



eHub

Internet portal for employees and supervisors

The Internet has changed the way the world communicates, especially in business. With eHub, your company can leverage the power of the Internet to eliminate inefficient administrative processes while improving communication with employees.

Overview

Communicating with field-based employees can be a challenge. As more and more people access the Internet, it becomes the most logical choice as a primary communication tool. Currently, most companies handle employee requests, such as an address change, manually with paper forms. Reading, tracking and entering data from these forms can cost your company valuable time.

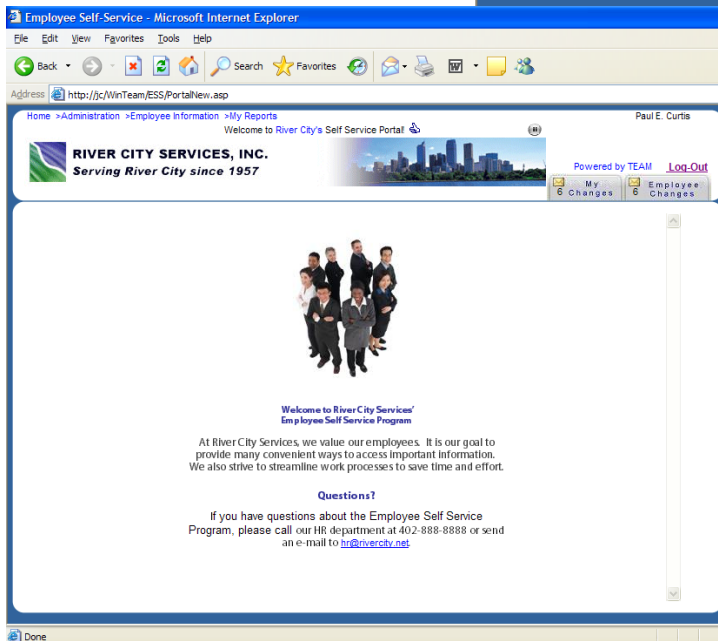
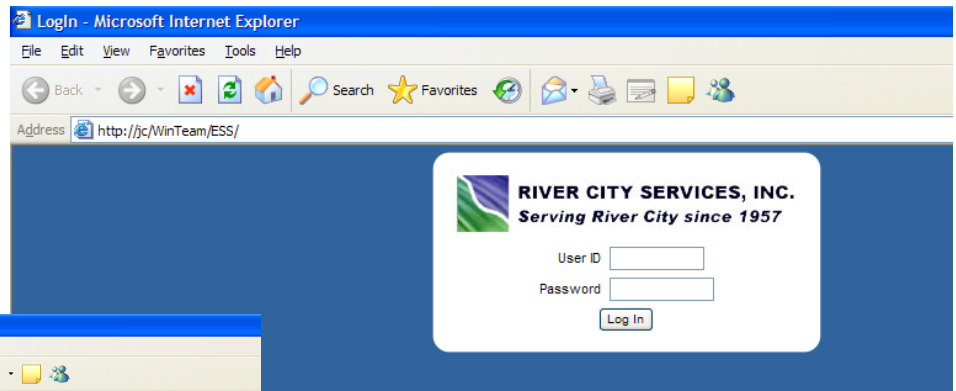
Many companies also struggle with the process of reviewing hours worked for payroll. Typically, paper reports are circulated to supervisors. The supervisor then hand-writes any necessary changes on the paper reports and returns them to the home office where changes are keyed into the payroll system. Again, this can be a very time consuming process.

With eHub, you can eliminate a lot of paper and drastically reduce time spent on repetitive, administrative tasks. eHub is the link between field-based employees and supervisors and the important data to which they need access.

Customized Web site

The eHub log in page will be customized with your company's name and logo.

- A link can be established from your corporate Web site
- Customize the home page
- Post important information, such as events or reminders



- Information is secured by username and password for each employee
- eHub links directly to the WinTeam database for human resource and payroll data, reports and security
- eHub is highly customizable. Imagine any process your company conducts that involves communication between the home office and employees in the field. Now imagine how you could streamline any of those processes with the power of the Internet - that's what eHub offers.



For Employees

Scheduling Report By Employee

River City Services Inc.

Job Number: 10082, Job Name: Electric Fixture, Post Description: North Gate

Employee Name	Number	Hours	Work Date	Follower Type	Shift Code	Shift Start	Shift End	Next Day	In	Out	Lunch	
Marcia Johnson	2189	16.00										
		8.00	07/03/2007		A	1	08:00	16:00	No	08:00	16:00	0:00
Jeannie Barnes	2222	8.00	07/04/2007		A	1	00:00	10:00	No	00:00	10:00	0:00
		8.00										
Violeta Vilon	2230	16.00										
		8.00	07/03/2007		B	1	16:00	00:00	No	16:00	00:00	0:00
		8.00	07/04/2007		C	1	00:00	08:00	No	00:00	08:00	0:00
		8.00	07/04/2007		C	1	00:00	00:00	No	00:00	00:00	0:00

Employees can

- View basic HR information, such as schedule, address, phone, & tax information
- Request changes to this information
- View and print pay stub
- Check the status of a change request

When an employee requests a change to his/her information, a "change request" is sent to the appropriate supervisor or human resource professional for approval for update into WinTeam. Until the change request has been approved or executed, it will appear as a pending change request on the employee's personalized screen. Once the change request is complete and WinTeam has been updated, the status will change on the employee's screen to reflect the change.

For Supervisors

Supervisors can

- Review & approve their employees' change requests
- Submit change requests on behalf of their employees
- Print their employees' pay stubs
- Review schedules
- Review pertinent reports, such as the Scheduling Activity Report (shown here)
- Check the status of a change request

Scheduling Activity Report

River City Services Inc.

Job Info: 10084, Nebraska Distributing

Job Info	Work Date	(%)	Dollars Billed	Dollars Paid	Hours	Invoice	Bill Rate	Pay Rate	Non Billable
10084 Nebraska Distributing		12.96%	\$46,000.00	\$5,924.00	904.00		Avg \$50.88	Avg \$6.55	
	06/29/2007	13.43%	\$8,400.00	\$1,128.00	168.00		Avg \$50.00	Avg \$6.71	
	06/30/2007	13.30%	\$8,200.00	\$1,080.00	160.00		Avg \$51.25	Avg \$6.75	
	07/01/2007	13.30%	\$8,200.00	\$1,080.00	160.00		Avg \$51.25	Avg \$6.75	
	07/02/2007	13.00%	\$10,600.00	\$1,368.00	208.00		Avg \$50.96	Avg \$6.58	
Total	07/03/2007	12.04%	\$10,600.00	\$1,268.00	208.00		Avg \$50.96	Avg \$6.10	

Call TEAM today at 800-500-4499 or send an e-mail to sales@teamfinancial.com for more information or to schedule an online demonstration. We look forward to helping your company become more efficient!

