



Solution: Cordis myHR

Solution Overview:

The Cordis Employee Lifecycle Management Application makes it easier to hire, manage and transition employees and supports employee self-service

Partner Name: Cordis

Partner Website: www.cordissolutions.com

Country or Region: Europe and US

Industry: Software

Partner Profile:

Cordis has been built from the ground up to deliver on a simple promise. We reduce the time to deliver benefits. Our Duet solutions are designed to work with our customers' existing IT investments and deliver more value from them. We work in areas that customers are striving to address and provide solutions that reduce barriers to adoption. By using software from Cordis, customers realise benefits faster and more cost effectively than before.

Software and Services:

- Procurement Portal
- Employee Lifecycle Management
- Customer Supplier Partner Management
- Cash Management / Collection
- Budget Spend Approval and Management
- Portfolio, Project & Contracts Management

For more information about Duet Enterprise, visit: www.duet.com

Duet Enterprise Powers Employee Lifecycle Management Application

"The Cordis myHR Application provides companies with a comprehensive yet flexible way to manage HR processes. The inclusion of self-service capabilities drives efficiency, adoption and can help dramatically reduce costs"

Conor Mullaney, Director, Cordis

Companies looking to drive increased efficiency across the enterprise are able to more easily engage a wider community of employees in the HR processes. Cordis ELM helps HR professionals and the broader workforces to focus on value add activities, by removing a significant administrative burden.

Business Needs

HR has a critical role to play in helping organisations face their business challenges by having a motivated and appropriately skilled talent pool to draw from. The drive for innovation with a compliant framework and a cost constrained economy all mean the role of HR is deeply embedded in strategic initiatives. In addition, HR processes now need to span a much broader range of employees than just the HR department, as companies turn to self-service HR capabilities with automation that reduce administration and free up HR professionals to focus on value add activities.

The employee lifecycle encompasses all the critical resource aspects of organisational effectiveness. It starts with the hiring process, continues through talent management and ends with the need to effectively manage employees out of the organisation.

These processes and activities often lack the support of a single integrated enterprise system. This typically leads to:

- The inability to react quickly to staffing requirements
- Hiring managers and candidates being disconnected from the

process

- Employees not being able to manage their careers and employers losing the best talent
- Inability for HR professionals and the business community to collaborate
- High cost and time consuming manual administrative work
- Inefficient and ineffective internal and external communications
- High cost of supporting proprietary HR systems

Solution

To meet the broad needs of the HR and business community, Cordis has built the myHR application. By basing the application on Duet Enterprise for SharePoint 2010 and SAP, myHR benefits from advance collaboration, workflow and document management, as well as providing full integration to SAP HCM.

Cordis Harmony myHR starts with the Hiring Process. Hiring Managers can initiate a requisition for a new hire (permanent or contingent) and quickly assemble the supporting documentation. The approvals process is fully visible to those involved and dovetails seamlessly into full support for managing candidates through the interview process, hiring, and on-boarding.

myHR is also built to address a wide range of employee management needs. Starting from providing core self service functions such as Time and Expenses, and Personal Data, myHR also provides a range of functions for performance and career

The screenshot shows the Cordis Solutions myHR application interface. At the top, there's a navigation bar with 'Cordis Solutions' logo and user information 'John Smith | Disclaimer | Help'. Below this, there's a search bar and a navigation menu. The main content area is titled 'Expenses Claim #1' and contains a form for submitting an expense claim. The form has several sections: a header with 'DATE', 'EXPENSES TYPE', 'SUPPLIER', 'SPLIT', 'CURRENCY', and 'AMOUNT'; a table with 'PURPOSE' and 'COMMENTS' columns; and a 'RECEIPT' section with a 'Choose File' button and a 'COUNTRY' dropdown. There are also 'Add Items', 'Submit', 'Save', and 'Cancel' buttons at the bottom of the form.

management. In addition to reviews, appraisals, promotions, pay and awards, myHR delivers functionality and workflow for role and location changes, performance management and disciplinary activities.

myHR provides managers with the functionality they need to ensure employees exit the organisation while ensuring all company property is accounted for and employment obligations are met.

Benefits

Cordis myHR streamlines HR processes, ensures process consistency, reduces admin, and brings the business users into HR processes at the appropriate point.

Using myHR, many manual processes are replaced and by allowing the business and HR to collaborate effectively, decision

making is quicker and supported by accurate data.

By deploying myHR, SAP HCM functions can be extended to the business community helping:

- Control the overall cost of the HR processes through self-service and automation
- Maintain agile and consistent processes that address compliance needs
- Accelerate the hiring and on-boarding process
- Improve the quality of hiring decisions by providing greater guidance at the point of need
- Effectively manage and nurture talent
- Retain the best employees
- Reduce the manual effort in routine HR administration
- Ensure employee data is accurate and largely self-maintaining