

Bite Size Consultancy

Now more than ever, you may be experiencing a limit in system administration resource, higher project demands, or perhaps your in-house teams need additional support and knowledge in niche areas. Let us help take your pressure away with help from our experience consultants.

We recognise that there are many challenges being faced by organisations at this time of uncertainty. With so much new legislation, additional health and safety in workplaces to maintain social distancing and more scrutiny over resources, it can be difficult for teams to keep on top of system maintenance.

Perhaps you need to configure changes to your pension scheme, pay calculations or absence reporting in light of furloughed workers and changes to sick pay. Even if you're not sure exactly where you need help, our expert team can offer support and guidance to ensure your system always works for your needs.

To support you, we can offer bite size consultancy to help your teams with specific requests or issues, saving time and freeing up your resources for more critical tasks.

It's easy to organise in three simple steps:

1

Contact your CRM about your consultancy needs

2

A member of our consultancy team will get in touch within 48 hours to discuss your exact requirements and system configuration

3

We'll provide a quote, and after signing the contract, we'll complete the project within one week

We can help you with:

Covid-19 holiday carry forward

With Coronavirus and the changes to holiday entitlement rules, you may need to change your carry forward rules. For example, if your rules allow carry forward for a set number of hours or days, we could amend the system to stop the carry forward of leave for the next two years. You will then be able to manually data load the carry forwards for the next two years only, and iTrent would then revert back to your default rule.

Ending vacant positions

Do you have lots of positions that are getting in the way and distorting reports? We have a service to end these positions for you.

Display salary in ESS

Did you know you can now display an employee's salary in ESS? This includes the annual, monthly, hourly salary or a combination of them all.

Making the system accessible for leavers to get P45 and payslips

When an employee leaves the business, with iTrent you can give them access to ESS for a number of days after leaving, which will enable them to get payslips and P45s without having to call HR for the information. This could help with the experience for leavers and reduce unnecessary calls.

Cost code descriptions

Do you use or want to use ESS timesheets and let employees enter cost codes to charge to different parts of the business? The new iTrent functionality means that you can now attach a description to the cost code for a department to allocate their costs, so an employee can search without having to remember the cost code.

Automation

Do you need help automating your main iTrent processes, allowing them to run overnight or at weekends, so that the output is there when needed? We can show you how to create batch jobs to automate the processes.

Report sharing

Did you know that once you have run a report you can share it with other people rather than having to run it again?

If any of the above would be something of interest to you, [please contact us](#) as we may be able to help get these and a number of other services set up for you.

Contact your Customer Relationship Manger for more information.

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