



# Employee Onboarding and Offboarding

Gain a competitive edge by capitalizing on key benefits of your employees' experience.

From the moment a candidate accepts their offer and joins your customer's organization to the point of their departure, their interactions and impressions matter.

A Harvard Business School study found 1 in 3 new hires look for a new job during their first six months of coming onboard. For those who leave, the employee turnover costs range between 100 and 300 percent of the replaced employee's salary.

Often the problem is overworked people managers. It's difficult to spend the necessary time to make sure a new employee feels accepted and motivated enough to be productive during their first few months when the people manager is stretched themselves.

The isolated People Cloud Onboard & Develop module is ready to help reduce your customer's workload and keep their employees focused on the right things. It provides real-time analytics and status reports, configurable templates, and wizards to ensure consistency and compliance – all at their fingertips – for connecting with employees in more meaningful ways.

Together let's make sure your employees' first impression aligns with their last with **isolved employee onboarding and offboarding**.

To learn how to unlock the power of isolated Onboarding and Offboarding, call us at **(630) 366-2600** or contact your account manager directly.



Support these all-important human connections while boosting your ROI from increased efficiency and effectiveness.

## From start to finish, easily manage your onboarding and offboarding processes.



**Built-in I-9 Tool** – Automate forms and processes for employees and managers to save time and effort.



**Electronic Signatures** – Use as a binding agreement, if necessary (employee handbooks, NDAs, etc.).



**Workflow Automation** – Implement, collect, track and store all forms and documents, including federal and state tax forms, to reduce effort and help eliminate costly errors.



**Streamline Processes** – Automatically track assignments, distributions and returns of equipment, systems access and logins, legal and HR documentation, and task completion through isolated People Cloud to keep your business running faster.

**Wizards** – Customize onboarding templates for different employee groups.



- **Permissions** – Control and assign by role, location and employee.
- **Employee Categories** – Determine which are required or optional.
- **Company Communications** – Modify company messages or use default.



**Onboard On-The-Go** – Complete all onboarding tasks from any device at any time with the Adaptive Employee Experience managers to save time and effort.