

Put the Right Person in the Right Place at the Right Time for the Right Cost

Employee scheduling has a direct impact on your organization's bottom line. Not enough people working? Productivity, morale, and profits suffer. Too many people working? Employees are standing around on your dime. The wrong people working? Your risk of employee grievances, labour law violations, and quality issues soars.

Kronos® Workforce Scheduler™ gives managers the tools and information they need to plan accurately and execute intelligently. This proven solution takes the guesswork out of scheduling to help your organization control labour costs, minimize compliance risk, and improve workforce productivity.

Plan accurate schedules that align labour with anticipated demand

Efficient, profitable operations require schedules that align labour supply with business demand to reduce overstaffing and understaffing and that minimize reliance on overtime and supplemental labour. Workforce Scheduler's powerful scheduling engine takes into account anticipated demand based on historical trends and creates schedules that automatically adjust your labour to meet that demand.

With just a few clicks, you can automatically calculate how many staff you'll need by job to cover workload, sort through employees to identify the most appropriate candidates, and generate a best-fit schedule. Demand-based scheduling algorithms take into account employee availability, seniority, skills and certifications, rest rules, labour laws, and organization policies, eliminating common errors that result from manual or partially automated scheduling processes.

Build highly effective teams

The Schedule-to-Skill feature enables managers to factor employee skills and proficiency levels into scheduling decisions to avoid assigning all inexperienced workers to high-demand shifts or all highly experienced workers to slower shifts. Instead of sorting through employee records to determine which workers have the right skills, managers can automatically align proficiency requirements by job or location for any time span to define the best labour mix based on forecasted demand.

Execute staffing decisions intelligently

Effective scheduling is critical for optimizing business operations and controlling labour costs. But what happens when an employee calls in sick, equipment breaks, or workload shifts dramatically? Workforce Scheduler guides managers through intelligent daily staffing decisions so you can adapt to unexpected changes quickly and cost-effectively. View coverage gaps — in real time — across multiple groups, departments, locations, stores, and/or units. Then identify qualified candidates from available resources and transfer them into open shifts or understaffed areas with drag-and-drop ease.

Coverage graphs and the ability to view photos of scheduled employees next to shifts empower managers to respond intelligently to any scheduling challenge. Evaluate labour productivity with indicators that compare planned workload with actual workload, labour coverage, hours, and cost — at any organizational level. The metrics dashboard displays variances between planned, scheduled, and actual staffing to keep your business operating at peak performance.

Key Benefits

- > **MINIMIZE** understaffing and overstaffing
- > **BALANCE COVERAGE** based on skills and proficiency levels
- > **REDUCE RELIANCE** on unplanned overtime and supplemental labour
- > **FILL OPEN SHIFTS AUTOMATICALLY** by sending text messages to qualified candidates
- > **INCREASE EMPLOYEE ENGAGEMENT** and reduce unplanned absences
- > **MANAGE FATIGUE** to minimize safety threats and boost productivity

Minimize legal exposure and compliance risk

Workforce Scheduler helps you minimize exposure to costly, brand-damaging labour law violations by consistently enforcing regulatory, union, and organization policies and generating a complete audit trail of scheduling and staffing decisions. The solution automates error-prone processes and tracks individual seniority, requests, skills, and certifications so your organization can count on compliant staff schedules and make employees feel like they're being treated fairly. Powerful scheduling rules can handle work regulations, including those related to rest between shifts and number of hours worked in a period, that vary widely by country.

Fill open shifts efficiently

Reduce the manual effort and cost involved in managing your staff using SMS Quick Fill™. Workforce Scheduler identifies the most suitable employees to fill an open shift — based on policies, skills, availability, and employee preferences — and sends a text message to the identified candidates. The system will assign the shift to the first employee to respond or the most senior — whichever you prefer.

Manage employee fatigue

Improve employee satisfaction, increase workforce productivity, and minimize safety threats through better fatigue management. Set parameters for minimum intervals between shifts and

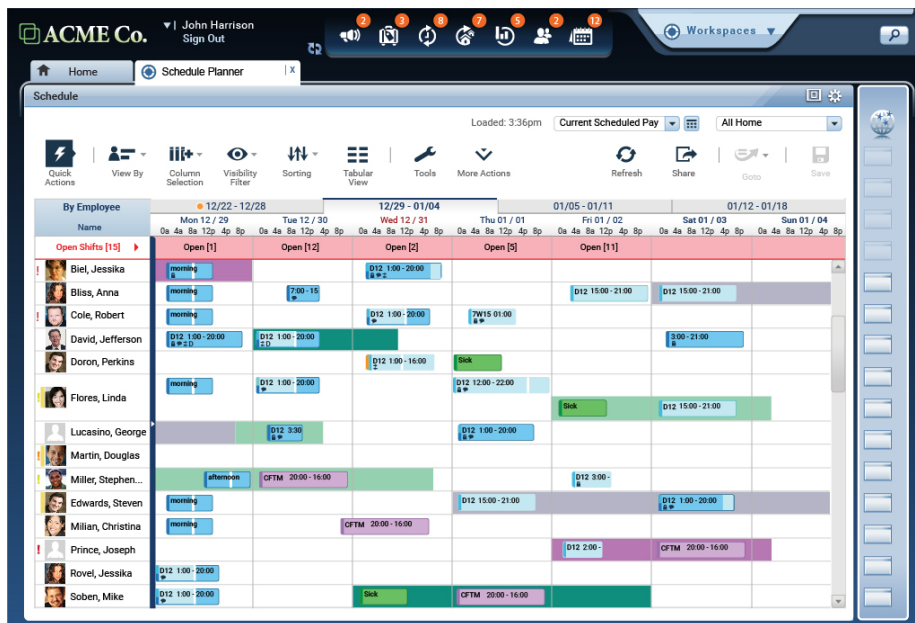
maximum hours scheduled in a period. Use scheduling rule violations to send proactive alerts to managers when employees approach undesired thresholds.

Engage employees with self-service and mobile

Workforce Scheduler's self-service capabilities allow employees to access their schedules from time clocks, desktop, or mobile phones. They can enter availability, define shift preferences, select and swap shifts, and request additional or partial shifts — all in a familiar calendar view. Employees can select shifts that make sense through visibility into coverage by location. By giving employees more control over their schedules, self-service can increase overall job satisfaction and reduce unplanned absences.

Realize the power of integrated workforce management

Workforce Scheduler is part of the integrated Kronos Workforce Central® suite, which also includes Workforce Timekeeper™, the industry-leading time and attendance solution. When used together, these powerful solutions provide access to unified labour and operations data — in real time — to help you reduce costly errors, make better, faster decisions, and improve operational business outcomes for bottom-line results.



With Workforce Scheduler, everything you need for effective scheduling and staffing is available on a single screen. Features like flexible views, colour coding, intuitive icons, and employee photos make it easy to plan and execute best-fit schedules that drive better business results.

