



7 tell-tale signs it's time you need HR software



1. Spread sheet muddles

...when multiple versions of spread sheets used for HR planning start to circulate and cause confusion



2. Missed HR milestones

...when you overlook staff anniversaries, birthdays, appraisal meetings, salary and probationary reviews



3. How many days left?

...when you are bugged by requests for holiday entitlement and days remaining information that soak up time



4. Confidential information leaks

...when you suspect there has been unauthorised access to the filing cabinet



5. You need HR history quick

...when you have to plough through a mix of paper and digital HR documents to get at an employee's complete history



6. Holiday planner full

...when you have run out of places to add staff to the holiday planning wallchart



7. Reduced CPD & training

...when you spend more time on routine HR admin rather than developing your team

SMB's HR online software solution solves all of these and more with these key features:

- Centralises HR data all in one place
- Secures access to HR information
- Simplifies routine admin and puts all data at your fingertips
- Easy to use 'Outlook' style holiday planner
- Automated alerts and notifications for milestones
- Empowers employees with self-service access to leave information
- Manage processes from CV submission to last day on the job

For more information visit www.smb.co.uk
and get a **14 day free trial**.

