wish, help you to manage the implementation from start to finish, ensuring as smooth a transition as possible. Once you are up and running, our support desk will help you address day-to-day questions, while our consultants will be in regular contact to ensure that you get the most from your investment in HRM Connect Executive.

HRCharter

Optionally, you can supplement HRM Connect Executive with HRCharter, our powerful organisation charting system. HRCharter presents data about people and positions in the context of your organisation's structure, providing you with a graphical view of key issues such as succession blockages or over-nominated candidates.

You can use colour coding and conditional mapping to add impact to data, helping you see key issues, such as performance, potential or age and gender distribution, more easily. With advanced modeling, HRCharter is also a valuable tool for organisation design.



We have been a global leader in human resource planning systems since 1983. A pioneer in the automation of HR planning, we continue to offer fully scalable, enterprise-wide solutions for strategic talent management.

Our mission is to be the provider of choice for delivering talent management solutions for every organisation.

Our goal is to develop reference level partnerships with all our clients.

Technical details

HRM Connect Executive uses scalable n-tier architecture, separating the database, business logic and presentation layers.

Database: Requires Microsoft® SQL Server 2000.

Business Logic: COM+ components written in Microsoft Visual Basic® running on Microsoft Windows 2000.

Presentation Tier: Entirely web-based using XML, XSLT templates and cascading style sheets.

Application Server: Requires Microsoft Windows 2000 Server.

Web Server: Microsoft Internet Information Server. Supports deployment on a web farm.

Web Browser: Requires Microsoft Internet Explorer 5.5 or later recommended.

Reporting: Fully integrated with Crystal Reports® Advanced version 9, Microsoft Word and Excel.

Interfaces:

- Any MAPI-compliant email system
- Microsoft Office
- Data transfer to and from ERP and HRMS via XML/ODBC/OLE

Technical specifications are subject to change without notice.



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