



## Sage Abra ESS

Automate your company's business processes and give employees ownership of their personal information with Sage Abra ESS. With superior workflow capabilities and highly customizable features, Abra ESS provides a central location for employees, managers, and administrators to view and manage important personal data and company information. Instead of calling the HR department with routine inquiries, employees and managers can access information ranging from time off and current benefits to open job requisitions and training history—anytime, anyplace via the Internet or company intranet.

In addition to a comprehensive range of features, Abra ESS delivers tremendous time and cost savings with a proven return on investment. By automating employee activities such as time-off requests and dependent and beneficiary changes, companies can save considerable administrative time and expense associated with paper forms and manual processes. Plus, studies have shown that readily-available company information can significantly improve employee morale and retention. Abra ESS can positively impact your company's bottom line by allowing HR staff more time to focus on strategic business issues such as management development, effective recruiting programs, and competitive compensation plans.

From developing innovative products to providing award-winning customer support, Sage Software is dedicated to surpassing your expectations. Our software is supported by a nationwide network of Certified Business Partners who are your resource for implementation, training, service, and support. For more information about Abra ESS, please contact your local Business Partner, call us toll free directly at 800-424-9392 or visit our Web site at [www.sageabra.com](http://www.sageabra.com).

## BENEFITS

### HR INFORMATION

Employees can access an extensive selection of personal HR information, including skills, job history, and performance reviews.

### PAYROLL INFORMATION (SAGE ABRA SUITE - U.S. EDITION)

In addition to HR data, employees can view a variety of payroll information, including pay stubs, W-2s, and tax withholdings (W-4).

### MANAGER FEATURES

Managers have instant access to comprehensive employee data for both direct and indirect reports. They can review attendance information, employee performance, salary history, and more.

### TIME-OFF MANAGEMENT

Employees can easily access attendance balances and request time off. Managers and supervisors are notified of pending requests, which they can easily review and approve.

### SYSTEM WORKFLOW

Significantly improve business processes with sophisticated workflow features, such as automated notifications and delegated approval rights.

### CUSTOMIZATION

Easily customize pages with logos and color schemes, post important documents, messages, and third party links for easy employee and manager access.

### AVAILABLE WITH:

Sage Abra HRMS v8 or higher  
Sage Abra Suite- U.S. Edition

◀ *Sage Abra Employee Self Service allows employees to view and request time off, access current benefits and dependents, print pay stubs and more, from the Internet or company intranet.*

