



Employee Onboarding and Offboarding Tool

Employee Onboarding Tool

A SharePoint add-in to manage onboarding and offboarding related tasks, all in one place.

Beyond Intranet offers Employee Onboarding and Offboarding Add-in with SharePoint built-in capabilities. The add-in can manage and automating various employee onboarding and offboarding tasks. The add-in eliminates paperwork and redundancy and focuses on optimizing information as per your organizational practices. You can efficiently automate processes, assign tasks, and foster collaboration among different departments, embracing remote working. All managed in a secure Microsoft environment.

The benefits of Employee Onboarding and Offboarding are not limited to optimizing processes, companies can also improve overall business efficiency and profitability through by eliminating the need for manual follow-ups and task assignment. Partnering with Beyond Intranet gives you the ability to make your onboarding process quick, easy, and accurate.

Features of HR onboarding 7 offboarding software



Comes bundled with MS Outlook and MS Teams plug-in



Role-based Access to Admin, HR, Department Admins, Reporting Manager, and Task Assignees



Change colors, add your company logo, change app name as per your corporate identity



Manage task categories (Pre-joining, on joining, Post Joining)



Simplified standard tasks creation and assignment



Templatize commonly used task for easy assignment



Organize Tasks into various Departmental and Managerial levels



Create dependent task for a parent task and track activity status through notifications



Attach document(s) with each task and set resolution days for each task



Admins and HR can create your own Master data based on Departments, Designations, Employee Types etc.



Abort on-going onboarding/offboarding process



Export Employee(onboarding/offboarding) information including custom fields



See onboard task lists linked to the newly onboarded employee



Admin Dashboard and role-specific dashboard access



Intuitive graphical dashboard to monitor incomplete/overdue tasks, new hires/offboarded employees

On-demand Employee Onboarding & Offboarding Features

Franchise Onboarding and Offboarding

Staff Movement

Beyond Intranet Advantage

- Beyond Intranet is Microsoft Gold Partner based in Chicago
- Dedicated workforce for SharePoint
- Dedicated support team for Employee Onboarding/Offboarding Tool
- Timely updates for new features and bug fixes
- 1-Hour of free support for subscribers

Schedule FREE support for configuring and troubleshooting needs. Contact us for software demo or request customization by clicking on the link below:

<http://beyondintranet.com/contact.html>

Company Size Doesn't Matter

We offer the perfect employee onboarding/off boarding SharePoint solution for any size company. Whether you're hiring your 1st employee or your 5000th, you will discover a wealth of time and savings using our highly efficient Employee Onboarding Add-In. The benefits of Employee Onboarding are not limited to the hiring process itself. Organizations can also improve overall business efficiency and profitability through better hiring. You can identify and improve your sluggish processes like offboarding and add tasks for accountability and deadlines.

Explore more about SharePoint HR Software for Employee Onboarding and Offboarding, visit the website page.

[SharePoint Employee Onboarding](#) | [Employee Onboarding Software](#)