TeamDynamix

HUMAN RESOURCES

WORK MANAGEMENT

> " Project-based work management systems will get a lot of traction in the future. These tools will streamline the intricate HR operations goal setting, coaching, feedback, evaluation, and more."
>
> – HR Technologist, Emerging Tech Trends that Will Upend HR Practices

Requests come from all directions – efficiently managing the volume is critical.

Managing the many moving parts within Human Resources can be a daunting task – from large-scale project management to ongoing activities, such as onboarding/offboarding, requests for employment verification, and benefits inquiries. With challenges like operating on multiple systems while still relying on paper based forms and not having appropriate mobile support, it's often difficult for HR professionals to stay ahead of the curve. **We can help you.**

Tailor an HR portal for your end users.

The types of requests that you may get within Human Resources are vast – whether you are onboarding a new employee or going through open enrollment. For this reason, it is important that you have a highly responsive and collaborative front face. Often an employee is navigating a change, and by minimizing the stressors associated, HR can become a true partner.

Create an front-facing portal to help answer questions & facilitate request routing.
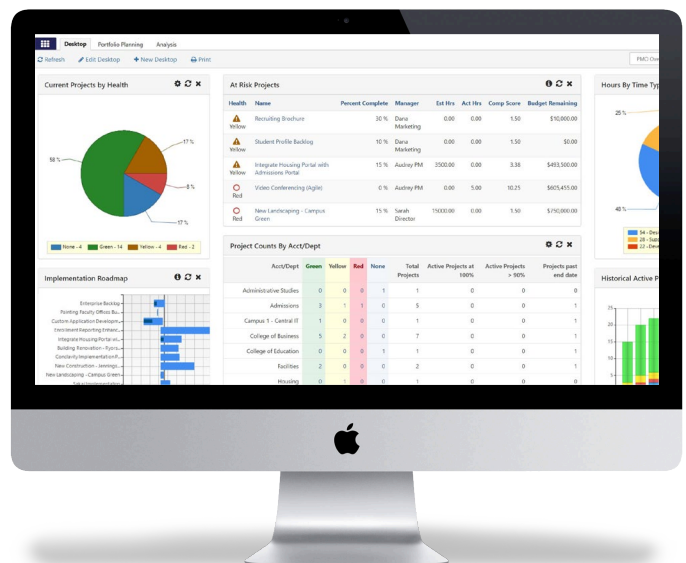
A Single Portal for All Requests & Information Sharing

Imagine a single portal for the management of all requests – from a background check to the onboarding of a new employee… you can get all of this out of your email!

A centralized repository with security allows HR to easily share online forms, documents, and procedures. The system will even track the document for timely annual review and approval to ensure you publish the latest information.

Track requests for timely resolution and favorable outcomes. Use the portal to facilitate the request entry then route the request along the pre-configured workflows. The portal and workflows can be configured without the support of IT.
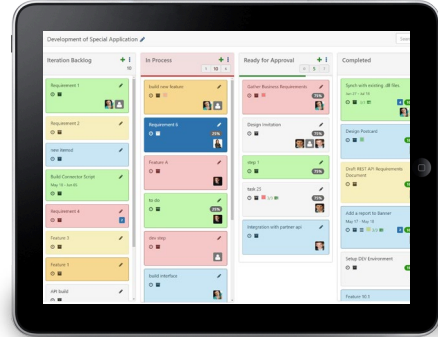
- **Request to change a name**
- **Address revisions**
- **Onboard/offboard employees**
- **Recruiting lifecycle management**
- **Initiate a departmental transfer**
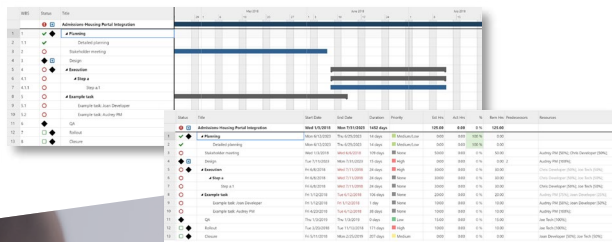
Work Management for Human Resources.

- Easy-to-configure portal that can be tailored to match your brand.

- Online knowledge base that is highly indexed for quick self-service.

- Easy-to-configure workflows with no coding or scripting required.

- Online repository to store and share documents and files.

- Flexible project management with time, resource & expense tracking.

- One platform for both service requests and project management.

- Comprehensive reporting, dashboards & analytics.

TDX Technical Services can create integration points to pull/push data from underlying systems.

Create project plans and monitor work allocations using various project methods.

Facilitate projects with ease. Often what may seem like a simple request actually turns into a project. Think of a claim that later requires an investigation. Or perhaps it is a project from the start – something such as reviewing your benefits annually. All of this can be managed in one platform along with the daily requests.
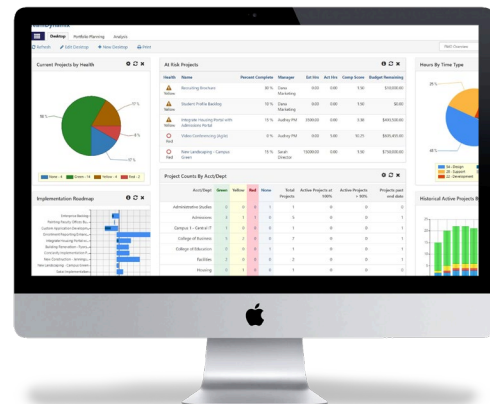
Track Your Departmental Output

Every department has the same issue – there are a lot of requests, and you need to be able to group these, align this to timelines and resources and then track the progress and report the outcomes. This sounds simple right?

When you have the right platform it's easy!

- **Track the number and type of requests that you get.**

- **Prioritize and assign resources, timelines & budgets.**

- **Communicate the value of your group and your outcomes.**

- **Perform what-if analysis & resource capacity planning.**

Project Portfolio Management + Service Management

Sometimes service requests need to become projects – and projects often kick off a series of small requests. **That's why we put them together.** TeamDynamix offers Service & Project Portfolio Management together on one platform for a true work management solution.

Experienced Services Organization

The **TDX Professional Services** team offers the experience that comes with performing hundreds of implementations and trainings. We will work with you from start to finish including process consulting, and ongoing support services.