



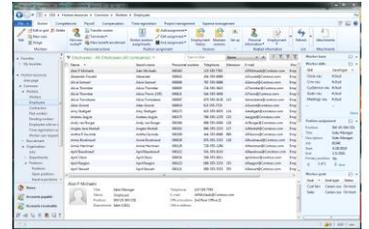
# Core HRMS in Microsoft Dynamics AX<sup>®</sup> 2012

Microsoft Dynamics AX 2012 provides a flexible core HRMS solution. The ability to centrally manage your workforce across your enterprise eliminates the need to duplicate data, reducing errors and saving time and money. Microsoft Dynamics AX 2012 Human Capital Management (HCM) provides flexible organization and position structures while tracking historical and future changes across the workforce, enabling streamlined processes that include hiring, transitioning, and off-boarding employees.

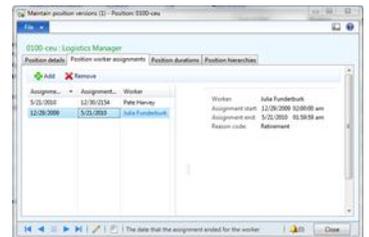
## CORE HRMS

The Microsoft Dynamics AX 2012 HCM solution offers a set of core HRMS features for organizations. Core HRMS is critical to maintaining the right workforce with the right skills over time. Microsoft Dynamics AX 2012 provides key features to accomplish your Core HRMS goals.

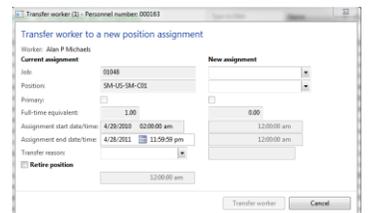
- **Shared data:** With shared data, you can centrally manage your workforce across your entire enterprise, reducing the need to duplicate data across companies. This simplifies cross-company scenarios while making it possible to easily transition employees between companies without the need to import, export, or reenter data. Data in HCM and workforce management that is shared throughout the enterprise includes:
  - Workers (employees and contractors)
  - Applicants
  - Organizations (departments, teams, and so on)
  - Jobs
  - Positions
  - Competencies (skills, education, experience, and so on)
  - HCM setup data
- **Date effective:** Date-effective capabilities provide for better management of the changing data across your enterprise. The ability to view historical and future changes gives you better insight into your changing workforce and its needs. This information is used in the user interface and in reporting to provide you with access to relevant information so that you can identify the trends in your workforce. Date effective capabilities apply to the following data in HCM:
  - Workers
  - Employment
  - Jobs
  - Positions
  - Benefits
  - Organizations (departments)
- **Streamlined processes:** With Microsoft Dynamics AX 2012, business processes have become more efficient by providing automated steps for processes that were once manual in a new, more intuitive user experience. You can complete processes in a single form that make it easy to hire or rehire employees, transition employees within the enterprise or between positions or companies, and off-board employees.
- **Complete tracking:** Microsoft Dynamics AX 2012 HCM tracks the large amounts of information necessary to maintain a productive workforce, including competencies, equipment loans, injury and illness incidents, training courses, and leave and attendance information. Integration with a shared global address book allows for tracking key information related to people in the system.



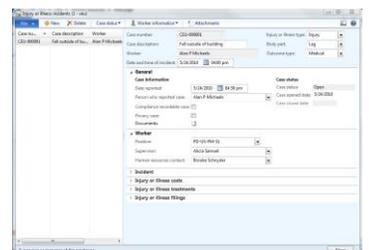
### *Shared workers*



### *Date effective positions*

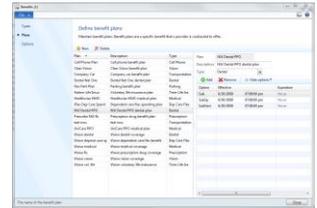


### *Transfer employee*



### *Injury and illness*

- **Benefits tracking:** Benefits tracking has been expanded in Microsoft Dynamics AX 2012. You can now define benefit types, benefit plans, and options. Benefits can be assigned to individual workers through mass assignment functionality or individually based on worker eligibility. All employees can view the benefits for which they are enrolled through the Microsoft Dynamics AX Enterprise Portal self-service functionality.



*Benefits tracking*

## SUMMARY

Microsoft Dynamics AX 2012 provides a comprehensive core HRMS solution. Organizations can flexibly define their reporting and organizational structures and can efficiently transition the workforce between departments and across companies. Multiple position structures provide you with the capability to define multiple reporting relationships, such as direct manager, matrix, project, or another flat or hierarchical relationship.

Date effective data can be managed across HCM to manage future changes and as well as track historical changes providing a complete picture over time. Organizational structures can be modified and saved as drafts. These drafts allow for 'what if' analyses. Once finalized, these structures can be published for the rest of the organization to use.

Simplified processes provide an easy way to hire, transition, and off-board employees within the organization. You can easily initiate these changes while maintaining full tracking of employment, position, and assignment history.

Additional data is tracked throughout HCM including injury and illness cases, benefit types, plans and options and are brought together through an intuitive user interface.

Microsoft Dynamics is a line of integrated, adaptable business management solutions that enables you and your people to make business decisions with greater confidence. Microsoft Dynamics works like and with familiar Microsoft software, automating and streamlining financial, customer relationship and supply chain processes in a way that helps you drive business success.

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