

EIS Reporter Central

Human Resources Information Technologists Ltd



Company Overview

Human Resource Information Technologists Ltd (HRIT) was established to specialise in exactly that, to be Technologists in the utilisation and management reporting of the vast array of information held within Human Resource and Payroll systems.

Many organisations implement Human Resource and Payroll information systems to better manage their Human Resource and Payroll practices. In most cases this is achieved and in many it stops there. At this stage their HRIS system is resigned to be being little more than an administrative tool.

Following years of continued use, these HRIS systems accumulate a wealth of valuable operational data. HRIT have set about finding ways of unlocking that very information and exploiting the Reporting and Analysis opportunities held within. HRIT have succeeded in doing this through a comprehensive Management and Reporting framework called **EIS Reporter Central®**.

EIS Reporter Central® is a Management Reporting framework focused on generating and distributing key strategic Reports. The reports are delivered as 'Active Reports' which allow for the manipulation of the reports and presentation by the end user.

The key focus of the Reporting Framework is to :

- *Provide comprehensive Analysis of business measures*
- *Be simple to use by the end user*
- *Minimise the cost to organisations through delivery as a complete tool*
- *Enable quick and effective Analysis to Management*
- *Draw on information held within existing Frontier CHRIS systems*

Benefits that the EIS Reporter Central framework provides :

- *A Comprehensive suite of EIS Models*
- *Rapid and efficient modeling of organisational performance*
- *Professional and easy to manipulate Management presentation tool*
- *Cost effective through "packaged" delivery*
- *Utilisation of Excel97 or Excel2000 as EIS modeling tool*
- *Easily adapted on site for specific requirements*
- *Provides Informational and Graphical presentation of information*
- *Control over model size through the report writer*

For over 2 years HRIT have been working along side a number of leading organisations listening to, and understanding, their specialised organisational and operational Trending and Reporting needs. To accommodate their varying needs and views, HRIT have had to ensure that their **EIS Reporter Central®** is both flexible and easy to implement.

A strength of HRIT has been their ability to understand the audience that its **EIS Reporter Central®** models are intended for. A key focus of the final Models has been their ease of use and intuitive design. HRIT have had to work extremely hard in taking the very complex Trending and Reporting needs of these organisations and developing a framework that transparently delivers the results.

The continued success of HRIT lies within their specialised focus on the Management Reporting and Trending needs of these leading businesses. It is this partnership with their clients that has made HRIT the success it is today. HRIT welcomes the opportunity to assist the clients of Frontier Software unlock the potential in their databases and become better informed and proactive organisations.

Current Clients of EIS Reporter Central®

AgriQuality New Zealand Limited
Auckland International Airport Limited
Carter Holt Harvey Limited
Carter Holt Harvey Limited (Australia)
Fisher & Paykel Limited
Fisher & Paykel Healthcare Limited
Fletcher Building Holding Limited
Manukau City Council
Meridian Energy Limited
Carter Holt Harvey Limited
Southern Cross Healthcare
Tauranga District Council
Tonkin & Taylor Limited
Tyco Services Limited

Brian Fehsenfeld, Director, Frontier Software Limited has this to say:

"Most Information systems come with a range of standard reports as well as ad-hoc report writing tools. Unfortunately, these are often not in a format the end user requires. They tend to be paper based with little visual impact and the distribution to end Users and Decision Makers is often difficult and time consuming.

Whilst there are many EIS products around that can solve these problems each have their drawbacks. Generally they are very expensive. There are also many other reasons why they never work for you:

- *The cost of implementation can be horrendous*
- *The EIS consultant often has no experience with HR and Payroll systems so never really understands your requirements or the industry*
- *The tools are often not end user tools so require intensive and expensive support from IT.*

EIS Reporter Central from HRIT solves all these problems. The team at HRIT have based their EIS reports around the most commonly used desktop software - Excel. They also have vast experience with HR and Payroll, and understand how our CHRIS software works. Importantly they are able to bring together their knowledge of HR, IT and CHRIS in the models they have created.

I believe these are the most exciting and cost effective solution for HR – EIS Reporting I have seen."

Comments from existing clients:

"...The Framework has been invaluable in its ability to analyse information through a single Model rather than having to write a series of reports to do the same thing. It has also allowed us to quickly present accurate and visible information to Managers, which in turn has raised the profile of HR's reporting capability within the company. Identifying trends within the HR and Payroll database has been made much easier with this tool..."

Kim Parkes, Human Resources Manager, Fisher & Paykel Limited

"Our goal at the FB Payroll Shared Service is to standardise and simplify the Payroll and Human Resource reporting process, while enabling business units increased access to information to assist with their management decisions.

The EIS Reporter Framework has allowed us to achieve this goal, as the reports are extremely quick and easy to produce and send. The time required to produce month end reports has reduced significantly. The report recipients are finding the information relevant, useful and well presented..."

Sharon Spence, Payroll Centre Manager, Fletcher Building Holdings Limited

"The standard report formats are great, but having the ability to customise them to suit the individual needs of any organisation is brilliant. The reports, although very complex in there design, are very simple to run and provide a wealth of information..."

Chris Gray, Human Resources Advisor, AgriQuality New Zealand Limited

History

HRIT Limited (Human Resource Information Technologists) commenced operation on the 3rd of April 2000.

Eugene Harvey, as Director of Human Resource Information Technologist (HRIT) , brought a wealth of expertise to HRIT having been involved in the provision of integrated Human Resource and Payroll systems for over 10 years and having been involved in the IT industry for 19 years. Prior to founding Human Resource Information Technologists he had been Auckland Area Manager for Frontier Software for 9 years and, prior to that, involved in roles which covered all aspects of the software development cycle from business specification through to software coding.

Having spent 9 years of providing Human Resource and Payroll systems to the New Zealand market, many varying levels of application were observed. Whilst the value of an integrated Human Resource and Payroll solution may be apparent, it was seldom realised.

HRIT was established to take the opportunity to help organisations realise the value of their HRIS Systems and to assist these organisations increase the return on their investment.

HRIT believe there are many viable reasons for a company to implement an HRIS system. HRIS systems offer valuable insights into the operation of that organisation as well providing productivity gains through systematic and diversified use.

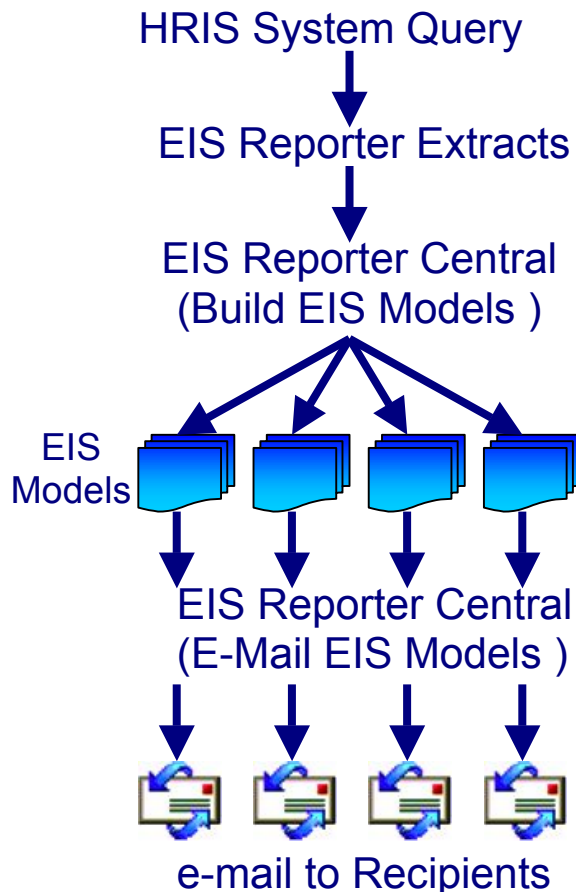
With any business solution, the true value of the system lies within the quality of the information, and it is this area that HRIT specialise. Quality data can only be achieved through careful planning and definition. If limited information is collected in the desire to simplify the use of the system, then that same limited information will be available for reporting.

In October of 2000 HRIT released the first version of **EIS Reporter Central®**, a comprehensive Management Reporting framework focused on generating and distributing key strategic Reports. The reports are delivered as 'Active Reports' which allowed for the manipulation of the reports and presentation by the end user. There are now ten organisations taking advantage of the EIS Report Central framework.

To ensure the success of the **EIS Reporter Central®** HRIT provide the following value added services :

- Reviewing present HRIS implementation. The objective of such review is to assess the utilisation of existing modules as well as identify other aspects of the system which can be implemented to provide operational gains.
- Assist in the design and implementation of the new modules, or the redesign of existing modules.
- Review the quality of existing information. This may also entail the definition of the business reporting and analysis needs, assessing whether the existing infrastructure supports these needs and modifying or redesigning the data to meet the requirements.
- Provide Report Writing and Analysis consultancy to define reporting models and Graphical representation of information for detailed analysis.
- Project Management of any of the implementation, review or reporting processes.

EIS Reporter Central®



Overview

EIS Reporter Central® is a comprehensive Management Reporting Framework designed to deliver dynamic and visual information to all levels of Management.

The framework is responsible for generating the Management Reports as EIS Models then distributing the EIS Models via E-Mail as attachments.

The EIS Models incorporate a selection of 'Active Reports' and Charts. All Reports and Charts are 'Drag and Drop' enabled with the added benefit of being able to Filter information on any of the Data Elements included within the Model. This allows for the quick and easy manipulation of the information providing for many views and dissections of the EIS Model. A single EIS Model may generate numerous Management Reports. The Employee Demographic Model for example can report Staff Numbers by Employment Status, Gender, Branch, Company, Department, Age Band, Year Joined as well as Charting any of these combinations.

The key focus of the Reporting Framework is to :

- Provide comprehensive Analysis of business measures
- Be simple to use by the end user
- Minimise the cost to organisations through delivery as a complete tool
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- Drawn on information held within existing Frontier CHRIS systems

The Models

The EIS Models are created and e-mailed in the form of "Self Generating" Excel Workbooks. This self extraction process helps reduce the size of the E-Mailed attachment. The 'Self Extraction' process is activated by clicking on the 'Running Man' image on the main sheet. This will then generate the EIS Models, which are formatted "Active Reports" and/or associated Charts. Most EIS Models contain a single "Active Report" and a number of Charts. The actual 'Self Extraction' macro can also be run repeatedly. This may be useful when, in the course of analysing the Active Report or Charts, the resulting information has become nonsensical and a return to the original Active Report and Chart views is required.

Benefits that the EIS Reporter Central framework provides :

- *A Comprehensive suite of EIS Models*
- *Rapid and efficient modeling of organisational performance*
- *Professional and easy to manipulate Management presentation tool*
- *Cost effective through "packaged" delivery*
- *Utilisation of Excel97 or Excel2000 as EIS modeling tool*
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- *Control over model size through the report writer*

Running Man Image



Once a Workbook Model has been expanded it is 3 to 4 times larger than the original Workbook. When a Workbook has been expanded it cannot be unexpanded. It is important that this fact is taken into consideration before forwarding an expanded report. However, the 'Self Extraction' macro can be run repeatedly. This may be useful when in the course of analysing the Active Report the resulting information has become nonsensical and a return to the original Active Report is required.

Frequently asked questions.

Do I need to upgrade to CHRIS 5 or CHRIS 21 to use EIS Reporter Central?

No. The EIS Reporter Central relies on extracts from the standard CHRIS Report Writer (NW Series) which is available in all versions of CHRIS. However, the use of CHRIS 5 or CHRIS 21 will simplify the transferring of the Report Writer extract files to the EIS Reporter Central area.

What other software is required to use EIS Reporter Central?

Other than the CHRIS System the only other application required is Microsoft Excel 97 or greater. No other Reporting or Graphical tools are needed.

Do I need Excel2000 or Excel2002?

No. There are versions of the EIS Reporter Central available for both Excel97 and Excel2000/2002. The same Models are available for both. Excel2000 does offer the additional functionality of dynamic graphs and charts where information can be modified directly through the chart.

Do I need to take all the Models for EIS Reporter Central solution?

No. The EIS Reporter Central is a framework where any number of models can be implemented.

Can other Models be added at a future date?

Yes. Through the EIS Reporter Central framework any number of models can be implemented at any time. The EIS Reporter Central framework uses pairs of Analysis Objects and Analysis Models. These can be purchased individually.

Will the EIS Reporter Central work with CHRIS 21?

Yes. HRIT use the New Reporter Writer in CHRIS (NW Series) to write the extracts. It is this report writer that has been carried forward into CHRIS 21.

Can the Models only to be distributed as email attachments ?

No. The EIS Reporter Central framework has the capability of either emailing the Model as an attachment in the message, or copying the Model to a specified directory and sending a hyperlink to the model in the message.

Are the fields in each model fixed?

No. Each model allows for the addition of a number of additional fields. Each of the additional fields can be used in the model in the same manner as the standard fields.

Does adding additional fields to the model require programming changes and if we have changes does that mean we can't get upgrades?

No. The EIS Reporter Central framework simply requires that the label for the new field be described in the user defined table area. These changes have no effect on the Model or the framework so upgrades to the Models or EIS Report framework can be taken without the need to redo the changes.

Do I need to know how to use Excel?

No. The EIS Reporter Central framework merely uses Excel as the development platform through which to deliver Management Reporting. Using the EIS Reporter Central is through a number of application forms which simply prompt for responses from the user. No Excel skill is required. The models received by the Manager is presented as a number of active reports and dynamically built graphs. The end user is only required to drag and drop fields in the active report or use the filter boxes.

What exactly does the EIS Reporter Central do?

The EIS Report Central is a framework which uses a number of Analysis Objects. Each Object is responsible for delivering a specific Organisational Analysis based on a business measure. The Object itself will take the data extracted via the CHRIS Report Writer and then perform a range of complex calculations to transform that raw data into meaningful Organisational Measures and Trends. A number of the more comprehensive models can amalgamate a number of historical extracts to provide trending information on a range of Organisational Measures. These include Full Time Equivalent staff paid by Month and type (such as Overtime, Absence, Ordinary), the Total Staff Costs trended over a range of months as well as Earnings/Hours/FTE comparisons between any two months with variances. The Analysis Objects delivered through the EIS Reporter Central Framework have mostly been driven through client demand or interest.

What is HRIT's long term direction?

It is HRIT's long term goal to establish itself as the leader in Management Reporting and Analysis Consultancy and Solutions in New Zealand whilst continuing to remain a value added partner to its clients. As with the EIS Report Central, HRIT will be looking to work closely with its clients on any new developments to ensure any new solutions will benefit its clients in the daily and long term management of their businesses.

Current Models Available

Module	Description
EIS Reporter Central	EIS Reporter Central Framework
Generic Analysis	Generic user-definable Model included with EIS Reporter Central
Employee Audit	Audit of Master file details for Salaries, Allowances, Deduction and Super (includes Last Updated Details)
Leave Balances Report	Leave Balances Matrix Report detailing current Entitled and Accrued Balances by Employee
Ledger Analysis	Dynamic Report allowing for the interactive interrogation of Payroll Journals by GL Account and Employee
Payroll Journal	Payroll Earnings Matrix Report detailing Payments to Employees by Department and GL Account
Payroll Journal Summary	Payroll Earnings Matrix Report detailing summarised costs to GL Accounts and Employee Hours
Quarterly Survey	Multi-form Department of Statistics Quarterly Survey for electronic filing
Staff Movement	Dynamic Report detailing the Staff movements within any time period showing Opening Balance, Starters, Finishers and a Closing Balance.
Earnings Analysis	Dynamic Model of Earning for a defined period with full graphical, drag and drop and filtering capability
Leave Balances Analysis	Dynamic Model of multiple Leave Balances with full graphical, drag and drop and filtering capability
Leave History Analysis	Dynamic Model of Leave History over any period with full graphical, drag and drop and filtering capability
Leave Liability Analysis	Dynamic Model of multiple Leave Balances represented in Liability, Days or Hours with full graphical, drag and drop and filtering capability
Manhours Analysis	Dynamic Model of Employee Manhours for a defined period with full graphical, drag and drop and filtering capability
Remuneration Analysis	Dynamic Model of Employee Remuneration including all paid and unpaid benefits with full graphical, drag and drop and filtering capability
Staff Demographic	Dynamic Model of Employee Data at a specified point in time with full graphical, drag and drop and filtering capability
Turn Over Analysis	Dynamic Model of Staff Turnover over any time period with full graphical, drag and drop and filtering capability
Earnings History Analysis	Dynamic Model of Earning, Hours and Full Time Equivalence trended over any number of months from 1 to 12 with full graphical, drag and drop and filtering capability
Earnings Trend Analysis	Dynamic Model of Earning, Hours and Full Time Equivalence comparisons between any two months in any year with full graphical, drag and drop and filtering capability
FTE Metrics Analysis	Dynamic Model of Full Time Equivalence and Head Count comparisons between any two months in any year with full graphical, drag and drop and filtering capability