

# SumTotal Benefits Administration



## Complex Benefits Management Made Simple

Benefit offerings can give your company a competitive edge in recruiting and retaining talented employees. Yet such offerings are rapidly becoming as diverse and complex as today's workforce--and just as complicated to manage. SumTotal's Benefits Administration solution enables you to efficiently manage the complexities of single and multiple benefit programs. The solution maintains all information about employee eligibility, benefit offerings, and participation for an unlimited number of plans or combinations of plans. Best of all, our solution's common-sense approach is based on how administrators perform their day-to-day tasks, making it easy to master and convenient to use.

SumTotal Benefits Administration capabilities give you the flexibility to:

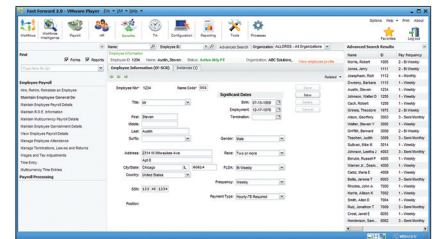
- Provide a richer, more interactive learning experience for all users
- Make benefits-related strategic and tactical decisions using our management tools for analysis
- Manage complex benefit plans
- Accomplish accurate, timely benefits enrollment and disbursement via our fully integrated solution
- Automatically communicate with employees at a personal level, both effectively and frequently, about benefit needs and changes

### Key Features

SumTotal Benefits Administration solutions have been designed to accommodate the needs of enterprise-class distributed organizations, with centrally hosted scheduling that can be localized to meet the unique needs of each business and each business location. We provide a flexible solution designed to meet even the most complex benefit management needs. Key features of SumTotal Benefits Administration include:

- **Unlimited Choices:** Handle any combination of employees and plans, including the administration of traditional employer-defined benefits and pension programs. Our solution supports plans to fit every organization, from a simple choice of benefit options to a complex group of benefit plans for union and salaried employees. Big or small, whatever combination of plans you are administering, you can manage those plans—accurately and efficiently—with SumTotal.

### EFFICIENT MANAGEMENT



Efficiently manage the complexities of single and multiple benefit programs. Maintain all the information about employee eligibility, benefit offerings, and participation for an unlimited number of plans or combinations of plans.

Datasheet

- **Communication that Works:** Effective internal communication is essential when dealing with employee benefits. With SumTotal's Benefits Administration solution, you can automatically generate email notifications at the appropriate times, significantly reducing administrative workload. If email isn't the preferred method of communication for your staff, the system will also create mail merged documents.
- **Integration is Everything:** SumTotal's solution fully integrates HR Management, compensation administration, reporting, self-service, and Web-based open enrollment. The result makes it quick and simple for you to achieve accurate, timely benefits enrollment and disbursement.
- **Accurate, Automatic Calculation:** This seamless integration ensures accurate, automatic calculations of coverage, as well as for contributions and deductions for health, life, AD&D, LTD, STD, RRSP, pensions, flexible spending accounts, and much more. Additionally, strategic benefits-related decisions are effortless when you leverage our sophisticated and intuitive reporting and analysis tools.

### Cross-Functional Benefits

SumTotal provides an end-to-end, complete strategic Human Capital Management solution integrating workforce management, talent management, learning management, HR management and payroll and benefits management.

- **Workforce Management:** Integrated across the SumTotal strategic HCM solution SumTotal Workforce Management provides powerful tools to effectively manage labor rules, ensure compliance, and control labor costs and expenses
- **Talent Management:** Integrated within the SumTotal's strategic HCM solution, Talent Management provides a single view of your organizations a unified view of your organizations talent processes across all parts of strategic HCM
- **Learning Management:** Integrated into the learning management solution, SumTotal can provide visibility into skills, certifications, and learning activities across talent and workforce management, as well as other parts of the strategic HCM process
- **HR Management (HRMS):** Integrated within the SumTotal's strategic HCM solution, SumTotal's HR Management solution provides a single source of truth for all HCM processes
- **Payroll & Benefits:** As an integrated service into the SumTotal's strategic HCM solution, Payroll and Benefits Management provide efficient, flexible and easy-to-use service at the foundation of your HCM solution

**About SumTotal** // SumTotal Systems, Inc. is the global leader of strategic Human Capital Management (HCM) solutions that provide organizations with a new level of visibility to help make more informed business decisions and accelerate growth. Recognized by industry analysts as the most complete solution, SumTotal provides full employee lifecycle management, including a core system of record, from a single provider for improved business intelligence. The company offers customers of all sizes and industries the most flexibility and choice with multiple purchase, configuration, and deployment options. We have increased the performance of the world's largest organizations including Sony Electronics (NYSE: SNE), AstraZeneca (NYSE: AZN [ADR]; London: AZN), Amway (KUL:AMWAY), Seagate (NYSE: STX), Dell (NASDAQ:DELL), and Google (NASDAQ:GOOG).

For more information, or to request a demo, please call +1 (866) 768-6825 (US / Canada), +1 (352) 264-2800 (international) or visit [www.sumtotalsystems.com](http://www.sumtotalsystems.com)

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