

# The Breakthrough Solution for Human Resources Management

## Mobile, Flexible Self-Service for your Workforce

Eliminate manual processes, reduce complexity, get on-the-go approvals, and increase clarity about where things stand with the Comindware Tracker™ Human Resources solution. Maximize the value of your greatest asset – your people – when you capture, monitor and control HR processes, either on your server or in the Cloud.

Enjoy more accurate re-imburement review and approval, plus better oversight, all with pre-built workflows. Comindware ConnectStep™ technology automatically generates next-step tasks at each step of your HR process. Start fast and make changes on-the-fly thanks to ultra-flexible ElasticData™ technology.

Plus, discover and develop ideas and projects that aren't part of your formal processes. Get better visibility of spend versus budget, and gain insight through approval cycle analysis.

## With Comindware Tracker you can

- Organize and manage HR cycles and processes
- Achieve compliance with less effort
- Discover and develop ideas and projects that aren't part of your official processes
- Streamline work by automatically generating next-step tasks at each process step
- Get better results in hiring and training
- Document efforts via centralized discussions and file sharing
- Keep track of it all with flexible notifications and reporting

### Key Benefits

- On-the-go approvals with better insight
- Streamline hiring and training cycles
- Cut hidden costs
- Improve human capital management

## Features & Benefits

### Key Features & Benefits

- Self-Service
- Mobile-ready
- Integrated with other departments/processes
- Stronger Visibility and Reporting
- Either on-premise or SaaS delivery
- Looks & works like familiar MS Office applications
- Completely integrated with MS Outlook and Sharepoint

### Easy Workflow Process Management

- Pre-Designed HR Workspaces and large library of configurable workflow templates provide fast start
- Visual Workflow Builder so you can design what you need
- Change HR processes "on-the-fly" — no need to design everything perfectly up front

### Integrated Task Management

- Includes Comindware® Task Management™, providing each user a unique, mobile-ready environment
- Deep integration with MS Outlook and Sharepoint allows users to choose how they access the HR system

### Streamline Workforce Collaboration

- Automate a sequence of tasks
- Rapid deployment and adoption
- Unified login
- Built-in collaboration features and document management helps users collaborate more effectively

### Know What's Going On

- Configurable lists and dashboards make it easy to track approvals, hiring processes, training cycles, and more
- Flexible reporting and historical analytics provide real-world performance metrics, like spend-versus-budget
- Work discovery lets you know what your people are really doing



# Comindware® Tracker®

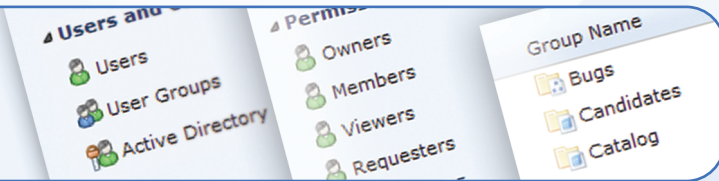
## Pre-Designed HR Workspaces

Use Comindware for:

- Hiring
- Onboarding
- Expenses
- Hire-to-Retire Human Capital Management

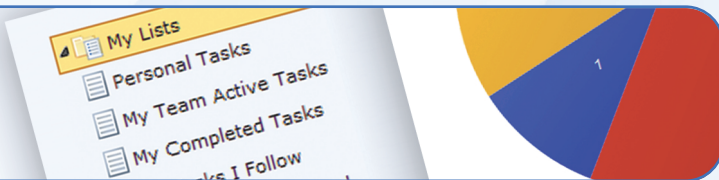
Enjoy ready-to-use templates, forms templates, and reporting features for all of your human resources requirements. Plus, customize processes, forms and reports with just a few clicks.

## Simple & Secure



Comindware Tracker is simple enough for anyone to use yet provides enterprise-grade security and scalability. You can set security rules with just a few clicks. Integrate with your Microsoft Active Directory for easy import of users with approved network authentication.

## Reporting & Visibility












Track labor expenses, approval cycles, onboarding activities and hiring efforts with customizable lists & dashboards. Reconcile assigned-versus-completed tasks and stay on top of all HR processes with customizable, filterable and role-based reports. Historical reporting and analysis provides useful data against goals, all on a single instance throughout your organization.

## Comindware HR is integrated with Microsoft Outlook and Sharepoint



Unique, patent-pending integration with Microsoft Outlook and Sharepoint enables your workforce to choose how they access the system.

## Comindware Tracker for HR

 Workflow Automation	 Project Management
 Reporting & Dashboards	 Task Management
 Document Management	 Customized Workspaces
 Issue & Bug Tracking	 MS Outlook Integration
 Automated Notifications	 Integration & API

## System Requirements for On-Premise Delivery

Host Server Hardware  
4 GB RAM (32-bit OS) or 8 GB (64-bit OS)

Host Server Software  
Windows operating system with Microsoft .NET Framework 4.0. Microsoft Internet Installation Services (IIS) 5.0 or higher if installing Comindware on an IIS web server.

### Supported Browsers

- Safari
- Firefox
- Internet Explorer 8+
- Chrome
- Browsers on mobile devices such as iPhone, iPad, Android, and others
- Browsers must understand JavaScript and Cookies