

manage your employees efficiently and cost effectively

MiracleRostering for NAV

Introduction

Managing staff for many organisations can be a costly and time consuming business. Most businesses quote their staff as being their most expensive resource, so it's important that the management of employees is both efficient and cost effective.

Using an integrated solution such as MiracleRostering can help to reduce administration time, errors and costs. It provides seamless integration between MiraclePay Enterprise and MiraclePeople. Communication to Payroll and HR departments can be greatly improved helping to reduce any payroll and payment miscalculations. Swift responses can be obtained as valuable data can be provided at the click of a button.



Functionality Time Registration

Staff can record their entry and departure via a simple logon form and various inputs are supported such as cards, barcode scanners, finger scanners and keyboard input. The Payroll and HR departments can easily view these forms to look up prior entries and to see acceptance status. Management can add comments on hours worked, ensuring that all communications regarding salaries are kept in one place. Staff can also view their entries by using a simple screen of hours recorded based on a day, week or month.

Role and Labour Cost Planning

The role and labour cost planning module allows you to budget for a specific role. All related costs can be recorded against that specific role using certain dates if required. This data is then used as a guideline for roster scheduling. Multiple schedules and shifts are supported.

Salary codes and hour acceptance

This module is used to determine the employee's salary codes and will calculate precise costs by comparing the roster schedule and the work arrangement.

Any irregularities that occur such as extra hours, will be flagged up to a specified management individual or group. They can then either accept or decline the time registration before the details are passed onto MiraclePay Enterprise. Any entries which do not have irregularities against them will be passed through to MiraclePay Enterprise without any manual intervention.

Functionality includes:

- Role and cost planning by location or shift
- Time registration
- Staff work arrangement settings for salary code selection
- Work hour acceptance control
- Integration with other Miracle Solutions
- Integration with other 3rd party solutions
- Salary code selection logic
- Rostering Scheduling
- Comparison with budget during roster scheduling
- Holiday and sick leave handling
- Multiple reporting options i.e. daily, weekly or monthly roster schedules
- Ability to send staff an SMS to invite them to take extra shifts
- Ability to log future unavailability of staff
- Ability to send staff an SMS with their roster schedule

Roster Scheduling

The roster scheduling module provides the user with a simple screen to view a one month period at a time. It is automatically compared to the role plan and cost estimates are routinely completed.