

NETCHEX

NETGUIDE SOLUTION

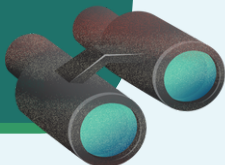
ONBOARDING + LIFECYCLE MANAGEMENT

From hire to retire, paperwork to workflows, you can manage all employee information in one incredibly user-friendly platform.



YOUR CHALLENGE

Was that a 3 or an 8? Does that say "Main St" or "Moen St?" I waste too much time trying to read handwriting!



"I'm sorry new employee, you can't be both married and single... I'm going to need you to fill this out again."



It's embarrassing when a new employee arrives only to learn that their phone extension wasn't set up or their business cards weren't ordered.



"But has everyone signed off on the new policy?" I worry about version control and which version people have even completed.



There are so many milestones in an employee's journey that demand specific actions. It's hard to ensure that they being completed.

THE SOLUTION

With electronic forms, paperwork is not only completed legibly, but also updates employee files automatically so you don't have to worry about keying errors.



With automatic rules applied to forms and easy to understand wizards, NetGuide makes sure forms are completed correctly the first time!

NetGuide lets you assign tasks with due dates to internal team members for every step of the employee lifecycle, so nothing gets missed.



Store electronic copies of every version of a document team members have signed. Plus, push new forms out to your staff as you update internal policies.

Create customized checklists to enact upon an employee position change, return from leave, termination, etc. to make sure you stay compliant at every step.



NETGUIDE

Smooth employee onboarding and lifecycle management. Contact us today and let us guide you in the right direction.

