

Simple and efficient resource planning

Unit4 People Planning provides a visual and user-friendly interface, giving you full control over available capacity and staffing levels – both in projects and departments, for the benefit of the business and the individual employee.

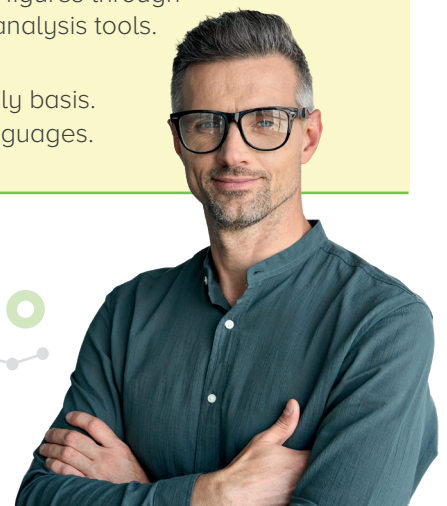
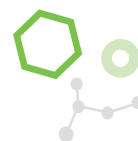


Unit4 People Planning is a solution supporting intuitive, efficient operational planning and resource utilization in projects and departments. At the same time, the solution enables the company to answer some important questions, such as when it has the capacity to take on a new order or whether it needs to increase or reduce staffing levels in the period ahead.

Project managers, resource owners, resource coordinators, and employees are provided with a full overview of tasks planned in the short and long term. Planners have all the information they need available on one screen, whether it relates to planning new projects or managing day-to-day changes due to illness, delays, reprioritization, or other operational challenges.

Key features

- Visual overview of future capacity and occupancy for the entire business.
- Full overview of resource requests.
- For both offshore and onshore operations.
- Planning at both detailed and aggregated level.
- Control over the progress of your projects.
- Personal calendar for employees offering the option of self-planning.
- Simplified vacation planning.
- Quick overview of deviations and key figures through role-based dashboard and powerful analysis tools.
- Integrated with other systems.
- Planning on a daily, weekly, or monthly basis.
- Support for multiple countries and languages.



“By providing us with both an overview of future resource utilization and the basis for billing our customers, it enables us to support the entire process of planning and executing projects.”

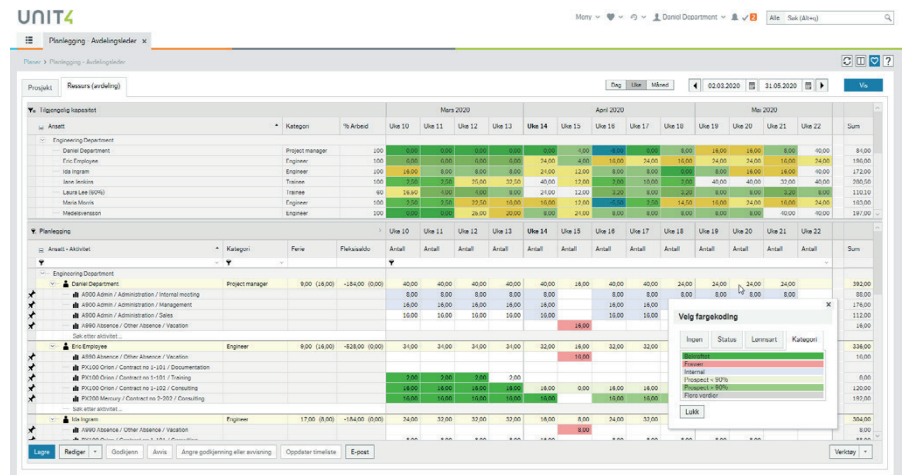
SAS Institute Norway

Control and overview of projects and resource requests

Project managers, resource owners, resource coordinators, and employees are provided with a full overview of tasks planned in the short and long term. Planners have all the information they need available on one screen, whether it relates to planning new projects or managing day-to-day changes due to illness, delays, reprioritization, or other operational challenges.

Unit4 People Planning also allows you to track the progress of projects by comparing planned time against budget and remaining work (ETC) directly in the planning screen. The time accrued from your employees' timesheets is supplied directly to you. Resource owners are presented with a single overview of resource requests from project managers or other departments, with a simple color coding system being used to indicate requested and confirmed allocations.

You can also plan projects that may come up, just by inputting the project with resources. But they do not count toward the individual employee's available hours, as the project has not yet been decided on.



Both offshore and onshore operations

Unit4 People Planning supports planning for both offshore and onshore operations. If your business has employees on regular rotations or occasional trips offshore, Unit4 People Planning can be configured as a dedicated rotation solution for all or part of your business. Support is also provided for importing skills information from the company's HR system or other dedicated skills tools, so that this information is readily available to search during planning.

Giving employees control over their everyday lives

Unit4 People Planning provides all employees with access to their personal calendars, presenting an overview of planned tasks that can also be opened for scheduling, for example, to register vacation requests and absences or to let employees themselves update and enter changes to scheduled activities.

If you also have the Time module installed, you can easily import the plan to the timesheet, either just the tasks or also the hours for each task.

More than just planning

Unit4 People Planning is part of the Time & Expenses by Unit4 product portfolio, which consists of three individual products dealing with travel expenses, time recording, and workforce planning. These can be used either individually or together as a single integrated solution that handles all planning, recording, and processing of hours and expenses, integrated with your payroll and finance system.

Want to find out more?

For more information about Unit4 Travel & Expenses, visit <https://timeandexpense.unit4.com>