easySoft.

Human Resource Development with
Passion and Attention to Detail

The strength of our solution lies in the combination of qualifications management and seminar planning. This combination creates synergies that eliminate additional complex steps in the workflow. Give yourself the scope to target human resource development through efficient management of the education process and need-based event planning.

How well do employee or job-applicant profiles correlate with the job description? When do which mandatory employee qualifications expire? Which employee skills have to be developed and consolidated? Through the systematic evaluation, planning and monitoring of your education management, you can reduce your work load to a minimum.

> Create and classify job descriptions
> Document skills and qualifications
> Agile monitoring with recommended training measures
> Approval workflows, manager self-service

> Timely qualification for corresponding areas of responsibility
> Define conditions, dependencies and validities for qualifications
> Automatic acquisition of qualifications by fulfilling defined criteria, ex. successful course participation or passing an eLearning test
> Easy-to-use user interface enables managers and employees to use planning tools directly via the internet or intranet
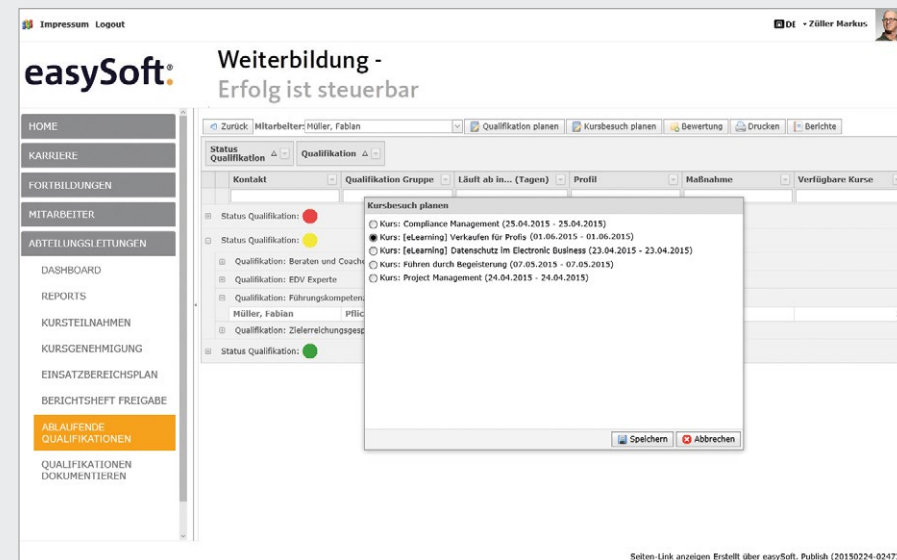> Transfer of responsibility to the supervisors, thus reducing the workload for human resources

❶ QUALIFICATIONS
> Identify needs: With the easySoft. App Competence, it is immediately apparent where action needs to be taken.

❷ SCHEDULE COURSE ATTENDANCE
> Clearly depicted: The qualification diagrams make it easy to identify whether a new training measure must be planned and provide an appropriate selection of courses.

❸ EVALUATION
> Covers all your needs: Whether simple reports or detailed analyses and diagrams, the possibilities are endless with the report generator tool. This highlight is already integrated in all easySoft solutions.

01.2020

Efficient Education Management –
Targeting Human Resource Development

1. Create requirement profiles

> Free definition of requirements and company-specific competency models

2. Competencies/ traits

Input actual state of qualifications through:
> Data import
> Manual input
> Human resource manager, management, employees

3. Identify needs

Clear analysis of the requirements and actual state from your PC or via the app:
> Missing, upcoming and overdue training requirements
> Competencies requiring development
> Traffic-light chart for clear identification and transparency

See screenshots ❶

4. Develop human resources

> Actively invite employees to internal activities
> Managers or employees register for courses or sessions
> Managers or employees record external courses
> Activity can be completed as an on-site-attendance, blended-learning or eLearning course

See screenshot ❷

5. Assign and update

> Newly-acquired qualifications are automatically assigned to the employee
> Validity of the acquired qualification is automatically extended

Participation/online test

6. Assessment

> Assessment of the newly-acquired qualification is carried out by the manager or employee according to specified time period

7. Comprehensive evaluation

> Comprehensive evaluation with the integrated report generator: radar chart for required vs. actual state
> Overview of employee development
> Department comparisons
> Display of expired qualifications for planning seminars as required

See screenshot ❸

8. Further development

> Classify future job profiles for target-oriented development
> Ascertain necessary development steps
> Match potential candidates with vacant positions

| Target status | Actual status | Gap analysis | Training measure | Assignment | Qualifications | Evaluation | Succession planning |