



# Nethris Internet Suite

## Payroll and Human resources



NETHRIS®

Whether you are looking for a simple solution to process your employees' payroll or a more complete human capital management solution, the Nethris Internet Suite is the ideal solution.

With its modular design, the Nethris Internet Suite offers an array of modules and options, in addition to the payroll processing, which will allow you to build a solution that will meet your company's requirements and only pay for what you truly need. The following is an overview of available modules and options...

- **Payroll.** Payroll processing is an activity that requires specific knowledge and for most people can become a lengthy and tedious activity. Conscious of this reality, we built a module that will facilitate and accelerate your payroll preparation.
- **Human Resources.** The HR module, offered in *Standard* or *Professional* editions, enables you to manage most of the activities linked to employee management. It allows you to considerably lower the amount of time allocated to human capital management by simplifying intricate processes and daily administrative tasks.
- **Time and attendance.** Being able to precisely manage worked hours and control employees' attendance is at the root of every company's productivity. The Time and Attendance module, offered in *Time Sheets* or *Professional* editions, is the best tool for this task.
- **Self-Service.** The Self-Service module allows you to free your HR professionals for other duties by decentralizing and facilitating information exchanges with employees.
- **General Ledger Interface.** This option enables you to export your payroll entries towards your accounting application quickly and without the risk of manual errors.
- **Reports Generator PRO.** The Professional edition, allows you to design detailed or summarized reports with just a few mouse clicks and according to your own specifications.
- **Group Insurance.** This option automates the calculations associated with your group insurance plan. Using this option will save you hours of work.

<b>HUMAN RESOURCES MODULE</b>	<i>Standard</i>	<i>Professional</i>
Process records of employment with a convenient function	•	•
Keep up-to-date personal information, contact information, etc.	•	•
Enter emergency contacts	•	•
Follow employee files change history	•	•
Manage positions	•	•
Follow up on attendance records and time accruals	•	•
Build an up to four tier administrative structure	•	•
Modify multiple employee files in just one operation	•	•
Create your own fields (user fields)		•
Attach electronic documents to an employee file		•
Manage education, training and professional experience		•
Manage performance assessment, complaints and disciplinary measures		•
Monitor workplace accidents		
Enter and evaluate a job profile		•
Manage salary scales		•
Manage activities and training sessions (participants, expenses, etc.)		•
Manage information for employment equity (minority, indigenous, etc.)		•

<b>TIME AND ATTENDANCE Module</b>	<i>Time Sheets</i>	<i>Professional</i>
Verify, correct and approve time sheets online	•	•
Decentralize worked hours data entry to managers	•	•
Generate worked hours from the work schedule or by employment parameters	•	•
Configure time management rules specific to your company		•
Plan and attribute work schedules		•
Decentralize worked hours data entry to employees		•

<b>SELF-SERVICE Module</b>		
View and print his pay slips and his tax slips		
Complete his time sheet*		
View his personal information (coordinates, emergency contacts, etc.)		
View messages and documents		
View his time accruals and his attendance calendar		
View his work schedule		

\* Requires the TIME AND ATTENDANCE Professional edition module.

## For More Information

Nethris® payroll services and solutions are sold exclusively through our distributor, National Bank<sup>1</sup>. To learn more about our range of services and solutions, **contact a National Bank representative toll free at 1-800-361-8688 (extension 0721) or by email at [nbc.ca/payroll](mailto:nbc.ca/payroll).**

## Existing Clients

To learn more about our range of services and solutions, contact us directly by calling **1-877-244-2324** or visit our **website at [www.nethris.com](http://www.nethris.com).**

**our solutions, your efficiency.**

**[www.nethris.com](http://www.nethris.com)**

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