# isolved People Cloud Checklist

isolved People Cloud is an intelligently connected human capital management system that enables HR teams to manage the employee journey across HR, payroll, benefits, workforce management, talent acquisition and talent management functions.

Is your human capital management system up to date in using all the features isolved has to offer?
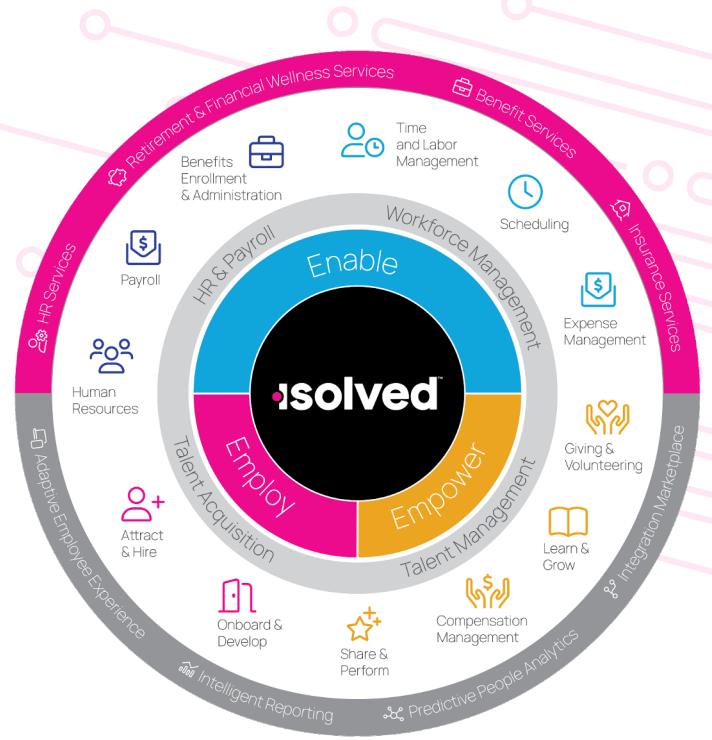
Talent Acquisition

☐ Attract & Hire		☐ Onboard & Develop
☐ Recruiting	☐ Interview guides	☐ Custom messaging
☐ Requisition process	☐ Skills test	☐ Fillable forms
☐ Job ad writing	☐ Video interviews	☐ Employee acknowledgements
☐ Job questions	☐ Calendar integration	☐ Custom links
☐ Auto disqualify	☐ Offer letters	☐ Compliance
☐ Job posting	☐ Reference checks	☐ Workflow automation
☐ Company career page	☐ Background checks/drug screening	☐ Pending employee dashboard
☐ Employee referrals	☐ Custom tags	☐ Configurable onboarding and offboarding
☐ Text to apply	☐ Reporting and analytics	☐ e-Verify
☐ Job alerts	☐ Candidate ranking	☐ WOTC
☐ Assessments		

HR & Payroll

☐ Payroll	☐ Human Resources	☐ Benefits Enrollment & Administration
☐ Employee self-service	☐ Salary and job history	☐ Deferred comp (401k, 403b, etc.)
☐ Direct deposit	☐ Certification tracking	☐ Accrual management
☐ Pay cards	☐ Skills, education and training tracking	☐ Benefit cost analysis
☐ Earned wage access	☐ Audit and compliance	☐ ACA compliance
☐ Garnishments	☐ Document management	☐ COBRA management
☐ Labor and general ledger (GL)	☐ Unlimited document storage	☐ Open enrollment
☐ Percent distribution	☐ Company assets tracking	☐ Life events
☐ Local, state, and federal tax filing	☐ OSHA incident tracking	☐ FSA, HRA, HSA, transit, parking, tuition, and lifestyle
☐ Quarterly and year-end filing (W-2)		☐ Carrier connections
☐ Certified payroll		
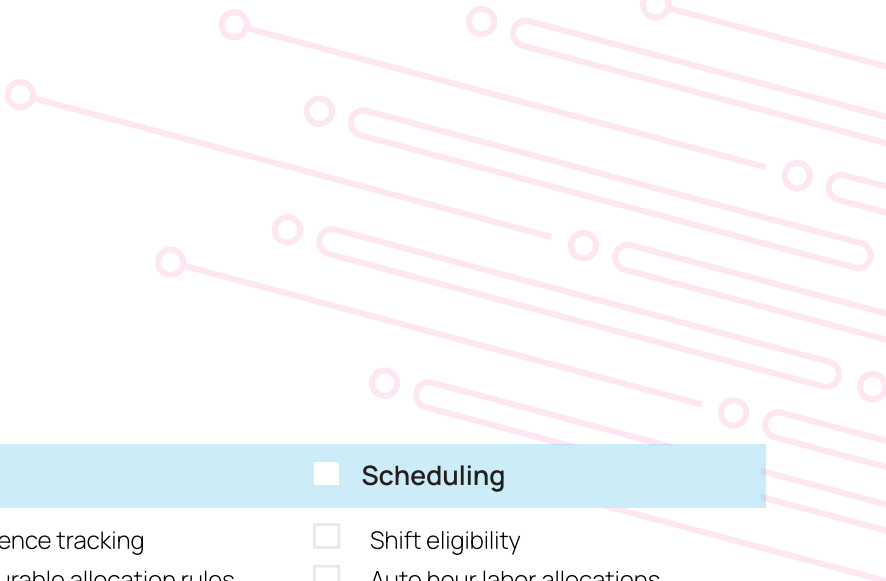
Workforce Management

Time & Labor Management

- Time tracking
- Shift configuration
- Assign shifts
- Default/pattern scheduling
- Alerts
- Time-off requests
- Adjustments
- Meal and break configuration
- Rounding rules
- Holidays
- Verification workflow
- Punch notes/attestation

- Occurrence tracking
- Configurable allocation rules
- Job tracking
- PBJ reporitng
- Reporting and analytics
- Team calendar
- Schedule notifications
- Geofencing
- Time clocks/virtual clock
- Mobile punching
- Group punching
- Submit missing punch

Scheduling

- Shift eligibility
- Auto hour labor allocations
- On call shifts
- Scheduler alerts
- Shift request/coverage request/shift swap
- Coverage dashboard
- Employee unavailability

Workforce Scheduling

- Staff count types
- Staffing rules
- Staffing summary
- Schedule by shift
- Open shifts
- Notifications to fill open shifts

Expense Management

- Expense tracking
- Employee entry
- Delegate entry
- Admin entry
- Payroll reimbursement
- Copy expense
- Business purpose tracking
- Mileage tracking/calculations
- Per diem tracking/calculations
- Configurable fields
- Multiple policy tracking

- Multilevel approval processing
- Email alerts
- Expense limit notifications
- Non-reimbursable expense tracking
- IRS category tracking
- Expense importing
- Reporting and analytics
- Optical character recognition (OCR)

Talent Management

Share & Perform

- [ ] Employee surveys
- [ ] Collaboration
- [ ] Rewards and recognition
- [ ] Goal setting
- [ ] Performance reviews
- [ ] 360 review
- [ ] 9-box
- [ ] Feedback
- [ ] Employee Feed, Bulletins, and Praise Wall
- [ ] Leaderboard and gamification

Learn & Grow

- [ ] Learning management system (LMS)
- [ ] SCORM compliant
- [ ] Content marketplace
- [ ] Social learning
- [ ] Gamification
- [ ] Training identification and nuturing

Compensation Management

- [ ] Compensation planning
- [ ] Configurable eligibility rules
- [ ] Automatic reminders
- [ ] Comprehensive dashboard
- [ ] Seamless payroll integration

Giving & Volunteering

- [ ] Company match
- [ ] Volunteer
- [ ] Automated payroll donations
- [ ] Campaign creation
- [ ] Tax reporting
- [ ] Communications
- [ ] Network of over two million non-profit organizations

Platform

Predictive People Analytics

- [ ] Centralized analytics
- [ ] Comprehensive dashboards
- [ ] Predictive modeling
- [ ] Historical trend analysis
- [ ] Benchmark Insights for salary, tenure and turnover
- [ ] Key events overlay
- [ ] Voice navigation and Virtual Assistant
- [ ] Artificial Intelligence

Employee Marketplace

Exclusive Perks and Discounts at no cost, including:

- [ ] Travel-related purchases
- [ ] Events
- [ ] Dining and wellness access
- [ ] Electronics
- [ ] Retail and apparel

Adaptive Employee Experience

- [ ] Any device, anywhere, anytime access
- [ ] Employee self-service
- [ ] Manager/supervisor self-service
- [ ] Downloadable mobile app

Intelligent Reporting

- [ ] 800+ delivered reports
- [ ] On-demand reporting
- [ ] Report writer

Conversational Virtual Assistant

- [ ] Real-time access to HR info
- [ ] Microsoft Teams chat integration
- [ ] Artificial intelligence-based natural language processing

Missing some features or want to learn more about how isolved People Cloud is best suited for all your HR needs? Contact us at (608) 837-2590 or visit https://payrollsolutionshcm.com/ today.

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