

HR*Wizard Product Information Sheet



Specifications	Standard	Enterprise	Std to Ent Upgrade
Hardware Requirements			
Processor: AMD Opteron (Dual Core) or Athlon (Single Core)/Intel Pentium IV or Higher	✓	✓	✓
Processor Speed: 1 GHZ or higher	✓	✓	✓
Memory: Minimum of 2GB or higher	✓	✓	✓
Hard Disk Space Req't			
5GB available free space (for database server)	✓	✓	✓
3 GB for HRIS database (for application/IIS Server)	✓	✓	✓
Software Requirements			
Microsoft Windows Server 2003 Standard Edition	✓	✓	✓
Microsoft SQL Server 2005 Standard Edition	✓	✓	✓
IIS 5.0 or later for MS SQL 2005 Reporting Services (SSRS)	✓	✓	✓
ASP.Net 2.0 for the Reporting Services in the HR*Wizard database and application servers	✓	✓	✓
HR*Wizard application	✓	✓	✓
Microsoft Internet Explorer 6.0 SP1 or later	✓	✓	✓
Features			
201 Administration			
Employee Information Management	✓	✓	✓
Personnel Action and Appointment/Movement Management	✓	✓	✓
Employee Rate Monitoring	✓	✓	✓
Benefits Management			
Leave Credit Management	✓	✓	✓
Leave Policy Maintenance	✓	✓	✓
Leave Balance Monitoring	✓	✓	✓
Leave/OB Records Management	✓	✓	✓
Medical Benefits Credit Management		✓	✓
Medical Policy Maintenance		✓	✓
Medical Balance Monitoring		✓	✓
Medical Benefits Records Management		✓	✓
Attendance Management			
DTR Processing	✓	✓	✓
Overtime Management	✓	✓	✓
Shift/Schedule Management	✓	✓	✓
Day-off Management	✓	✓	✓
DTR Correction	✓	✓	✓
Manual DTR Management	✓	✓	✓
Payroll System			
Loan/Advances Management	✓	✓	✓
Bank Advice Management	✓	✓	✓
Contribution Management	✓	✓	✓
Forwarded Income Maintenance	✓	✓	✓
Forwarded Deduction Maintenance	✓	✓	✓
Income Template Maintenance	✓	✓	✓
Deduction Template Maintenance	✓	✓	✓
Previous and External Payroll Maintenance	✓	✓	✓
Payroll Processing	✓	✓	✓
Bonus Management	✓	✓	✓
BIR Alphabet Management	✓	✓	✓
JV Management	✓	✓	✓
Managerial Services			
<i>Online Inquiries of Personal and/or Staff records</i>			
Personnel Profile Viewing		✓	✓
Attendance Records		✓	✓
Leave Records		✓	✓
Overtime Records		✓	✓
Shift Schedule		✓	✓
Loan Balances		✓	✓
Payroll Inquiry		✓	✓
<i>Online Approval</i>			
Leave		✓	✓
Overtime		✓	✓
Shift Schedule		✓	✓
DTR Correction		✓	✓
Change Day Off		✓	✓
Employee Self-Service			
<i>Online Inquiries</i>			
Personnel Profile Viewing		✓	✓
Attendance Records		✓	✓



Specifications	Standard	Enterprise	Std to Ent Upgrade
Leave Records		✓	✓
Overtime Records		✓	✓
Shift Schedule		✓	✓
Loan Balances		✓	✓
Payroll Inquiry		✓	✓
<i>Online Application</i>		✓	✓
Leave		✓	✓
Overtime		✓	✓
Shift Schedule		✓	✓
DTR Correction		✓	✓
Change Day Off		✓	✓
Recruitment/Staffing Management			
Applicant Information Management		✓	✓
Manpower Requisition		✓	✓
Candidate Matching Facility		✓	✓
Recruitment evaluation template		✓	✓
Learning and Development Management			
Seminars and Training Management		✓	✓
Training Must management		✓	✓
Training Curriculum Management		✓	✓
Training Matrix Management		✓	✓
Career Management			
Job Profile Management		✓	✓
Competency Maintenance		✓	✓
Corporate Core Competency		✓	✓
Employee Competency Management		✓	✓
Performance Management			
Performance Standart Maintenance		✓	✓
Performance Evaluation Result Monitoring		✓	✓
Employee Self-assesment Module		✓	✓
Health Management			
Employee Health Record Management		✓	✓
Accident/Incident Tracking Management and Monitoring		✓	✓
Employee Health and Environment Program Management		✓	✓
Employee Relations Management			
Employee Relations Program Monitoring		✓	✓
Disciplinary Records Monitoring		✓	✓
Labor/Legal Cases Monitoring		✓	✓
Timekeeping System (optional)			
Integrated Biometrics Device	✓	✓	✓
Biometric Timekeeping Application	✓	✓	✓

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