



# INTEGRATED SCHEDULING MANAGEMENT



## EFFECTIVE STAFF PLANNING

Altus Dynamics Scheduler solution promotes more effective staff planning, enhanced scheduling intelligence and insight into your labour costs while saving your employees time.

With Altus Dynamics Scheduler you can gain control, save time and improve the management of your labour costs. Get closer to employees by sharing schedules, absence requests, certification and training updates, and timesheets online. Payroll processes becomes a cinch with our seamless integration to employee position, rates, schedules, online timesheets and much more.

## BENEFITS YOU CAN EXPECT

### **Scheduling Intelligence**

Centralized and integrated scheduling allows for easy, online drill down capabilities. This ensures that you schedule the right employees at the right time, for the right location.

### **Collaboration with Employees**

Online employee collaboration tools enable effective employee communication, sharing of schedules, managing skill certifications and capturing of absence requests.

### **Labour Costs**

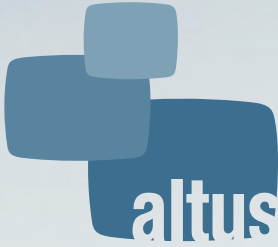
By leveraging 'best practice' scheduling methodologies you can reduce unnecessary overtime scheduling and track absence trends.

### **Payroll in Control**

With the automated payroll integration, staff can gain more control of workflows and approval processing.

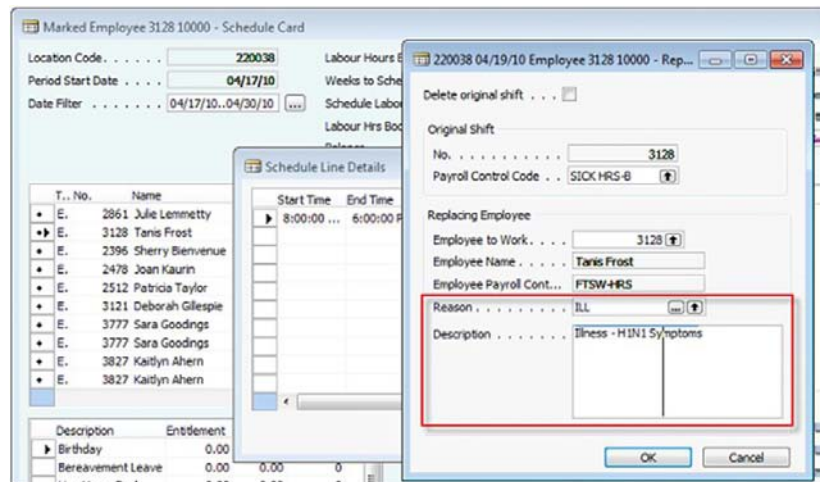
### **Informed Employees**

Altus Scheduler features easy-to-understand interfaces, allowing your employees to view schedules and HR information.

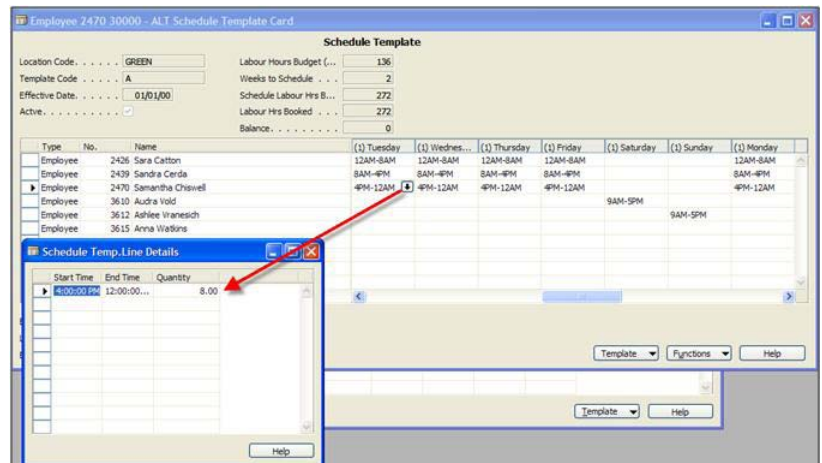


## FEATURES & FUNCTIONS

FEATURE	FUNCTION
Business Intelligence	<ul style="list-style-type: none"> <li>• Analysis of employee data &amp; trends like absences, positions</li> <li>• Analysis of location schedule trends</li> <li>• Easy drill down and navigation capabilities</li> <li>• Each scheduling view provides key information like: location details, budgeted hours, booked hours &amp; variance</li> <li>• Improved visibility with integrated drill down to positions, employees and locations</li> </ul>
Centralized and Decentralized Scheduling	<ul style="list-style-type: none"> <li>• Integrated alerts for employee overtime hours status</li> <li>• Intuitive screens for easy scheduling</li> <li>• Quick analysis screens to make informed scheduling decisions</li> <li>• Schedule by unlimited number of locations</li> <li>• Build an unlimited number of schedule templates</li> <li>• Integrates with budget to track budgeted hours vs. actual hours on a schedule</li> <li>• Schedule by positions or employees</li> </ul>
Collaboration with Employees	<ul style="list-style-type: none"> <li>• Share schedules online with the integrated Employee Portal</li> <li>• Browser-based and easy to enter timesheets for employees</li> <li>• Sick time and absence requests easily entered by the employee online via the Employee Portal</li> </ul>
Integration to Payroll	<ul style="list-style-type: none"> <li>• Online time sheet integrates to your payroll</li> <li>• Online integration to employee portal gives HR staff up-to-date absence management</li> <li>• Spot trends with better absence management tools</li> <li>• Integration with employee union management to make decisions based on collective agreements</li> </ul>
Integration to Finance	<ul style="list-style-type: none"> <li>• Integration to finance system provides finance with better visibility into labour costs across departments, programs and locations</li> </ul>
Certification and Training Management	<ul style="list-style-type: none"> <li>• Tracking of real-time certifications and skills information, including expiration dates</li> <li>• Factoring of employees training dates for blackout periods</li> </ul>



*Spot and track absence trends within your schedules*



*Integrate shift management in your schedules*



## ABOUT ALTUS DYNAMICS

[altusdynamics.com](http://altusdynamics.com)

Altus Dynamics is a leading provider of financial and operational software and services designed specifically for non-profit, education and government organizations. It is powered by Microsoft Dynamics® NAV – a complete and integrated business application that has been implemented by over 70,000 organizations worldwide. Altus Dynamics is a Gold Certified Microsoft partner whose success is grounded in an authentic feeling of passion for non-profits and the public sector.

*Together for the greater good.*

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