



SAGE PFW

SAGE ABRA HR

■ **ACCESS BUSINESS CRITICAL INFORMATION**

Empower your organization with quick and easy access to complete human resources information.

■ **COMPREHENSIVE BENEFITS MANAGEMENT**

Manage virtually any benefit plan with easy-to-use setup interviews and robust reporting.

■ **STREAMLINED INTEGRATION**

Sage Abra HR provides a comprehensive, fully-integrated system that streamlines administrative workflow, giving you more time to address strategic business issues.

■ **POWERFUL FLEXIBILITY**

Dynamic enough to work with your current needs, yet flexible enough to meet future requirements—Sage Abra HR is the perfect solution for your demanding HR requirements.

■ **SATISFY GOVERNMENT REGULATIONS**

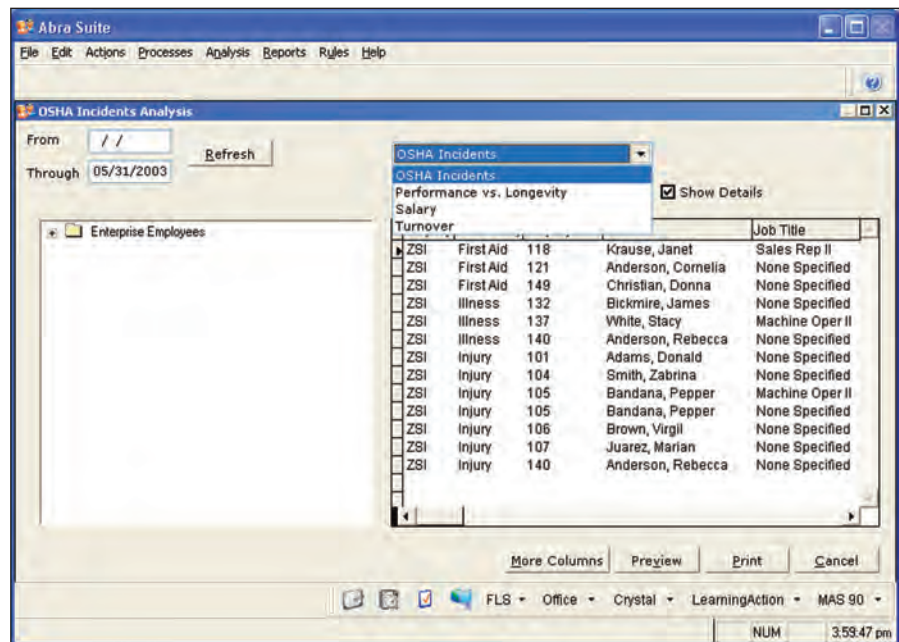
Simplify the complexities of HR management and easily stay compliant with government reporting requirements, including EEO-1, EEO-4, I-9, Citizenship Verification, State New Hire, and many others.

■ **INSIGHTFUL REPORTING**

Sophisticated, customizable reporting transforms your data into strategic, decision making tools that will help you more effectively manage your business.

■ **SECURE BUSINESS INTEGRITY**

Secure human resource management that ensures your privacy while providing fast, reliable and accurate information.



Effective management of your organization’s human resources allow you to make smarter, more proactive decisions, maximizing profits and reducing employee turnover. Sage Abra HR puts you in control, so you can satisfy your unique business requirements today and easily adapt to changes in the future. Your vital human resource data is entered just once, and then shared with the entire HR system—leaving time to address strategic business issues such as cost effective benefits programs and workforce training.

In addition to a comprehensive, highly flexible list of features, Sage Abra HR provides tools for strategic planning and handling of crucial tasks. HR personnel can stay current with date and event reminders for critical issues such as training, licenses, bonuses, benefits, enrollment eligibility, memberships, stock options, and more. The organizer workflow tool allows tasks to be assigned to Sage Abra HR users and automatically updated in Microsoft Outlook. The ability to promptly analyze important company data is also within reach, including salaries, turnover ratios, and performance issues. Easily compare and evaluate multiple benefit plans, report on employees’ prior benefits elections, track employees on COBRA coverage, and roll over current benefits to the following year.

Sage Abra HR combines industry-leading human resources expertise and user friendliness with the added power and functionality your situation demands. It was developed to meet the needs of small-to mid-sized businesses, providing fast, dependable, customizable human resource management and data security. Finally, when combined with Sage PFW, it creates a powerful, reliable, easy-to-use, and secure total accounting management solution for your entire organization.

For more information about Sage PFW and to reach a higher level of performance and profitability, please contact your local business partner, or call us directly toll free at 888-473-5135. You may also visit our Web site at: www.sagesoftware.com or e-mail us at: sagepfwinfo@sage.com



Sage PFW

Sage Abra HR

"Sage Abra HR makes our lives much easier. We keep track of paid time-off amounts, benefits, 401(k) deductions, and more with the system."

Mickey Salas
Senior Accounting Specialist
Washington Casualty Company

FEATURES

Access Business Critical Information

Empower your human resource staff with vital information when they need it! Easily view key employee information, from job history to performance reviews. Quickly drill down to specific information with analysis tools for fast evaluation of human resources data and investigate critical areas such as salary, turnover and performance issues. Additionally, you can organize and manage unlimited electronic documents such as letters of recommendation and W-2 forms using the Employee Attachment page. Keep valuable information at your finger tips, and reap the benefits of improved efficiency and productivity.

Comprehensive Benefits Management

Quickly and easily create accurate savings and insurance plans, as benefit-plan setup interviews take you step-by-step through the entire process. You can track unlimited benefit plans, define eligibility criteria, and automatically calculate precise employee, dependent, and employer premium and benefits costs. Updates to employee benefit premiums in Sage Abra HR are automatically linked to employee deductions in Sage Abra Payroll. Benefits history reporting allows you to generate reports on employees' prior benefit elections, and changing employees' benefit plans from the current year to following year can be accomplished with a click of a button.

Streamlined Integration

The Sage Abra family of modular solutions provides a comprehensive and robust set of tools to streamline HR and payroll processes. The Sage Abra HR, payroll, training, recruiting, and compliance training solutions make up a single, seamlessly-integrated database to help businesses increase productivity and tackle challenging HR issues. In addition, tight integration with Microsoft Office provides immediate transfer of information into Word documents and Excel spreadsheets, graphs and tables, making it easy for you to view and analyze data for strategic, on-the-spot decision making.

Powerful Flexibility

Robust and versatile functionality allows you to keep compensation histories by individual employee, department, or company and accurately analyze the company's salary ranges by calculating the comp-ratio of every job classification. In addition to automated scheduling that assures on-time pay and performance reviews, HR personnel can also track employee training and certification progress, health profiles, and schedule recurring drug testing and physical exams. Accurate, powerful and reliable—it's everything you need your human resources software to be and more.

Satisfy Government Regulations

Increase accuracy and eliminate costly mistakes by accurately managing government requirements for regulations such as EEO-1, EEO-4, I-9 Citizenship Verification, State New Hire, Vets-100, and leave taken under the Family and Medical Leave Act (FMLA). Identify problem areas to help improve safety and meet OSHA regulations with accident and workers' compensation claims tracking. Take the hassle out of COBRA and HIPAA compliance. In addition to automated, personalized notification letters that describe coverage options and costs, Sage Abra HR provides billing statements, mailing labels, and complete eligibility reports. Sage Abra HR keeps you in the know on complex regulations—saving you valuable time and money.

Insightful Reporting

Robust reporting tools in Sage Abra HR feature standard, ad hoc query, and Crystal Reports® options that provide quick and easy access to critical business information. Sage Abra HR license ships complete with one of the most powerful reporting tools on the market—Business Objects Crystal Reports—which provides over 120 additional, more sophisticated reports. Answer ad hoc questions without having to create a custom report with the Sage Abra Secure Query tool. Sage Abra Secure Query guides you through the query process in easy-to-understand steps, so you don't have to be an IT expert to use it.

Secure Business Integrity

Sophisticated, multi-level security protects important or proprietary data from unauthorized access or manipulation. Powerful security options allow you to control which groups have access to data at any level, including field level. Additionally, you can create and assign an unlimited number of user IDs and passwords. These and other user-defined safeguards, such as easily to follow audit trails that identify who made each change by date, time, and type of change provide a high level of security for your sensitive human resources data. With Sage Abra HR you can rest assured knowing your data remains protected and private.