MODULE FACTSHEET
SCHEDULING
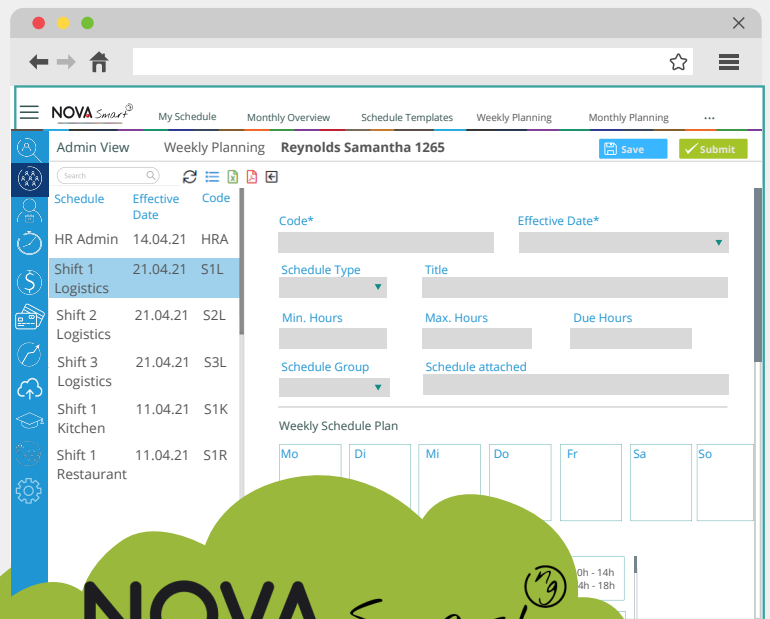
FAST & EFFECTIVE STAFF PLANNING

Manage different shift patterns & adjust shifts depending on the team or department.

Staff scheduling is an essential part of workforce management. The scheduling of **on-site and mobile staff** can be a costly and timely administrative task. Paper and excel spreadsheets can lead to errors and inconsistencies.

Nova Smart NG can help **improve decision making** across the entire company – leading to an **enhanced bottom line** and a **happier workforce.**

SET-UP FOR SUCCESS

Set up your shifts the way you want it to be. Implement company rules, labor laws and other constraints that may need to be considered while planning staff.

Set Variables & Constraints

- Apply company rules & constraints

- Consider labor laws & receive a warning if rest periods or similar are not met

- Integrate the scheduling module with other HR modules to streamline data entry

AUTOMATE SCHEDULING FROM A TO Z

Nova Smart NG allows you to plan shifts in advance, distribute shift schedules to your team & customize schedules depending on your employee's or team's needs.

Easy-to-use

- Allocate staff by floor, department, or location - it is up to you
- Quick replacement of staff, due to absences
- Simple drag & drop option for great user-experience

Automation

- Create a library of shift templates you can choose from
- Receive insights into employee's capacity & see who is not available for scheduling
- Automatically notify staff if changes in the schedule have been made

MORE THAN SHIFTS & SCHEDULES

Our solution can manage the basic shift planning & schedule creation but also offers many additional features that support you in the reduction of manual tasks & double entry of data.

- Control labor cost
- User-friendly interface
- Export schedules in any common file format
- Share schedules with your team & employees
- Take in consideration regularities and repetitive shift patterns

Secure.Compliant.Customized.

HRMS Your Way!

- ✓ Only choose the modules you need
- ✓ Customize & parametrize the solution to your individual requirements
- ✓ Centralize your HR processes within one data base
- ✓ Eliminate manual processes & switch to efficient digital streamlined HR & Payroll.

NOVATIVE
Global Payroll & HR Services

Novative SA
Rue de la Morâche 9
1260 Nyon 1
Switzerland, VD

✉ sales@novative.com