



# 10 SIGNS YOU NEED AN HRIS

Have you always managed your HR information through multiple files, emails and phone calls?

The following list will help you determine if you need to invest in HR software.

Do you feel like the situation is no longer sustainable and are you wondering if it is time to implement an HRIS?

→ **If you recognize yourself in the statement, check the box.**

# 01

## YOU DON'T KNOW YOUR EMPLOYEE TURNOVER RATE

You have partial information but no complete and accurate picture of departure reasons, departure numbers, and the annual costs related to employee turnover (training, recruitment, etc.). You know that you would benefit from reducing turnover, but you don't know where to start.

3 pts.

# 02

## YOUR HR DATA IS IN MULTIPLE PLACES AND YOUR INFORMATION IS NOT CENTRALIZED

Your employee files are on your intranet. Your performance evaluations or your onboarding processes are documented in numerous Excels files. Your employees have to contact the HR department to find out their paid-time off balance.

2 pts.

# 03

## YOU DON'T KNOW HOW MUCH MONEY YOU INVESTED IN TRAINING

Tracking the costs of training courses provided to employees over the course of a fiscal year is a laborious and time-consuming process.

3 pts.

# 04

## YOU DON'T USE AN EMPLOYEE PORTAL

Every time a new employee joins your organization, you have to send multiple corporate documents by email.

1 pt.

# 05

## YOUR EMPLOYEES STILL HAVE TO MANUALLY SIGN THEIR DOCUMENTS

You send your employment contracts and then have to wait for them to be printed, signed, scanned and returned by email.

2 pts.

# 06

## YOU DO NOT ASSESS YOUR ORGANIZATIONAL HEALTH AND ITS EVOLUTION

You have no way to confidentially survey your employees on a regular basis. You would like to assess your employees levels of satisfaction about various aspects such as salary, communication with supervisors, professional development opportunities, etc.

3 pts.

# 07

## YOUR CURRENT HR PROCESSES ARE NOT OPTIMAL AND ARE TIME-CONSUMING

You have built an onboarding process, but you need to invest a lot of energy in keeping this process up to date and getting information from the various stakeholders involved (IT manager, payroll manager, immediate supervisor, etc.).

2 pts.

# 08

## YOU USE CALENDAR REMINDERS FOR YOUR EMPLOYEES' BIRTHDAYS

You have created a large number of reminders in your calendar to make sure that you don't forget your employees' birthdays or professional anniversaries.

1 pt.

# 09

## YOU WASTE A LOT OF TIME RELAYING INFORMATION

Your HR information and payroll information are not integrated and this situation leads to time losses answering questions and relaying information.

2 pts.

# 10

## YOUR PERFORMANCE REVIEWS ARE NOT SET UP ON A DAILY BASIS

You postpone your performance reviews or decide to set them up less frequently because the whole process is complex (creating templates, ensuring that employees and managers complete them, obtaining signatures, compiling data, etc.).

3 pts.

### 17-22 PTS.

You need to take action ASAP!

Investing in an HRIS will definitely be a winning bet for you and your company: by centralizing your HR information, you will **save time and energy**, in addition to **avoiding oversights and errors that complicate your daily life and slow down your business growth!**

### 10-16 PTS.

Implementing an HRIS is a must if you want to reach your business goals.

Using HR software will **solve your daily HR issues** and help your company **reach its full potential.**

### 06-09 PTS.

You seem to be doing great! If you don't already have an HRIS, you could further improve your HR processes by implementing one.

If you have not yet invested in an HRIS, you can optimize all your HR processes by making the right choice. For example, you can **ensure your organizational health over the long term with HR Key Performance Indicators**, but also **create employee onboarding plan templates! Request your free demo to learn more.**

### 00-05 PTS.

Congratulations, it looks like you don't need our help!

Congratulations on your results! **You re doing great** in your daily HR processes.