



Absence Management

Product

Epicor® HCM

Benefits

- ▶ One-click report generation?
- ▶ Absence and accrual tracking?
- ▶ Employee self service features?
- ▶ Calendar creation?
- ▶ Seamless approval routing?
- ▶ Assist with government compliance?
- ▶ Timesheet integration?
- ▶ Learn how Epicor HCM can do all this and more by contacting an Epicor representative today

Spend Less Time Managing Time Off and Take Your Own Time Off...

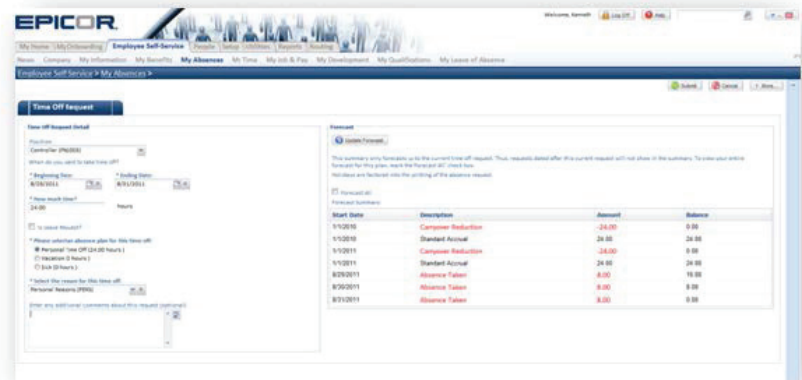
Managing absences for every employee can be a time-consuming endeavor. With Epicor HCM, reduce the time you spend managing and tracking employee absence plans, freeing up time for your own vacation.

Manage multiple absence plans

Do you have multiple absence plans to manage? Epicor HCM absence tracking features allow you to track an unlimited number and type of absence and accrual plans. Designate a different accrual rate or set number of days off for each absence plan, and easily enroll employees in specific plans.

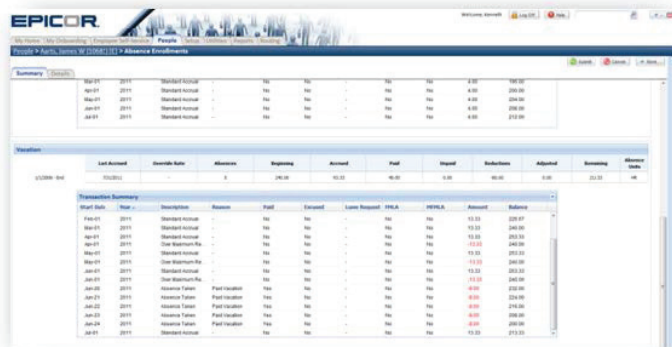
Let employees take the reins

With the Employee Connect module, employees can view their absence history and available time off and can even request time off. Employees can also see projected absence accruals and accurately plan for future absences, reducing the occurrence of negative absence balances.



Get management involved

Managers benefit, as well, from the Epicor HCM absence tracking features. Managers are automatically prompted to review a request for time off that has been submitted and approve or deny the request as appropriate. Managers also have the ability to view their department's absences in calendar format, allowing them to more efficiently make decisions to approve or decline requested time off, find trends in absences and plan for future department absences.



Handle government compliant with ease

Absence tracking features benefit you, as well. Reduce the stress of government compliance by utilizing Epicor HCM. With Epicor HCM's ability to track multiple types of absences and create detailed reports, it is easier for you to manage leaves of absence for employees, reducing the risk of unnecessary and costly violations and consequences.

Know how absences are costing the company

While absences can boost employee productivity in the long run, too many absences can end up hurting a company. With built-in standard reports, track how much time off employees are taking. See the cost break-down of time off by department and absence plan. Additionally, see what day of the week employees are most likely to request off. Note absence trends and easily share this information with managers and executives.

About Epicor

Epicor Software Corporation drives business growth. We provide flexible, industry-specific software that is designed around the needs of our manufacturing, distribution, retail, and service industry customers. More than 40 years of experience with our customers' unique business processes and operational requirements is built into every solution—in the cloud, hosted, or on premises. With a deep understanding of your industry, Epicor solutions spur growth while managing complexity. The result is powerful solutions that free your resources so you can grow your business. For more information, [connect with Epicor](#) or visit www.epicor.com.



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