

# WorkForce Crew Management

Organisations in multiple industries often deploy field crews - groups of employees who work together as a team at a variety of locations. Capturing time, activity, and productivity data for such crews can be challenging for several reasons:

- Crews often work at remote locations without internet access.
- The composition of a crew may change from day to day, as might the crew leader who is responsible for the crew's activities.
- Crew members' time is valuable, and in some cases, they lack computer skills - so crew leaders are usually responsible for recording and submitting daily data for the entire crew.
- In many cases, activity details and productivity must be captured in addition to work time, with rapid mass entry for crew members who work together on the same activities at the same time.
- Finally, the calculation of pay incentives for individual crew members often depends on the productivity and work hours of the entire crew, which can require complex recalculations whenever any data is changed.



WorkForce Crew Management, fully integrated with WorkForce Time and Attendance, enables organisations to meet these challenges and effectively manage the work performed by field crews.

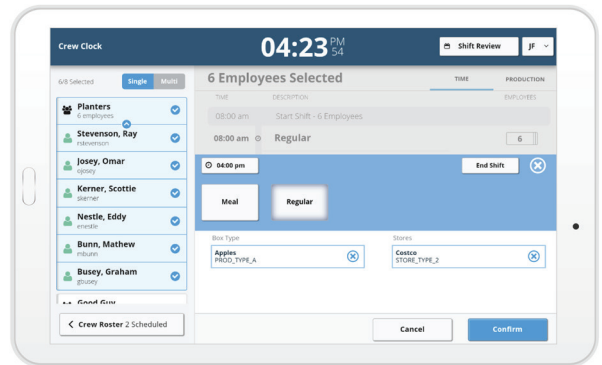
## Key Solution Features

- Manage dynamic crews whose membership may change from day to day.
- Manage each shift's data for the entire crew in real-time, using a tablet device in the field, even in locations without internet connectivity.
- Review the crew's planned daily membership and adjust it by adding or removing employees as needed at the beginning of a shift.
- Perform a roll call to indicate who is present and absent (excused and unexcused).
- Enter or edit data for one or more crew members at once - in cases where a group of employees are performing the same activities at the same time.
- Automatically calculate pay incentives based on individual or whole-crew productivity and allow crew members to preview their calculated pay and incentives each day. Recalculate the incentives when the underlying data is later corrected, even across multiple employees.

## Improve Labour Data Accuracy

Reconstructing a complex day from memory is often error prone. WorkForce Crew Management Mobile enables crew leaders to enter data in the field, immediately when it occurs, or shortly thereafter, while it is still fresh in mind, leading to greater accuracy.

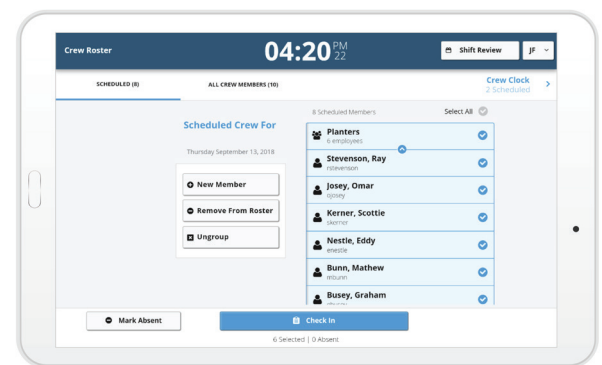
With WorkForce Crew Management Mobile, the crew leader is the single person responsible for entering and correcting data for the entire crew, and for submitting that data at the end of the shift. The ability to manage labour data centrally at once for the whole crew holds the crew leader accountable and reduces the errors that may occur when a group of employees perform this task individually.



## Increase Productivity

WorkForce Crew Management is designed to make crew leaders productive in the field and free up crew members to do their actual job without distraction. It gives managers the ability to see all the information they need for the day such as the list of time and activity codes and the list of planned crew members.

WorkForce Crew Management Mobile makes data entry and maintenance easy on a tablet device with or without connectivity. No need to walk to a separate location or wait and perform data entry as a separate chore later.



## Drive Employee Engagement

WorkForce Crew Management helps organisations increase employee motivation and engagement by automating productivity-based pay incentives that encourage individual contributions and teamwork. Crew members can be allowed to preview their calculated pay and incentives each day, amplifying the impact of the incentives with immediate visibility.

WorkForce Crew Management also increases crew leader engagement by making the crew leader responsible and accountable for crew data - and providing him or her the tools to do so efficiently and accurately.

