



SumTotal Work

SumTotal Work delivers a fully scalable solution entirely integrated with SumTotal's Talent Expansion® applications composed of Workforce Management (including Time and Attendance, Absence and Leave Management, Workforce Scheduling, Data Collection Devices and Mobile Workforce), Payroll, Benefits and Expense Management which are all core to the solution. This non-modular approach was specifically designed to reduce errors and double entry, increase productivity and improve efficiency.

Integration with SumTotal Learn and Talent further empowers organizations with market-leading learning and development solutions along with a complete set of development-focused talent solutions. As a result, SumTotal helps organizations significantly improve the efficiency and effectiveness of their people – not just automate their workforce management processes.



Comply	Pay, work, and absence and leave rules help manage risk
Deploy	The precise number of the best people with optimal skills, are in the appropriate place, doing the right work, at the suitable time and at the proper cost.
Engage	Enable and facilitate individual and group performance
Produce	Increase net effective productive capacity
Profit	Impact both top and bottom lines with rapid time to value, cost savings and increased revenue and productivity

\$10.99

ROI for every \$1 invested in Workforce Management

70%

Of employers are not in compliance with Fair Labor Standards Act (FLSA)

8.7%

Of payroll each year is related to unscheduled absences

75%

Of companies experience a loss from buddy punching

Why SumTotal Work?

- Robust, best-in-class functionality
- Built on years of WFM leadership experience
- Personalized UX
- Access to company-specific content delivered via standards-based portal and portlet technology

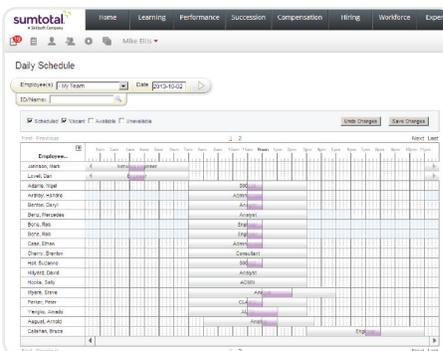
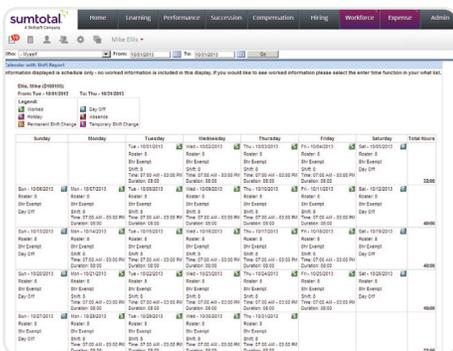
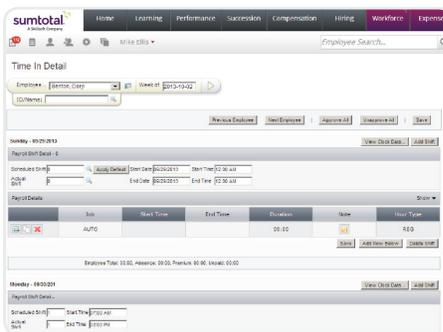
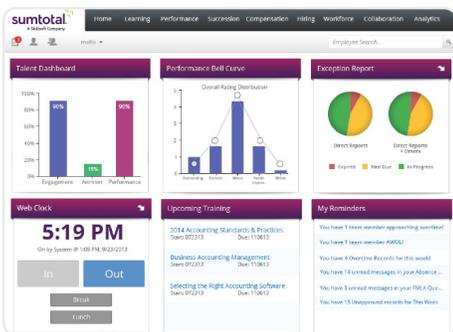
SumTotal Work includes:

- SumTotal Workforce Management:**

- o **Time and Attendance:** Standardize and automate 100% of your pay, work, union and accrual rules across all of your locations to significantly improve efficiency and simplify time management activities for your whole workforce.
 - o **Absence and Leave Management:** Proactively manage employee absenteeism, automation of business rules that determine accruals and the complex leave management requirements to ease and improve administration.
 - o **Workforce Scheduling:** Maximize workforce productivity by leveraging employee skills to schedule the right people for the right jobs, tracking employee availability, and intuitively fine-tuning schedules to the task level.
 - o **Data Collection Devices:** Fully scalable and integrable time, attendance and access data capture methods include camera-enabled biometric Impulse Clocks, finger scan terminals, and Interactive Voice Response (IVR).
 - o **Mobile Workforce:** A mobile application built on HTML5 that removes the need to standardize on a single OS. Mobile Workforce delivers just-in-time access to track and monitor schedules, locations, accruals, time and more.
- **SumTotal Payroll:** Manage any size workforce with unlimited employee and tax IDs using the system known as the Cyborg System™ and The Solution Series™.
 - **SumTotal Benefits:** Streamline benefits management and simplify the enrollment, update, and communication processes. This solution supports even the most complex calculations.
 - **SumTotal Expense Management:** Automate processing and facilitate management of employee business expenses, the second-largest controllable expense after payroll.

- Proactive alerts, notifications and call-outs for compliance governance on schedules, work time, absence and leave policies
- Seamless integration with SumTotal Talent and Learn
- A comprehensive dashboard of your workforce from which to make informed decisions
- Configuration and extensibility to meet 100% of your organization's requirements without costly customization
- Multi-tenant architecture to facilitate segmentation and global rollouts
- Flexibility to deploy individual components or the full platform

Unified workforce management



"The Time & Attendance solution has enabled us to better manage our workforce, reduce costs and empower employees to be more productive. We can forecast staffing issues, track by shift, uncover trends, and take a proactive approach in managing our workforce — all of which contributes to maintaining and improving service levels for residents."

Tom Spencer

Systems Project Administrator,
City of High Point



Working to improve your business

- A consolidated employee record empowers managers to create schedules based on skills, performance and certifications while SumTotal Work automatically ensures real time compliance with schedule requirements.
- Sophisticated and intuitive technology via our distributed enterprise platform delivers a highly scalable and configurable service-oriented architecture built on a multi-tenant platform for single or autonomous segmented deployment.
- Through our scalable rules engine, SumTotal Work can meet 100% of work, leave, schedule and pay rules without customizing the core.
- Advanced data collection devices provide complete capability for employee and manager self-service, time, absence and labor data collection.
- Manage complex requirements of global organizations in all industries and of all sizes without restrictions on devices, deployment options or platforms.

SumTotal Work solutions work the way people work, in real-time, so your people have unparalleled visibility to enable better business decisions sooner, and are positioned to be their best.



For more information or to learn more, visit www.sumtotalsystems.com or call

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"Having our CRM and expense management system talk to one another was crucial in order to derive accurate profitability measures. SumTotal's solution was designed to permit real-time interfaces to their databases and they helped us make it happen."

Dan Garuti

Vice President, Loomis Sayles & Company

Every SumTotal solution is:

- Fully integrated with all of our SumTotal Talent Expansion® Suite Applications
- Powered by the elixHR® Platform
- Built to work with other technology in your environment
- Offered as a Hosted or On-Premise solution