



## Why Upgrade to Sage HRMS Subscription?

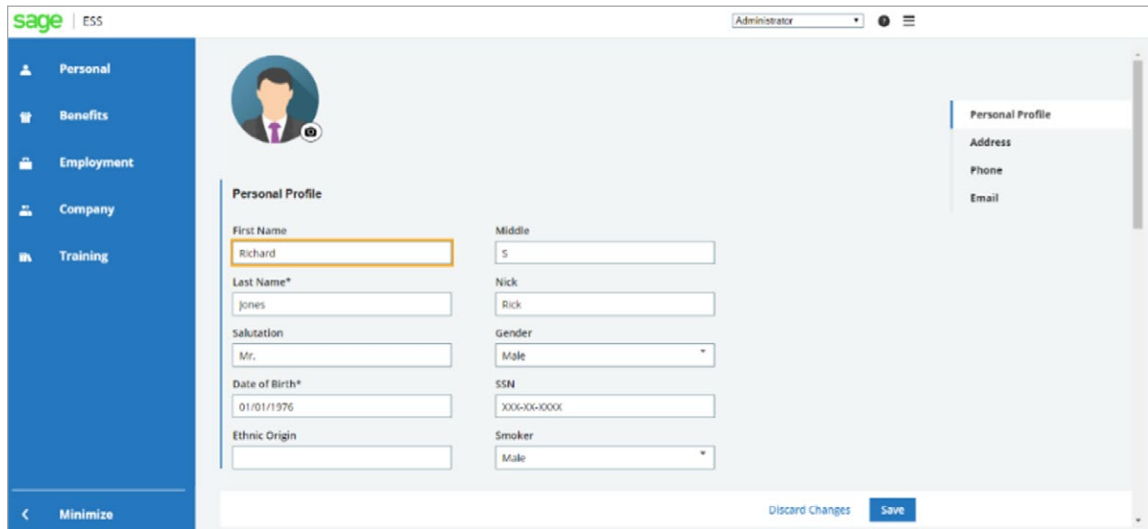
The time is right to migrate to the subscription version of Sage HRMS. Each year, Sage makes additional investments to update and expand the value of HRMS. As a subscription license holder, you get automatic access to all the latest features as part of your subscription.

HRMS subscription has additional features not included in the perpetual license version. One area that users have asked for changes to, is an improved user interface for employees. Therefore, we are rolling out a new user interface for Employee Self Service (ESS) for the subscription version. This improved experience will help employees more easily navigate the solution in an intuitive and attractive design.

### **In addition to this, other features available in the subscription version include:**

- Branding & user experience updates for HRMS and ESS and integration links – new color scheme, login page, home page
- Added capability to verify password with a view option on the HRMS and ESS logon page
- Export capabilities for the results of the HRMS “employee find” to XLS
- Added “My Links” to the HRMS left navigation under Connected Services
- New Secure Query report access from the HRMS home page
- Ability for employer to default employee contribution for all employees with automatic enrollment of HRMS Savings Plans
- Expanded ESS capabilities for administrator to create and use customized security questions for logon
- Additional ESS options including employee ability to create and use customized security questions for logon
- 40% discount on Aatrix packages purchased from vendor

Additional features planned include new ESS user experience for Open Enrollment and for Time-Off, the modernization of ESS mobile access along with additional feature access through mobile, and more HRMS features added to ESS to provide a complete HRMS/ESS cloud-enabled experience.



The screenshot shows the Sage ESS user interface. On the left is a blue navigation sidebar with icons and labels for Personal, Benefits, Employment, Company, and Training. The main content area is titled 'Personal Profile' and contains a form with the following fields: First Name (Richard), Middle (S), Last Name\* (Jones), Nick (Rick), Salutation (Mr.), Gender (Male), Date of Birth\* (01/01/1976), SSN (XXXX-XX-XXXX), Ethnic Origin, and Smoker (Male). A 'Minimize' button is at the bottom left of the sidebar, and 'Discard Changes' and 'Save' buttons are at the bottom right of the form.

## Beyond just features, though, subscription customers also have a number of additional support and training benefits including:

### Access to My Workforce Analyzer

Track the information needed for 1094-C and 1095-C reporting and monitor your employees' hours of service so you can make informed decisions about healthcare and the requirements of the ACA. Visit [MyWorkforceAnalyzer.com](http://MyWorkforceAnalyzer.com) to learn more.

### Anytime Learning courses

Get up to speed on tasks and processes, such as creating custom reports, adding a new hire, changing an employee's job and pay, and assigning and returning an employee from a leave of absence. You can review these convenient, online courses as many times as you want to, at any time of day. The recorded lessons enable you to pause, rewind, and fast forward so you can fit them into even the busiest schedule. Visit [Sage University](http://Sage University) to find training.

Additionally, HRMS subscription customers are offered a 50% off discount on all other HRMS training available through Sage University.

### Online Support

Instantly download the latest product updates or search the [Sage Knowledgebase](#) to find out more about your software. You may also join a peer-to-peer discussion forum with other professionals to find out about new products, training workshops, and more. Log on to the [Sage Customer Portal](#) to create and manage your cases online, or visit [Sage City](#) for help any time you need it.

### Annual system check

Discuss best practices and workflow and ensure that your company is taking advantage of everything Sage HRMS has to offer. This one-on-one analysis provides a comprehensive review of all facets and procedures within your Sage HRMS products. Request your Annual System Check Audit Form by telling us which product you use and emailing [PremiumSupport.EmployerSolutions@Sage.com](mailto:PremiumSupport.EmployerSolutions@Sage.com).

### On-demand appointments

Schedule an appointment to review a technical issue or revisit a previous support ticket. A top-tier customer support analyst will contact you at your convenience.

### Private tutor session

Expand your knowledge of Sage HRMS products, features, and functionality. Ideal for new or experienced users who wish to learn more about new reporting requirements or add-on modules, schedule an appointment, and during this session, a customer support analyst will guide you through any task or process you choose.