



**hh<sup>2</sup>  
Human  
Resources**

## One Centralized Place for all your Employee Information

You don't need to spend a fortune for an expensive HR package to keep all your employee information stored in one easy to access place. With hh<sup>2</sup> Human Resources, you can turn any web browser into a powerful employee management tool. Fully integrated with Sage Timberline Office, hh<sup>2</sup> Human Resources keeps track of vital employee records which can be accessed anytime, anywhere you have an active internet connection.

- No more disparate spreadsheets
- No more cumbersome file systems
- No more double entry
- Track certifications, classifications, salary, benefits, employee documents...and more
- Real-time analysis tools allows quick, informed, and collaborative decision making
- View customizable reports in html, excel, or pdf
- Multiple layers of security and access controls keep your information safe

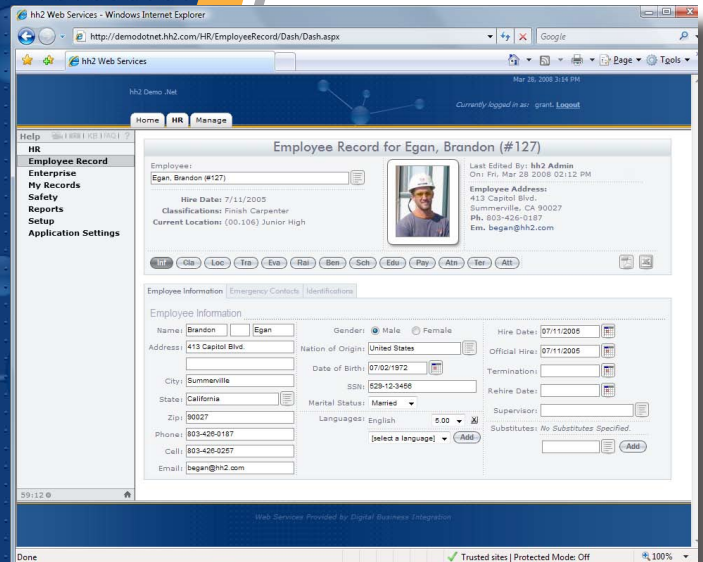
HR Employees log into a secure website and manage their vital employee records. Changes synchronize with Sage Timberline Office on the fly. Contact info., emergency contacts, ratings, evaluations and raise requests are made available to field management for better collaboration. Permissions can be granted to allow employees to view and update their own records.

With hh<sup>2</sup> Human Resources, there are no software, hardware or IT infrastructure costs in order to take full advantage of using it. You pay one low monthly subscription fee and that's all. With plans starting as low as \$37.50 per month, cost savings add up fast.

To learn more about what hh<sup>2</sup> Human Resources can do for you company, please call us or visit us on the web to schedule a brief demonstration. There's no better way for construction companies with remote sites to centralize and distribute employee information.

**www.hh2.com**

**1-877-hh2WEBS  
(442-9327)**



**Microsoft<sup>®</sup>  
CERTIFIED**  
Partner

**sage**  
software  
Development Partner

SAGE TIMBERLINE OFFICE



## The Online Advantage:

Because hh<sup>2</sup> Human Resources is a hosted solution accessible anywhere you have an active Internet connection, you never have to worry about software, hardware, IT infrastructure, installation, upgrade or maintenance costs. It's all done automatically behind the scenes.

There are no big upfront investments and no long term contracts to tie you down. In addition, because all your field report data is stored in a secure data center in one unified database, you never need to worry about backing up, syncing or keeping your data up-to-date. All information is updated in real-time which goes a long way toward keeping everyone well informed and working together on the same page.

## The Technological Advantage:

hh<sup>2</sup> Human Resources feels like you're using software installed on your computer even through you're simply using a Web-browser. This is made possible through using the latest technological advances including:

- Windows Server 2008
- SQL Server 2005
- AJAX
- XML
- Web Services
- .NET Framework 3.0
- Windows Clustering
- Storage Area Networking

## The Secure Advantage:

With hh<sup>2</sup> Human Resources, all of your data is hosted offsite in a secure data center. This offers many security and high availability advantages over hosting the data yourself, such as:

- Automatic Encryption
- IP Address Filtering
- Access Logs
- Configurable Password Protection
- 24 Hour Manned Datacenter
- Redundant Utility Connections
- Redundant Internet Connections
- N+1 UPS Battery Backup
- Diesel Generator Power Backup

## Key Features:

- Employee Records
  - Contact Info / Identifications
  - Employee Classification / Ratings
  - Employee Location Management
  - Training / Certifications
  - Evaluations / Ratings
  - Raise Requests
  - Salary / Benefits / Eligibility
  - Education
  - Productivity / Attendance
  - Termination Requests
  - Documents
- Enterprise Management
  - Enterprise Classification Management
  - Enterprise Location Management
  - Enterprise Certification Management
  - Enterprise Raise Requests
  - Enterprise Salary Management
  - Enterprise Benefits Management
  - Enterprise Termination Requests
  - Enterprise Employee Discipline
  - Enterprise Document Library
  - Employment Application Management
- Safety
  - Safety Meeting Management
  - Safety Meeting Attendance
  - Safety Training Curriculum
  - OSHA Reporting
- My Records
  - View Approved Document Classes
  - View/Update Emergency Contacts
  - View/Download Past W2's
  - View/Download Pay Stubs
  - View Approved Benefits / Eligibility
  - View Global Document Library
- Security
  - Security Group Management
  - Multiple Layers of Security
  - Access Functions
  - Password Secured Areas