

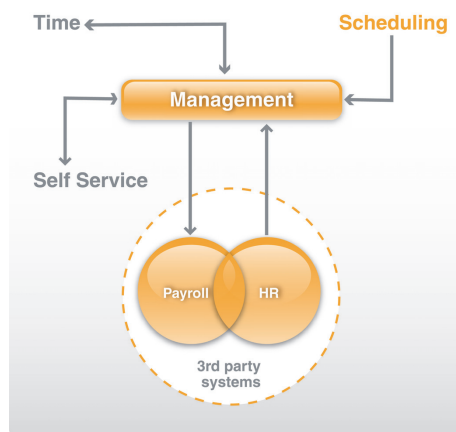
WORK Scheduling™ Solved.

WORK Scheduling™ helps you design shift patterns on the basis of demand. It lets your workforce visibly see how they work and it can be a useful tool when negotiating change.

This module is a core part of our sophisticated WORK Suite™ application, which is designed to help you with long range planning and daily management of shift work, labour supply and hours worked flexibly over the year.

Each module adds a range of specific features to the application, giving you a flexible and powerful tool that helps your organisation run more efficiently and profitably. The following modules are part of WORK Suite™: WORK Management™ is a comprehensive administration and tactical planning tool for the day-to-day management of working time; WORK Employee Self Service™ allows employees to make their own changes to working hours, such as swapping shifts and booking holiday time; WORK Time™ captures the real-time labour supply information of employees' attendance compared to plan; and WORK Scheduling™ makes it easy to design innovative shift patterns and rotas.

WORK Suite™



This flexible suite of software solves all the complex issues involved with planning and managing dynamic working environments, from large scale strategic change to day-to-day tactical management. These tools are also key to supporting organisations who wish to adopt Lean Employee Resourcing in radical and transformational change to working time

Work Scheduling™ is a powerful and flexible tool that supports Lean-ER™ and allows users to solve a wide range of labour planning problems. By altering key variables including shift length, team sizes, minimum and maximum consecutive shifts or rest days and preferred shift rotation, all kinds of scenarios can be explored in 'What if?' mode, based on the underlying need for labour. Ultimately, your organisation is able to plan shifts and rotas effectively, using resources in the most efficient manner.

Make a difference with WORK Scheduling™

WORK Scheduling™ helps to maximise efficiency and profitability by:

- Transparently generating multiple shift pattern and rota options
- Allowing users to define a range of variable factors on a 'What if?' basis
- Accounting within a day, within a week or within seasonal fluctuations in demand
- Creating a range of possible solutions from which the most appropriate can be selected
- Focussing on acceptable work and leisure time patterns that enhance the quality of life for everyone
- Using the same modern and easy-to-use interface as our other WORK Suite™ tools, so you have a familiar framework

shifts rotas productivity work
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Create shifts that match demand

Each day can be different, but with WORK Scheduling™, users can schedule shifts that accurately reflect the demands of the business. As demand for labour varies throughout the year, shifts can take account of the changing conditions, with labour requirements being specified down to intervals as small as five minutes if necessary. Once a clear picture of business demand emerges, the software can indicate different solutions, crew sizes and manning levels.

Improve your productivity

Achieve the productivity your organisation needs by using WORK Scheduling™ to match business demand with flexible and responsive working patterns. This eliminates the need for peripheral labour supply and labour wastage.

Calculate contractual hours accurately

This tool gives users a simple way to translate the contractual weekly hours of those on flexible contracts into a target annual figure. The calculator applies to both net systems of working, in which time off is rostered into the rota pattern, and gross systems, in which holidays are taken on request.

Create workable rotas with the MANX™ rota generator

Once shifts have been identified, the MANX™ Rota Generator compiles them into a workable rota design based on your defined criteria. Each potential rota is scored, allowing users to select the most appropriate or refine them further using standard 'drag and drop' or 'cut and paste' functions.

Examine rotas in detail

Multiple rota patterns can be generated from the MANX™ Rota Generator or created manually, then they can be compared, contrasted and refined. Real-time statistics and graphical representations allow users to monitor the effect of shift changes, while a range of advanced functions allow more complex variations to be explored in order to ensure working hours are distributed fairly.

Compile calendars

Once a rota has been defined, calendars can be created and fine tuned to illustrate the sequence of shifts over a period of time. Details can be broken down, analysed and checked, then rolled out in either team or individual formats.

Benefit from the intuitive interface

WORK Scheduling™ is designed to be practical and easy to use, with an intuitive interface that guides users through each stage and makes decision making easy. File sizes are kept small so that information can be transferred and accessed quickly either centrally or remotely, while icon-driven menus and one-click operations keep things moving.

Comply with working time regulations

The module covers current working time regulations fully, with checks based on key measures and reference periods depending on your organisation. This makes it simple to ensure that regulations are being complied with.

Allow for events, shutdown days and public holidays

Public holidays, shutdown days or periods, and special events can all be set up in a dedicated project resource file which can be included in all work schedules. This allows useful statistics to be compiled regarding the number of public holidays worked, and automatically suppresses shifts within shutdowns.

A suite of tools

WORK Scheduling™ is just one module in our WORK Suite™ application. Remember that you will also benefit from:

- WORK Management™ – administration and tactical planning of working time
- WORK Employee Self Service™ – helps employees to manage their own working hours
- WORK Time™ – delivers real-time labour supply information

All of the software modules are of course fully supported by our Service and Response Level Agreements which ensure users receive full on-going software support.