

# Case Study

## COMPANY PROFILE

Hospitality Industry

400 employees

Los Angeles, CA

## BENEFITS

- Ease of reporting
- Custom reports
- Mobile capabilities
- Access to Employee Self-Service

*“I now have the ability to have custom reports designed to meet the needs of upper management. They call me, ask if it's possible and I make it happen (with the help of Paylocity)!”*



## REPORTING & DATA ACCESS FOR MORE STRATEGIC DECISION MAKING

### THE PROBLEM

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With their previous provider, the organization's employees had a hard time accessing their own information. It was also difficult for the HR department to run custom reports for upper management. For example, their previous provider took three years to build a custom register report.

### THE SOLUTION

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One of the most beneficial solutions for the organization was the Paylocity mobile app. Now, employees can access their personal information from anywhere. They can view paystubs, request time off, and even clock in or out from their mobile device. Additionally, Paylocity's free analytics tools assist the client in building custom reports that allow for more strategic decision making.

### THE RESULTS

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- Reduced errors in time-off requests from employees
- Reduced manual effort spend on changing employee information
- Employees able to update personal information on their own through Paylocity's Employee Self-Service module
- The ability to provide upper management with virtually any report they request in a timely matter

ELEVATING PAYROLL & HR ACROSS THE BACKROOM & INTO THE BOARDROOM

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# Case Study

## COMPANY PROFILE

Real Estate/Development Industry

78 employees

Barrington, IL

## BENEFITS

- Improved HRIS capabilities
- Reduced cost
- Streamlined onboarding process

*“We were able to save 20K annually in payroll processing fees while providing a better, faster and more high-tech product to our end users.”*



## STREAMLINED ONBOARDING PROCESS

### THE PROBLEM

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Before implementing Paylocity, the organization was managing all of their payroll, HR, and benefit information with the old-fashioned, manual paper-and-pen method. They also found it challenging to administer a uniform onboarding process because their employees are located across the country.

### THE SOLUTION

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With Paylocity's Onboarding module, the client was able to streamline their onboarding paperwork and collect necessary signatures on company documents before employees ever came into the office. This process change allows employees to begin training on day one, rather than waste time on administrative tasks.

### THE RESULTS

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- Save \$20,000 annually since implementing Paylocity through automated processes
- Better informed employees regarding benefits and performance expectations
- Employees are more informed about their benefits and performance expectations
- Reduced new hire paperwork completed onsite by two hours per employee

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# Case Study

## COMPANY PROFILE

Nonprofit Organization

7,000 + employees

Miami, FL

## BENEFITS

- Improved accuracy of reports
- Decreased time spent on payroll
- Ease of reporting enhanced

*“Paylocity has helped me tremendously with all of my day-to-day processes. Changing to the Paylocity system has cut my time of processing in half!”*



## IMPROVED ACCURACY AND TIME SAVINGS

### THE PROBLEM

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Before Paylocity, the client was using physical timesheets to input hours. After payroll, the client would scan all these documents, save them to the server, and put them in their filing cabinet. Accuracy in timesheets was often an issue. PTO requests were a hassle, and would frequently not get submitted on time. Manually inputting employee hours worked and PTO requests was very time consuming.

### THE SOLUTION

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Using Paylocity's Employee Self-Service (ESS) portal, the client significantly reduced time spent on approving time-off requests. All requests are now submitted and tracked online. Employees can log in to the ESS portal and submit PTO requests from anywhere. Allowing time-off requests to be submitted on time and errors to be reduced.

### THE RESULTS

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- Cut payroll processing time in half
- Employees now have easy access to their paychecks and PTO requests online through ESS portal
- Significant increase in accuracy and timely submission of timesheets

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# Case Study

## COMPANY PROFILE

Financial Institution

460 employees

Port Huron, MI

## BENEFITS

- Streamlined onboarding process
- More efficient employee communication with the Self Service portal
- Mobile app makes it quick and easy to approve and request PTO

*“Paylocity’s HR Insights page allows us to keep an eye on key indicators. We can go to one spot for critical HR metrics, rather than tracking it all manually.”*



## REDUCTION OF ERRORS & IMPROVED EMPLOYEE ENGAGEMENT

### THE PROBLEM

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Before Paylocity, the client had to send out new hire paperwork individually to each employee, wait for it to be returned, then manually enter the information into their payroll system. Additionally, they would have to wait until new hire orientation to collect copies of employee IDs to create I-9 forms. These forms would then have to be copied and saved into the correct employee file. Onboarding was a very tedious and manual process.

### THE SOLUTION

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Paylocity has allowed the client to streamline many processes: onboarding, job position changes, terminations, etc. Even the payroll process itself is now simplified and instant notification of processing is given—they no longer have to wait 24 hours. Also, the Self Service portal allows effortless communication with their employees and provides a place for employees to complete tasks independently, many that were previously allocated to administrators. Management also loves to use the Paylocity mobile app for reviewing and approving time cards because it can be done from virtually anywhere, at any time.

### THE RESULTS

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- Reduction in the number of payroll errors
- Reduction in the amount of time required to process payroll
- Better employee engagement on the payroll website

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