Workforce Administration Solution

Prepared by
Divyansh Sharma
divyansh.sharma292002@gmail.com

ABSTRACT

This document presents a comprehensive overview of the Workforce Administration Solution . The solution encompasses advanced data management and security protocols, which ensure the integrity and availability of sensitive employee data. By automating data replication and backup processes, the system offers robust disaster recovery and reduces administrative overhead. The implementation has significantly streamlined the management of employee project assignments and asset allocation, facilitating real-time monitoring and reporting capabilities. This transition has led to marked improvements in administrative tasks, resource optimization, and overall system performance, culminating in increased productivity and operational excellence within the organization.

The Workforce Administration Solution includes several key features and functionalities designed to enhance the management of employee information, project assignments, and asset allocation. :

Centralized Employee Data Management

- Consolidates all employee data into a single system for easy management.
- Manages personal details, job roles, project assignments, and performance evaluations.

Project Tracking and Management

- Allows real-time tracking and management of employee project assignments.
- Facilitates project assignment and reassignment.

Asset Assignment and Tracking

- Maintains records of assets assigned to each employee.
- Provides functionality for asset check-in and check-out.

Enhanced Data Security

- Implements strong security protocols to protect sensitive data.
- Includes robust encryption and secure data access controls.

Performance Monitoring and Reporting

- Tools for monitoring and evaluating employee performance.
- Comprehensive reporting capabilities for management decision-making.

User Interface Customization

- Customizable dashboards to meet various departmental needs.
- Adjustable layouts and personalized views to enhance user experience.

Bulk Data Importing

- Efficient data migration and integration from other systems.
- Capability to import bulk data including employee and asset information.

Compliance and Regulatory Adherence

- Ensures compliance with industry regulations and standards.
- Maintains audit trails for compliance verification.

INDEX:

INTRODUCTION

In today's dynamic business environment, managing workforce data efficiently is crucial for any organization looking to enhance operational efficiency and data security. A robust workforce administration solution plays a pivotal role in transforming the way businesses handle their human resources processes.

Real-Life Use Case:

A multinational corporation, with over 10,000 employees spread across various global offices, faced significant challenges in managing its human resources data. The company struggled with decentralized data storage, inconsistent employee data access, and cumbersome administrative processes. To address these issues, the company implemented a comprehensive workforce administration solution.

The solution centralized all employee data into a single platform, enabling easy access and management of detailed employee profiles, including job roles, project assignments, and performance evaluations. This centralization facilitated more informed decision-making and allowed HR teams to deploy resources more efficiently.

Additionally, the system included robust asset management capabilities, enabling the tracking of company assets assigned to employees such as work devices and equipment. This feature ensured accountability and reduced the incidences of asset misplacement or loss.

Through automated data replication and secure backup mechanisms, the solution ensured data integrity and availability, significantly reducing the risks associated with data loss. Moreover, enhanced security protocols, including data encryption and access controls, were established to safeguard sensitive information against unauthorized access.

The implementation of this workforce administration solution streamlined the company's HR operations, significantly reduced administrative overheads, and enhanced data security. It empowered the HR department to focus on strategic initiatives like employee engagement and talent development, thus improving overall organizational productivity and efficiency.

This use case exemplifies how a sophisticated workforce administration solution can revolutionize HR management by simplifying complex processes and ensuring that critical data is secure and readily accessible.

OBJECTS

Salesforce objects are database tables that permit you to store data that is specific to an organization. What are the types of Salesforce objects

Salesforce objects are of two types:

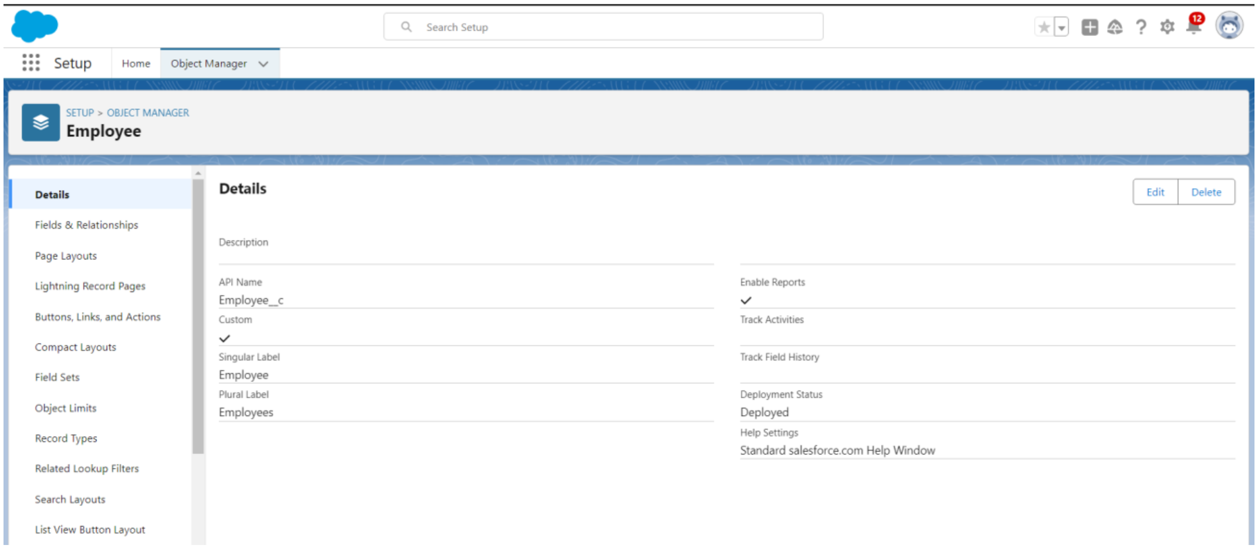
1. **Standard Objects**: Standard objects are the kind of objects that are provided by salesforce.com such as users, contracts, reports, dashboards, etc.
2. **Custom Objects**: Custom objects are those objects that are created by users. They supply information that is unique and essential to their organization. They are the heart of any application and provide a structure for sharing data.

Create Employee Object

The purpose of creating an Employee custom object is to keep track the employee's activities and their individual and as well as team progress.

To create an object:

1. **From the setup page --> Click on Object Manager --> Click on Create --> Click on Custom Object.**
   1) Enter the label name: Employee
   2) Plural label name: Employees
   3) Enter Record Name Label and Format
   1 Record Name : Employee ID
   2 Data Type : Auto Number
   3 Display Format : EMS-{0000}
   4 Starting Number : 1
2. **Click on Allow reports,**
3. **Allow search --> Save.**

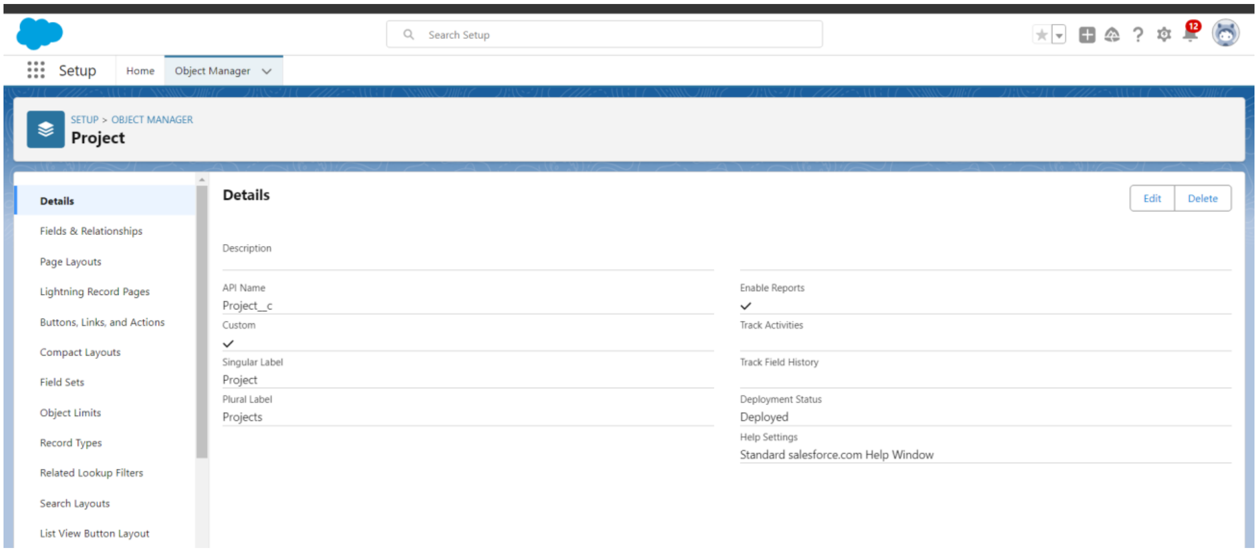


Create Project Object

The purpose of creating a project object is to have detailed information about the on-going and completed projects in the organization.

To create an object:

1. **From the setup page --> Click on Object Manager --> Click on Create --> Click on Custom Object.**
    1) Enter the label name--> Project
    2) Plural label name--> Projects
    3) Enter Record Name Label and Format
        1 Record Name : Project ID
        2 Data Type : Auto Number
        3 Display Format : Proj-{0000}
        4 Starting Number : 1
2. **Click on Allow reports,**
3. **Allow search --> Save**

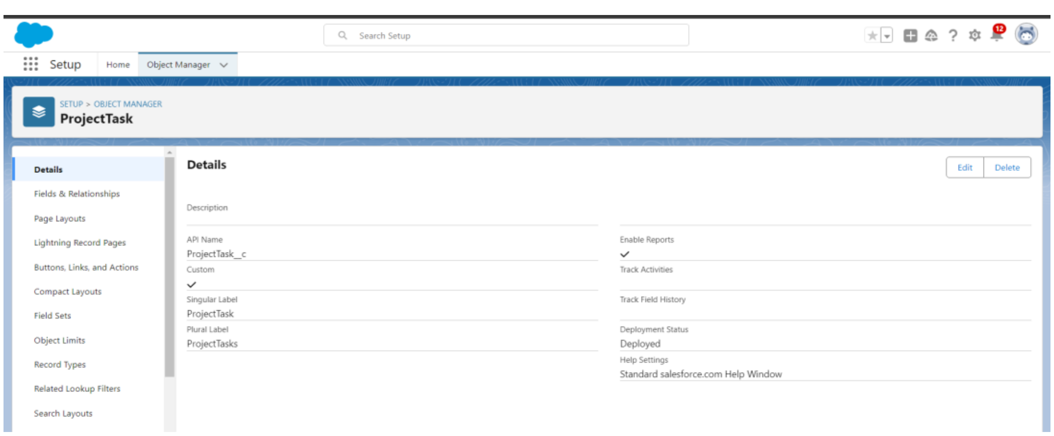


Create 3 more objects with label names as ProjectTask, Asset, Asset Service.

To create an object:

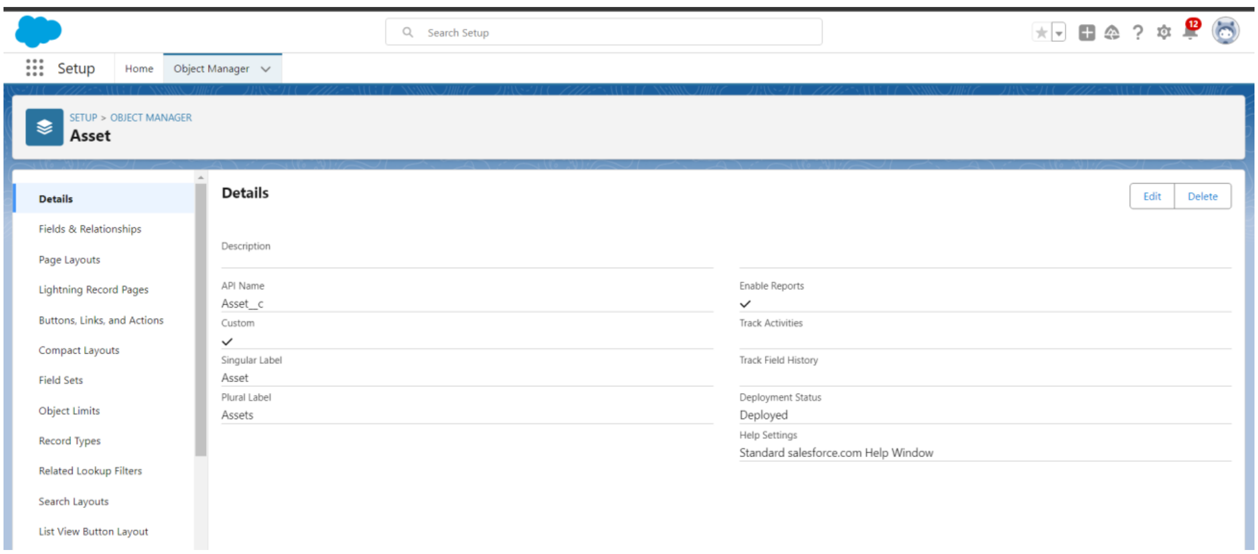
1. **From the setup page --> Click on Object Manager --> Click on Create --> Click on Custom Object.**
    1) Enter the label name--> ProjectTask
    2) Plural label name--> ProjectTasks
    3) Enter Record Name Label and Format
        1 Record Name : Project ID
        2 Data Type : Text
2. **Click on Allow reports,**
3. **Allow search --> Save**

Note: use “Text” as a data type and label Record Name as “Project Task Name”.



To create an object:

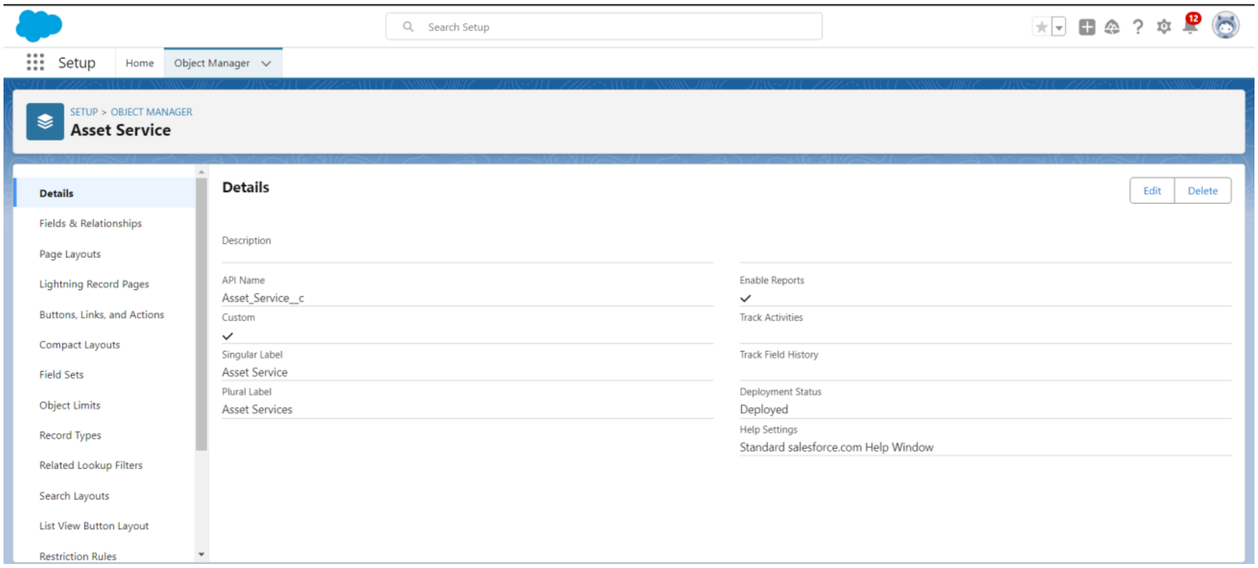
1. **From the setup page --> Click on Object Manager --> Click on Create --> Click on Custom Object.**
    1) Enter the label name--> Asset
    2) Plural label name--> Assets
    3) Enter Record Name Label and Format
        1 Record Name : Project ID
        2 Data Type : Auto Number
        3 Display Format : Proj-{0000}
        4 Starting Number : 1
2. **Click on Allow reports,**
3. **Allow search --> Save**



To create an object:

1. **From the setup page --> Click on Object Manager --> Click on Create --> Click on Custom Object.**
    1) Enter the label name--> Asset Service
    2) Plural label name--> Asset Service
    3) Enter Record Name Label and Format
        1 Record Name : Project ID
        2 Data Type : Auto Number
        3 Display Format : Proj-{0000}
        4 Starting Number : 1

2. Click on Allow reports,
3. Allow search --> Save



TABS

A tab is like a user interface that is used to build records for objects and to view the records in the objects.

Creating a Custom Tab (Employee)

To create a Tab:(Employee)

1. Go to setup page --> type Tabs in Quick Find bar --> click on tabs --> New (under custom object tab)
2. Select Object(Employee) --> Select any tab style --> Next (Add to profiles page) keep it as default --> Next (Add to Custom App) keep it as default --> Save.

Creating a Custom Tab (Project)

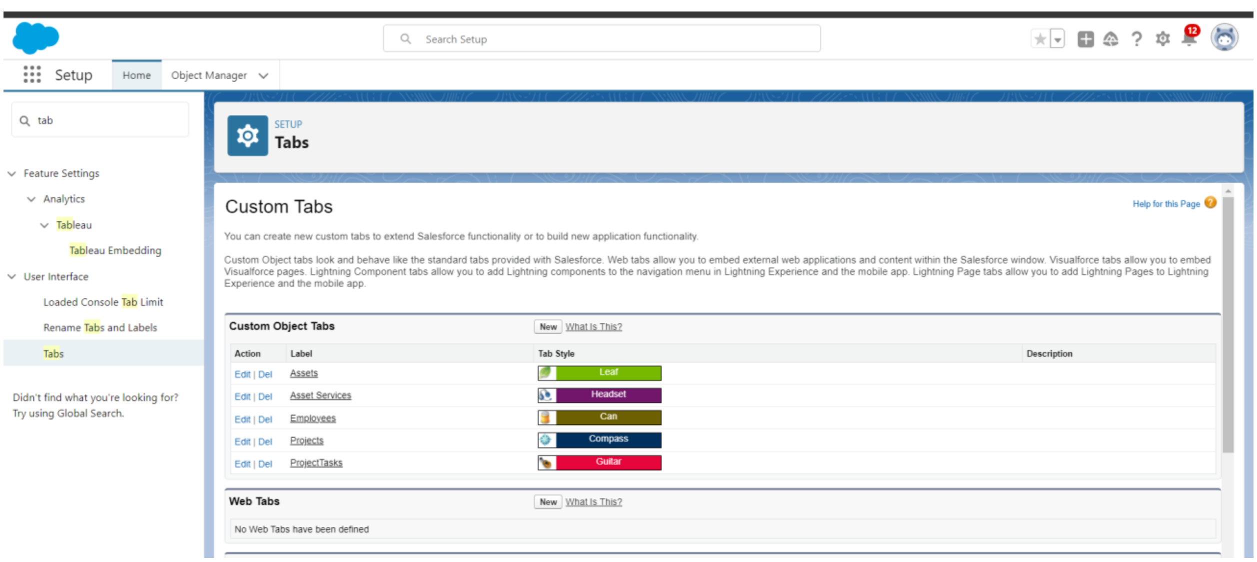
To create a Tab:(Project)

1. Go to setup page --> type Tabs in Quick Find bar --> click on tabs --> New (under custom object tab)

2. Select Object(Project) --> Select the tab style ?--> Next (Add to profiles page) keep it as default --> Next (Add to Custom App) keep it as default --> Save.

Creating tabs for remaining objects

Now create tabs for Project Task, Asset, Asset Service objects.



THE LIGHTNING APP

An app is a collection of items that work together to serve a particular function. In Lightning Experience, Lightning apps give your users access to sets of objects, tabs, and other items all in one convenient bundle in the navigation bar.

Create a Lightning App

To create a lightning app page:

1.Go to setup page --> search “app manager” in quick find --> select “app manager” --> click on New lightning App.

2. Fill the app name in app details and branding as follow

App Name : Workforce Administrator Solution
Developer Name : this will auto populated
Description : Give a meaningful description
Image : optional (if you want to give any image you can otherwise not mandatory)
Primary color hex value : keep this default

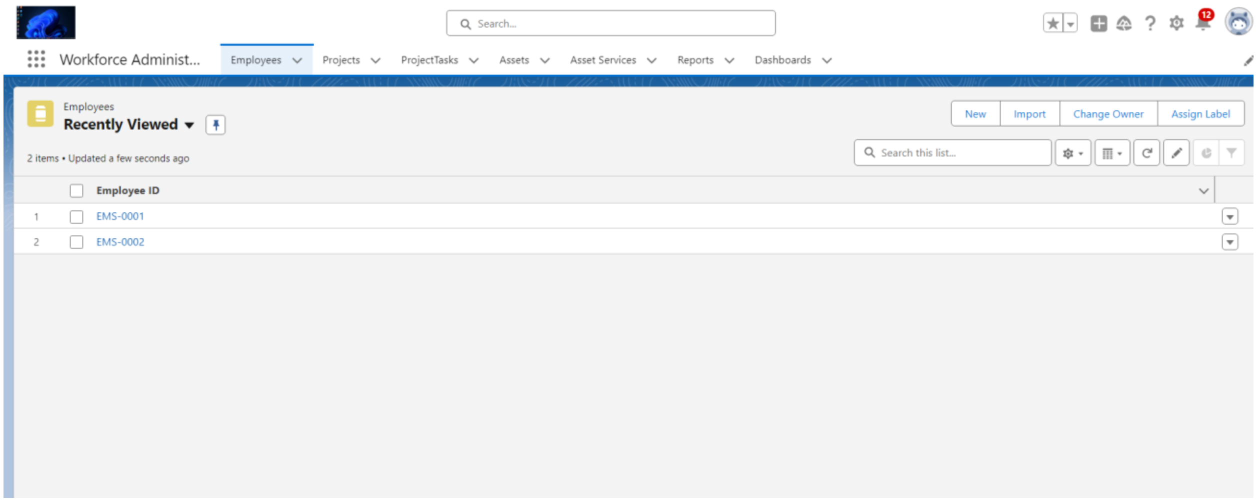
3. Then click Next --> (App option page) keep it as default --> Next --> (Utility Items) keep it as default --> Next.

To Add Navigation Items:

- Search the items in the search bar(Employees, Projects, ProjectTask, Assets, Asset Services, Reports, Dashboard) from the search bar and move it using the arrow button --> Next.
- Note: select asset the custom object which we have created in the previous activity.

To Add User Profiles:

Search profiles (System administrator) in the search bar --> click on the arrow button --> save & finish.

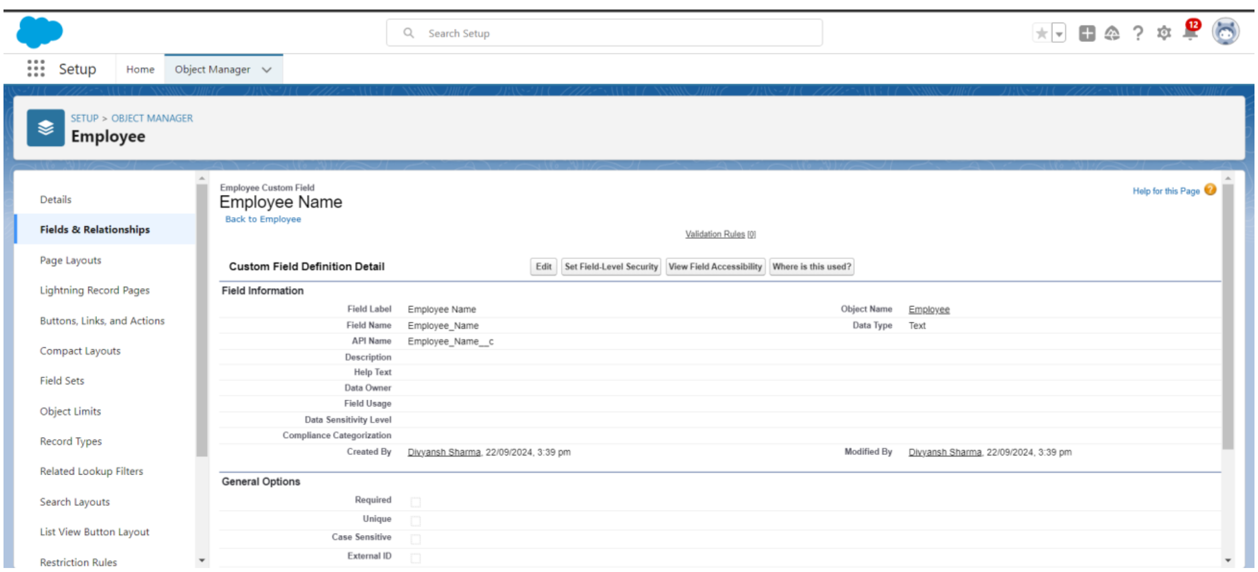

Search...
Workforce Administ...
Employees
Projects
ProjectTasks
Assets
Asset Services
Reports
Dashboards
Employees
Recently Viewed
New
Import
Change Owner
Assign Label
2 items • Updated a few seconds ago
Search this list...
Employee ID
1
EMS-0001
2
EMS-0002

FIELDS

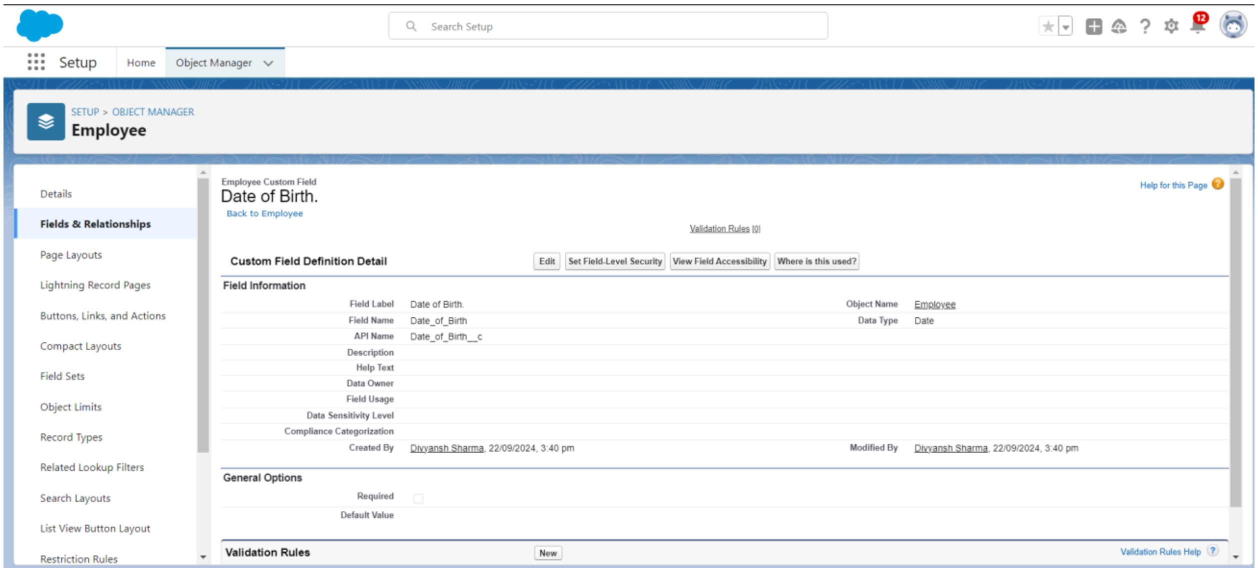
Creating Text Field in Employee Object

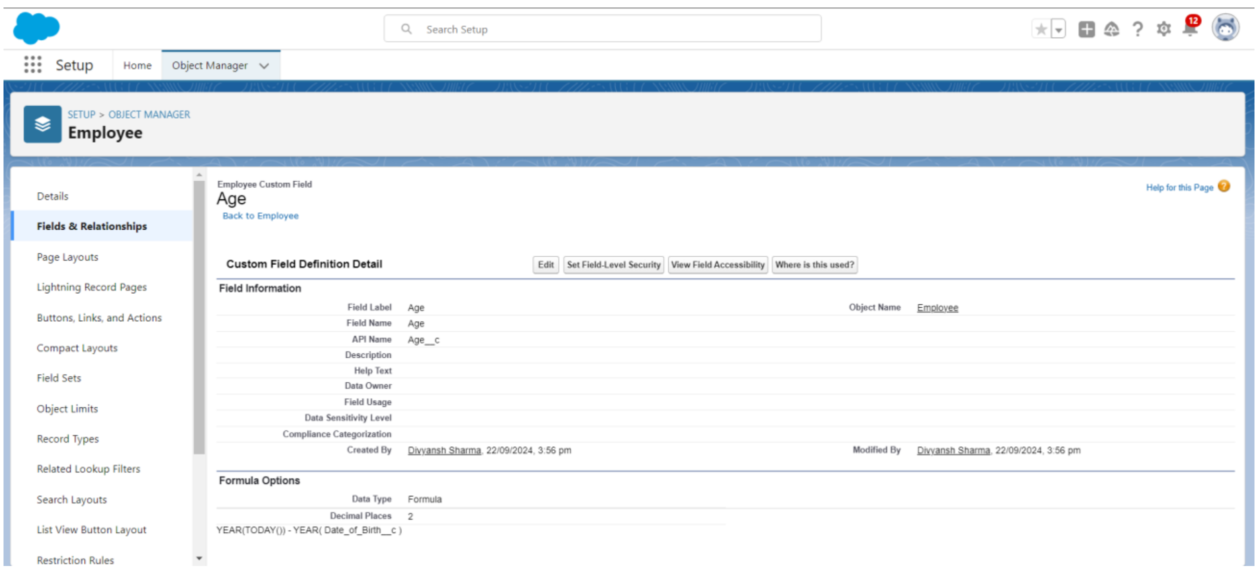
To create fields in an object:

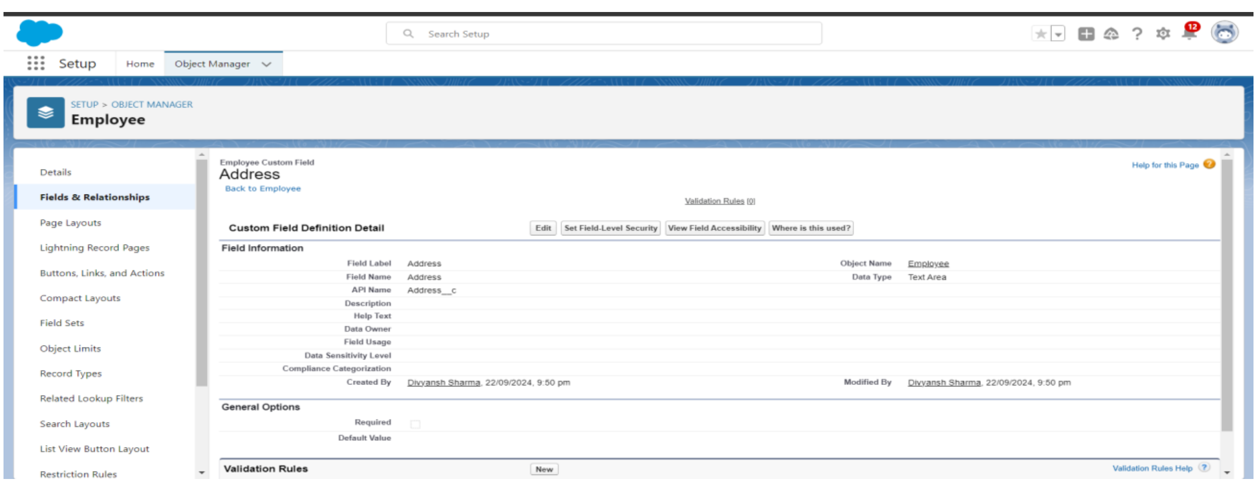
1. Go to setup --> click on Object Manager --> type object name(Employee) in quick find bar --> click on the object.
2. Now click on “Fields & Relationships” --> New
3. Select Data type as “Text”.
4. Click on Next
5. Fill the above as following:
   1 Field Label: Employee Name
   2 Length : 18
   3 Field Name : gets auto generated
   4 Click on Next --> Next --> Save and new.

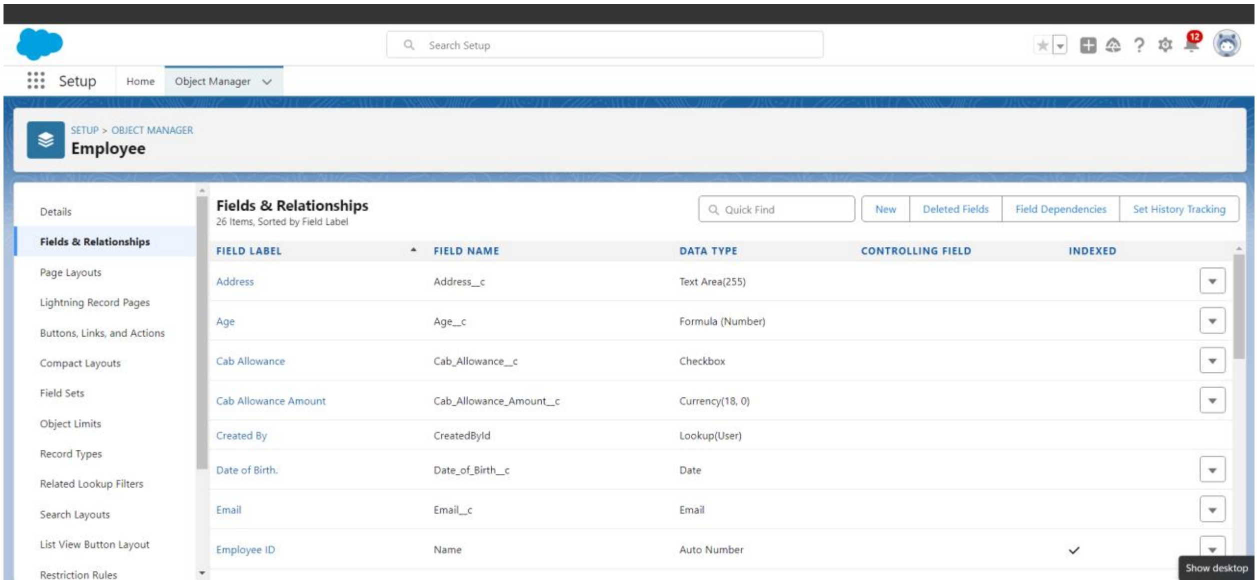


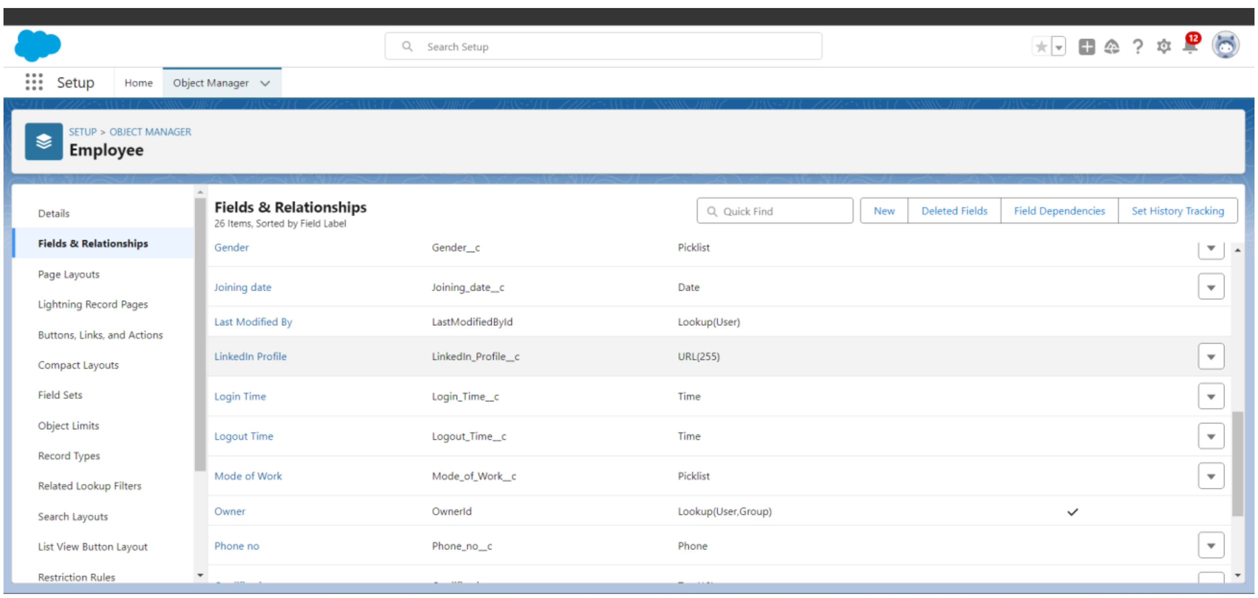
Creating Text Field in Employee Object


Search Setup
Setup
Home
Object Manager
SETUP > OBJECT MANAGER
Employee
Details
Fields & Relationships
Page Layouts
Lightning Record Pages
Buttons, Links, and Actions
Compact Layouts
Field Sets
Object Limits
Record Types
Related Lookup Filters
Search Layouts
List View Button Layout
Restriction Rules
Employee Custom Field
Date of Birth.
Back to Employee
Help for this Page
Validation Rules [0]
Custom Field Definition Detail
Edit
Set Field-Level Security
View Field Accessibility
Where is this used?
Field Information
Field Label Date of Birth.
Field Name Date_of_Birth
API Name Date_of_Birth__c
Description
Help Text
Data Owner
Field Usage
Data Sensitivity Level
Compliance Categorization
Created By Divyansh Sharma, 22/09/2024, 3:40 pm
Object Name Employee
Data Type Date
Modified By Divyansh Sharma, 22/09/2024, 3:40 pm
General Options
Required
Default Value
Validation Rules
New
Validation Rules Help


Search Setup
Setup
Home
Object Manager
SETUP > OBJECT MANAGER
Employee
Details
Fields & Relationships
Page Layouts
Lightning Record Pages
Buttons, Links, and Actions
Compact Layouts
Field Sets
Object Limits
Record Types
Related Lookup Filters
Search Layouts
List View Button Layout
Restriction Rules
Employee Custom Field
Age
Back to Employee
Help for this Page
Custom Field Definition Detail
Edit
Set Field-Level Security
View Field Accessibility
Where is this used?
Field Information
Field Label Age
Field Name Age
API Name Age__c
Description
Help Text
Data Owner
Field Usage
Data Sensitivity Level
Compliance Categorization
Created By Divyansh Sharma, 22/09/2024, 3:56 pm
Object Name Employee
Modified By Divyansh Sharma, 22/09/2024, 3:56 pm
Formula Options
Data Type Formula
Decimal Places 2
YEAR(TODAY()) - YEAR(Date_of_Birth__c)


Search Setup
Setup
Home
Object Manager
SETUP > OBJECT MANAGER
Employee
Details
Fields & Relationships
Page Layouts
Lightning Record Pages
Buttons, Links, and Actions
Compact Layouts
Field Sets
Object Limits
Record Types
Related Lookup Filters
Search Layouts
List View Button Layout
Restriction Rules
Employee Custom Field
Address
Back to Employee
Help for this Page
Validation Rules [0]
Custom Field Definition Detail
Edit
Set Field-Level Security
View Field Accessibility
Where is this used?
Field Information
Field Label Address
Field Name Address
API Name Address__c
Description
Help Text
Data Owner
Field Usage
Data Sensitivity Level
Compliance Categorization
Created By Divyansh Sharma, 22/09/2024, 9:50 pm
Object Name Employee
Data Type Text Area
Modified By Divyansh Sharma, 22/09/2024, 9:50 pm
General Options
Required
Default Value
Validation Rules
New
Validation Rules Help


Search Setup
Setup
Home
Object Manager
SETUP > OBJECT MANAGER
Employee
Details
Fields & Relationships
Page Layouts
Lightning Record Pages
Buttons, Links, and Actions
Compact Layouts
Field Sets
Object Limits
Record Types
Related Lookup Filters
Search Layouts
List View Button Layout
Restriction Rules
Fields & Relationships
26 Items, Sorted by Field Label
Quick Find
New
Deleted Fields
Field Dependencies
Set History Tracking
FIELD LABEL
FIELD NAME
DATA TYPE
CONTROLLING FIELD
INDEXED
Address
Address__c
Text Area(255)
Age
Age__c
Formula (Number)
Cab Allowance
Cab_Allowance__c
Checkbox
Cab Allowance Amount
Cab_Allowance_Amount__c
Currency(18, 0)
Created By
CreatedById
Lookup(User)
Date of Birth.
Date_of_Birth__c
Date
Email
Email__c
Email
Employee ID
Name
Auto Number
Show desktop


Search Setup
Setup
Home
Object Manager
SETUP > OBJECT MANAGER
Employee
Details
Fields & Relationships
Page Layouts
Lightning Record Pages
Buttons, Links, and Actions
Compact Layouts
Field Sets
Object Limits
Record Types
Related Lookup Filters
Search Layouts
List View Button Layout
Restriction Rules
Fields & Relationships
26 Items, Sorted by Field Label
Quick Find
New
Deleted Fields
Field Dependencies
Set History Tracking
Gender
Gender__c
Picklist
Joining date
Joining_date__c
Date
Last Modified By
LastModifiedById
Lookup(User)
LinkedIn Profile
LinkedIn_Profile__c
URL(255)
Login Time
Login_Time__c
Time
Logout Time
Logout_Time__c
Time
Mode of Work
Mode_of_Work__c
Picklist
Owner
OwnerId
Lookup(User,Group)
Phone no
Phone_no__c
Phone

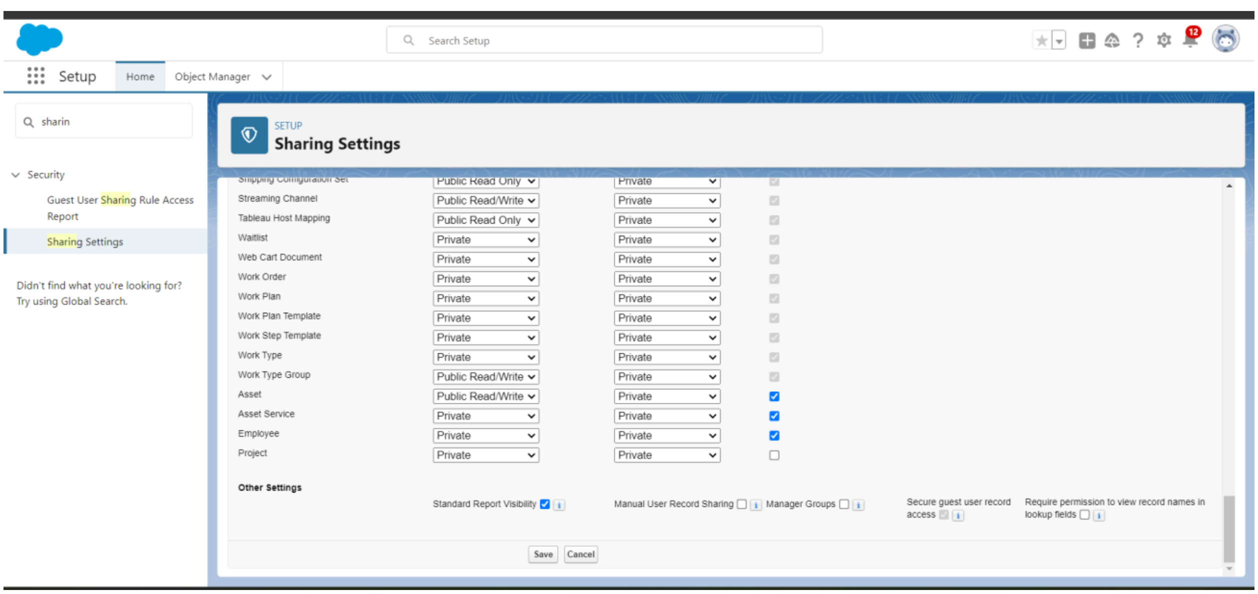
OWD

Organization-Wide Defaults, or OWDs, are the pattern security rules that you can follow for your Salesforce instance. Organization Wide Defaults are utilized to confine who can access what information in your CRM. You can award access through different methods that we will discuss later (sharing principles, Role Hierarchy, Sales Teams, and Account groups, manual sharing, and so forth).

Create OWD Setting

1. Go to Set Up --> in the Quick Find box type "Sharing Settings" --> click on it.
2. Click Edit in the Organization-Wide Defaults area.
3. Search for the Employee object.
4. Under default internal access and default external access change the options to “Private” and under grant access using hierarchies select the check box.
5. Click on save.
6. This Setting is for all the Users Which have been Created.

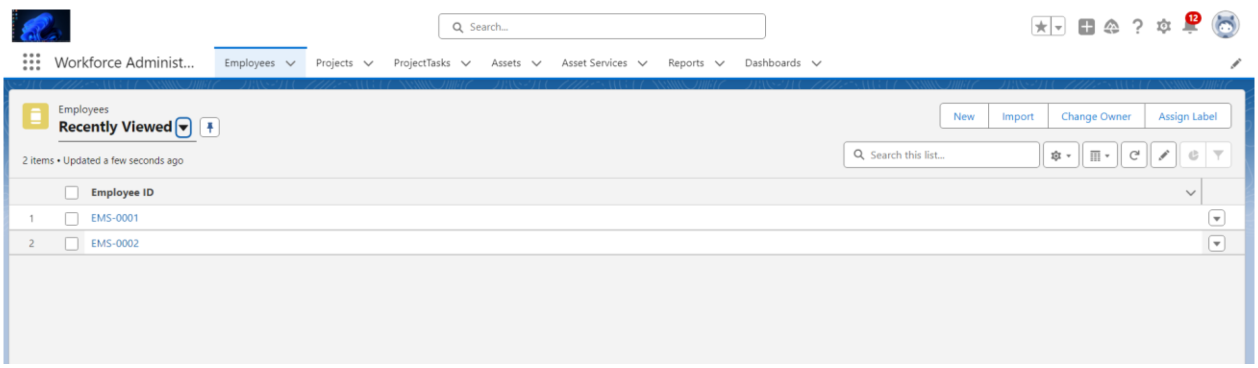
Set OWD as Private for Project and Asset Service objects.



User Adoption

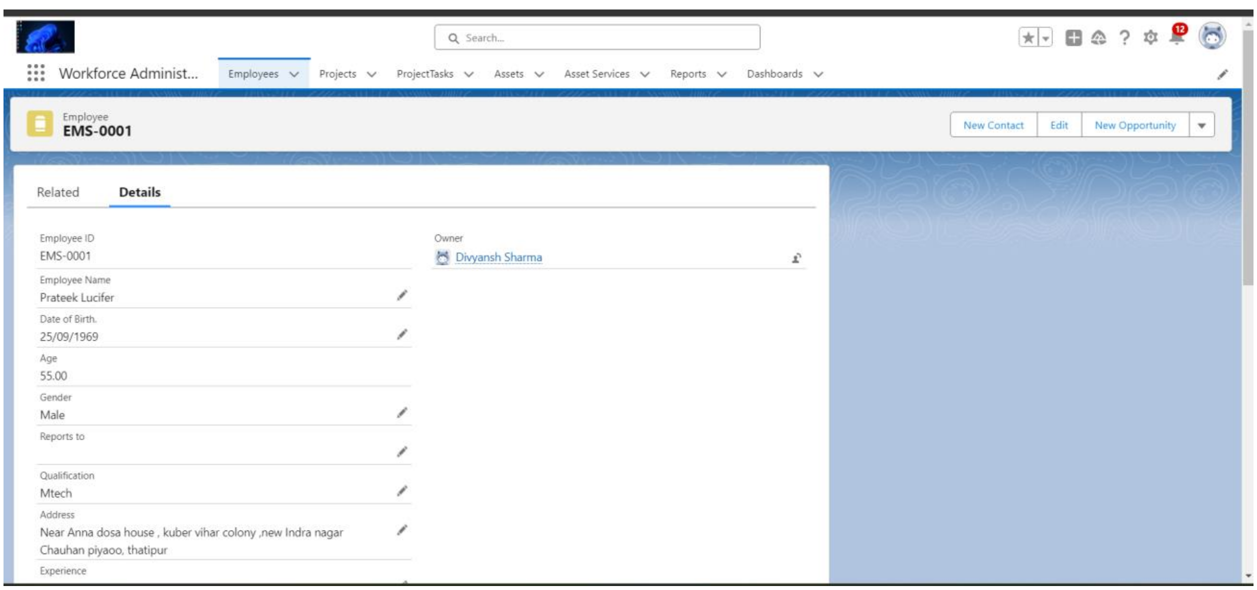
Create a Record (Employee)

1. Click on App Launcher on the left side of the screen.
2. Search Employee Management System & click on it.



View a Record (Employee)

1. Click on App Launcher on the left side of the screen.
2. Search Employee Management System & click on it.
3. Click on the Employee Tab.
4. Click on any record name. you can see the details of the Employee



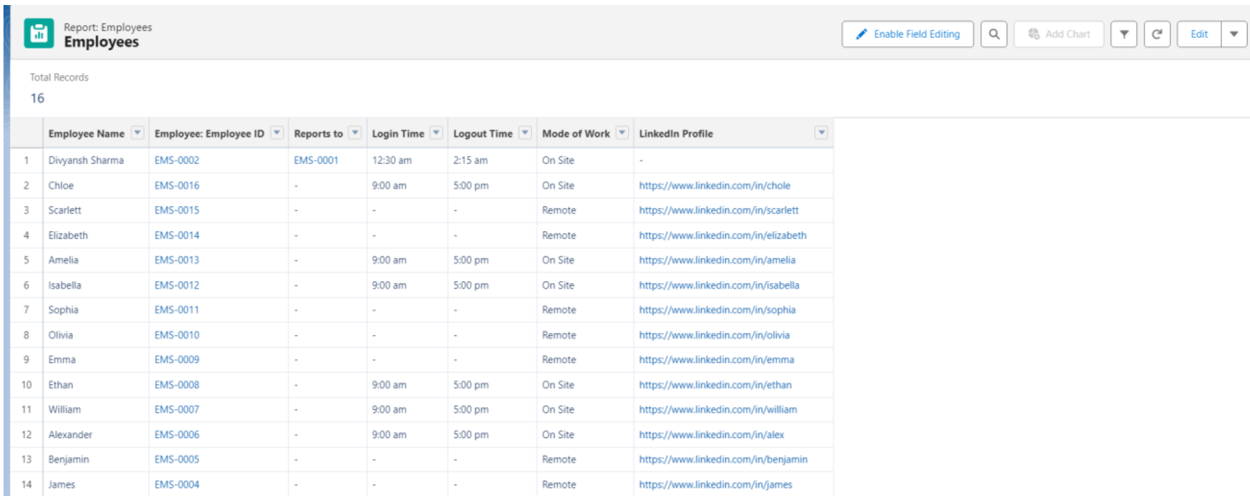
Import Data

Data Import lets you upload data from external sources and combine it with data you collect via Analytics. You can then use Analytics to organize and analyze all of your data in ways that better reflect your business.

The Data Import Wizard is a Tool makes it easy to import data for many standard Salesforce objects, including accounts, contacts, leads, solutions, campaign members, and person accounts. You can also import data for custom objects.

Importing data using Data Wizard

1. From Setup, click the Home tab.
2. In the Quick Find box, enter Data Import and select Data Import Wizard.
3. Click Launch Wizard!
4. Click the Custom Objects tab and select the Employee object.
5. Select Add new records.
6. Click CSV and choose file Employee_CSV which we made earlier. Click Next.
7. Since the field names in the CSV file (CSV Header) are the same as the field names in your object (Mapped Salesforce Object), the fields are automatically mapped. Click Next.


Report: Employees
Employees

Total Records
16

	Employee Name	Employee: Employee ID	Reports to	Login Time	Logout Time	Mode of Work	LinkedIn Profile
1	Divyansh Sharma	EMS-0002	EMS-0001	12:30 am	2:15 am	On Site	-
2	Chloe	EMS-0016	-	9:00 am	5:00 pm	On Site	https://www.linkedin.com/in/chole
3	Scarlett	EMS-0015	-	-	-	Remote	https://www.linkedin.com/in/scarlett
4	Elizabeth	EMS-0014	-	-	-	Remote	https://www.linkedin.com/in/elizabeth
5	Amelia	EMS-0013	-	9:00 am	5:00 pm	On Site	https://www.linkedin.com/in/amelia
6	Isabella	EMS-0012	-	9:00 am	5:00 pm	On Site	https://www.linkedin.com/in/isabella
7	Sophia	EMS-0011	-	-	-	Remote	https://www.linkedin.com/in/sophia
8	Olivia	EMS-0010	-	-	-	Remote	https://www.linkedin.com/in/olivia
9	Emma	EMS-0009	-	-	-	Remote	https://www.linkedin.com/in/emma
10	Ethan	EMS-0008	-	9:00 am	5:00 pm	On Site	https://www.linkedin.com/in/ethan
11	William	EMS-0007	-	9:00 am	5:00 pm	On Site	https://www.linkedin.com/in/william
12	Alexander	EMS-0006	-	9:00 am	5:00 pm	On Site	https://www.linkedin.com/in/alex
13	Benjamin	EMS-0005	-	-	-	Remote	https://www.linkedin.com/in/benjamin
14	James	EMS-0004	-	-	-	Remote	https://www.linkedin.com/in/james

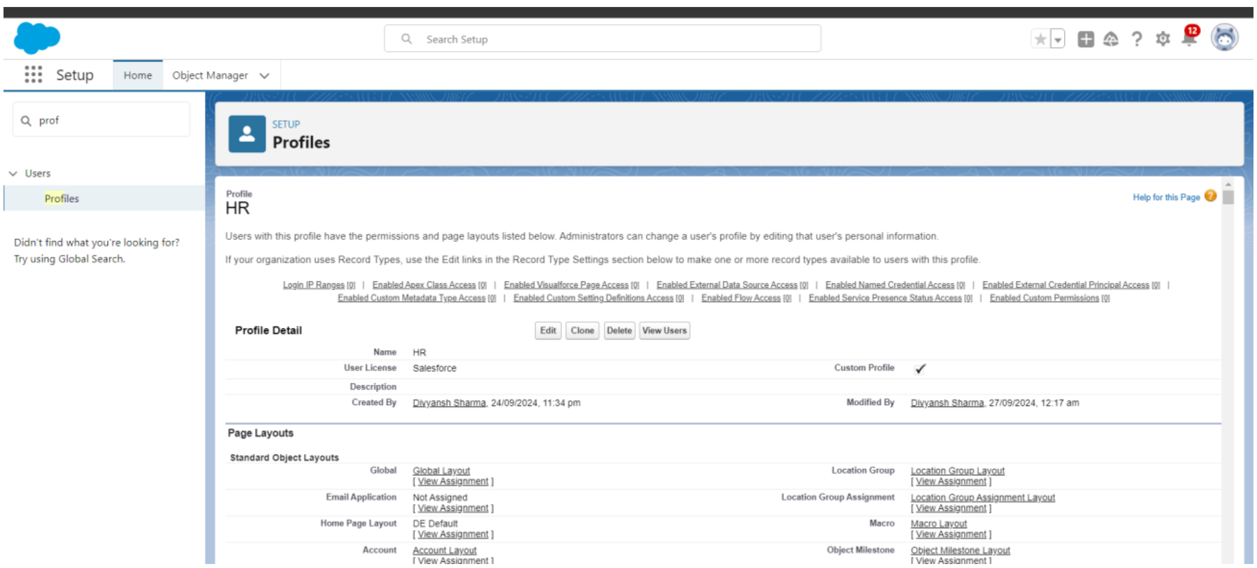
Profile

A profile is a group/collection of settings and permissions that define what a user can do in salesforce. Profile controls “Object permissions, Field permissions, User permissions, Tab settings, App settings, Apex class access, Visualforce page access, Page layouts, Record Types, Login hours & Login IP ranges. You can define profiles by the user's job function. For example System Administrator, Developer, Sales Representative.

HR Profile

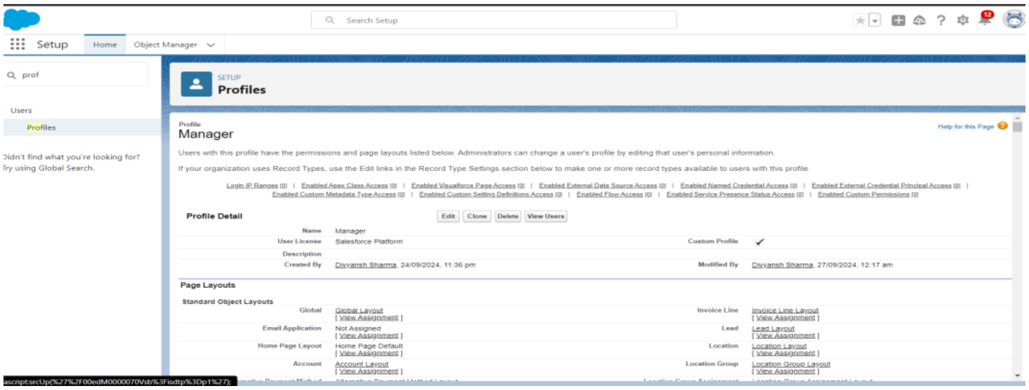
To create a new profile:

1. Go to setup --> type profiles in quick find box --> click on profiles --> clone the desired profile (Standard user) --> enter profile name (HR) --> Save.
2. While still on the profile page, then click Edit.
3. Scroll down to Custom Object Permissions and Give access permissions for Assets and Asset Services objects.
4. Scroll down and Click on Save.



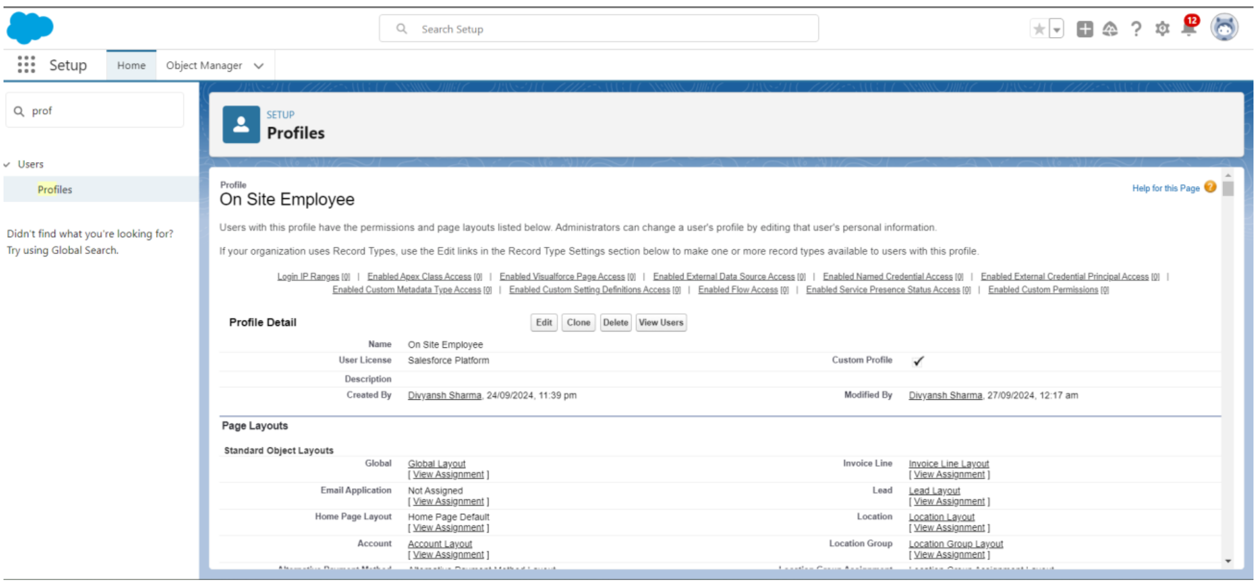
Manager Profile

1. Go to setup --> type profiles in quick find box --> click on profiles --> clone the desired profile (Salesforce Platform User) --> enter profile name (Manager) --> Save.
2. While still on the profile page, then click Edit.
3. Scroll down to Custom Object Permissions and Give access permissions for Employee, Project and Project Task objects.
4. Scroll down and Click on Save.



Create Employee Profile

Create Employee Profiles for “On Site Employee”,”Remote Employee” as in Activity 2, but in step 3 only allow permission access for Project and Project Task objects only.



Role

A role in Salesforce defines a user's visibility access at the record level. Roles may be used to specify the types of access that people in your Salesforce organization can have to data. Simply put, it describes what a user could see within the Salesforce organization.

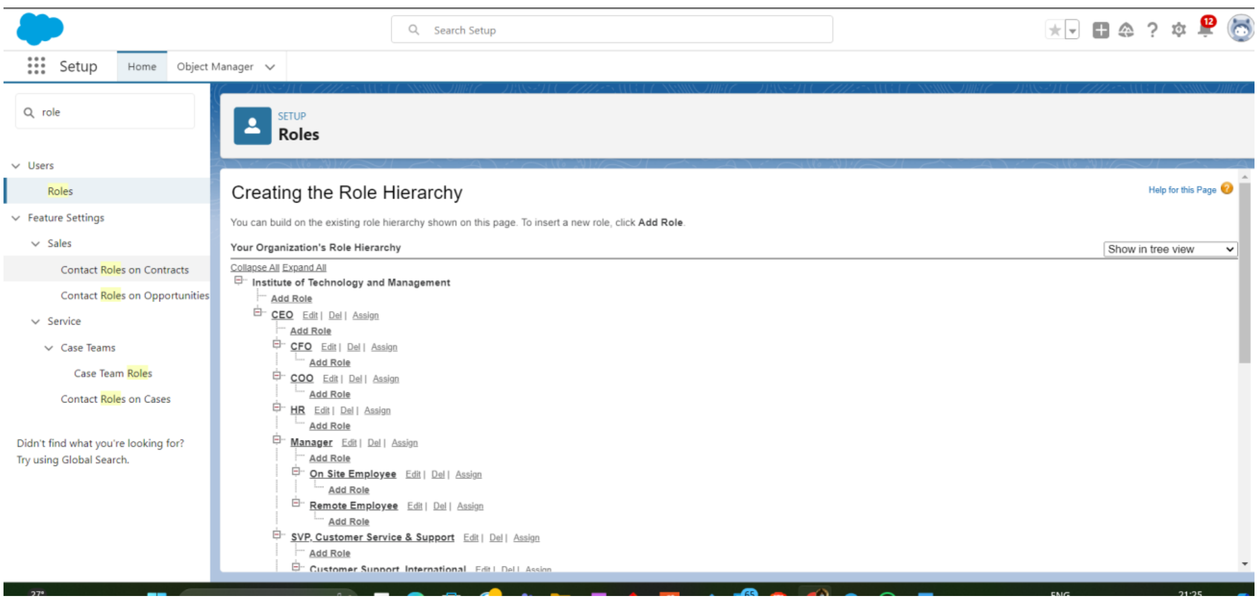
Creating HR Role

1. Go to quick find --> Search for Roles --> click on set up roles.
2. Click on Expand All and click on add role under whom this role works.
3. Give Label as “HR” and Role name gets auto populated. Check to whom this role (HR) reports. Then click on Save.
4. Refer the below diagram to understand which role reports to which role.

Creating more roles

Create three more roles for Manager, On Site Employee, Remote Employee.

Note: On Site Employee and Remote Employee reports to Manager.

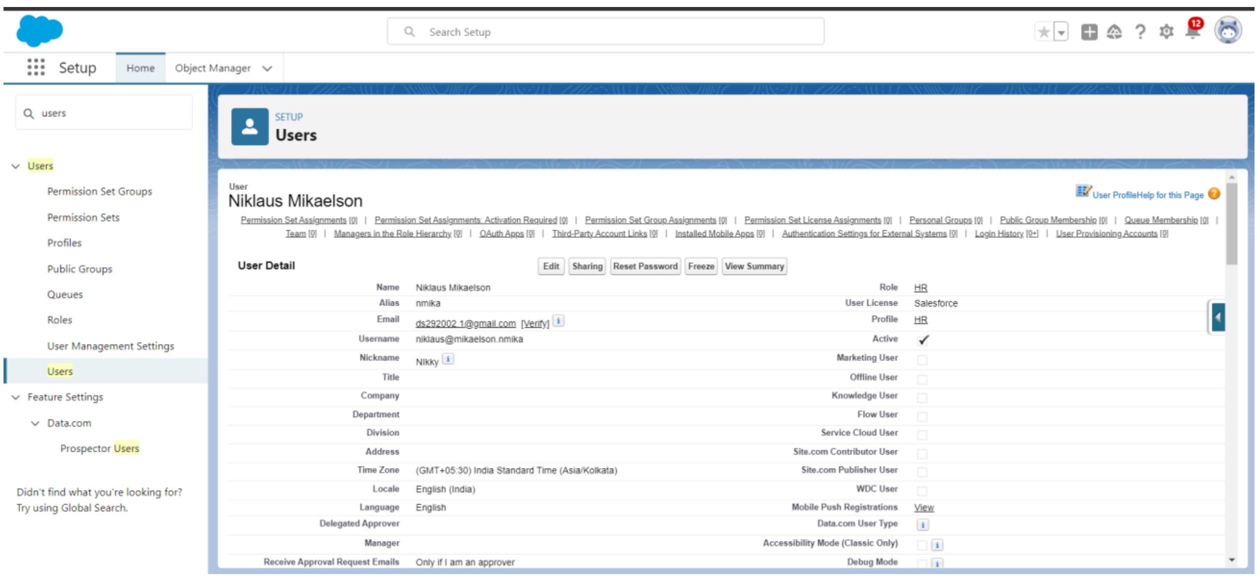


USERS

A user is anyone who logs in to Salesforce. Users are employees at your company, such as sales reps, managers, and IT specialists, who need access to the company's records. Every user in Salesforce has a user account. The user account identifies the user, and the user account settings determine what features and records the user can access.

Create User

1. Go to setup --> type users in quick find box --> select users --> click New user.
2. Fill in the fields
    1. First Name : Niklaus
    2. Last Name : Mikaelson
    3. Alias : Give a Alias Name
    4. Email id : Give your Personal Email id
    5. Username : Username should be in this form: text@text.text
    6. Nick Name : Give a Nickname
    7. Role : HR
    8. User license: Salesforce
    9. Profiles : HR
3. Save



Creating another user

1. Go to setup --> type users in quick find box --> select users --> click New user.
2. Fill in the fields

1 First Name : Kol

2 Last Name : Mikaelson

3 Alias : Give a Alias Name

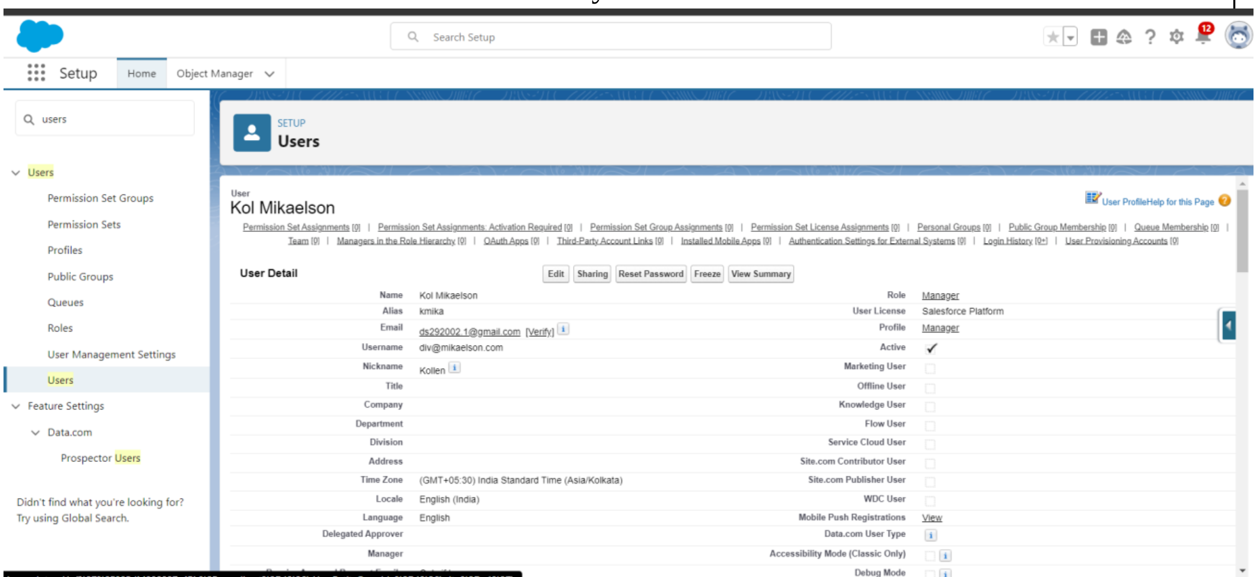
4 Email id : Give your Personal Email id

5 Username : Username should be in this form: text@text.text
6 Nick Name : Give a Nickname
7 Role : Manager
8 User license : Salesforce Platform
9 Profiles : Manager

3. Save.

Creating more users

Create two more users as we created in activity 2.

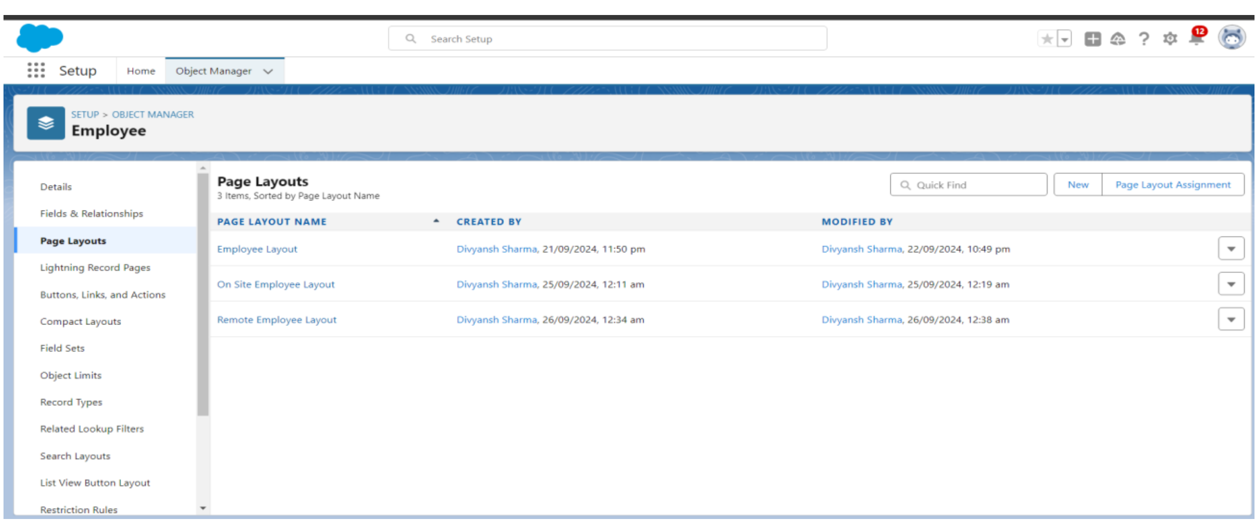


PAGE LAYOUT

Creating a page layout for Employee object
To Create a Page layout:

1. Go to Setup --> Click on Object Manager --> Search for the object (Employee) --> From drop down click on Edit.
2. Click on Page layout --> Click on New.
3. Give Page layout Name as “On Site Employee Layout” and click on Save.
4. Drag and drop the Section from the highlight panel below the Information and name it as “Personal Information” and click Ok.
5. Drag Date of Birth, Address and Age fields from Employee Information to Personal Information section.
6. Similarly perform the above step to create “Allowances” and add allowances fields in it as shown below.
7. Click Save.
8. Make sure your page layout looks like the picture above.

Creating another page layout
Create another page layout and name it as “Remote Employee Layout”, and in the allowances section use only Wifi Allowance and Wifi Allowances Amount fields.



CHATTER GROUP

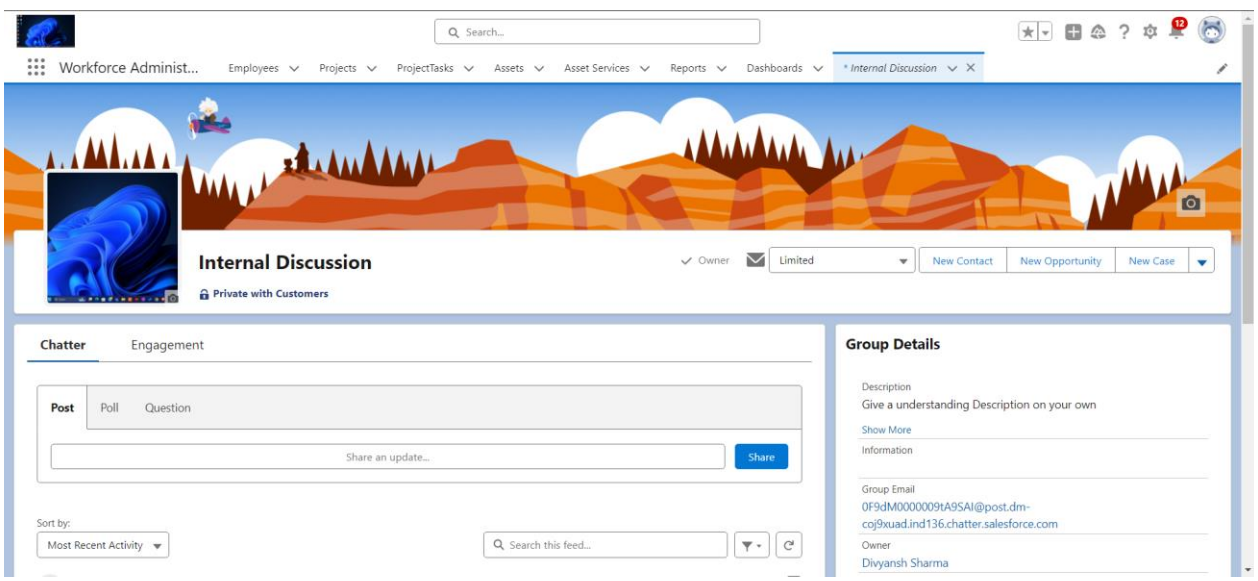
Salesforce Chatter Groups are collaborative spaces within the Salesforce platform that enable teams to communicate, share information, and collaborate on projects. They provide a centralized hub for discussions, file sharing, and updates, allowing users to stay connected, streamline workflows, and enhance productivity.

Creating a chatter group for your organization.

1. To Create a chatter group:
2. Click the App Launcher.
3. Enter Groups in the Search apps and items... box and select Groups.
4. Click New.
5. Fill in the new group information with these details:

Field	Value
1 Group Name	Internal Discussion
2 Description	Give a understanding Description on your own
3 Access Type	Private
4 Allow Customers	Checked

6. Click Save & Next. Skip the Upload Picture section and click Next.
7. On the Manage Members screen, click Add next to users you created in the previous activity.
8. Click Done.



RECORD TYPES

Record Types are a way of grouping many records of one type for that object. These can be applied to any standard or custom object, and allow you to have a different page layout, fields, required fields, and picklist values. Record types allow administrators to create a different page layout with custom picklist fields and values for the same business process and various business processes.

To create a Record Type:

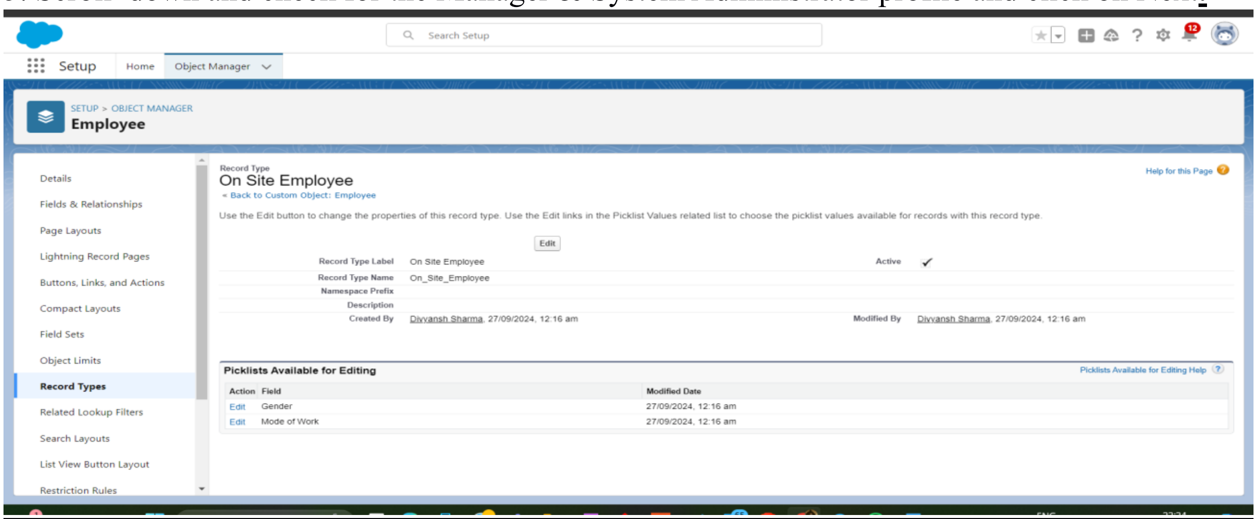
1. Go to Setup --> click on Object Manager --> Search for the object (Employee) --> from drop down click Edit.

2.From the left panel click Record Types --> New.

3. Give Record Type Label as “On Site Employee” and make it active.

4. Uncheck for “Make Available”.

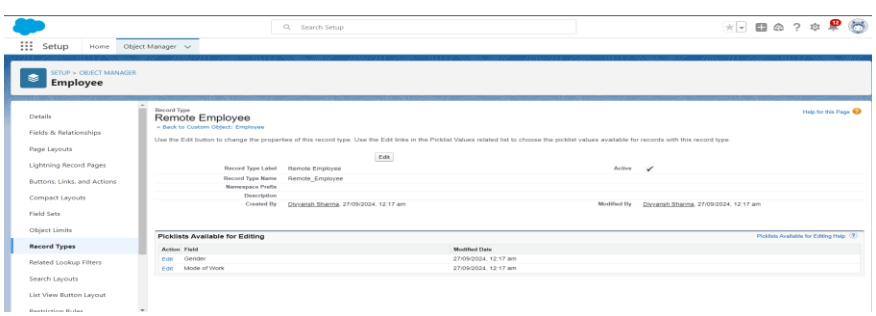
5. Scroll down and check for the Manager & System Administrator profile and click on Next.



Creating "Remote Employee" Record Type

Create another Record Type with name “Remote Employee” following the step from activity 1.

Note: use Remote Employee page layout for Remote Employee record type.



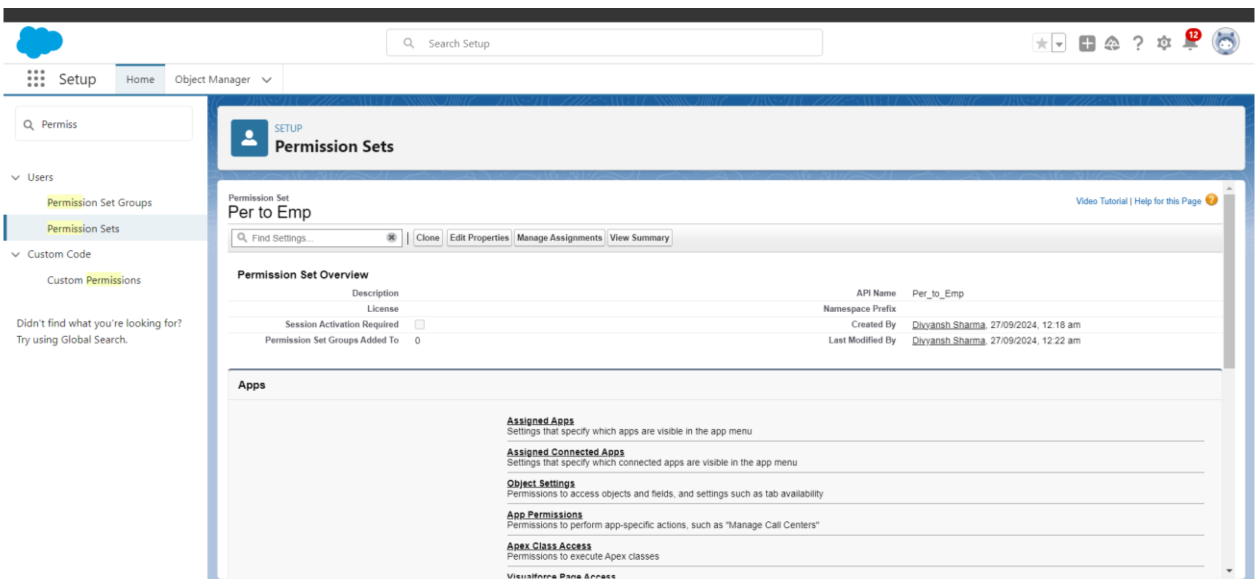
PERMISSION SET

A permission set is a collection of settings and permissions that give users access to various tools and functions. Permission sets extend users' functional access without changing their profiles. Users can have only one profile but, depending on the Salesforce edition, they can have multiple permission sets.

Creating a permission set

To Create a Permission Set:

1. Go to setup --> type “permission sets” in quick search --> select permission sets --> New.
2. Enter the label name as “Per to Emp” --> Save.
3. Under Apps Select object settings.
4. Click on Employee object --> click on Edit --> under object permission check for read and create.



REPORTS

Reports give you access to your Salesforce data. You can examine your Salesforce data in almost infinite combinations, display it in easy-to-understand formats, and share the resulting insights with others. Before building, reading, and sharing reports, review these reporting basics.

Types of Reports in Salesforce

1. Tabular
2. Summary
3. Matrix
4. Joined Reports

Create Report

To Create a Report:

1. Go to the app --> click on the reports tab
2. Click New Report.

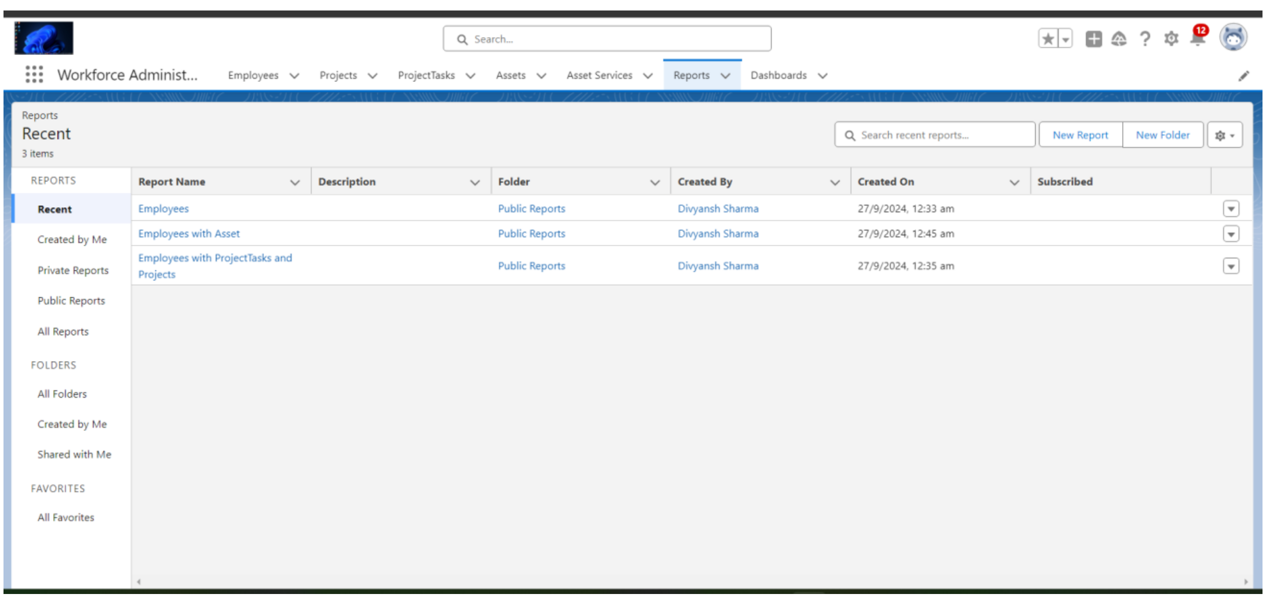
3. Select report type from category or from report type panel or from search panel --> click on start report.

4. Customize your report

--> Add fields from left pane as shown below

5. Save or run it.

Note: Reports may get varied from the above pictures as the data might be different.



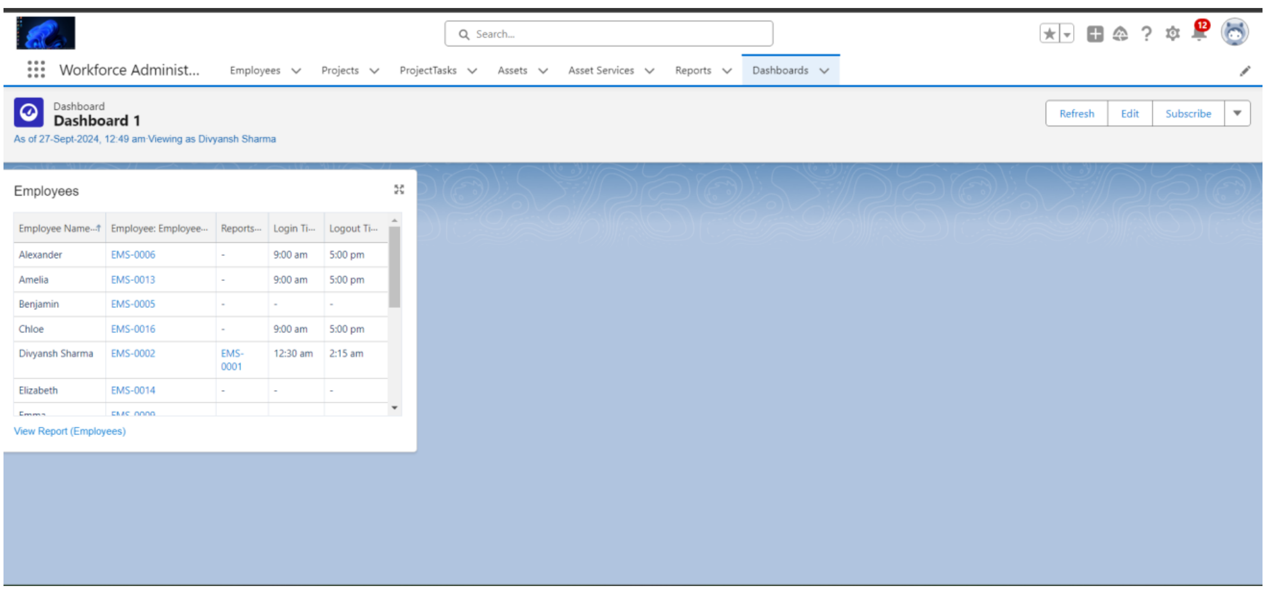
DASHBOARD

Dashboards help you visually understand changing business conditions so you can make decisions based on the real-time data you've gathered with reports. Use dashboards to help users identify trends, sort out quantities, and measure the impact of their activities. Before building, reading, and sharing dashboards, review these dashboard basics.

Create Dashboard

To Create a Dashboard

1. Go to the app --> click on the Dashboards tabs.
2. Give a Name and click on Create.
3. Select add component.
4. Select a Report and click on select.
5. Click Add then click on Save and then click on Done.



CONCLUSION

The **Workforce Administrator Solution** is a powerful tool that simplifies workforce management, enhances operational efficiency, and supports strategic HR initiatives. It reduces manual tasks, improves compliance, and provides a single source of truth for workforce data, ultimately allowing organizations to better align their workforce with business goals. As a cloud-based solution, it also promotes flexibility and adaptability to evolving business needs, positioning organizations for long-term growth and success.