

SBS HR.Net Delivers Employee Self-Service Functionality

Empower employees and managers to conduct routine HR functions at their convenience

Eliminate tedious data entry and time-consuming follow-up for routine HR activities and changes

Customize self-service features, security and controls to meet your HR and payroll requirements

SBS HR.Net Employee Self-Service module delivers human resources services to employees, managers, & HR professionals anytime and anywhere.

Select and configure the many services and features contained in SBS HR.Net Employee Self-Service to meet the needs of each role.

Improve satisfaction levels, compliance, and results while reducing cost, workload, and disruptions.

Employee Self-Service

Enable your employees to conduct routine HR and Payroll activities in a convenient and efficient manner.

- Maintain profile information such as name and address, demographics, dependents, and emergency contacts.
- NEW Enroll in available benefits.
- Access current job information, search job postings, and apply for open positions.
- Retrieve time off summaries, request vacation and/or leave.
- Access payroll information including pay stubs and W2 forms.
- Submit direct deposit and W4 forms.
- Review performance evaluations, add comments, create self-evaluations.
- Check credential status versus job requirements, update skills information, register for courses and seminars, request training.
- Access the employee handbook, IT policies, purchasing procedures, company newsletter and other resources.

The screenshot displays the 'Benefit Summary' page for Kevin F. Browne. It features a navigation menu with options like Profile, Current Job, Attendance, Training, Payroll, Benefits, and Select Person. The main content area is divided into two sections: 'Current Enrollments' and 'Pending Enrollments Awaiting HR Approval'. Both sections contain tables with columns for Class Description, Benefit Description, Status, Updatable, Coverage, Contribution, End Date, and Benefit Class.

Class Description	Benefit Description	Status	Updatable	Coverage	Contribution	End Date	Benefit Class
Retirement Plans	401(k) - Fixed Amount	Active	Pending Enrollment Below	75.00	75.00 per payperiod		10RETIRE
401(a) Quarterly Contribution	401(a) Quarterly Contribution	Active	No	1,234.00			401A
Group Term Life Imputed Income	Group Term Life-Imputed Income	Active	No	215,000.00			41GTL
Vacation - Payroll Benefits	Vacation (Payroll) - Hourly EE	Active	No				51VACPR
Sample Benefit Class	Advance Repayment	Active	No	200.00	50.00 per payperiod		99SAMPLPE

Class Description	Benefit Description	Status	Coverage	Contribution	End Date	Benefit Class
Health Insurance	Health - Kaiser	Pending		68.00 per month		01H
Dental	Dental - Employee + Spouse	Pending				02D
Dependent Care Account	Dependent Care Account	Pending	75.00	75.00 per payperiod	12/15/2014	04DCA
Medical Savings Account	Medical Spending Account -1999	Pending	34.00	34.00 per payperiod	12/31/2014	05MSA
Retirement Plans	401(k) - Fixed Amount	Pending	200.00	200.00 per payperiod		10RETIRE
Short Term Disability	Short Term Disability	Pending	60.00	7.18 per month		20STD
Voluntary Life - Child	Voluntary Life Child	Pending	2.00	.02		27VLC

On-Line Benefit Enrollment

Allow employees to review current enrollments and submit new enrollments, changes due to life events, open enrollment changes, retirement plan changes and more.

Manager Self-Service

Manager Self-Service features are included as part of the Employee Self-Service module. Supervisors may view direct reports and managers may view persons three levels deep. Separate security settings for supervisors and managers provide full control over which data may be viewed or updated.

- Access employee records.
- Review and approve vacation and other time off requests.
- Record performance evaluations, plans and salary recommendations.
- Submit discipline reports.

Human Resource Professional

HR professionals gain advantages from SBS HR.Net Employee Self-Service.

- Shift focus from data entry to higher value activities.
- Post news and announcements.
- Access employee records.
- Schedule and track performance evaluations.
- Manage training class enrollments.
- Create alerts of required credentials needing update.

SBS HR.NET EMPLOYEE SELF-SERVICE

Employee Self-Service is built using Microsoft .Net technologies to provide outstanding configurability and utility. Extend Employee Self-Service using the many included customization features.

Configure Employee Self-Service as an intranet, extranet or internet application. Group employees by role to grant appropriate access rights to different categories of employees. Route information entered or updated by Employee Self-Service users for approval based on workflow processes configured by the system administrator.

ESS - Paycheck Details - PR1120 - Mozilla Firefox

SILVER BROOK SYSTEMS **Paycheck Details**

Kevin F. Browne

Profile > Current Job > Attendance > Training > Payroll > Benefits > Select Person

Ask a Question

Print This Page

Name Kevin F. Browne
 Check Number 000008
 Check Date 10/31/2010
 Pay Period 10/01/2010 - 10/16/2010

Description	Current Units	Current Amount	YTD Amount	Work Location
Regular	40.00	471.15	471.15	IDAHO
Total Earnings	40.00	471.15	471.15	
FED INC TAX		36.20	36.20	
FICA/EMPLOYEE		29.21	29.21	
FICAMED/EMPLOYE		6.83	6.83	
IDAHO INC TAX		15.22	15.22	
Total Deductions		87.46	87.46	
Net Pay		383.69	383.69	

Return to List of Paychecks

Pay Stub Inquiry

Employees can quickly and easily obtain any past pay stub, view all the items contributing to a year-to-date amount, retrieve W2's and submit W4s.

Technical Specifications

Product Type

ASP.Net Application
 VB Tools Application

Technical Requirements

Microsoft IIS 6.0 or higher (server)
 Internet Explorer or Firefox (browser)
 Standard Dynamics SL environment
 Silver Brook Human Resources
 Dynamics SL Payroll (optional)

Supported Dynamics SL Versions

Microsoft Dynamics SL 2015
 Microsoft Dynamics SL 2011 FP1,
 Microsoft Dynamics SL 2011

Available Dynamics SL Versions*

Microsoft Dynamics SL 7.0 and later

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