

## ***HR That Works!*™ Benefits and Features**

### **Benefits include:**

- Dramatic decrease in employee lawsuit exposure.
- Substantial increase in employee productivity and retention.
- Bottom line improvement!



### **Features include:**

- **Personnel Forms** – More than 140 personnel forms, including everything from job applications to employment contracts and pre-termination checklists.
- **Self-Conducted Compliance Audit** – Automated 200-question audit with suggested strategies and tools to improve your compliance status.
- **Lawsuit Free! How to Prevent Employee Lawsuits** – The best nuts and bolts compliance training program in the country. Complete with audio files, forms, reports, PowerPoint presentation, quiz and more.
- **Employee Handbook Software** – This easy to use program will help create or improve your employee handbook.
- **Employee Knowledge Survey** – Designed to unearth critical knowledge lying dormant within your company or organization.
- **Special Reports Series** – Concise summaries of the most significant compliance and personnel management issues facing every company.
- **PowerPoint Training Modules** – Easy to use and customize presentations including trainer's notes, handouts, audit, forms, and quiz. Subjects include hiring, retention, diversity, harassment, compliance and termination.
- **Compliance Quizzes** – Automated 10 and 50 question quizzes for use during the hiring and training process.
- **Risk Management Models** – Eight separate case scenarios that act as risk management fire drills. Complete with related forms and suggested approaches.
- **Compliance & Culture Newsletter** – A visually pleasing, easy to read, newsletter with unique insights, strategies and tools.
- **Legal Alerts & Products Updates** – When the occasion arises, we will send you an e-mail message.
- **Monthly Tele-Class** – Every month we conduct a one-hour class, which goes over a specific strategy and answers any questions or suggestions for use of the program.

### **What Makes *HR That Works!*™ Unique:**

- **It focuses on "real world" needs** – there is a ton of information out there. And, that's the problem! *HR That Works!*™ focuses the critical aspects of hr and risk management so you don't waste time and energy on the trivial. Think of us more like a tool box than a library.
- **It is easy to use** – Simply by clicking a few buttons, you can have access to a powerful array of on-line strategies and tools you can put to use immediately.
- **It is a proactive and unified system** – The best problem is one never encountered. We believe sound workforce management requires unification of compliance and culture, in a proactive and systemic manner.