



# Save Costs and Optimize Scheduling

Workforce scheduling is a time-consuming, and downright frustrating task. In order to be successful and create schedules that work, you need to balance employee availability, preferences, seniority, pay rates, skills, and certifications with fluctuating business demands

With our employee scheduling tool, employers can quickly fill open shifts, maximize productivity and engagement, and minimize overtime, taking into account everything employee preferences and company needs without the manual headaches and processes.



## Build

Workload planning\* — automatically generate shifts based on imported business data

Optimized schedule generation — take a step beyond simply meeting constraints and achieve business goals such as lowering cost, reducing overtime, meeting employee preferences and much more

Budget and workload definition

Define shifts and schedules

Define schedule rules and constraints

Manual schedule planning and editing

Schedule pattern templates

## Manage

Schedule change alerts and notifications

Skill tracking

Credential and certification tracking\*

Staff management drag-and-drop shift transfer

Call list

Employee preferences

Fatigue management

Open-shift management — automatically displays the available employees who meet shift criteria, allowing the shift to be offered and accepted by those employees within a predefined time frame

Employee self-service: request coverage

Employee self-service: shift swap

Employee self-service: request open shift

Time sheet sync\*\* — ensure schedules are posted to employees' time sheets

## Online Enrollment

Schedule groups or individuals

Schedule to skill and proficiency

Open-shift visibility

Automatic shift assignment — have the system automatically assign shifts based on several important factors such as availability, skills, location and much more

Color-coded availability

Drag-and-drop fill

## Measure

Reporting

Coverage graph and metrics

Detailed audit trails

Planned to actual schedule metrics

\*Additional module is required

\*\*Applicable only if using our timekeeping module

