

ACCENTURE DOCUMENT COMPOSER

SIMPLIFYING EMPLOYEE DOCUMENT
GENERATION, STORAGE AND RETRIEVAL FOR
SAP SUCCESSFACTORS SOLUTIONS

Adapting to change is a way of life. As business needs shift and workforces evolve, HR executives must find new ways to cater effectively to growing demands. For some time, technology has been a key driver in helping HR departments to manage this volatile landscape.

In particular, digital technologies are reshaping the HR function by enabling new approaches in the delivery of HR services. Digital technologies can extend processes out into the organization, empowering employees and

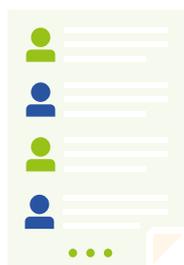
managers to perform many of the functions that would have been typically centralized in the past. In turn, the way HR practices are managed and run is becoming more dynamic, nimble, and embedded in the business. The burden of extensive time spent on routine processes and administrative work is being lifted. HR executives are being freed up to work, not only more efficiently, but also innovatively, using software and solutions that streamline necessary tasks.

CHOOSE A TEMPLATE



HR Documents in a snap

MERGE WITH YOUR HR DATA



SHARE



Accenture Document Composer simplifies and facilitates the process of the creation and distribution of employee-related communications. It enables users to build and manage templates easily, offering a straightforward method to merge data from SAP SuccessFactors solutions.

Accenture Document Composer, an extension for SAP SuccessFactors on the SAP Cloud Platform, maintains all sensitive employee data within the SAP data centers. With a modern on-screen wizard and helpful in-template editing features it keeps training requirements to a bare minimum and facilitates easy user adoption.

Benefits

- **Extended WYSIWYG text editor**
Documents can be created, edited and formatted simply and easily. Typing in a hash key initiates the intuitive insertion of data fields from SAP SuccessFactors solutions, without any requirement for programming
- **Intelligent template pre-selection**
Templates are designed around the purpose and nature of the communication as it applies to a pre-selected employee group. Data is read from the back-end system and merged into the document at the time of document creation
- **Gain flexibility**
Easily add, remove or format text as needed. Such changes are restricted to the actual document being generated and do not affect the template
- **Secure confidentiality**
Inherit role-based permissions from SAP SuccessFactors to guarantee "need to know" access to information
- **Ease distribution**
Design, share, print and update from a single screen
- **Employee Folder**
Store all communication with employees in configurable folders. This is available as a widget in SAP SuccessFactors or from the new employee people profile as a portlet

Support and advice

Accenture Document Composer is part of a portfolio of differentiated software solutions that better manage human capital demands.

With a team of highly skilled technology consultants and a dedicated support desk, your support queries can be resolved quickly and efficiently.

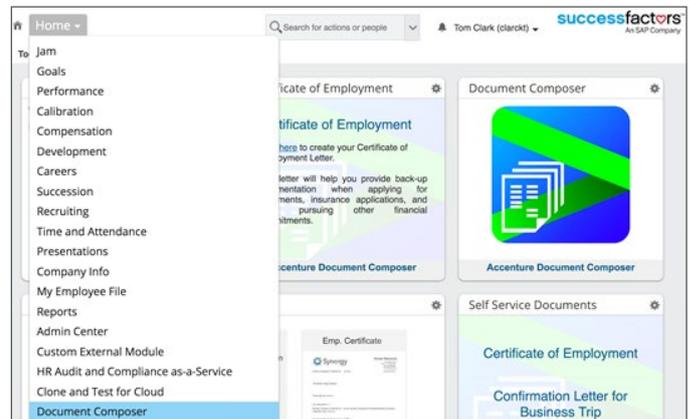
HCM made simple

Find out how products in the Accenture Software for Human Capital Management portfolio can help enhance productivity in your organization. Our solutions, many of which are cloud-ready, can help with:

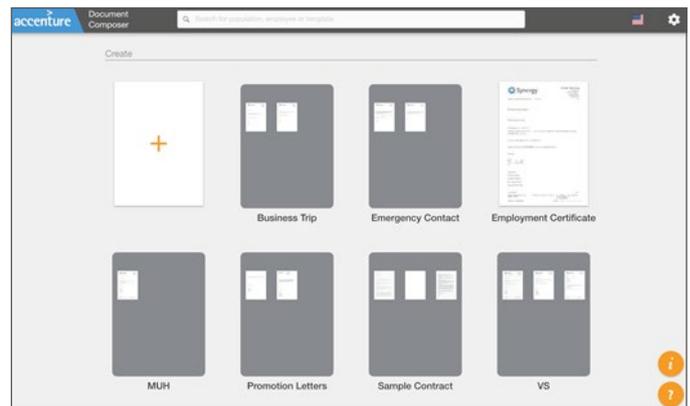
- Testing migration and consolidation
- Document life cycle
- Data quality and auditing
- Visualization

For more information on Accenture Software for Human Capital Management visit:

www.accenture.com/hcmsoftware
hcmsoftwaresales@accenture.com



Accenture Document Composer



Template Management Console

About Accenture

Accenture is a leading global professional services company, providing a broad range of services and solutions in strategy, consulting, digital, technology and operations. Combining unmatched experience and specialized skills across more than 40 industries and all business functions – underpinned by the world’s largest delivery network – Accenture works at the intersection of business and technology to help clients improve their performance and create sustainable value for their stakeholders. With approximately 401,000 people serving clients in more than 120 countries, Accenture drives innovation to improve the way the world works and lives. Visit us at www.accenture.com

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