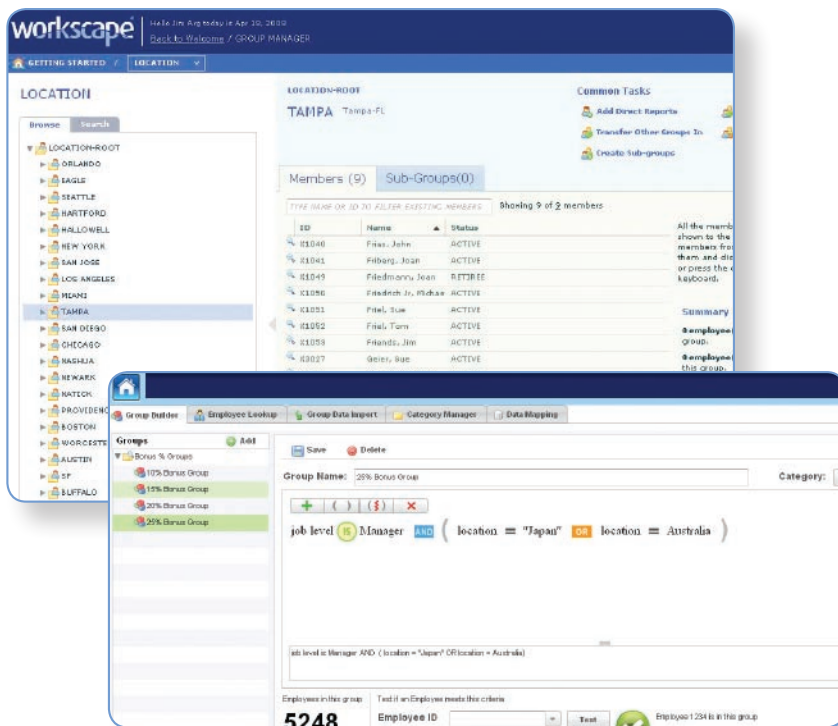


# Workscope ERP Integration Suite

*Enables companies to integrate HR data stored in their ERP or other system of record with Workscope Total Rewards Suite applications and then manage that data to ensure that compensation, performance and manager self-service processes leverage the most up-to-date information.*



## Group Membership & Eligibility Management

### The Challenge

Leveraging data from your ERP can be challenging, especially when it comes to reporting relationships, group memberships, and eligibility for HR programs. HRIS and ERP systems typically use a single reporting hierarchy, and in many cases, do not capture matrix reporting at all. When groups are defined for the purposes of financial reporting, they often do not contain the information needed to drive performance reviews, eligibility for compensation awards, and other HR programs and initiatives. As a result, many HR departments are forced to take manual extracts of information and manipulate data in spreadsheets and desktop database applications in order to transfer HR data stored in the ERP or other systems of record to strategic applications like compensation planning or performance management. What's more, this tedious process needs to be repeated every time changes are made in the ERP system, thereby driving up costs and increasing the likelihood of errors.

### The Solution

Workscope provides two solutions — Workscope EligibilityManager and Workscope GroupManager — to support automated group and eligibility assignments as well as the ability to fine-tune group membership manually. Workscope EligibilityManager enables HR staff to create business rules based on any employee attribute in order to populate the groups that drive eligibility. A point-and-click rules builder makes it easy for HR staff to create business rules that act as filters for automatically adjusting group members based on changes to criteria or employee information. In addition to supporting error-free repeatability through automation, Workscope EligibilityManager provides the flexibility to adjust rules — and, in turn, eligibility — on demand.

While powerful business rules streamline the process of assigning membership and eligibility, there is always the need to accommodate exceptions. Workscope GroupManager enables HR teams to easily view groups and hierarchies — extracted from your system of record and populated by Workscope EligibilityManager — and change them manually using a drag and-drop interface. In this way, Workscope GroupManager enables HR to support eligibility exceptions without altering the

As companies strive to attract, retain, and reward high-performing employees, HR professionals and managers across the enterprise need to make smart talent management decisions based on current, accurate HR information. Too often, however, systems across the enterprise fall out of sync or contain data structured in different ways for different purposes. As a result, HR has no choice but to spend valuable time manipulating and transferring data to inform critical talent management processes.

Workscope ERP Integration Suite applications — Workscope GroupManager™, Workscope EligibilityManager™, and Workscope SmartSync™ — provide the power and functionality needed to integrate and manage a wide range of critical HR data, including employee, user, job, grade, salary range, group hierarchy, and eligibility information. With the Workscope ERP Integration Suite, you can be sure that all your compensation, performance and manager self-service processes are driven by the most up-to-date employee and HR data.

master rules. Administrators can also use Workscope GroupManager to gain at-a-glance insight into the structure and members of hierarchies and groups for obtaining the accurate, up-to-date employee information they need to do their jobs.

### The Advantages

Workscope EligibilityManager and Workscope GroupManager enable HR teams to:

- Define repeatable rules for assigning group membership based on any employee attribute
- Automatically define or re-assign eligibility whenever employee information changes
- Support eligibility exceptions with drag-and-drop ease
- View, manage, and edit multiple hierarchies and groups
- Search for employees by name, job title, or other criteria
- Move individual managers, groups, or managers and groups
- Select hierarchies to be managed by Workscope EligibilityManager and Workscope GroupManager, or leverage Workscope SmartSync to automatically update the hierarchy data through scheduled feeds from your ERP or other system of record

## Data Integration

### The Challenge

In today's dynamic organizations, employee information must be updated on an ongoing basis. Changes like department transfers, grade shifts, status modifications, and associated updates to compensation program eligibility and reporting structures occur throughout the year — even during compensation focal planning and performance review cycles. Adding to this complexity, some organizations need to update employee information at different intervals to meet specific regional, divisional, program, or HR process requirements. For example, an organization may prefer to use a static set of employee data for creating focal compensation plans, while choosing to dynamically adjust employee data — like reporting relationships and salary levels or awarding of spot bonuses.

Faced with ever-changing workforce dynamics, organizations are challenged to keep information in sync across their systems of record and their strategic HR applications. Without an automated way to keep HR information consistent and up to date across systems, too many organizations must resort to daily manual intervention or undertake a huge effort at the end of planning cycles to “true-up” changes that have occurred during these periods. And as organizations

use employee information in increasingly diverse ways and various plans, programs, regions, and business units require updates at different times, keeping HR data in sync across enterprise systems is more important than ever before.

### The Solution

Workscope SmartSync enables organizations to receive regular updates from an ERP, HRIS, or other system of record — even on a daily basis. Using configurable business rules, Workscope SmartSync compares new data to past information and the current state of business processes. Based on this comparison, the application either resets the processes that are underway or updates those processes with new information. As a result, your organization can be sure it is using current, accurate data to inform critical HR decisions.

Today's organizations need to manage employee information separately for various programs and processes. That's why Workscope SmartSync features data independence to enable locking or continuous updating of HR data based on specific requirements. For example, with Workscope SmartSync, an organization is able to develop compensation plans for its North American employees using HR data that was locked before the planning stage began, while simultaneously conducting performance reviews for the same employees based on HR information that is updated daily.

Workscope SmartSync is tightly integrated with Workscope EligibilityManager and Workscope GroupManager, enabling HR administrators to manage groups and hierarchies within the Workscope Talent Management Suite, accept updates when data is changed in the ERP or other source system, or designate a different option for each managed hierarchy.

### The Advantages

Workscope SmartSync enables HR administrators to:

- Eliminate repetitive and error-prone manual data editing
- Ensure HR processes are using accurate, up-to-date employee information
- Reset source data automatically, and restart processes or recalculate when supporting data is updated
- Define automated business rules to ensure data consistency across systems
- Easily support isolated copies and updates of employee information per distinct program, plan, region, or business unit with data independence