



Payroll Self-Service

Empower employees and lower HR costs

Employees can view and manage their personal data on themove, with 24/7 secure access wherever they are.

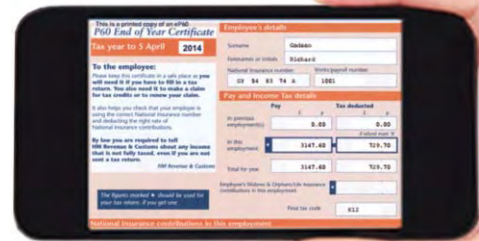
Integrating with Opera 3 Payroll & HR, Payroll Self Service via Pegasus Web Xchange empowers employees with remote access to personal data, pension information, holiday entitlement, payslips and P60 Certificates. It's quick and easy to use, and employees don't need to be users of Opera 3 to access their data.

Printing payslips and P60 Certificates and keeping up with employee requests to update personal details, check holiday entitlement and re-issue copies of payslips can add hours to a Payroll Administrator's workload. With Payroll Self Service, admin time will be significantly reduced, and you'll make substantial savings on the cost of printing and posting payslips and P60s.

Subject to permissions, employees can remotely access and amend their personal details, photograph, contacts and education records. They can also access bank account and pension information, absence details and holiday entitlement. Any changes made are posted back to Opera 3 for authorisation by the manager. Integration with Notification Services in Opera 3 will alert the manager of changes awaiting authorisation, which the manager can then approve or reject.

Employees can view current and previous payslips and P60s online and print as required. Printed payslips and P60s can still be produced for employees that don't use Payroll Self Service.

Employees who are members of a pension scheme can instantly access their pension information. They have better visibility of their auto enrolment status, current pension provider and contributions, and they can drill down to a detailed view of their overall pension contributions.



Give your employees mobile access to their P60 Certificate

Key features

- Employees have secure electronic access to their payslips and P60 Certificates any time.
- Payslips and P60s can be made available online or printed.
- HMRC-approved eP60 report.
- Employees have better visibility of their pension-related information.
- The administrator can create e-mail profiles to be used as templates for e-mails.
- The administrator can send an e-mail to single or multiple recipients, schedule the e-mail to be sent at a given date and time, and resend all or failed e-mails.
- Employee permissions can be set to No Access, Read Only or Read/Write.
- Batch creation of users for rapid deployment.
- Automatic generation and distribution of user passwords upon initial setup. Passwords can easily be reset.
- Payroll Self Service accounts are linked back to the employee record within Opera 3.
- Managers can be assigned the Departments that they are responsible for.
- Full Audit Log of changes requested from Payroll Self Service.
- The look and feel of Pegasus Web Xchange can be customised with your company logo.
- SSL certificates can be used for secure access.

Find out how much your business can save in printing and postage costs with our ROI Calculator. Visit www.pegasus.co.uk/calculator.



Employees have instant, secure access to their payslips





Pegasus Web Xchange

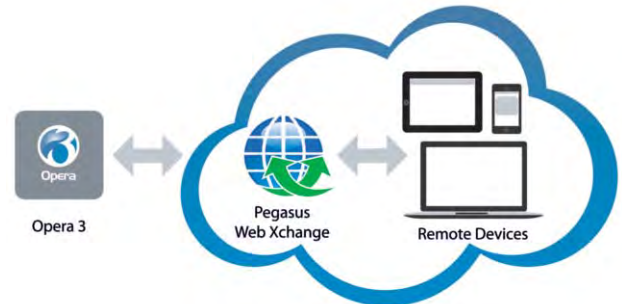
Connect with your Opera 3 data remotely

Pegasus Web Xchange is a secure and easy way to access your Opera 3 data on the go: any time, anywhere and on a number of mobile devices.

It will change the way you work and run your business.

Pegasus Web Xchange provides a set of services that are used to securely access and view Opera 3 data via a mobile app or web browser. Users can sign in from a range of mobile devices* through Pegasus apps or supported web browsers such as Internet Explorer, Google Chrome, Mozilla Firefox and Safari for iOS.

* Speak to your Pegasus Partner



Pegasus Web Xchange will help you:

- Connect with Opera 3 data wherever you are, on devices such as PCs and tablets
- Access your data securely
- Save time with 24/7 access
- Improve efficiency
- Empower employees

Available services: Payroll Self-Service, Timesheets and Mobile Sales.

"The cost savings and service improvements associated with Payroll Self Service meant that the decision to deploy the solution was a no brainer. We calculated savings of over £1200 each year through eliminating printing and postage from the distribution of payslips, as well as being able to provide a faster, more efficient service to our widespread employees."

Sandra Lay, Finance Manager



Secure access wherever you are



Pegasus Software Orion House, Orion Way, Kettering NN15 6PE

T: +44 (0)1536 495000 **F:** +44 (0)1536 495001 **E:** info@pegasus.co.uk

www.pegasus.co.uk

 @PegasusSoftware