

Automating PeopleSoft HR Processes:

Employee Onboarding

Electronic Personnel Action Forms

Automate Employee Onboarding Processes

Improve your employee onboarding process with an automated and streamlined new-hire experience for employees, managers, and HR administrators—while cutting costs. Your onboarding process can include:

- PeopleSoft and non-PeopleSoft steps
- Welcome video and any other media
- I-9 (E-Verify)
- W-4
- Standard and custom forms
- Mandatory and Optional steps
- Employee badge; parking pass
- Benefits/Training

Smart PAF™ efficiencies gained from electronic personnel action forms and approvals:

“... the most significant improvements will come from the solution’s automated workflow features as approving and tracking the electronic forms will be much easier for approvers and our HR staff.”

Wendy Rittereiser
Director of Benefits and HRIS
Central Washington University

“... Countywide, HR process approximately 5,400 PAF per year . . . staff estimates a 300% ROI for this project in its first full year . . .”

County of Solano

Smart Personnel Action Forms™

Eliminate Paper with Electronic Personnel Action Forms

SmartERP’s pre-built configurable solution delivers incredible efficiencies by eliminating paper forms and completely automating HR transactions with features including:

- Leverages PeopleSoft business logic
- Eliminates redundant data entry
- Enhanced visibility/accountability
- Tailored forms for your organization
- Supports retroactive transactions
- Automatically updates Job Data
- Electronic workflow approvals:
 - Email/mobile approving
 - Attachments
 - Proxies
 - Ad hoc approvers
 - Built-in rules, no coding



About SmartERP: Comprised of former Oracle/PeopleSoft architects, analysts and executives, SmartERP provides innovative add-on solutions to automate and streamline Oracle/PeopleSoft applications.



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