A woman with curly hair, wearing a white polka-dot shirt, is smiling and looking at a tablet. The background is white with faint grey circles and a vertical pink line.

2023 isolved People Cloud Maximization Guide

How to get the most out of
your HCM platform

The logo for 'isolved' features a pink dot to the left of the word 'isolved' in a white, lowercase, sans-serif font. A small 'TM' trademark symbol is positioned to the upper right of the word. The logo is set against a dark circular background.

isolvedTM

Prioritizing Your Most Important Asset—

Your People

HR departments have had a lot on their plates – from navigating the pandemic and The Great Resignation to staying prepared for the possibility of an economic downturn.

Along with these challenges, the employment landscape continues to become more complex. In fact, 51 percent of [HR leaders say](#) retaining talent has become more difficult and 44 percent expect recruiting to be more difficult this year as well. Since employees are an organization's most important asset, it's not a surprise that employee experience (EX) remains a top priority for 91 percent of businesses.

Providing better experiences, however, requires the right supporting technology. Employees want to be empowered with self-service and consumer-grade experiences, while HR teams need solutions that are comprehensive, agile and scalable. The right human capital management (HCM) partner can check all these boxes.



HR leader's top expectation for HCM technology is that it's a full, end-to-end platform.

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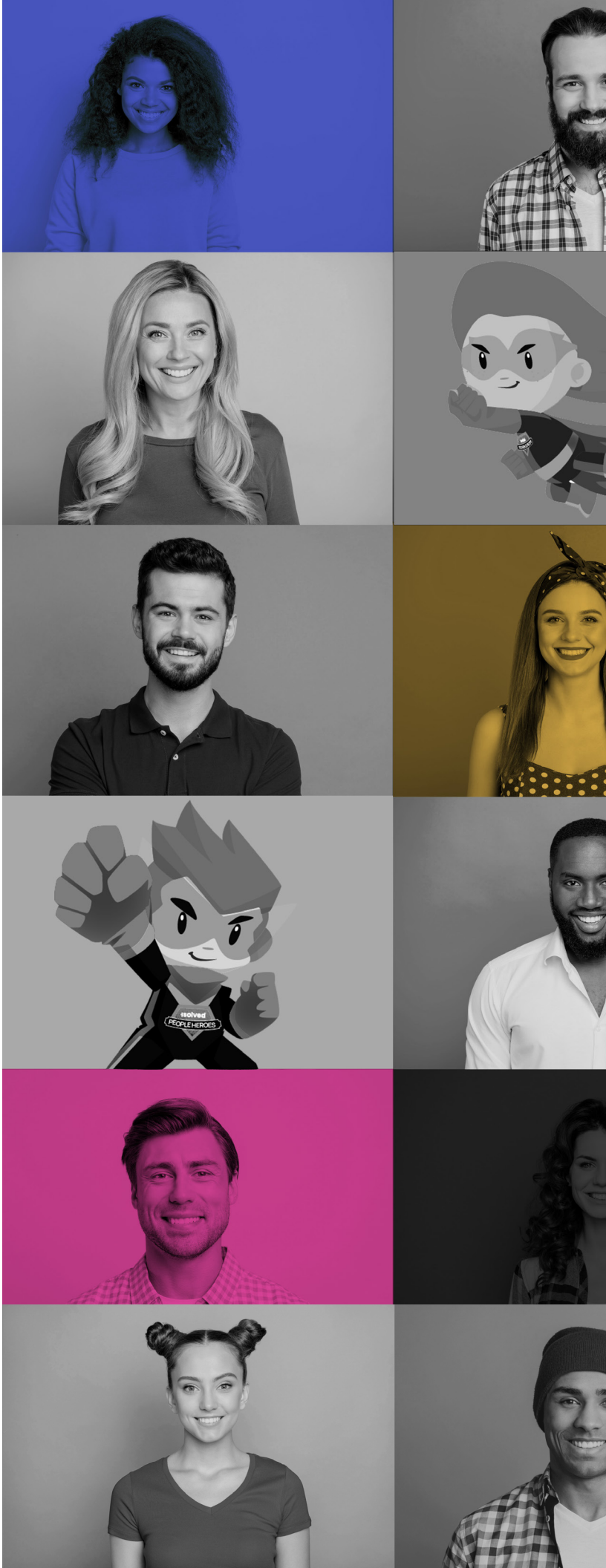
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Why HCM Technology Matters

HCM technology plays a vital role in the successful management of the HR and employee journey. The value of HCM and its organizational impact has grown exponentially in the last few years.

But why is it so important?

Put simply, HCM technology directly impacts EX. EX is defined as the end-to-end communications and capabilities that a person has with their employer before, during and after their tenure. This encompasses every interaction from routine tasks like payroll and scheduling to engagement opportunities like collaboration and professional development.

When your workforce is unhappy with their interactions at work, you run the risk of low productivity, a lack of belonging and an increase in turnover. A people-first organization will choose HCM technology that focuses on positive experiences, working alongside HR teams to provide tools that foster a culture of belonging, appreciation and longevity—improving relationships and ultimately, your bottom line.



Quick Tip:

Attend an Isolved Roadshow to learn more about maximizing your isolved investment.



Step 1: Collaborating with Key Stakeholders

isolated People Cloud should work as the single source of truth for your entire organization when it comes to people data and processes. To understand what additional support may be needed for your organization, it's important to collaborate across teams.

Consider initiating conversations with these departments in your organization:



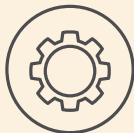
HR

Make sure you have the people experts' perspective on what additions may be needed to support the entire employee lifecycle.



Payroll

Your payroll team can let you know what workflows are currently being used and what optimizations can be made to improve processes.



Operations

The operation team can identify where improvements can be made when it comes to productivity, budgets and workload parameters.



IT

IT will need to be involved for assistance navigating how new solutions or integrations should be implemented for your organization.

Step 2: Problem Solving and Planning

What challenges do you have?

You have your key stakeholders, but optimizing your HCM investments can still seem like a big undertaking. Begin by mapping out the current state of your People Cloud investment with the checklist at the end of this resource. Then identify the challenges you're facing and the needs you anticipate in the future.

Consider the list below as you move through this process.

Source talent with shorter time to hire

Can you post open positions to 4,000 job boards with one click? **isolved Attract & Hire** enables you to do that, plus create better candidate experiences and reduce the time it takes to find top talent.

Streamline new employees' first days

Eliminate paper forms from the onboarding process with **isolved Onboard & Develop**. You'll be able to automate workflows, ensure data consistency, configure onboarding templates and more.

Bring HR and payroll together

Bring **isolved HR and Payroll** together to benefit from less redundancy – which means better accuracy. Your workforce will also enjoy the perks of self-service and real-time access to data.

Optimize the way you manage benefits

isolved Benefits Enrollment & Administration simplifies the benefits process and increases engagement. Employees can review benefit options – and costs – before enrolling.

Track time anywhere

isolved Time & Labor Management eliminates outdated software and time sheets to improve compliance. Plus you can collect time from a physical or virtual clock, including mobile devices.

Simplify scheduling workflows

Creating a schedule can be time-consuming, so simplify the process with **isolved Scheduling**. You'll benefit from improved employee accountability, flexible shift setup and fast approvals.

Boost retention with engagement

Employees **rate engagement** as a top HR activity that needs improvement, so boost their experiences with collaboration and development tools like **isolved Share & Perform** and **Learn & Grow**.

Get insights for data-backed decisions

Agility is required in today's employment landscape, which is why **isolved Predictive People Analytics** enables you to analyze your current state and predict the best path for success going forward.



What are future needs?

isolved People Cloud grows with your organization. Think about what other features could benefit your organization – now, soon or in the extended future:

- ✓ **Manage employee expenses with ease** through streamlined expense reporting that offers configurable processing, approval workflows and more.
- ✓ **Empower employees with a conversational virtual assistant** that gives them access to real-time HR data and reduces administrative burdens.
- ✓ **Offer a corporate social responsibility program** to empower employees to give back to the causes they are passionate about at work.
- ✓ **Extend the reach of your department with HR augmentation services** that help a team of one act like a team of 10 (or a team of three act like a team of 30).
- ✓ **Leverage end-to-end benefit administration** for your workforce with isolved's dedicated team of Benefit Services experts that will keep your organization compliant.
- ✓ **Offer retirement and financial wellness benefits**, such as 401(k) and on-demand pay, to get a competitive advantage when recruiting talent.
- ✓ **Track and analyze your compensation process** with data that helps fuel better decisions, including average base salary and compa-ratio comparisons.



Quick Tip:

Extend the impact of your people strategy with isolved Optimization Services! Our experts will close the gap between your unique workforce challenges, your organizational knowledge and use of isolved People Cloud.

Step 3: Researching and Evaluating

Now that you've met with stakeholders and outlined challenges, the next step is to connect with your isolved account manager to learn how to solve for your organization's needs. Consider coming to the conversation with the following:

- ✓ **Stakeholder questions about current or potential solutions.**

Make sure to record all stakeholder feedback – including questions and concerns – so you don't forget anything when you connect with your account manager.



Quick Tip: *Use the Key Stakeholder Worksheet to jot down questions and concerns from each group.*

- ✓ **Your list of challenges, prioritized by importance.**

After talking to each stakeholder, you should have a good idea of what challenges need to be solved for, as well as expectations and timeframes for addressing each challenge.



Quick Tip: *Use the List of Priorities Worksheet to identify which challenges should be addressed first.*

- ✓ **Your filled out isolved People Cloud Checklist.**

Come with a list ready! Fill out the isolved People Cloud Checklist to know what you're currently using and what's available.



Quick Tip: *Use the isolved People Cloud Checklist to reference what your organization is already using.*

Step 4: Making a Decision

You've done your due diligence and now it's time to choose what solutions are needed to maximize your isolated People Cloud investment. That means you're ready to put together your business case for approval.

To properly showcase your recommendation, you'll want to prepare a presentation that lists benefits, challenges, costs, implementation timeframe and estimated time to value. Be ready to answer tough questions on how the solution will affect the organization. In your recommendation you'll also want to include the reasons you ultimately came to your final decision.



Quick Tip:

Include an executive summary in your proposal that outlines current challenges and how your recommendation will solve those challenges.



Need help outlining why isolved is the best choice? Here's a few reasons to get you started:

1

isolved's intelligently connected platform **increases productivity** by delivering a single source of truth that automates broad and deep while also eliminating added administrative work for your team.

2

isolved enables your team to spend less time on support and technical issues because employee experience by design **ensures operational and performance consistency** across devices.

3

With isolved analytics you can make better, faster and more informed decisions with access to **deep and actionable insights** on every aspect of your business – enabling you to accelerate data-backed decisions.

4


isolved People Heroes World offers an immersive learning experience where you can connect with like-minded professionals to **grow your career** as well as discover new ways to **energize the talent** in your organization.

5

isolved provides peace of mind as a **most-trusted partner** that's secure, stable and scalable, as well as by providing timely, comprehensive support that's backed by local and knowledgeable service.



Here's more proof that isolved is your best choice:



Rated **number one** for user experience and vendor satisfaction in the categories of core HR systems, time management and payroll in Sapient Insight Group's 25th Annual HR Systems Survey.



Recognized as a Facilitator in Nucleus Research's HCM Value Matrix for two years in a row.



Silver Winner of Brandon Hall Group's Future of Work Awards in the Best Advance in Corporate Wellbeing Technology category.



Leader in **NelsonHall's NEAT Evaluation** for payroll services.



Awarded **Leader badges** in multiple categories within G2's 2023 reports, including within the Momentum Grid Report for Human Resource Management Systems, Benefits Administration, Time & Attendance and Payroll.



[Request a Demo](#)

Worksheets

Key Stakeholders

List of Priorities

Isolated People Cloud
Checklist



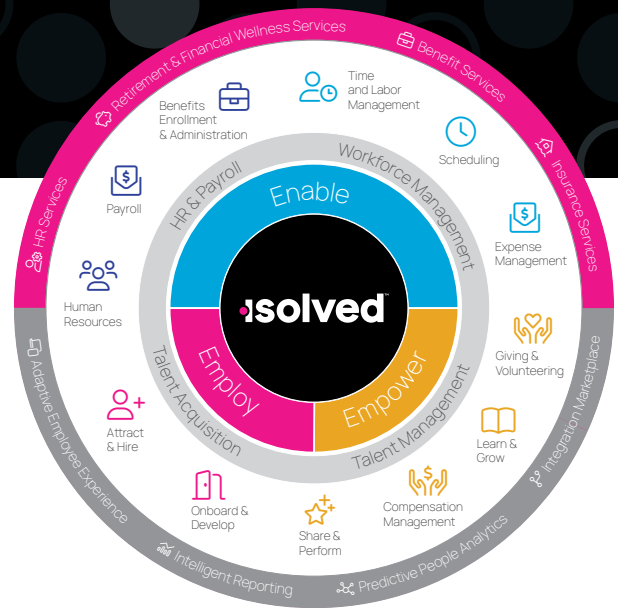
Key Stakeholders

Department	Buying Process Responsibility	Questions to Ask	Concerns to Note
HR			
Payroll			
Operations			
IT			
Executives			
Other			

isolved People Cloud Checklist

isolved People Cloud is an intelligently connected human capital management system that enables HR teams to manage the employee journey across HR, payroll, benefits, talent, workforce management, and more.

Is your human capital management system up to date in using all the features isolved has to offer?



Talent Acquisition

Attract & Hire

- Recruiting
- Requisition process
- Job ad writing
- Job questions
- Auto disqualify
- Job posting
- Company career page
- Employee referrals
- Text to apply
- Job alerts
- Assessments

- Interview guides
- Skills test
- Video interviews
- Calendar integration
- Offer letters
- Reference checks
- Background checks/
drug screening
- Custom tags
- Reports/dashboards/analytics
- Candidate ranking

Onboard & Develop

- Custom messaging
- Fillable forms
- Employee acknowledgements
- Custom links
- Compliance
- Workflow automation
- Pending employee dashboard
- Configurable onboarding
& offboarding
- e-Verify
- WOTC

HR, Payroll & Benefits

Human Resources

- Employee self-service
- Direct deposit
- Pay cards
- Garnishments
- Labor and general ledger (GL)
- Percent distribution
- Local, state, and federal tax
filing
- Quarterly and year-end filing (W-2)

Payroll & Benefits

- Salary and job history
- Certification tracking
- Skills, education and
training tracking
- Audit and compliance
- Document management

Enrollment & Administration

- Deferred comp (401k, 403b, etc.)
- 1094/1095c production
- Accrual management
- Benefit cost analysis
- ACA compliance
- COBRA management
- Benefit management
(open enrollment)
- Life events
- FSA, HRA, transit, parking,
tuition, and lifestyle
- HSA
- Carrier connections

Workforce Management

Time & Labor

- Time tracking
- Shift configuration
- Assign shifts
- Default/pattern scheduling
- Alerts
- Time off requests
- Adjustments
- Meal & break configuration
- Rounding rules
- Holidays
- Verification workflow
- Punch notes/attestation
- Occurrence tracking

Scheduling

- Configurable allocation rules
- Job tracking
- PBJ reporting
- Reporting/dashboards/analytics
- Team calendar
- Schedule notifications
- Geofencing
- Time clocks/virtual clock
- Mobile punching
- Group punching
- Submit missing punch

- Shift eligibility
- Auto hour labor allocations
- On call shifts
- Scheduler alerts
- Shift request/coverage request/shift swap
- Coverage dashboard
- Employee unavailability

Workforce Scheduling

- Staff count types
- Staffing rules
- Staffing summary
- Schedule by shift
- Open shifts
- Notifications to fill open shifts

Expense Management

- Expense tracking
- Employee entry
- Delegate entry
- Admin entry
- Payroll reimbursement
- Copy expense
- Business purpose tracking
- Mileage tracking/calculations
- Per diem tracking/calculations
- Customizable fields
- Customizable business purpose types
- Multiple policy tracking

- Multi-level approval processing
- Email alerts
- Expense limit notifications
- Non-reimbursable expense tracking
- IRS category tracking
- Expense importing
- Reporting/dashboards/analytics
- Optical character recognition (OCR)



Talent Management

Share & Perform	Learn & Grow	Compensation
Employee surveys	LMS	Compensation planning
Collaboration	SCORM compliant	Configurable eligibility rules
Rewards and recognition	Content marketplace	Automatic reminders
Goal setting	Social learning	Comprehensive dashboard
Performance reviews	Gamification	Seamless payroll integration
360 review	Training identification and nurturing	
9-box		
Feedback		
Intranet		
Employee portal		

Giving & Volunteering
Company match
Volunteer
Automated payroll donations

Platform

Conversational Virtual Assistant	Predictive People Analytics	Employee Marketplace
Real-time access to HR info	Centralized analytics dashboards	Exclusive Perks and Discounts at no cost, including:
Microsoft Teams chat integration	Predictive modeling	Travel-related purchases
Artificial intelligence-based natural language processing	Historical trend analysis	Events
	Benchmark Insights for Salary, Tenure, and Turnover	Dining and wellness access
	Key events overlay	Electronics
	Voice navigation and Virtual Assistant	Retail and apparel
	Artificial Intelligence	
Adaptive Employee Experience	Intelligent Reporting	
Any device/anywhere/anytime	On-demand reports	
Employee self service	Report writer	
Manager/supervisor self Service		

Missing some features or want to learn more about how isolved People Cloud is best suited for all your HR needs?
 Call us at 800.733.8839 or contact your account manager directly.





Discover why isolved is **Where People
Heroes Grow™**

[Schedule a Demo](#)
800-733-8839

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