



Infor HCM Suite Overview

Turn HR into a strategic advantage

Increasing business profitability is a significant challenge in today's marketplace. You've attacked cost control in supply chain, inventory, and many other areas. You've made your business more efficient and profitable by automating key processes. Yet chances are that your attempts to optimize the business processes that center on your most valuable asset—your people—haven't directly influenced your business results as you'd hoped they would.

Why is strategic HR so hard to achieve? For most businesses, it comes down to resources and technology.

According to analyst reports, the typical HR generalist spends up to 70% of the business day performing administrative tasks. It's hard to be strategic when it's all you can do to keep up with day-to-day requirements.

On the technology side, you likely have a variety of in-house or outsourced point solutions that are fragmented and disconnected, obscuring the bigger picture. Or they may be constrained by the requirements of an inflexible ERP system. All together, these roadblocks make change difficult.

With Infor® HCM, you get the tools to transform HR into a strategic lever for your business. Infor HCM closes gaps between systems and aligns your processes to your business goals. With a complete view, your people can clearly see what they need to do to make an impact. Essential tools and information are within easy reach.

Deploy a single Infor HCM application or the entire suite—in the cloud or on-premise. Choose the capabilities that help you align your talent with your strategy.

Good things happen when information access and business insight converge. Leaders make more informed decisions. Compliance is better managed and risk is reduced. Employees are energized by their work and empowered to be more productive. As your organization becomes more agile, connected, and effective, your company can realize a higher rate of return from your people. That's strategic HR in action.

Unite processes, transform work

With Infor HCM, you get a solution that ties together software, content, service, and process to transform the way you work. Thanks to our flexible service delivery model, you can select just the processes you need or an end-to-end solution. You can even use software you already own and run on-premise or in the cloud.

Information from any system can flow into our unique cloud interface and be accessed from any device to help you improve the way you:

- **Select** the right talent for your organization, with everything from requisition, sourcing, assessment and offer management, through onboarding and career growth management.
- **Deploy** and redeploy people, through a complete array of planning, labor forecasting, scheduling, and time and attendance solutions.
- **Develop** the talent that your organization needs to perform at its peak and drive retention—providing insight into your people, their strengths, and how they contribute to operating results.
- **Measure** the effectiveness of individuals and the organization as a whole—giving your leaders a direct line of sight into organizational, team, and individual goals—to drive business outcomes.
- **Reward** your people intelligently and effectively, letting them see their total compensation package, with the tools to personalize reward structures.

With Infor HCM, you get everything you need for: recruitment, selection, workforce management, talent management, learning management, HR service delivery, performance management, and compensation management. But unlike monolithic HR platforms or fragmented point solutions, you can choose only the solutions you need, or go end-to-end—on your timetable.

You can use any or all of our HCM solutions:

- Global HR
- Talent Management
- Talent Science
- Workforce Management
- Learning Management
- HR Service Delivery

Global HR

You get a single system that can handle all the details of HR administration, from time and attendance to benefits administration with Infor Global HR. With all those tasks taken care of, your time will be freed up to focus on more strategic activities.

With the automated best-practice processes within Global HR, you'll be able to:

- Track and manage employee information.

With Infor HCM you can:

- Improve HR efficiency by providing a single user interface and single sign-on.
- Unite your HR systems to the systems that drive your operating units.
- Choose your own path to fully unified HCM.
- Elect to use just one or all of the Infor HCM modules.
- Achieve measurable benefits in as little as five months.

- Empower your employers and managers with self-service tools to help them manage their benefits.
- Provide accurate pay and benefits.
- Manage time off and ensure adequate coverage.

Talent Management

Attract and retain critical talent to support your company's strategies with Infor Talent Management. You'll have the tools you need to address the entire employee lifecycle.

Maintain a single source of information about your talent with solutions that allow you to:

- Align employee goals with business goals.
- Beat the competition to top talent.
- Recognize, retain, and reward top performers.
- Provide strategic learning and development opportunities.
- Assess the skills of your current employees and plan the succession of people in key roles.

You can use Talent Management to:

- Plan your talent needs, including global requirements.
- Make strategic hiring decisions.
- Determine how to pay and reward your top performers.
- Identify people across your company who have been high performers and who are good candidates for leadership career planning.
- Create a talent pool or a database of candidates to serve as mentors.

Talent Science

Talent Science provides the software engine that transforms big data into hiring recommendations to help you target ideal job candidates based on your specific KPIs. You can assess candidates based on objective, measurable criteria to make hiring decisions that are data-driven, defensible, and tied to your key metrics. By using Talent Science's predictive model, you can better select, retain, and develop the right talent across the entire employee life cycle.

You'll be able to easily access the key data that helps to:

- Predict the success of new hires.
- Measure and leverage Behavioral DNA® for actionable insights.
- Identify employees' potential to fill future roles.
- Improve hiring decisions and determine best fit roles.
- Review and share results via graphical reporting dashboards.

Use Infor Talent Science to achieve:

- Decreases in employee turnover.
- Improvement in job performance.
- A more streamlined hiring process.
- Risk mitigation in the end-to-end hiring process.

Workforce Management

With Infor Workforce Management, you get the tools you need to help your company control labor costs, while maintaining productivity, customer service levels, and compliance. Create and sustain alignment between employee activities and business strategy with detailed time tracking and reporting functionality.

You'll be able to automate your company's processes to help you:

- Track employee work time, including hourly personnel, for cost allocation, billing, or calculation of special compensation.
- Schedule labor hours to comply with laws, regulations, and union work rules.
- Optimize your workforce to meet the specific needs of your industry.

Discover the cost drivers and inefficiencies in your HR processes and improve your business performance and margins with the Infor HCM Suite.

Take advantage of Workforce Management to help you:

- Reduce labor costs.
- Comply with work rules, laws, and regulations.
- Forecast labor needs.
- Schedule labor efficiently.
- Create labor schedules with the best balance of labor cost, quality of service, compliance, and other criteria specified by you.

Learning Management

With Infor Learning Management, you'll have a learning management system and authoring tool to help you deliver cost-effective training to develop your people. Transfer knowledge faster and move your company from competence to performance with rich training that's accessible from anywhere.

You'll be able to:

- Create learning experiences for processes, technologies, and products that are specific to your company.
- Distribute learning to your extended enterprise—including employees, business partners, distributors, and other outside teams that provide service, sales, and support.
- Tap the knowledge, insight, and experience of peers, colleagues, experts, and self-identified tutors or mentors.
- Collect and share learning informally, through crowdsourcing and social media

HR Service Delivery

With HR Service Delivery, your HR managers can operate call centers that provide efficient HR support services, serving a higher volume of inquiries with fewer resources and less expense. Employees are empowered to manage routine transactions and find answers in a convenient and secure environment.

With HR Service Delivery, you can provide an experience that:

- Allows employees to access information quickly and efficiently, using advanced search capabilities.
- Provides consistent, reliable information that reinforces your employment value proposition.
- Offers access to your HR system via web browser from any device—computer, smartphone, or tablet.
- Delivers information tailored to role and other predefined attributes.
- Creates tiered levels of help to resolve both routine and more complex issues.
- Helps ensure prompt and consistent resolution of employee inquiries.

With HR Service Delivery, you'll be able to reduce the number of inquiries handled by your HR subject-matter experts. When you implement this multi-tier system with the help of Infor's experts, you can automate the processing of two-thirds of the HR-related questions from managers and other employees.



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About Infor

Infor is fundamentally changing the way information is published and consumed in the enterprise, helping 73,000 customers in more than 200 countries and territories improve operations, drive growth, and quickly adapt to changes in business demands. To learn more about Infor, please visit www.infor.com.

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Realize strategic HR

Deliver on the elusive business imperative of strategic HR with Infor HCM. Finally, your company can provide a direct line of sight from HR activity to business results. Move forward with HCM and unleash the potential of the people in your organization with a unified solution. With Infor HCM, you get:

- The right information at the right time, helping you to make better decisions faster.
- Simplified HR processes, which enhance employee engagement and productivity.
- HR processes specialized by industry.

You'll have the tools you need to make your people and organization more agile, connected, and effective. To learn more about Infor HCM solutions, visit www.infor.com/solutions/hcm.