HR AUTOMATION SOLUTION

HRINNOVA™
Empowering HR

Cygnet Infotech
IT is about you

COMPLEXITIES FACED BY HR

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Empowering HR

EMERGENCE OF SELF-HELP TOOLS is changing the entire landscape

When Nothing makes sense, WE DO !

EXPLOSION of use of social media at workplace

COMPLIANCE & REPORTING has increasingly becoming complex

MULTIPLE devices and applications

DELIVERING INSIGHTS to top management has become critical

TOO MANY SYSTEMS with very little focus on integration/consolidation

EMPLOYEE ENGAGEMENT through effective communication is seen as a big challenge

A Simple, Intuitive, Customizable & Scalable Solution

Enabling Enhanced Performance

HRINNOVA EVOLUTION

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2009   2011   2013   2015   2016

No. of employees

From a sample size of 150 employees to a full-fledged HR Automation Solution which has become an integral part of 650 employees today

150   650

IT'S SHOWTIME !

Need emerged from **internal requirement** to create a Project Management tool

Streamlining **Employee Data**

Training & PMS modules were introduced

Thorough Market analysis & **need assessment** study before launching it

Focus on **Timesheet & Attendance** Management

Rigorous testing & product **fine-tuning**

Constantly enhancing the product

ABOUT CYGNET INFOTECH

Founded in 2000
Offices in 4 continents

2000+ Successful
Projects

29 Countries
250+ Clients

80% Client
Retention

Maturity levels for Quality, Reliability & Security | ISO 9001:2008 | CMMI LEVEL 3 | ISO 27001:2013
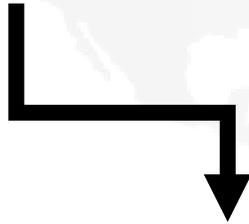
Memberships

gesia NASSCOM MEMBER IACC Apex bilateral Chamber for Indo-US business INDO-AMERICAN CHAMBER OF COMMERCE AHMEDABAD MANAGEMENT ASSOCIATION

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EFFICIENCY & PRODUCTIVITY

ADMINISTRATIVE COST

Catapulting HR to **PROFIT CENTER**

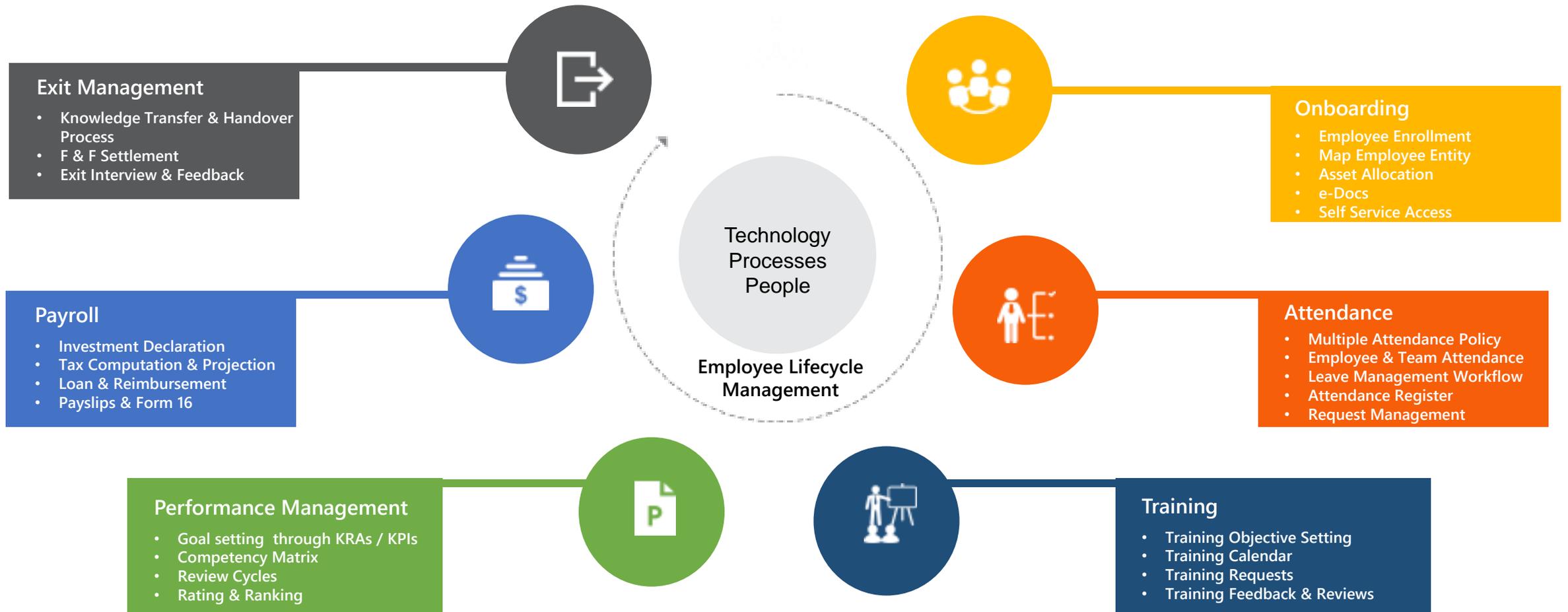**C**ustomizable workflows to suit your business requirements

Integrates with existing systems; flexible and adaptable

Mobile to fit into organisations of all sizes
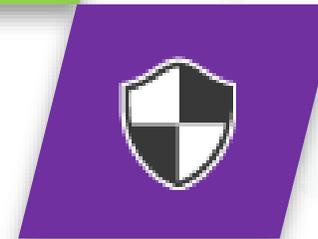
Scalable to match your organization's growth

THE MODULES

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Technology Processes People
Employee Lifecycle Management

Exit Management
- Knowledge Transfer & Handover Process
- F & F Settlement
- Exit Interview & Feedback

Onboarding
- Employee Enrollment
- Map Employee Entity
- Asset Allocation
- e-Docs
- Self Service Access

Payroll
- Investment Declaration
- Tax Computation & Projection
- Loan & Reimbursement
- Payslips & Form 16

Attendance
- Multiple Attendance Policy
- Employee & Team Attendance
- Leave Management Workflow
- Attendance Register
- Request Management

Performance Management
- Goal setting through KRAs / KPIs
- Competency Matrix
- Review Cycles
- Rating & Ranking

Training
- Training Objective Setting
- Training Calendar
- Training Requests
- Training Feedback & Reviews

KEY FUNCTIONALITIES

Project Management

- Agile (SCRUM & Kanban) Project Tracking
- Iterative Incremental Project Tracking
- Task Workflow Customization
- Project Scheduling
- Task Board

Self Service Workflows

- My Profile
- Attendance & Leave Management
- KRA Tracking & Evaluation
- Trainings
- Task Tracking using Task Board
- Timesheets

Custom Reports

- Custom reports as per Client requirement
- Query Builder
- MIS Reports
- Export to Excel / PDF

HR DASHBOARD
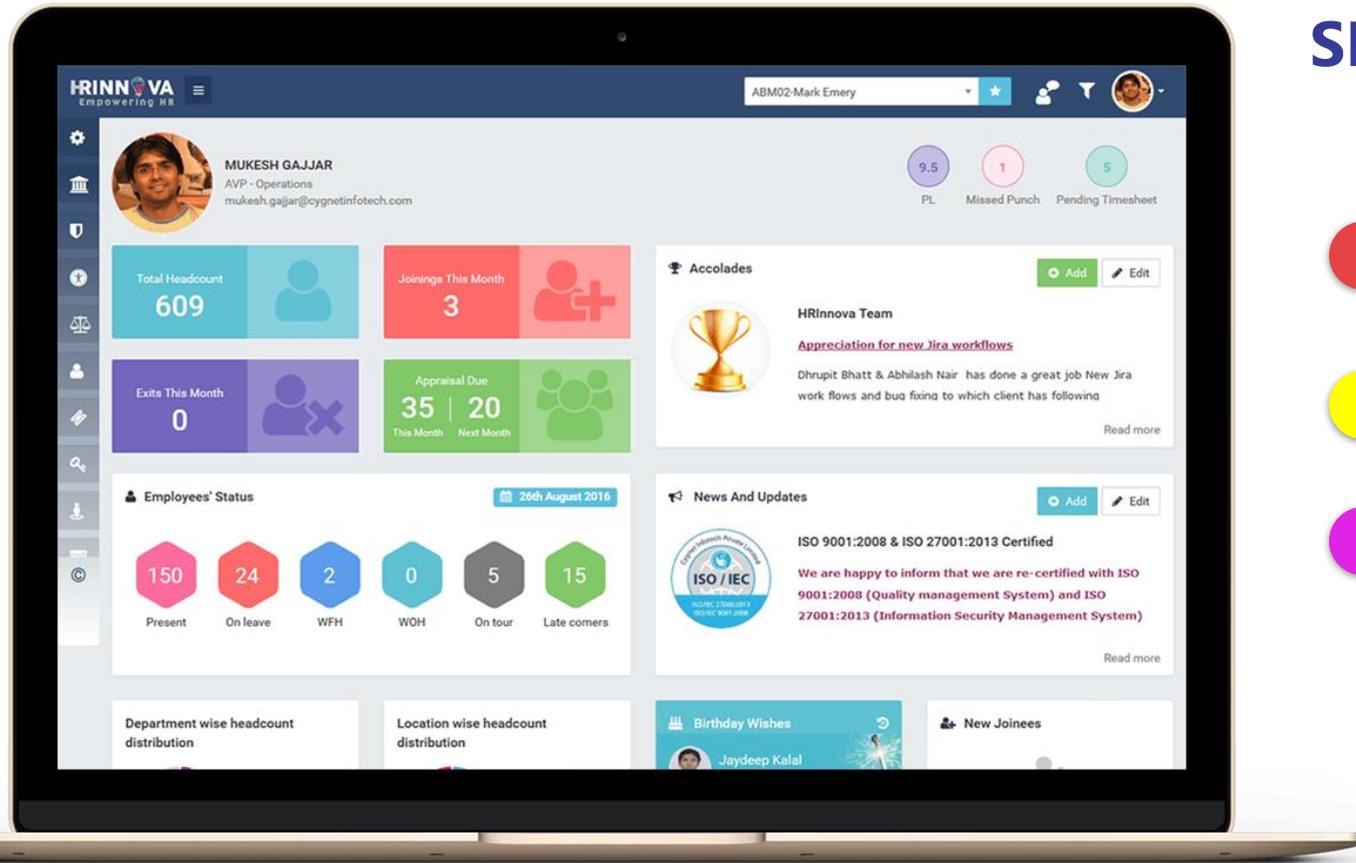
SIMPLIFYING CONTROL OF DATA

- Single window view of employee interaction
- Complete control over day to day proceedings
- Interactive charts (visual as well as numeric)

HR in CRUISE CONTROL of their daily operations

TIME & ATTENDANCE

YOUR COMMAND CENTER

- Total clarity on overall employee attendance to sync with salary
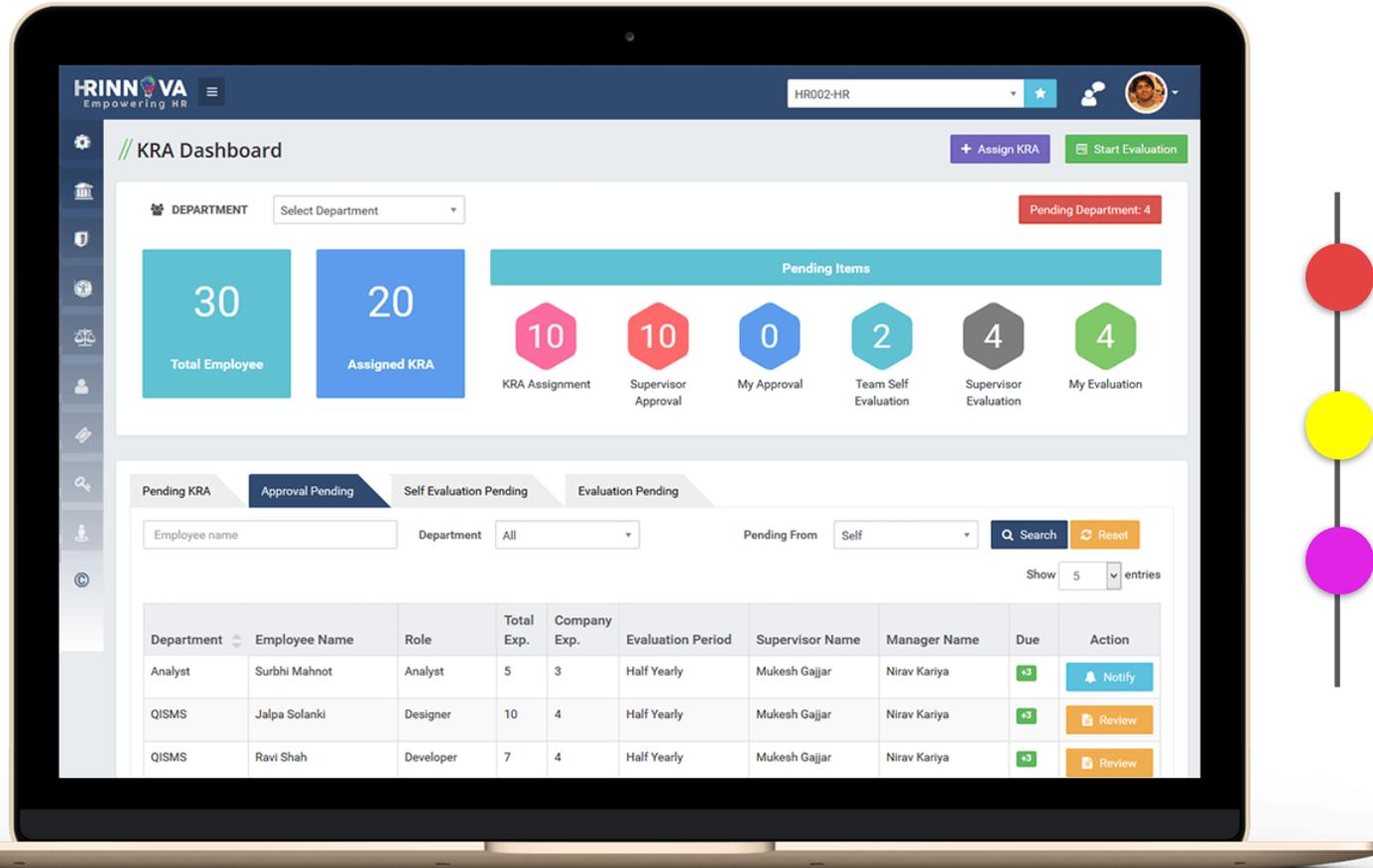- Quick access to leave request
- Self correcting mode to proactively inform shortfalls
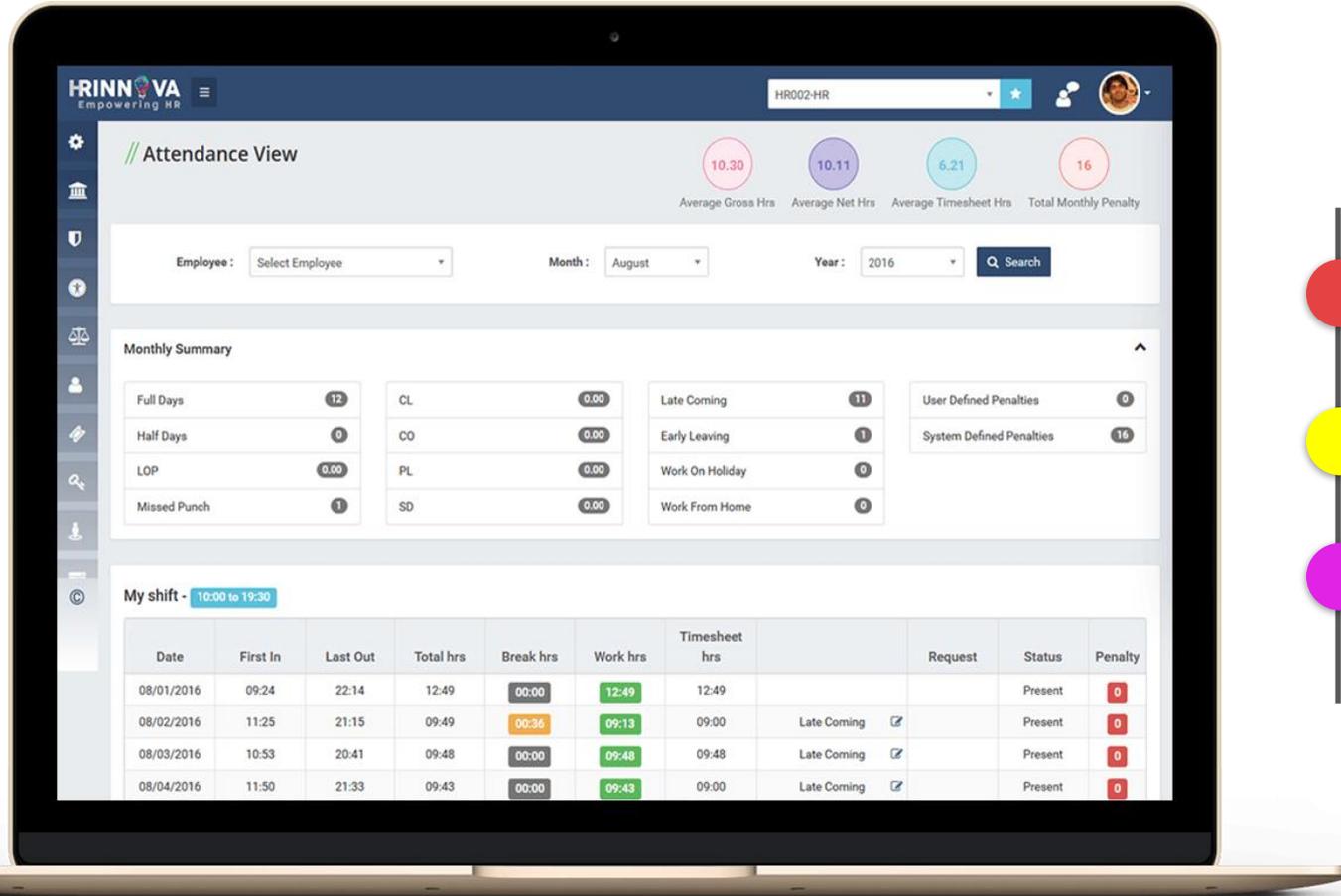
Attendance SO COMPREHENSIVE it doesn't leave anything to chance

PERFORMANCE MANAGEMENT SYSTEM

EMPOWERING THROUGH INTUITIVENESS

- Statistics on progress of Goal setting of all your employees
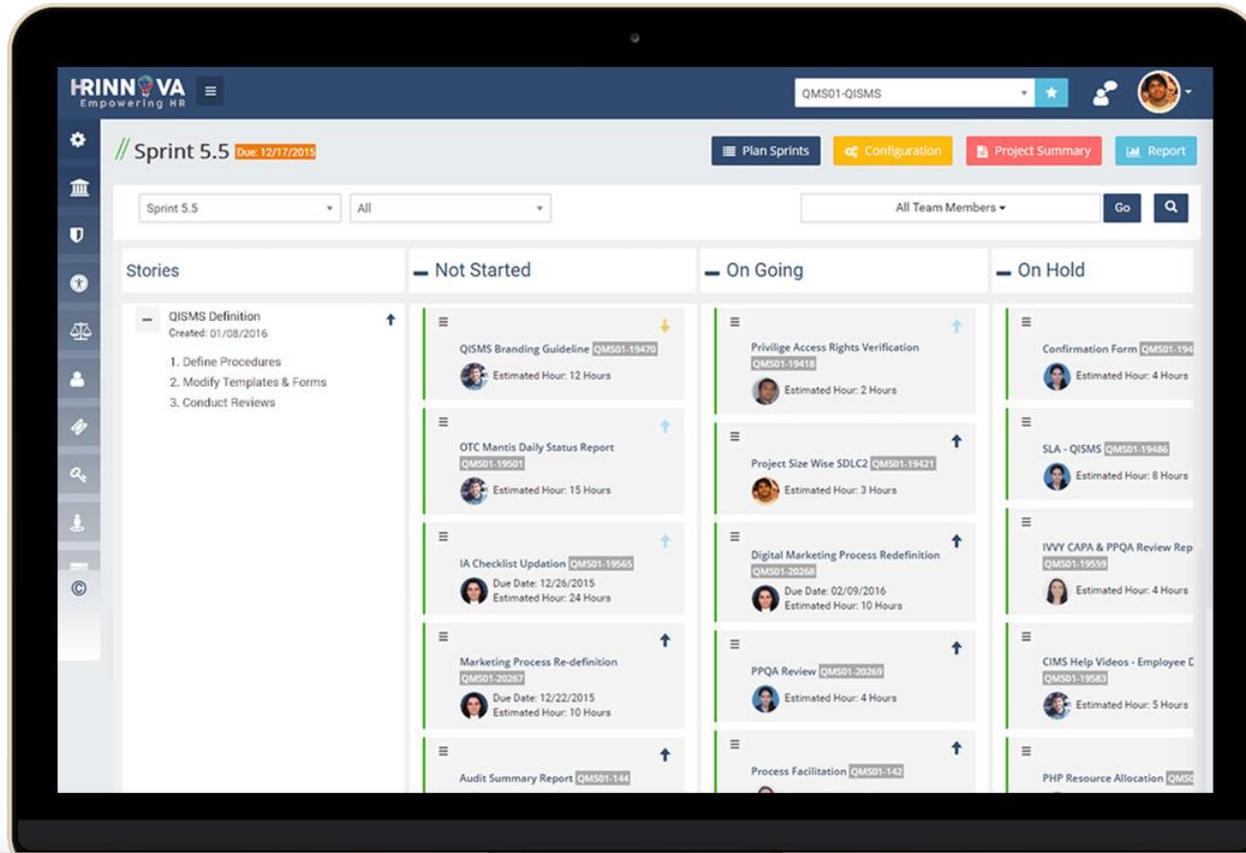- Control PMS through single window tracking
- Competency matrix

Nurture a culture of HIGH PERFORMANCE through a transparent system

PROJECT MANAGEMENT

IMPROVE PROJECTS' PROFITABILITY

- Project Management using Scrum, Kanbann & Iterative Incremental Methodology
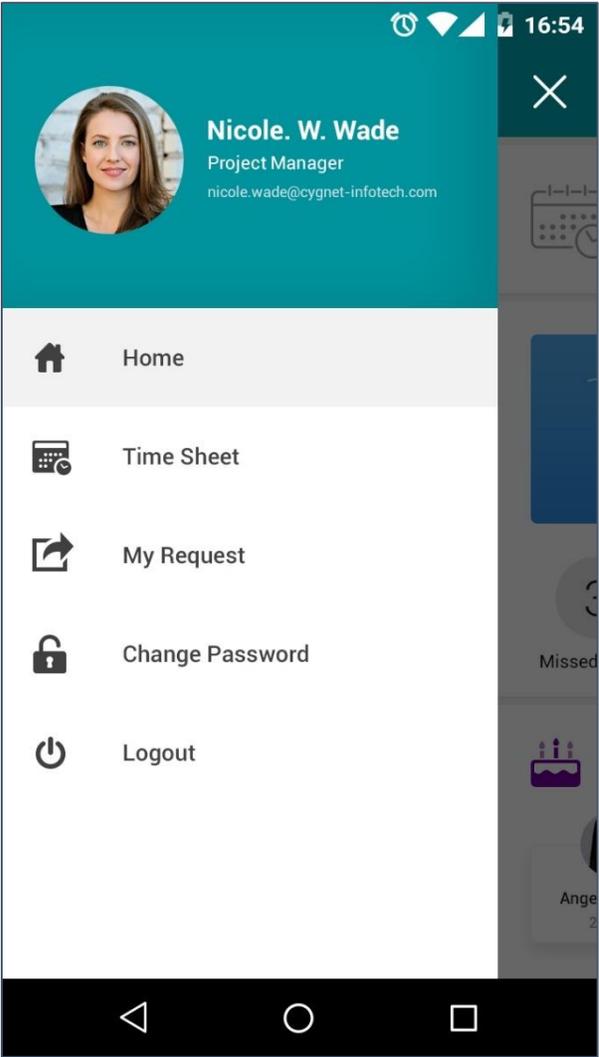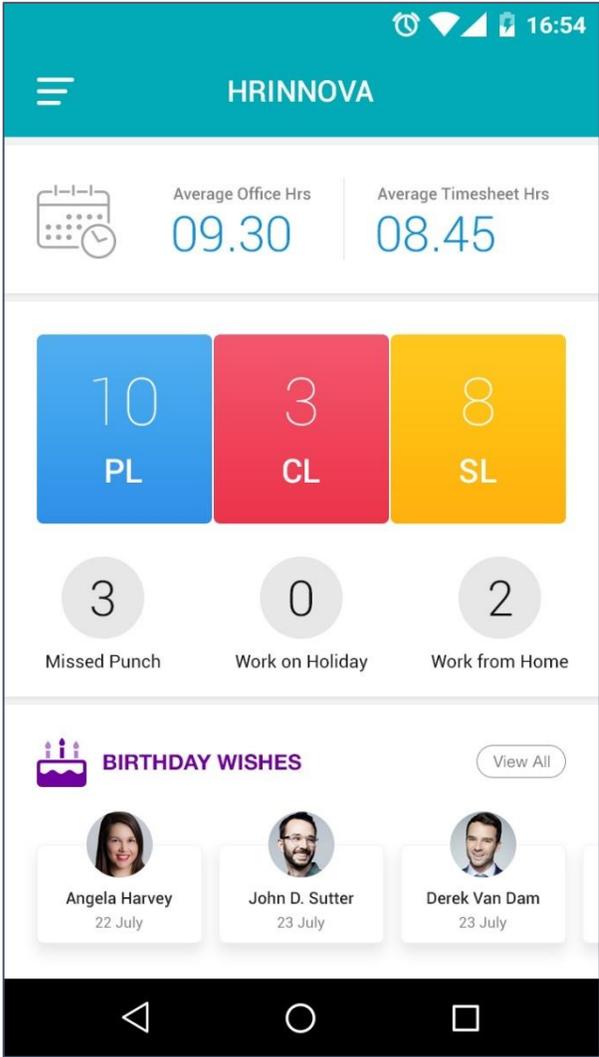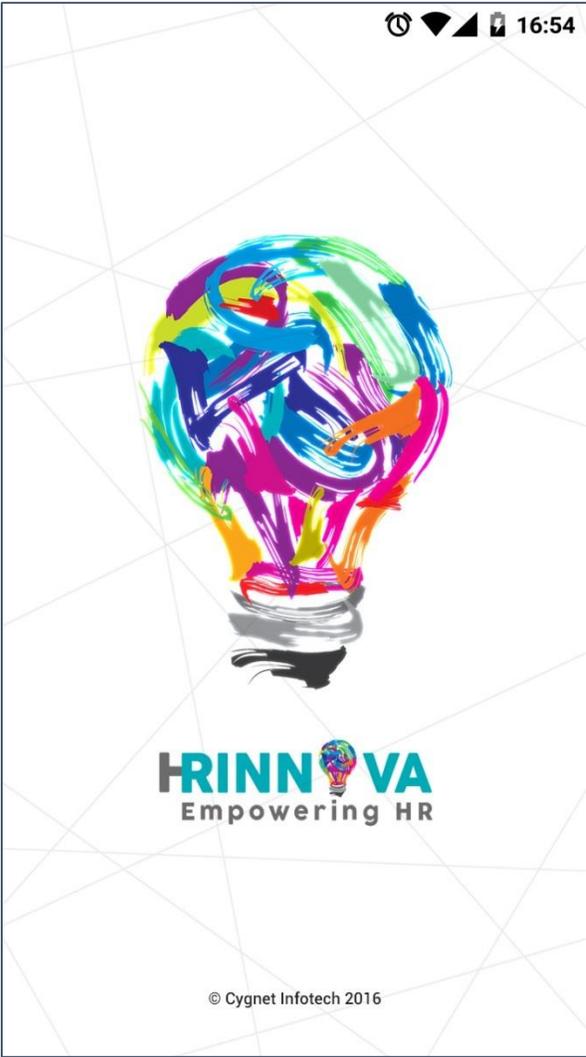
- Plan, track & Collaborate with Stakeholders

- Monitor & Control progress of the project

Managing your projects have never been MORE EFFECTIVE
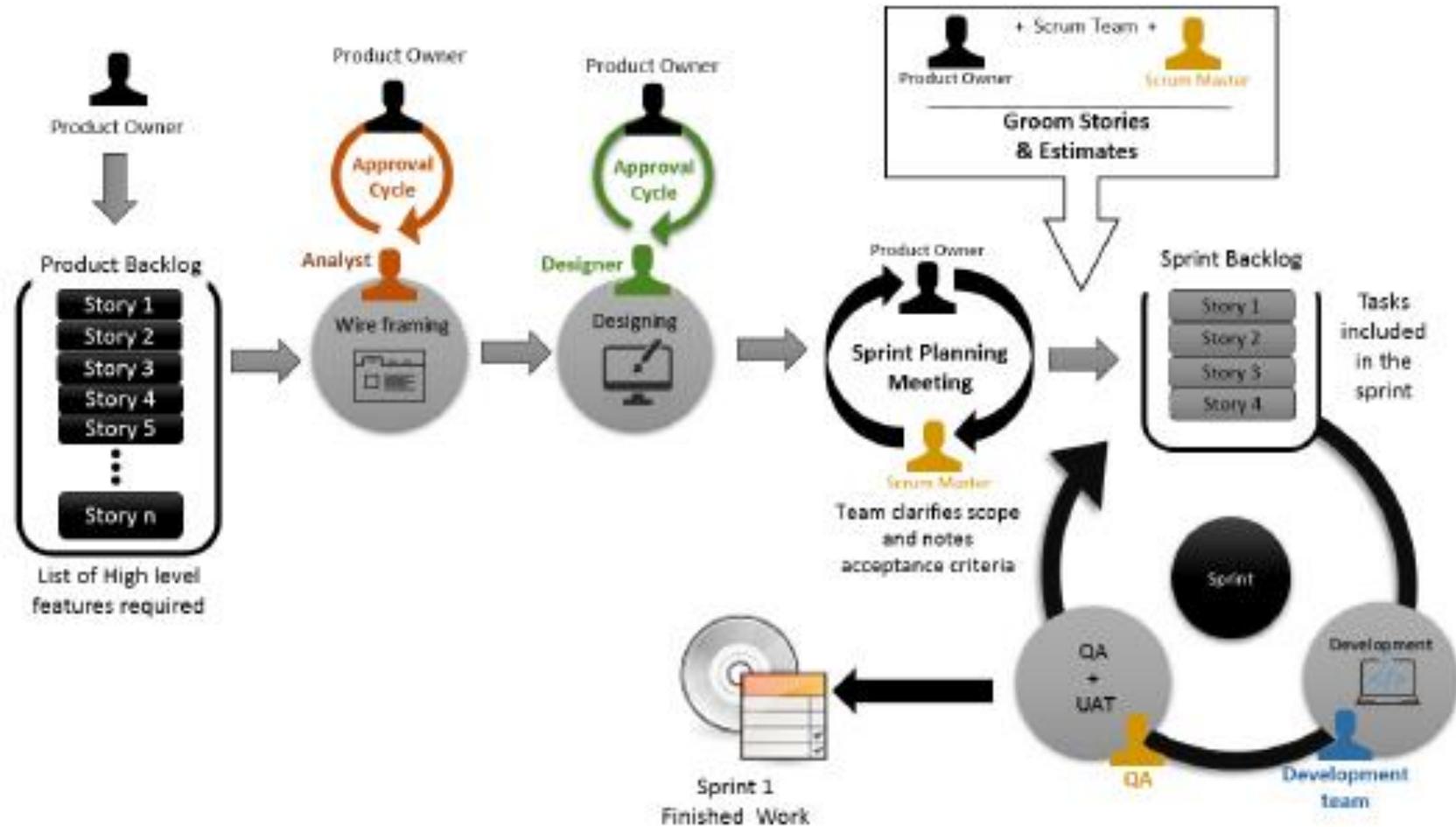
MOBILE APP

- **Timesheet**
- **Attendance**
- **Paystubs**
- **iOS & Android**

DEVELOPMENT APPROACH

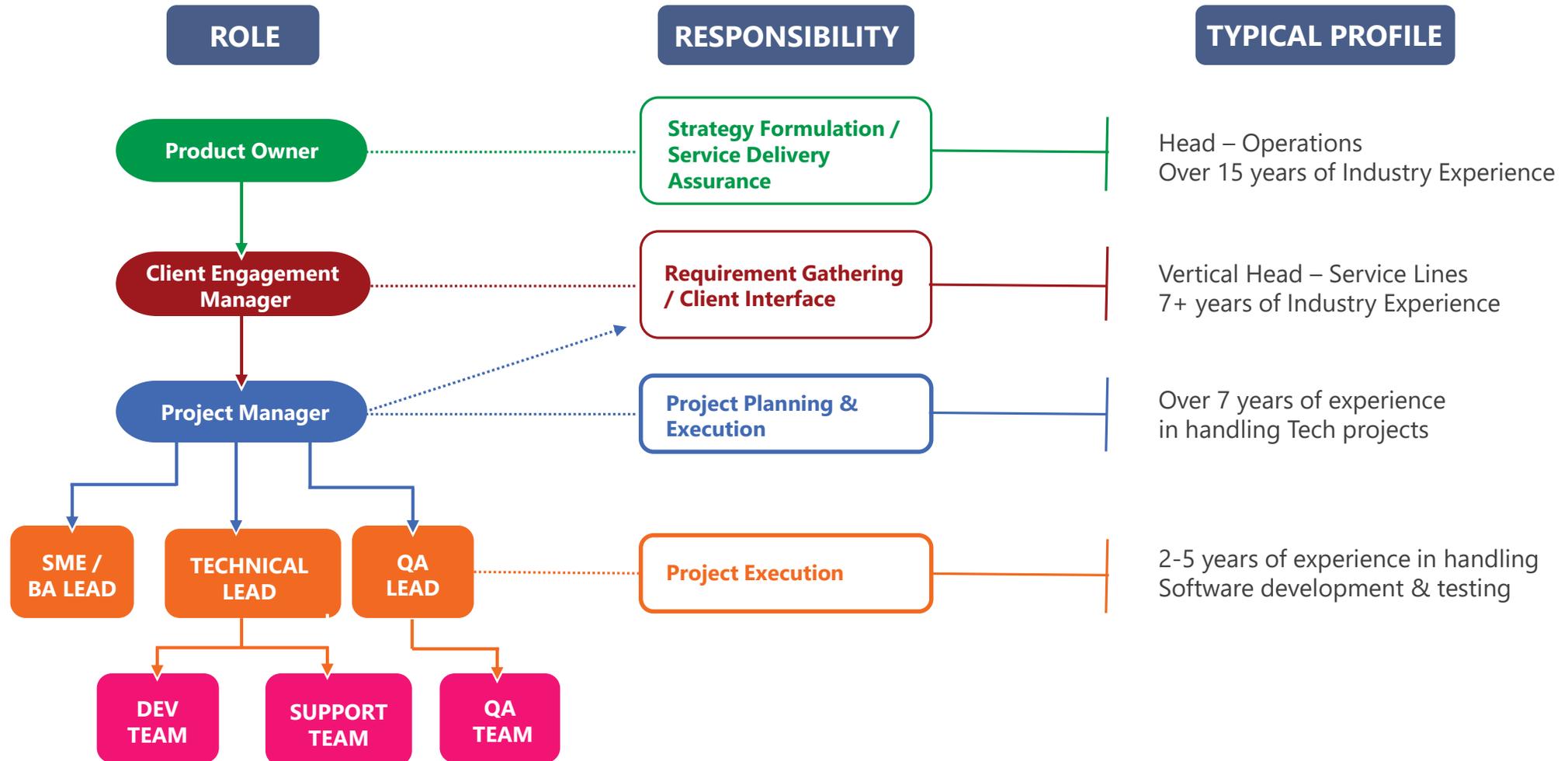## System Lifecycle & Development Process: Agile Scrum

We prefer the Agile Approach since it allows capability to respond to changes quickly, mitigates project schedule variance risks easily discovers project implementation problems faster and involves customer at regular intervals to take their feedback.

TEAM STRUCTURE

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ROLE	RESPONSIBILITY	TYPICAL PROFILE
Product Owner	**Strategy Formulation / Service Delivery Assurance**	Head – Operations Over 15 years of Industry Experience
Client Engagement Manager	**Requirement Gathering / Client Interface**	Vertical Head – Service Lines 7+ years of Industry Experience
Project Manager	**Project Planning & Execution**	Over 7 years of experience in handling Tech projects
SME / BA LEAD, **TECHNICAL LEAD**, **QA LEAD**	**Project Execution**	2-5 years of experience in handling Software development & testing
DEV TEAM, **SUPPORT TEAM**, **QA TEAM**		

SLA

Priority		Acknowledgment	Resolution
🚫	Blocker	1 Working Hour	1-2 Working Days
↑	Critical	2 Working Hours	3-6 Working Days
⌃	Major	1 Working Day	Next Release
⌄	Minor	1 Working Day	Next Release

- Technical support shall be provided by e-mail or telephone
- Technical support is available Monday to Friday (except public holidays) between 10.00 AM to 7.00 PM IST
- Detailed SLAs to be shared with the client post approval stage and while preparing PO

INTEGRATION PARTNERS

Attendance

Payroll

Recruitment

Other Partners

THANK YOU

For Inquiries

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