

HR Automation App



What is the HR Automation App?

The HR Automation app simplifies the process of importing new hire data into the Incent system, which traditionally required manual data entry. HR admins can use a pre-defined template or upload their own, and the app maps the data fields to Incent while checking for completeness and accuracy. New features like error detection, confirmation emails, and a hiring trends dashboard further streamline setup, ensuring new hires are correctly added for payroll and commission calculations.



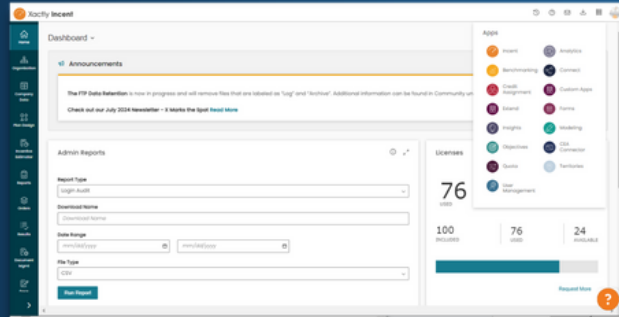
Pricing:

HR Automation App implementation is offered under a fixed fee contract which does not include Xactly's licensing fees:

- **Pricing: \$17K**

Alternatively, If you have an existing managed service contract you can utilize your unallocated hours to implement this app. Clients in need of extensive custom configurations should consult their implementation team to determine additional costs.

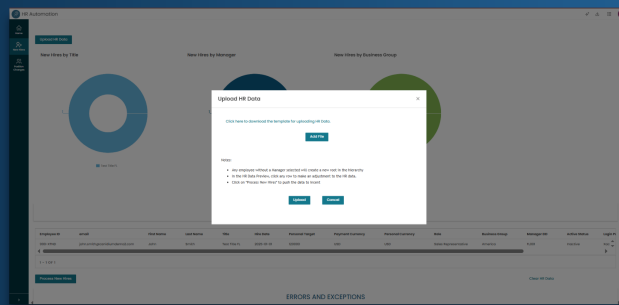
Step-By-Step Guide to Adding New Hires Using the HR Automation App



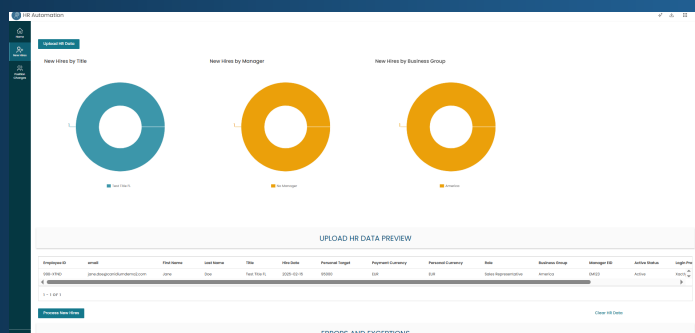
Log into the HR Automation app via the "Custom Apps" option on the dropdown menu in the top right corner of your Incent Dashboard.



Select the "New Hires" tab on the left-hand side of the HR Integration app dashboard.



Click the "Upload HR Data" button on the top left hand side of your screen. From here, either download the pre-defined template from the app and fill in the required employee data, or use your own. The app will flag any missing or incorrect information, prompting you to make necessary corrections.



Review the summary of the data integration to ensure all records have been correctly updated or created. Submit your upload and the app will create a new employee in Incent