



PeopleAdmin Onboard

Facilitate quick completion of employment documentation, so newly hired faculty, staff, and administrators can focus on their onboarding experience, not paperwork





Introducing a better way to welcome new team members

Building empowered, engaged and competent teams across a college or university starts long before an employee's first day. Make a great first impression with comprehensive onboarding processes designed to welcome new faculty, staff and administrative hires seamlessly, while ensuring they know the abundance of resources available to them.

With Onboard, an integral piece of the comprehensive PeopleAdmin talent management suite, employees are up to speed and ready to fill their roles quickly, so they can spend more time advancing the institution's mission.

Easy-to-use employee portal

- Increase new hire engagement with a branded, efficient onboarding experience.
- Simplify the onboarding process by providing a user-friendly online portal to complete important activities, such as signing W-4s and I-9s.
- Offer the option to complete employment documentation prior to the first day, so all hires — including full time faculty — can maximize their onboarding experience from day one.

Administrative oversight

- Proactively monitor onboarding processes and reduce bottlenecks.
- Ensure employment documentation compliance by monitoring the completion of all mandated tasks and activities online.

Configurations and flexibility

- Create a lasting, positive impression on each new hire by providing a seamless, personalized experience designed to exceed staff, faculty, student or administrator expectations.
- Address the diverse needs of each department or campus by defining unique activities and tasks for each employment scenario.

Features & Benefits

Synchronize employee data between systems

Create a unique experience for faculty, staff, student, and other position types

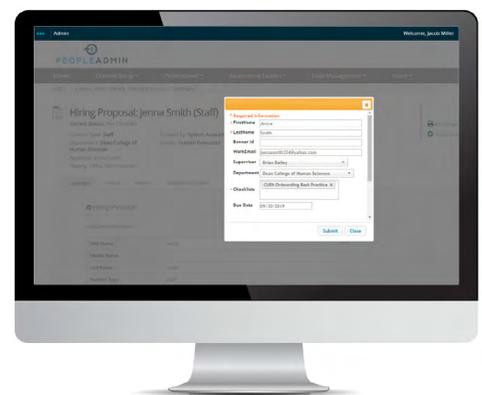
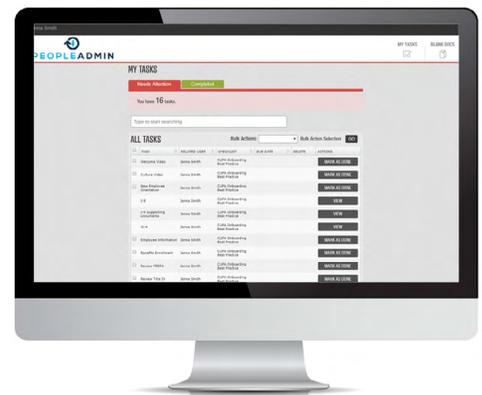
Less administrative burden on new faculty

Ensure contingent faculty complete all required paperwork

Enhanced visibility into the onboarding process

Reduced time-to-contribution for new hires

Improved efficiency



A higher degree of talent management.

For more information, please call 877.637.5800 or visit peopleadmin.com