

# advanced reporting services

You've automated your HR processes, now it's time to report on them.

HROffice Advanced Reporting Services and the powerful functionality of Crystal Reports® allow you to perform true workplace analysis on the wealth of employee information you have stored in HROffice. Let Ascentis' Advanced Reporting Services experts install your reporting dictionaries, deliver customized report templates, and train your HR team.

## Features of Advanced Reporting Services

- Multi-company, exception, advanced point-in-time reporting, and much more.
- Pre formatted templates for your employee, benefits, and customized data.
- Quick and easy reporting on data that is repeatedly needed for analysis.
- A customizable and intuitive interface for easy reporting criteria selection.
- Easy creation of presentation quality custom reports with full color graphics, pictures, logos, and more.
- Simple extraction of employee data for merges into pre-printed forms such as I-9, W-2, benefits enrollment forms, and more.

## Training and Support

Advanced Reporting Services experts help you get up and running in no time with comprehensive training and professional services. Thorough personalized internet training ensures that new and experienced Crystal Reports® users get the most out of the product and includes:

- Crystal Reports® Dictionaries customized to your HROffice Database.
- Report templates developed specifically for your needs. Or, you can choose from a list of existing pre-formatted reports.
- Eight hours of personalized internet training designed to make certain all users maximize the value of the reporting tools provided.
- One-year of support for Crystal Reports® and the Crystal Dictionaries®.