

Easily Manage Your Employee Data



U.S.

Business Office Solutions

Ask Yourself...

- ? How much time do I waste locating and retrieving employee data?
.....
- ? Am I putting my dealership at risk of crippling lawsuits by not maintaining thorough employee files?
.....
- ? How can I access my employee earnings and performance for salary reviews?
.....
- ? Am I protecting my employees' personal information?

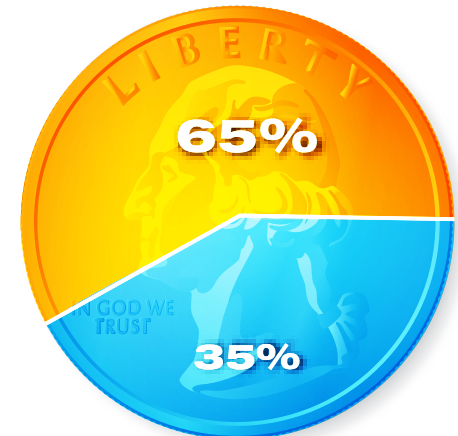
American business owners are 5 times more likely to be sued by an employee than for any other reason, and employees win 75% of the time.¹

Expect Results

- Reduce inconsistent data by eliminating manual re-entry of employee information into multiple applications.
- Protect employees' personal information with secure access to files.
- Save time by easily retrieving employee data and running reports.
- Reduce risk of non-compliance with government regulations.

¹ Information Security Resources
² NADA Data

Are You Protecting Your Investment?



On average, employee payroll accounts for 65% of dealership expenses.² Make sure you can track and manage your biggest expense.

Human Resource
Management

About Human Resource Management

A comprehensive human resource system within ERA-IGNITE to easily manage your vital employee-related information including vacation, sick pay, employee training, insurance benefits, and more in a secure, Windows® interface.

	Institution	Completion Date	Course / Degree Type of Training	Expiration Date (If Any)	Certificate Number
1	Dayton Unives	08/01/85	BS Accounting		
2	RT Consulting	08/08/07	Sexual Harass	08/08/09	54778956
3	Red Cross	04/03/05	CFR Training	04/03/08	447855
4	Morano Fire	11/01/07	Fire Safety	11/07/08	
5					

Easily monitor required training and licensing.

Securely access employees' personal information based on user-defined permission.

Employee# 91 SSN 987-65-4321

Name SMITH, ROBERT

Address 665 ROBERTSON CT
DAYTON, OH 45411

Home Phone (937) 555-2000

Email Address robertsmith@reynoldsmotors.com No Email

Goed By BOB Marital Status MARRIED

Birth Date 01/01/1960 Age 48 Sex Male

Hire Date 06/19/94 Hire Source DEFERRAL

Termination Date Reason Date of Last Day Worked

Retire Date Adjusted Seniority Date Months of Seniority 127

Information Restriction No Restrictions

Authorization Memo

Miscellaneous Personal Notes

Employee# 91 Name SMITH, ROBERT SSN 987-65-4321

The average compensatory award in federal court employment cases is \$493,534.*

*Jury Verdicts Research

Highlights

- Manage employee data electronically through ERA-IGNITE.
- Keep confidential employee information secure with password protection.
- Maintain accurate employee files through every stage of the employee lifecycle.
- Track vacation, sick pay, training and licensures, benefits, and past employment history.

Let Human Resource Management transform the way you manage your employee information. It is the only human resources system specifically designed for ERA-IGNITE, giving you the specialized tools you need to operate a more efficient and profitable dealership.



MAKING BUSINESS BETTER.