



bamboohR™

Elevating You

WHEN YOU LOOK AT HR, WHAT DO YOU SEE?

Do you see what others do? People who process paperwork, manage compliance, and police policy?

What we see is an often overlooked potential for greatness. You are the people who keep a finger on the pulse of change and chart a course to steer the company around rocks and whirlpools, through storms and into sunshine.

We see people wishing for freedom from paperwork so they can manage employees in a way that develops their value.

When choosing HR software, which version of HR are you shopping for?

It's easy for software companies to cater to the checklist of overwhelmed, overworked HR because they solve your immediate needs. Automation absolutely saves you time

and ensures data accuracy. But software that focuses only on the transactional limits itself because it operates from a 2-dimensional understanding of what HR is.

It won't be long before you outgrow such a short-sighted system and need to replace it. Not because automation isn't important, but because the need for long-term strategy in HR becomes more vital as your company grows and your needs become more comprehensive.

Automation sets you free to do great work, and we do that better than anyone else by elevating your operational tasks so they provide the most business value. We also provide tools to help make the most of your freedom and empower you to become what we see when we look at HR—a game-changer for the company.

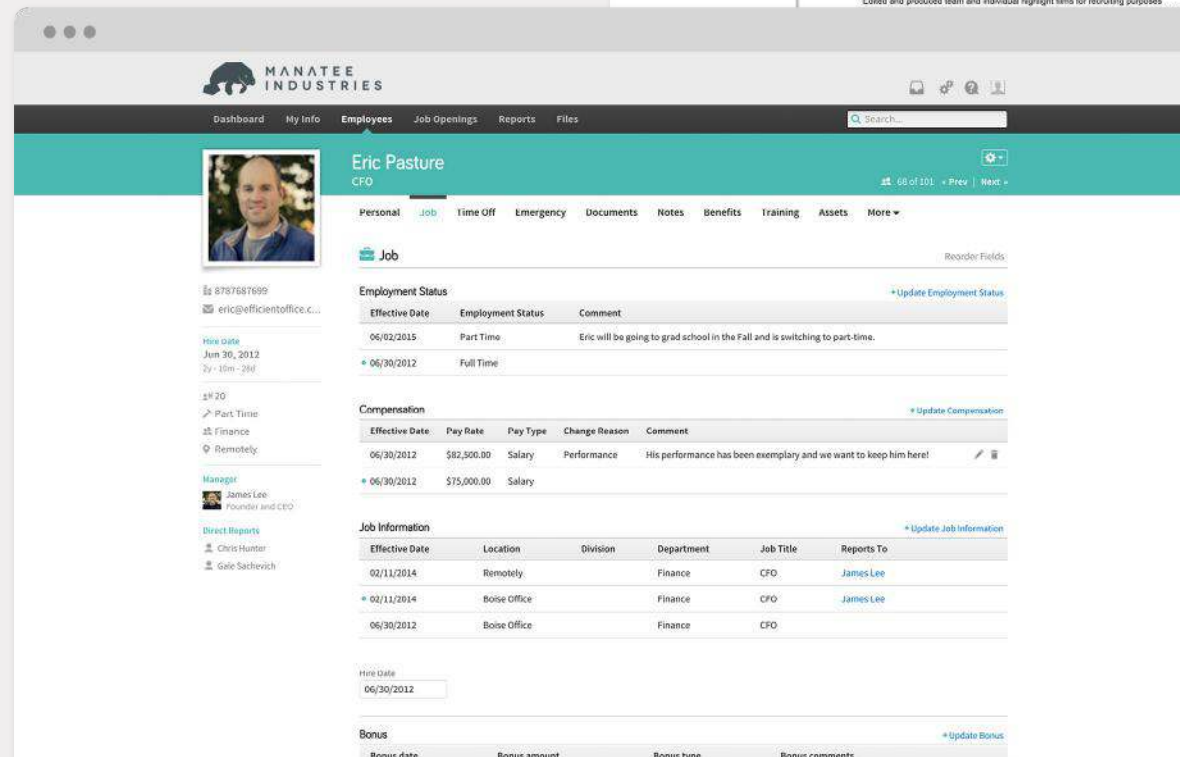
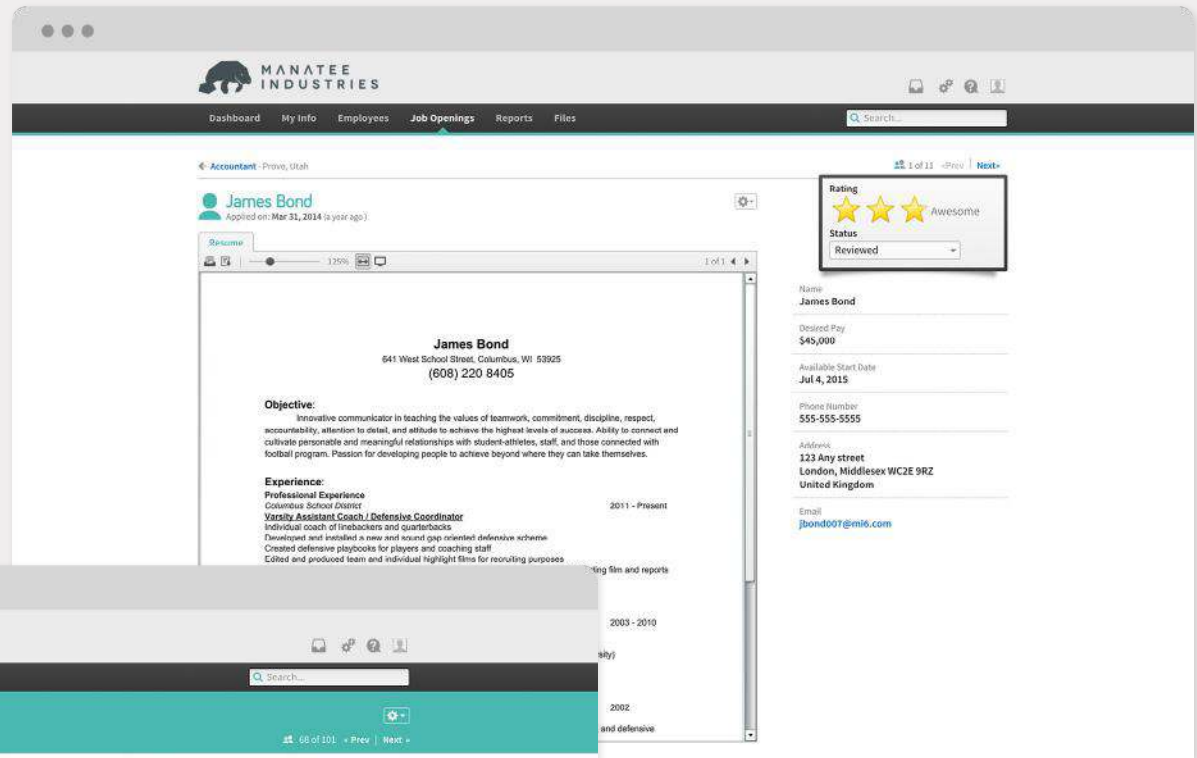


HOW WE

SET YOU FREE: AUTOMATE THE OPERATIONAL

APPLICANT TRACKING SYSTEM

Gain first-mover advantage for qualified applicants with a surprisingly simple system that also allows you to track, share and evaluate their information. You'll increase your star talent and create a stronger employment brand by being quick and organized. Plus, our ATS works hand in hand with our HR software, so you'll only enter data once.



EMPLOYEE RECORDS

Organize employee information in one, centralized location. Effortlessly track historical data to stay compliant and accurate.

TIME OFF TRACKING

Save valuable time with our automated time off requests and approvals. Create your own categories of time off—like sick days, vacation, bereavement, jury duty and more. Set accrual policies. Track available and used time off. And generate reports.

The screenshot shows the 'Request Time Off' form in the Manatee Industries system. The form includes a navigation bar with 'Dashboard', 'My Info', 'Employees', 'Job Openings', 'Reports', and 'Files'. A search bar is located on the right. The main content area is titled 'Request Time Off' and features a dropdown menu for 'Time off type' set to 'Vacation'. Below this are 'From' and 'To' date pickers set to '07/06/2015' and '07/08/2015' respectively. An 'Amount' section contains three rows for 'Mon, Jul 06', 'Tue, Jul 07', and 'Wed, Jul 08', each with an input field set to '8' hours. A 'Total' field shows '24.00 hours'. A 'Note' field contains the text 'Going out of town!'. On the right side, a 'Time Off Balances as of 07/06/2015' box lists: 0 hours of Bereavement, 0 hours of Comp/In Lieu Time, 0 days of FMLA, 80 hours of Sick, and 132 hours of Vacation. The footer indicates 'Powered by bamboohR'.

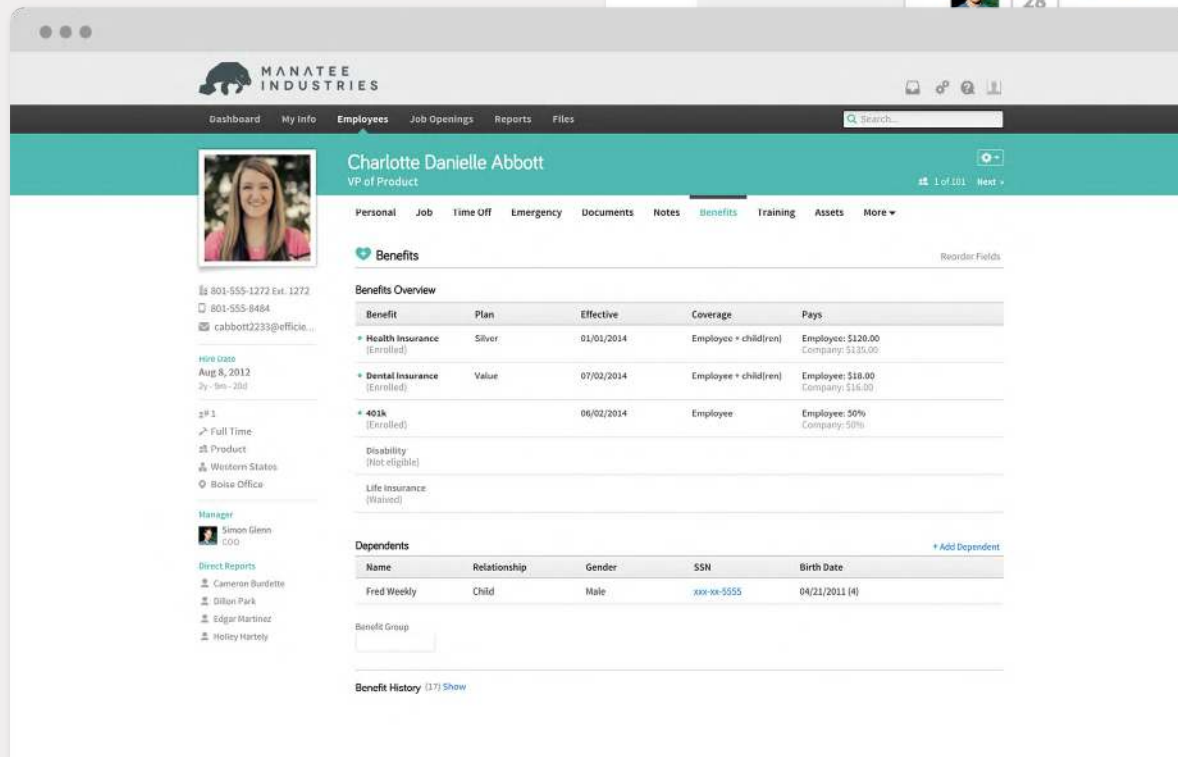
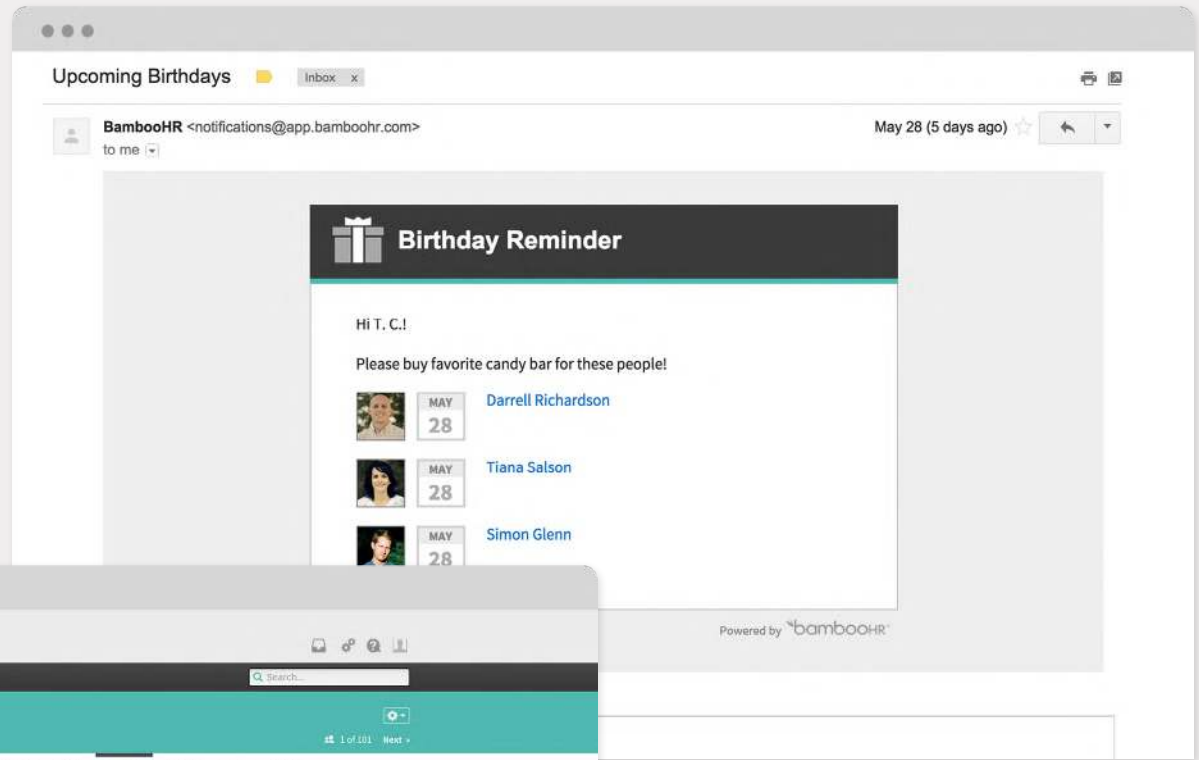
The screenshot displays the 'Who's Out' calendar for July 2015. The calendar is viewed in 'Month' mode and shows a grid of days from Sunday, July 26 to Saturday, July 31. Each day is color-coded to indicate which employee is out. For example, Wednesday, July 29 is marked with 'Abbot, Charolette' and 'Jones, Bob'. Friday, July 31 is marked with 'Dubois, Barry'. The calendar also shows 'Independence Day' on Friday, July 3, and 'Pioneer Day' on Friday, July 24. The interface includes navigation tabs for 'Today', 'Week', '2 Weeks', and 'Month', along with a 'Filter options (3)' link and an 'iCal' icon. The footer of the calendar area says 'Powered by bamboohR'.

WHO'S OUT CALENDAR

View who will be out of the office with ease. Custom settings allow you to select who can view the calendar, and iCal feeds help you sync it with your existing email calendar.

EMAIL ALERTS

Be proactive, rather than reactive, by setting up reminders for renewals and due dates. You can build culture with email reminders for upcoming birthdays and work anniversaries.



BENEFIT TRACKING

Easily access vital information for ACA compliance such as plan enrollment, dependents and benefits history.

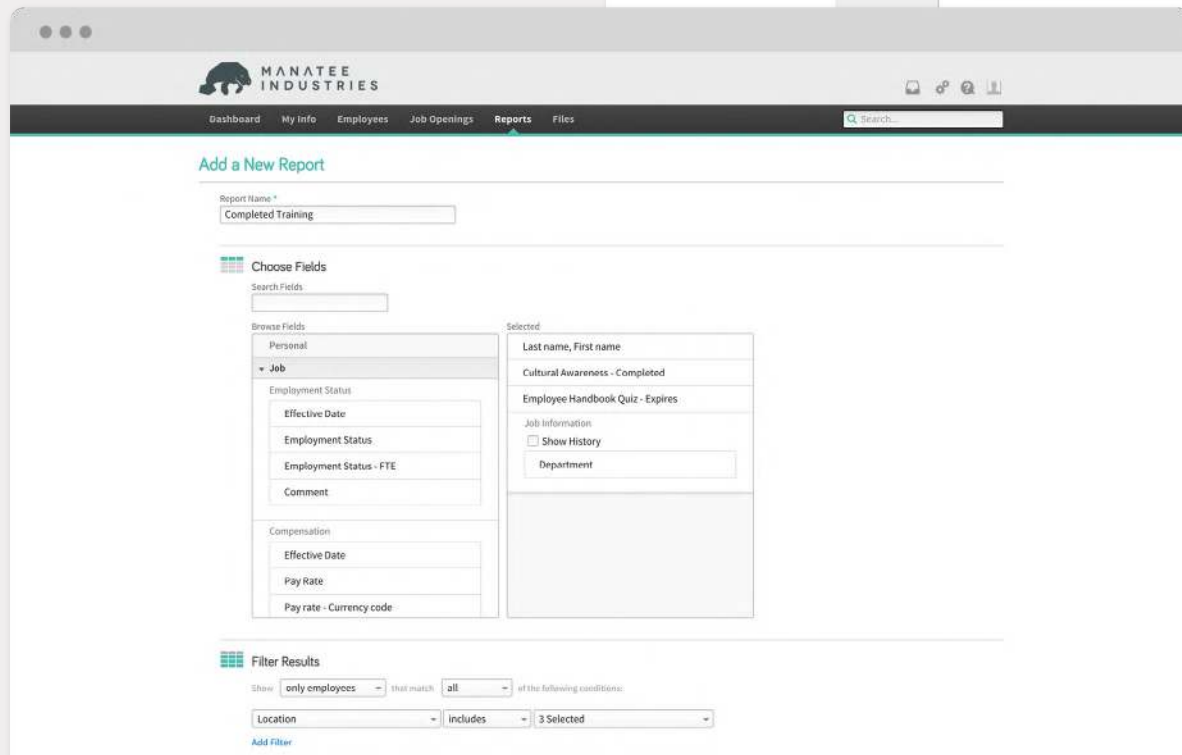
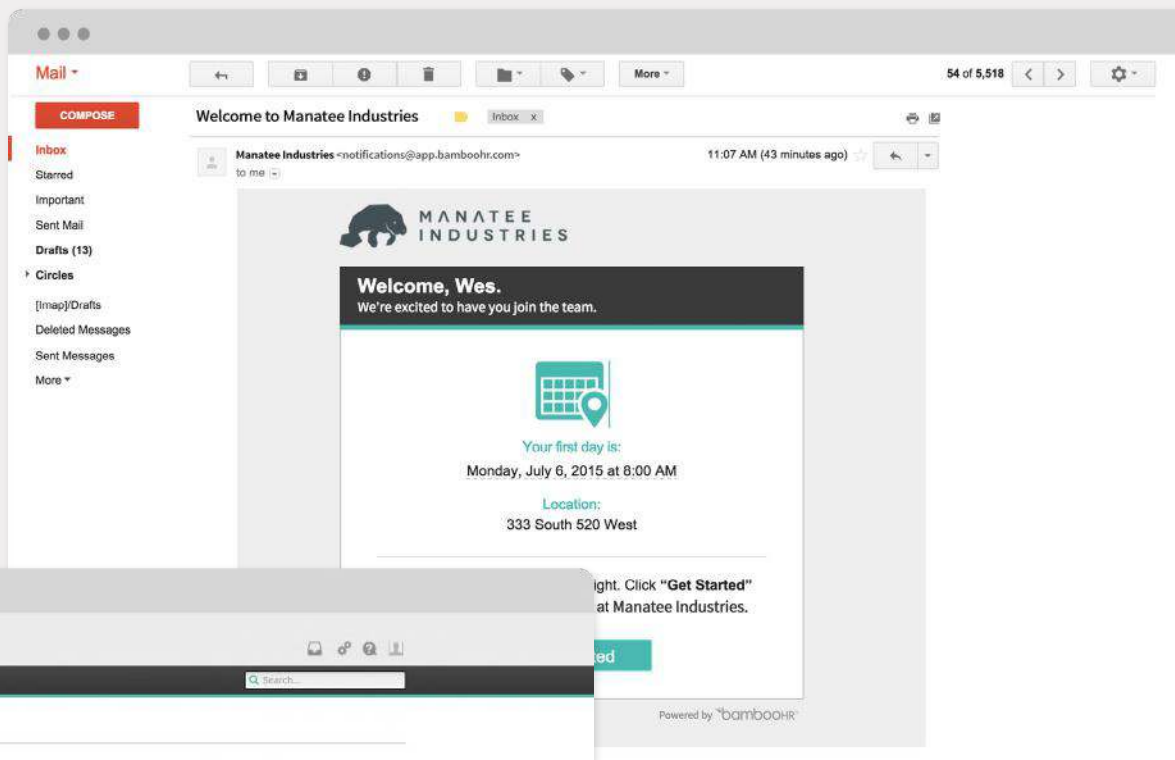
An aerial photograph of a vast mountain range during sunrise. The sun is low on the horizon, creating a golden glow and long, dramatic rays of light that pierce through the clouds. The mountains are layered, with some peaks covered in snow. The overall mood is serene and majestic.

HOW WE

ELEVATE YOUR WORK: BECOME STRATEGIC

EMPLOYEE SELF-SERVICE ONBOARDING

Help new hires build personal connections while gathering necessary data and documents. Better onboarding not only makes your life easier, but it also increases employee retention and engagement.



CUSTOM REPORTING

Quickly create reports specific to your company—including reports for internal audits and many others—to identify opportunities to increase efficiency and gain strategic insight.

TRAINING TRACKING

Monitor employee training to ensure they are compliant and have the training and development necessary to increase productivity and engagement.

“Implementing...[BambooHR] enabled North Eastern Services to increase compliance with mandatory trainings from 51 percent to 99 percent.”

—Training Magazine

<http://www.trainingmag.com/tracking-training>

The screenshot shows the BambooHR interface for an employee named Charlotte Danielle Abbott, VP of Product. The 'Training' section is active, displaying a list of training records. The interface includes a navigation bar with options like Dashboard, My Info, Employees, Job Openings, Reports, and Files. A search bar is visible in the top right. The training records are organized into 'Upcoming' and 'Completed' sections.

Title	Category	Due	Complete
OSHA 6 Required Every 6 months	New Hire	01/08/2015	Record
Unlawful Harassment Required Every 2 years	New Hire	09/22/2016	Record

Title	Category	Completed	Note
Cultural Awareness Required One Time	International	07/03/2014	Did really well on this test.
Employee Handbook Quiz Required One Time	New Hire	05/14/2014	Aced it!
		04/17/2014	Passed w/ flying colors.
		07/08/2014	
		05/27/2014	
		09/22/2014	

The screenshot shows the 'Add a New Group' configuration screen in BambooHR. The group name is 'Managers'. The 'Users in this Group can...' section is expanded, showing various permissions. The 'Request Time Off for:' dropdown is set to 'All Time Off Types'. The 'Users in this Group can Access...' section is also expanded, showing a list of permissions that can be granted to the group.

Users in this Group can...

- Request Time Off for: All Time Off Types
- Employees
- Files
- Reports
- Employee Self-Service Access
- Employee Photos
- Job Openings
- Time Off Policy Assignments
- Terminate Employees
- Power Edit
- Download Forms (download Forms for Multiple Employees)

Users in this Group can Access...

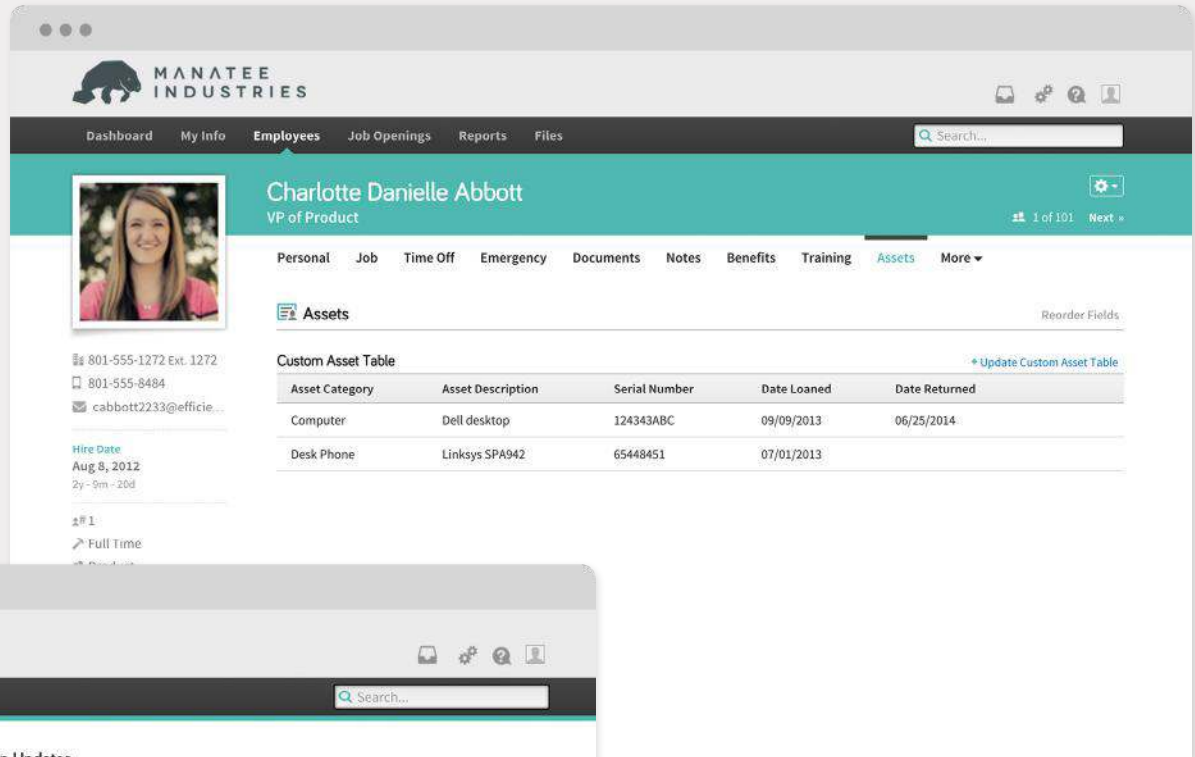
- Select Area
 - Dashboard
 - Employee
 - Files
 - Settings
- Select what this Group can Access
 - Celebrations (View only)
 - Company Announcements (View only)
 - Employee stats
 - Getting Started
 - Links
 - My Benefits
 - My Files
 - My Info
 - My Training

CUSTOM PERMISSION GROUPS

Ensure the protection of sensitive data by using custom permissions to select the information each employee can access. For instance, you can give managers the ability to see pay information and create reports, while restricting the rest of your employees to only their personal information.

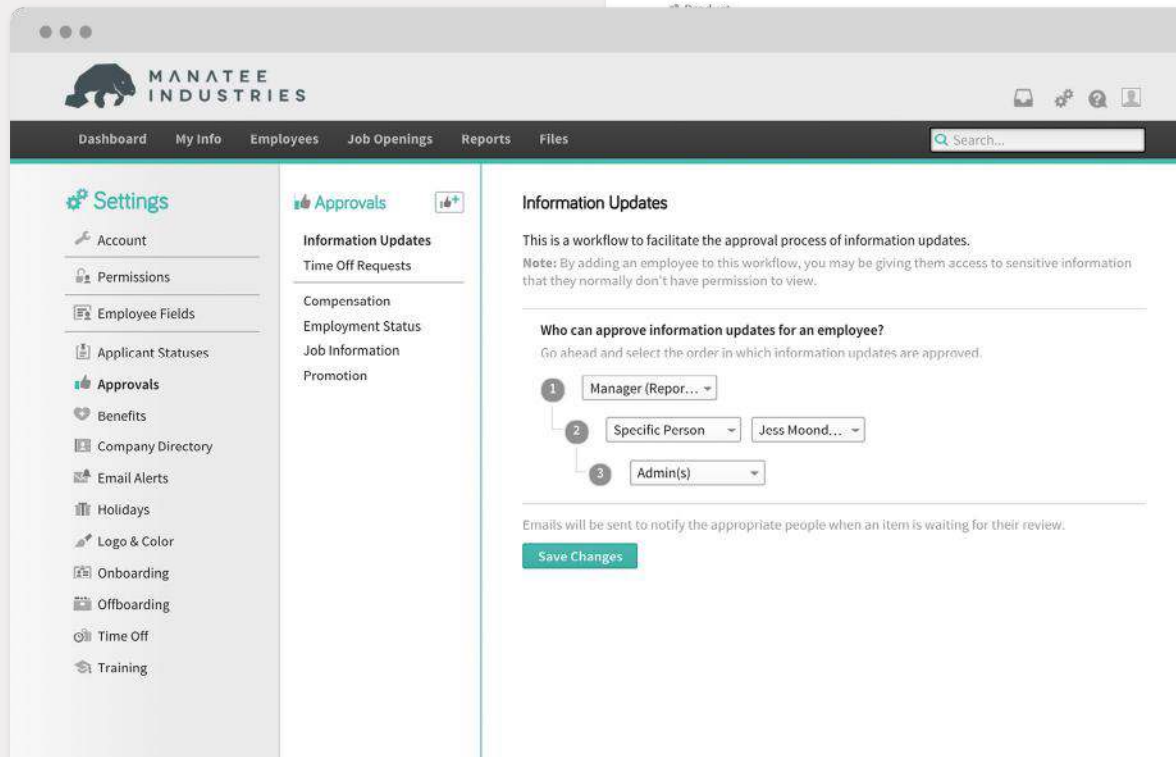
CUSTOM TABS AND FIELDS

Track the unique needs of your company by creating custom tabs and fields. Customizing your system allows you to be inventive and deliberate in the information you track so you can enhance culture, make informed decisions and guide the company.



The screenshot shows the Manatee Industries employee profile for Charlotte Danielle Abbott, VP of Product. The page features a navigation bar with tabs: Dashboard, My Info, Employees, Job Openings, Reports, and Files. A search bar is located in the top right. The profile includes a photo, contact information (801-555-1272 Ext. 1272, 801-555-8484, cabbatt2233@efficie...), and a hire date of Aug 8, 2012. A custom 'Assets' tab is active, displaying a table of equipment:

Asset Category	Asset Description	Serial Number	Date Loaned	Date Returned
Computer	Dell desktop	124343ABC	09/09/2013	06/25/2014
Desk Phone	Linksys SPA942	65448451	07/01/2013	



The screenshot shows the Manatee Industries Settings page. The left sidebar contains various settings categories: Account, Permissions, Employee Fields, Applicant Statuses, Approvals, Benefits, Company Directory, Email Alerts, Holidays, Logo & Color, Onboarding, Offboarding, Time Off, and Training. The 'Approvals' section is active, showing a workflow for 'Information Updates'. The workflow is defined by the following steps:

1. Manager (Repor...)
2. Specific Person (Jess Moond...)
3. Admin(s)

The workflow description states: "This is a workflow to facilitate the approval process of information updates. Note: By adding an employee to this workflow, you may be giving them access to sensitive information that they normally don't have permission to view." A "Save Changes" button is visible at the bottom.

CUSTOM WORKFLOWS

Protect the integrity of your data by creating custom workflows that require approvals for changes and create efficiency in decision-making processes so the company can move forward faster.

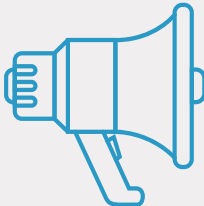
THE PROFESSIONAL PACKAGE ALSO
INCLUDES THESE FEATURES



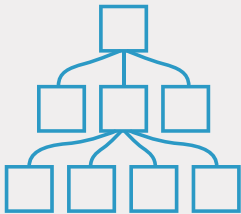
Electronic Signatures



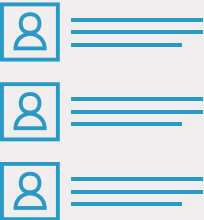
Employee Self-Service



Company Announcements Board



Organization Chart



Employee Directory



Mobile Apps



Document Storage



International Capabilities



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