

HR DOCUMENT & CONTENT MANAGEMENT



HR DOCUMENTS & UNSTRUCTURED DATA IN ONE DIGITAL INTERFACE SYNCHRONIZED WITH YOUR HRIS

Managing vast amounts of employee data from multiple sources and gaining true information governance in an increasingly complex landscape is one of the biggest challenges facing HR professionals. GRM Information Management's advanced enterprise content management system seamlessly integrates with your existing HRIS to give you full control of your HR data in a single digital environment. As a starting point, GRM can digitize all of your HR documents and records; paving the way for a complete digital transformation.

SOLVE YOUR KEY HR CONTENT MANAGEMENT CHALLENGES

At GRM, our HR content management software is designed to help improve your HR department's overall efficiency through easily implemented advanced digital applications. We can help your organization:

Gain Visibility & Control

- View all your documents and unstructured employee content in one HR software platform
- Transform large amounts of HR forms and records into digital data accessible through customized employee folders

Automate Manual Processes

- Save time and money by eliminating manual processes and inefficiencies with automated workflows
- Allow automated completion of tasks

Improve Compliance

- Easily follow document retention policies and compliance requirements
- Protect your data with document version and access controls, and secure storage, search and retrieval capabilities

Minimize Risks & Avoid Errors

- Maintain accurate and up-to-date data
- Avoid data loss

Garner Insights

- Use Actionable Analytics to identify trends and behaviors based on aggregation of data from multiple sources
- Receive real-time alerts based on up-to-the-moment information



INTEGRATION WITH YOUR HRIS SYSTEM

We make the transition to a fully digital HR software environment simple by partnering with leading vendors in the HR technology industry. Our HR content management software complements our clients' existing systems, giving you full access to an extended set of employee and HR data in one centralized interface.

All HR content, including structured and unstructured data (e.g., employee paper forms

and records, HR content from legacy systems and business applications, and others), can be managed via your existing HR software, HCM, HRIS or ATS system.

We use intelligent character recognition (ICR) and optical character recognition (OCR) software to convert unstructured data into structured, readable information. This information is then consolidated into a single

document management software platform, offering a holistic and unified view of all your HR content in one centralized digital platform. Users have full visibility and access, as well as features such as process automation, compliance and security, enterprise-wide connectivity, advanced reporting and analytics.



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WHAT SETS US APART

Contextual Data and Accuracy

Our iForms, in concert with workflow solutions, are core to our ability to automate specific processes, often as the front-end communication to multiple legacy applications that are too costly to replace. iForms transform communications to include only contextual data and ensure its accuracy.

Real-World Licensing Model

We employ a progressive licensing model that is based upon only paying for what is consumed and allows clients to meet the growing demand for cloud solutions at the enterprise level.

Scalable, Configurable, Easy to Deploy

This highly configurable solution enables organizations to start departmentally, integrate seamlessly with existing systems, and grow across the enterprise.

- Scalable architecture to manage large volumes of content in the cloud
- Security to meet today's standards, including HIPPA, PCI and others
- Open architecture with RESTful APIs for connectivity to third-party systems



MOVE YOUR BUSINESS FORWARD

GRM's robust HR software is designed to support all of your HR content management needs. We can help your organization turn HR information into strategic insights that can drive HR function and move your company forward. We'll help you:

- Reduce HR administration and manual processing time
- Access information faster
- Decrease your risk of data loss, restoration costs, compliance fines and audits
- Increase accuracy and accountability
- Save on document storage and space costs with modern archiving

LEARN MORE

GRM Enterprise Content Management Solutions:

www.grmdocumentmanagement.com/ecm-enterprise-content-management-system

GRM HR Content Management:

www.grmdocumentmanagement.com/industries/human-resources

