



Time Off by



Consolidate time-off requests, approvals, and accruals with an automated attendance system



EMPLOYEE SELF-SERVICE

Mobile Portal

Employees can view balances, request time off, and report sick days, anywhere, anytime.

Save Management Time

No more “How much vacation do I have left?” emails. Employees can access info and schedule their PTO in app.

Shared Calendar

Avoid surprise vacations and minimize confusion from sudden absences.

Eliminate Spreadsheets and Email Chains

Organize requests and approve them from one place.

Customized Time-Off Policy	Reporting
<ul style="list-style-type: none"> Advanced Accrual System Go beyond sick and vacation days with custom parameters like employee seniority, sabbaticals, FMLA, jury duty. Stress-free Compliance Set time-off rules that fit company code and comply with the law. Automated Accruals Configure once and let our system keep track of accruals forever. 	<ul style="list-style-type: none"> Track Time-Off Data Create accurate, easy-to-read reports on how your workforce works--or vacations. Healthier Employees Identify employees at risk of burnout and in need of a vacation. Foster Communication Share calendars and coordinate schedules to complete projects more efficiently.

Company Problems

- Time-off requests get lost in email chains and spreadsheets
- Employees don’t know their vacation balance
- HR Managers spend too much time handling PTO
- Surprise sudden absences cause confusion
- Time-off templates don’t cover every kind of absence
- Time-off data goes uncaptured
- Time-off system separate from other HRMS system
- Employees are burned out

HR Cloud's Solution

- Streamline PTO requests and approvals through a single source for employees and managers
- Mobile and desktop portals make vacation balances clear and accessible anytime
- Managers can approve/deny with a single click, and automatically send notices to pertinent employees
- Shared company-wide calendar updates automatically so workers can tell at a glance who’s in or who’s out
- Advanced accrual system with custom parameters can handle sabbaticals, FMLA, jury duty, and other special kinds of absence
- Data is stored and analyzed to help with decision making
- Integrate PTO into employee portals so info can be shared easily for multiple uses
- Easy access mobile portals help employees schedule their lives better inside and outside the office.



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“ Time Off is such a useful tool for keeping track of employee absences, as it is very intuitive and offers a variety of customizable time-off types tailored to our needs. It’s user-friendly and saves a lot of time for both managers and HR. No more spreadsheets and countless hours spent on synchronizing, entering and verifying data. Managing time off has never been this easy and we love it! ”