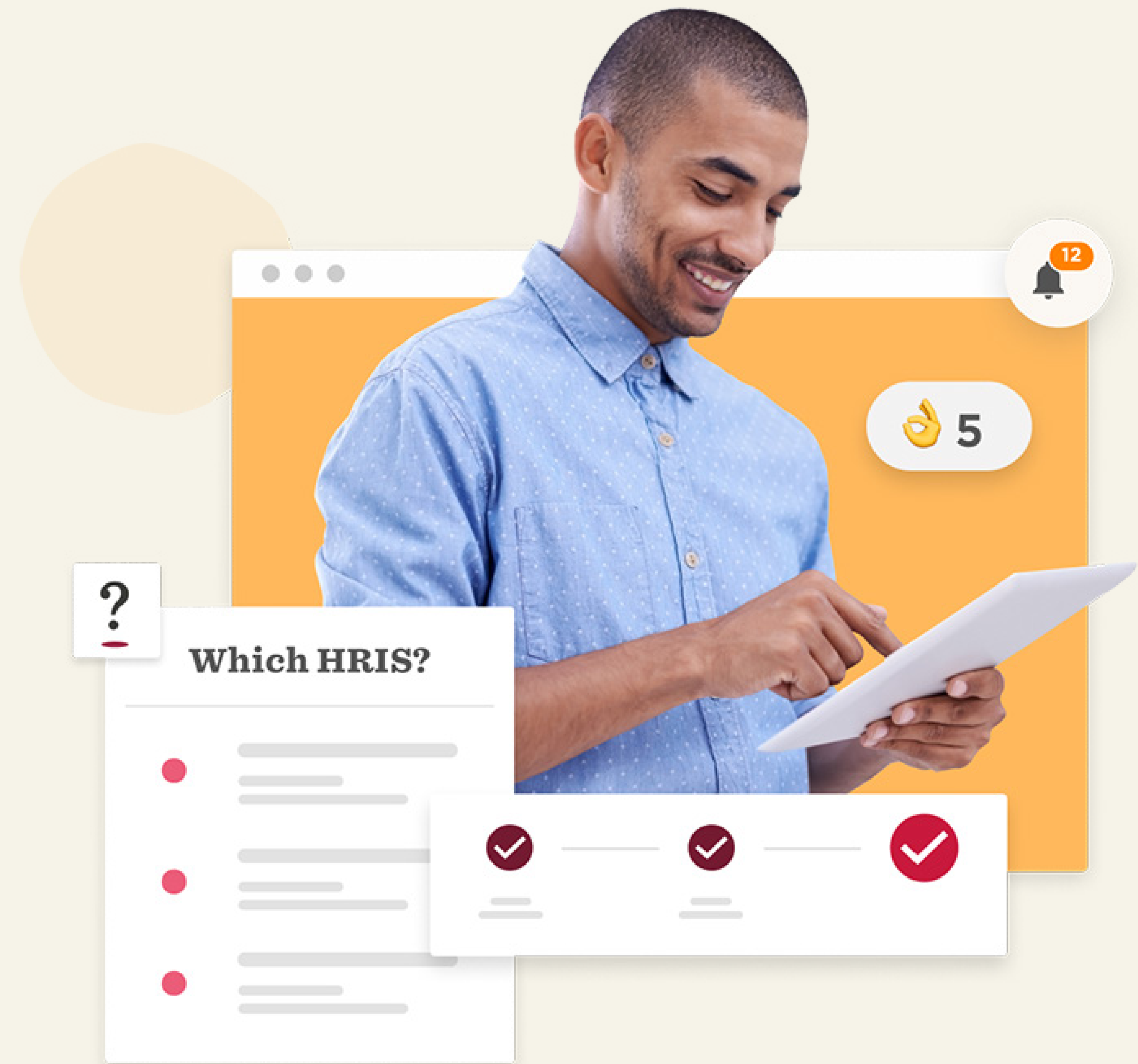


# BUYER'S GUIDE FOR HRIS:

with questions and checklists



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# Introduction

Change is at the forefront of every company today. As HR leaders, you're at the epi-center of this transformation as you deal with a post-pandemic workforce demanding a new world of work.

You need to balance traditional business processes (compensation, performance management, payroll) with new employee experiences (culture, communications, comradery) and connect everything to a global workforce working remotely, hybrid, or in-office.

That's where modern HR tech (HRIS) comes in. Today's best possible platforms will boost traditional core HR functionality with automation and efficiency while keeping everyone in mind—HR, managers, and employees.

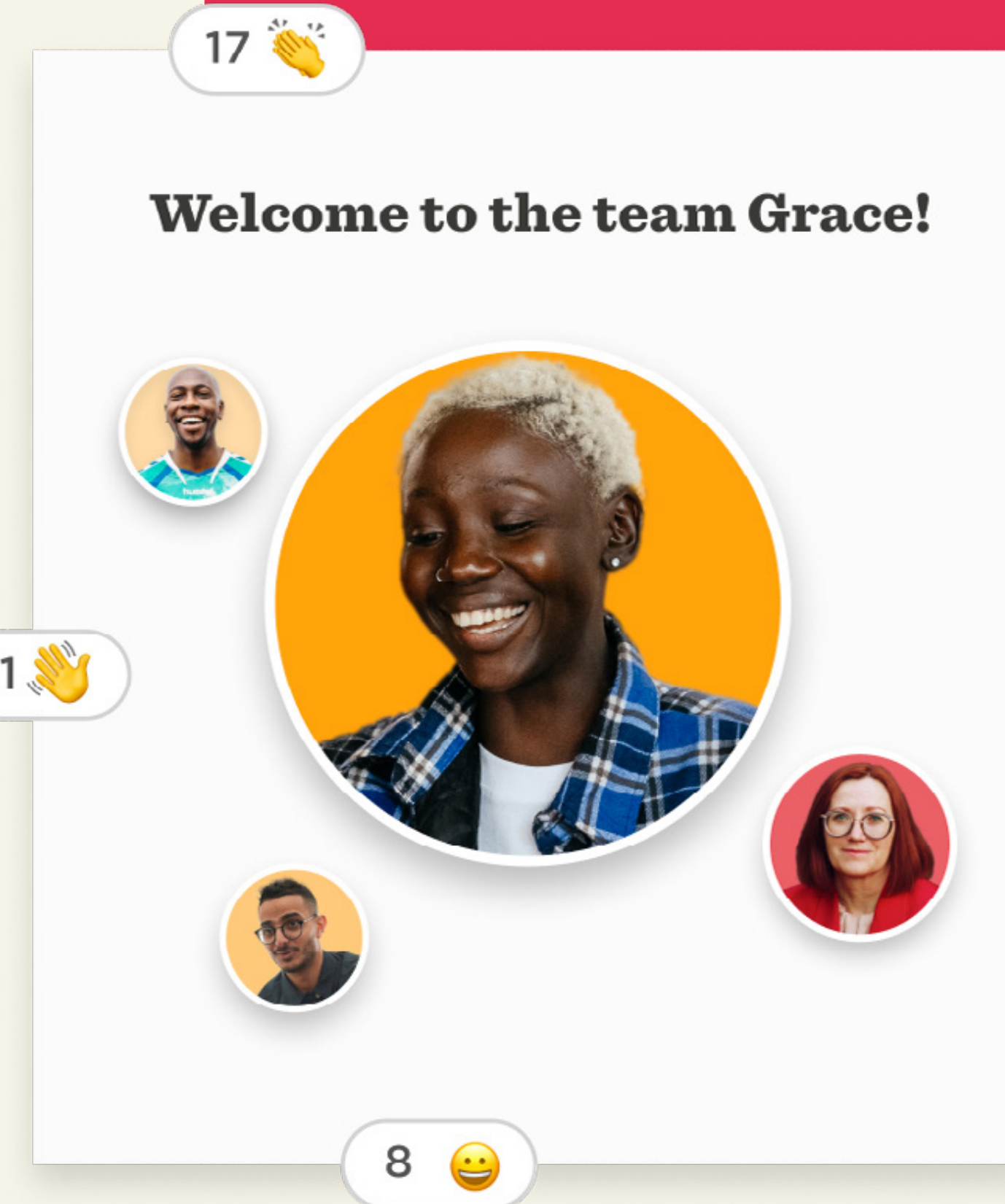
But not all HR tech is built the same. This guide contains the main topics you should consider when choosing your HRIS, and questions to ask for each topic. Use the topics to align your strategy and the questions to find the right HR platform before you buy. You want the best HRIS for your needs today, tomorrow, and for the future of your work and business.

**When comparing HRIS solutions, ask these questions to discover which HRIS best fits your business.**

# 1. Can the HRIS streamline your core HR processes?

In dynamic companies, core HR tasks need to be efficient and pain-free to save precious time and minimize employee frustration.

In many companies, onboarding and time management can be time-consuming and repetitive. A good HRIS platform should automate and expedite core tasks that take HR away from bigger impact programs.

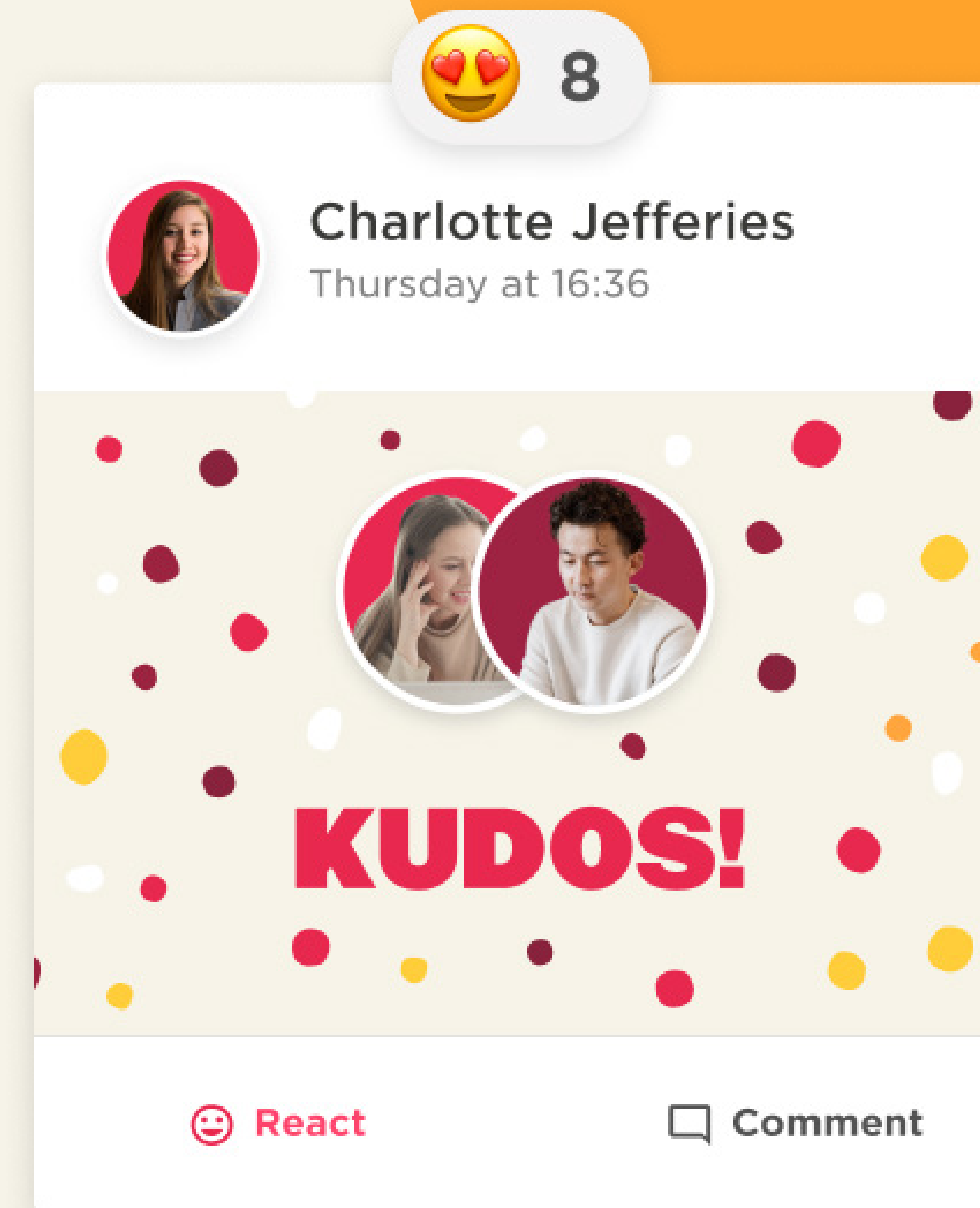


## Check if the HRIS will be able to streamline all your core HR processes by answering these questions:

Does it offer HR KPIs and talent analytics?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does each employee have a social-media style personal profile?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does each employee have a timeline of their company history and achievements?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is there a dynamic people directory for grouping and sorting people by expertise, hobbies, and more?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is there a native tool or application for assisting with managing employee compensation and payroll?	<input type="checkbox"/> Yes <input type="checkbox"/> No

## 2. Can the HRIS maximize your employee experience?

The role of HR is no longer about headcount and managing human capital. HR leaders need to build a company culture that engages and retains employees and fosters relationships and commitment in today's employment landscape.





## Check if the HRIS will maximize your employee experience by answering these questions:

Does the UX have an engaging social media look and feel?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Can you customize the onboarding workflow?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Can you give public recognition to employees?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does it give you a holistic and historical video of peoples' activities?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does it offer hobby groups and clubs to help people build social connections?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does it include an anonymous reporting tool for employees to voice their concerns?	<input type="checkbox"/> Yes <input type="checkbox"/> No



### 3. Can the HRIS solve your unique business needs at scale?

No two businesses are alike, and your unique culture needs flexible HR technology to help solve the challenges you'll face as your company grows and changes. Many HRIS solutions are rigid or offer limited flexibility that cannot sustain company growth or scale over time.

The screenshot displays a user interface for HRIS management. It features three main components: a 'NYC New Hire' template card with a 'MANAGE' button, a 'LONDON 58 EMPLOYEES' site management card with a 'MANAGE SITE' button, and a 'NORWAY HOLIDAY CALENDAR' card with an 'ADD NEW CALENDAR' button. The interface includes a menu icon in the top right of the first card and a calendar icon next to the second card. The background is light beige with decorative red circles.

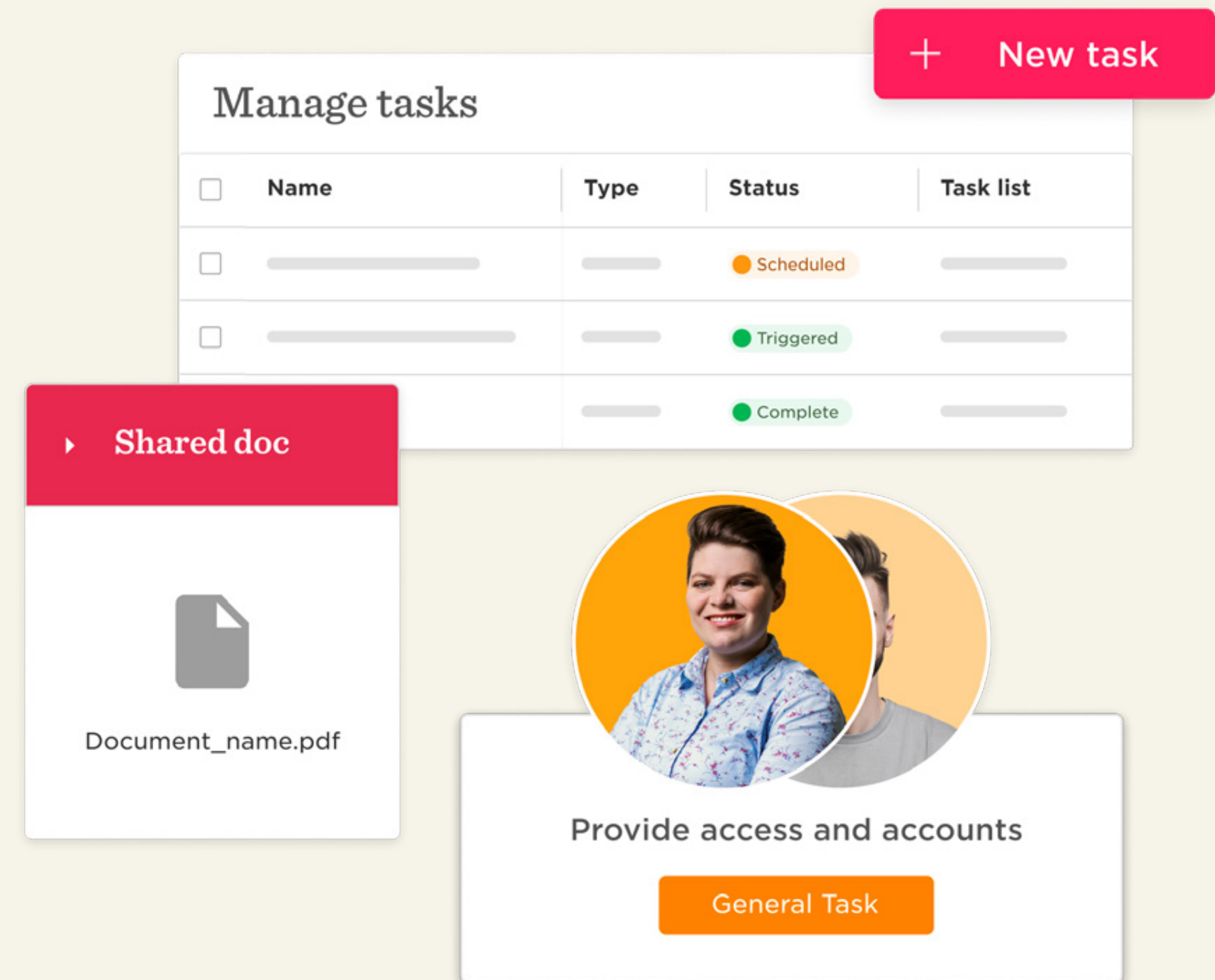
## Check if the HRIS will be able to solve your unique business needs at scale by answering these questions:

Is its core HR functionality customizable to your needs now and in the future?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Can it scale with your business to handle hundreds or thousands of employees?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does it support the use of multiple calendars with local national and religious holidays?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Can you schedule the production of daily, weekly, or monthly customizable reports?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Can it securely store confidential personal information and let you quickly find it?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are there professional services to customize, implement and launch the platform for all to use?	<input type="checkbox"/> Yes <input type="checkbox"/> No

## 4. Does the HRIS empower managers and employees to be more productive and engaged?

When remote and hybrid work became the new normal, employee empowerment became an operational imperative for HR teams. Employees needed to become autonomous and work on their own time and tasks, while managers needed to connect and engage with their teams to promote collaboration and discussions.

The right HR platform should facilitate productivity and engagement between HR, managers, and employees, no matter where they are located.



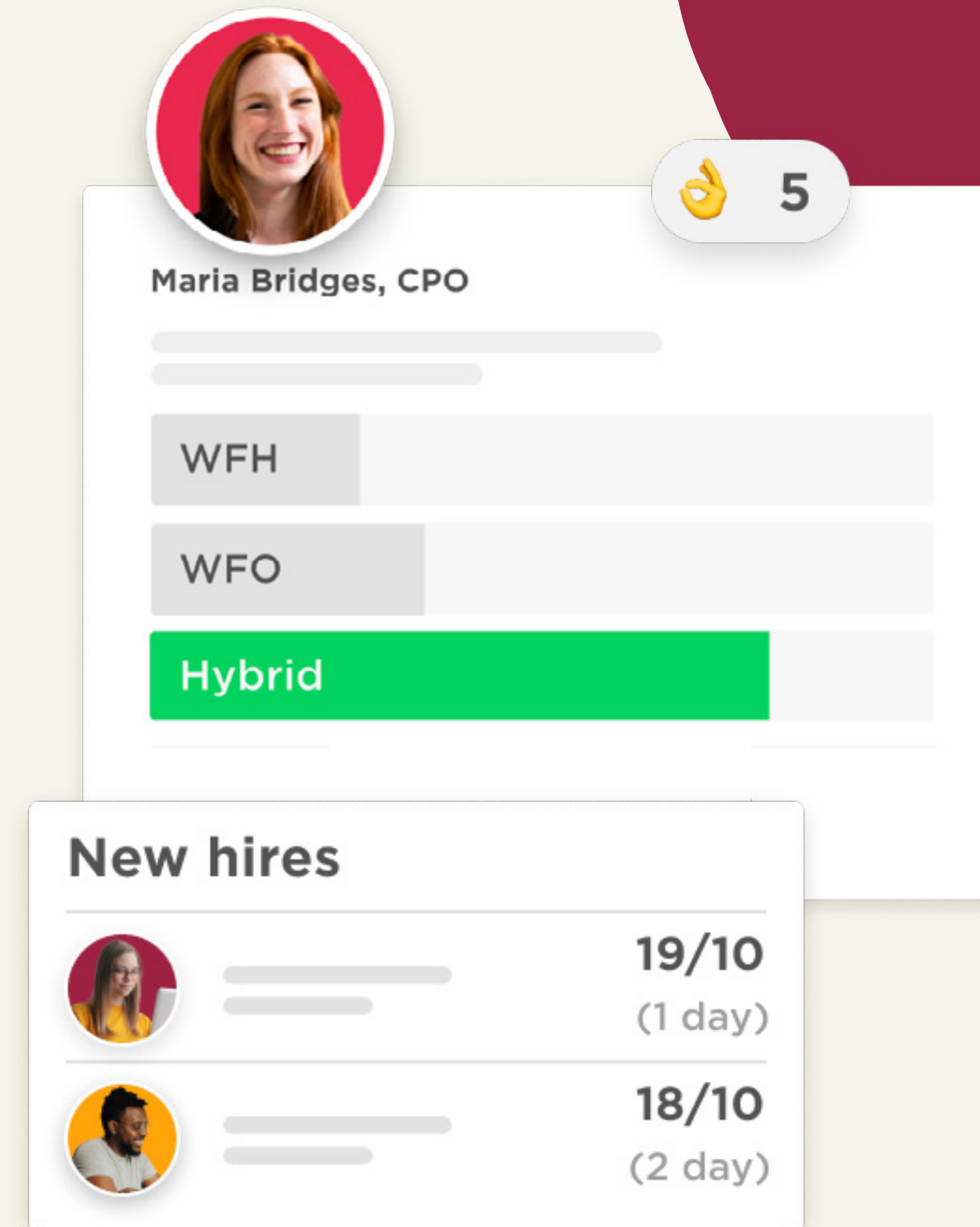
## Check if the HRIS empowers managers and employees with productivity and collaboration tools by answering these questions:

Can employees get information about the work status and location of colleagues and peers?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do employees have a place to go to feel connected to company goals, take part in the culture, and see that their work matters?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do managers have access to 1:1 meeting templates that ease the burden of routine processes like onboarding, career growth, and performance reviews?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Can managers set up departmental goals for their team members that link to company KPIs?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do managers have timely information and reports about their team's time-off status?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do managers have attrition indicators to gauge and understand the turnover risk of their direct reports?	<input type="checkbox"/> Yes <input type="checkbox"/> No

## 5. Does the HRIS increase productivity and ease collaboration?

The world of work has completely changed. Companies of all sizes are more distributed than ever, with many employees working at home, remotely, or in a hybrid work model.

A good HR platform needs to help companies overcome disconnected teams that affect company culture, make people feel isolated, and hinder productivity and collaboration.





**Check if the HRIS will be able to increase productivity and ease collaboration by answering these questions:**

Does it offer a native mobile app with the functionality most frequently used by employees and managers?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Can it smooth the recruit-to-hire process with integrations or support for the top ATS solutions?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does it offer native integrations with Slack and MS teams?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does it offer native integrations with the top five ATS solutions?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does it integrate with Zapier?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does it have an open API for customer development?	<input type="checkbox"/> Yes <input type="checkbox"/> No

## 6. Can the HRIS help grow your global, modern organization?

In today's world of work, business opportunities and talent are often located across multiple offices and locations worldwide. Global expansion is one of the keys to business success, however, it can be overwhelming for HR leaders to manage. There needs to be a way to handle different holidays, abiding by local laws, time zones, and communicating effectively with a more diverse workforce.

The image shows a user interface for requesting time off. At the top, there is a dark red button with a calendar icon and the text "Request time off". To the right, a white box displays "Current balance" above a large "5" and the word "days". Below this is a list of time off types: "Holiday", "Sick" (with a balance of "34.55"), and "Work Travel". A circular inset image shows a woman with short hair looking at documents. The interface is decorated with orange and red shapes.

Time Off Type	Balance
Holiday	
Sick	34.55
Work Travel	



## Check if the HRIS can help you grow your global, modern organization by answering these questions:

Does it offer holiday calendars and time-off policies for multiple countries?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Can you easily navigate across multiple time zones?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does it offer specific news feeds for each office and country?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Can it be customized for local best practices or customs?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is tech support available at least 16 hours a day, six days a week?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Can you engage with both in-office and remote employees?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does it support hybrid work policies?	<input type="checkbox"/> Yes <input type="checkbox"/> No

# Why choose Bob over other HRIS solutions?

When comparing Bob to any other HR platform, it's clear that Bob is the right choice for dynamic and fast-growing companies. Not just because Bob excels in core HR functionality, but also because Bob's culture tools connect employees worldwide, creating a great employee experience—wherever your people are.

Bob puts people first with culture tools that connect in-house and remote employees. Its unique and innovative UI has a distinctly non-technical, fun, social media feel. This makes Bob more enjoyable and intuitive to use than other HRIS solutions. Bob creates a welcoming environment that inspires people to build great working relationships and keeps them connected to

the company, whether they work in a corporate office or a home office. Unlike other systems, Bob's implementation and daily usage are intuitive and don't require hard coding or technical knowledge.

HiBob recognizes that some of the most painful company processes for employees can be related to HR tasks. Bob's UI, automated processes, and integrations with leading third-party tools ease administrative tasks for everyone across the organization and make even the most mundane work tasks pleasant, intuitive, and engaging—and not just for HR admins.



## Daniel Alund

Chief People Officer  
Happy Socks

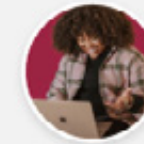
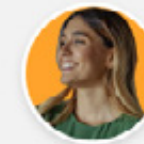
“We wanted something that is cloud-based and very easy to access, and actually reflect our culture in terms of the look and feel as well, because I think it will increase usage.”

New goal  
assigned to you

VIEW IN BOB

### Club View

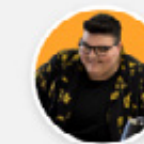
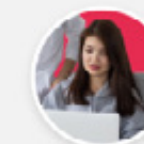
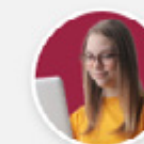
4+



CREATIVE

2% (3)

12+



BLOGGING

3% (4)

20+



CODING

19% (25)

👏 14



Assigned to  
Amy Miles



5



Strongly agree

Ready for an inside look at Bob?



To learn more about HiBob and our data-driven tools, get in touch with us at [contact@hibob.com](mailto:contact@hibob.com)

WATCH A 3-MINUTE DEMO VIDEO HERE

**NEW YORK**

205 Hudson St.  
New York, NY 10013

**LONDON**

Boundary House  
91-93 Charterhouse St.  
London EC1M 6HR, UK

**AMSTERDAM**

Weesperstraat 61-105  
1018 VN Amsterdam  
Netherlands

**SYDNEY**

Redlich, Level 65  
19 Martin Place  
Sydney NSW 2000

**TEL AVIV**

28 Ben Avigdor St.  
Tel Aviv 6721848