



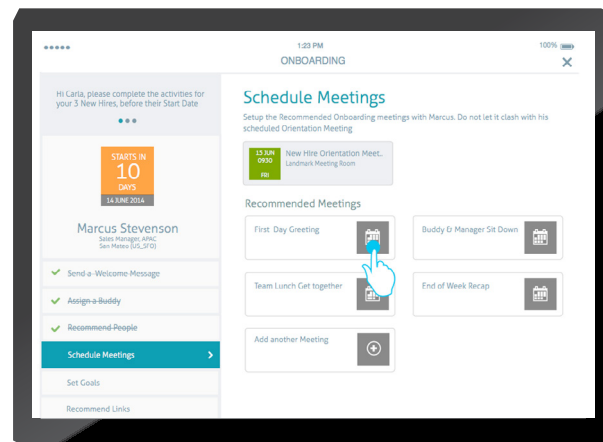
# Onboarding: Laying the Foundation for Employee Success

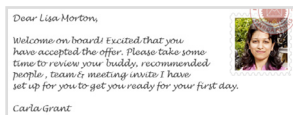
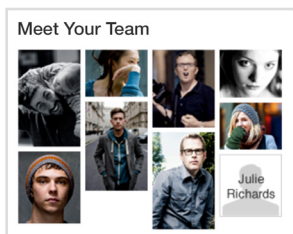
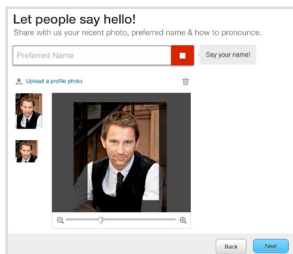
Ever wonder why employees quit after less than a year? Or why some new hires come up to speed faster than others? Onboarding is a critical part of a good talent management strategy, but it is often overlooked or poorly handled. As a result, onboarding often doesn't have the positive impact that it could. Piles of paperwork, missed details, and busy managers make a poor first impression on the new employees and increase ramp time.

More than 80 percent of new employees decide whether or not to stay with a company within the first six months of being hired, and 1 in 4 do leave in the first year. An unorganized or incomplete onboarding process can cause those employees to rethink their decision to join the company just when they should be the most enthusiastic.

## SAP SuccessFactors Onboarding Has a Comprehensive Approach That Can Help

SAP SuccessFactors Onboarding, part of the SAP SuccessFactors HCM Suite, takes a fresh approach to onboarding. Through a process that is easy, automatic, and personal, SAP SuccessFactors Onboarding improves first-year retention and reduces ramp time by focusing on three key areas:





- Guiding HR, the hiring manager, and the new hire through all the steps of onboarding to create a consistent and complete process every time
- Connecting new hires with the right people and relevant content even before their first day, creating early engagement and ultimately improving retention
- Developing new hires quickly by seamlessly connecting onboarding to other talent processes—such as recruiting, goal setting, and learning—and turning new hires into productive employees in record time

### Improving Efficiency and Compliance Through Better Guidance

Of all the people involved in the onboarding process, the hiring manager has the greatest impact on new hires. Yet, hiring managers often are the least engaged. They may think onboarding is HR's job or they may just be too busy. Either way, the process will automatically go better when specific guidance for hiring managers makes bringing a new employee onboard practically foolproof.

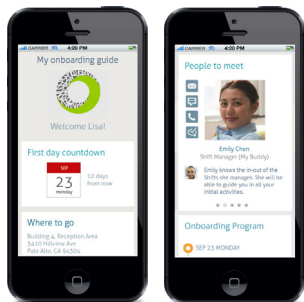
With SAP SuccessFactors Onboarding, step-by-step wizards walk hiring managers through the process of how to prepare for the new hire, and an easy-to-use dashboard makes it simple to track progress along

the way. Corporate and legal compliance improves because all the paperwork and steps are built right into the process, so there is no question about which forms were e-signed and where they landed.

### Hit the Ground Running: Early Engagement Leads to Better First-Year Retention

Starting a new job always creates some level of anxiety for the new hire—even seasoned executives! The first week is about learning the lay of the land—the physical land and the cultural land. SAP SuccessFactors Onboarding provides tools that help new hires connect and feel comfortable even before the first day on the job.

If you can help them build connections with their team and their co-workers before they start, employee engagement kicks in early and ramp time becomes shorter. With SAP SuccessFactors Onboarding, not only can new hires complete most of the paperwork before they start, but they also can virtually meet their team and a handpicked group of co-workers and introduce themselves. Once new hires start, immediate access to the employee network gives them the ability to start learning at their own pace and to pick up conversations and content that are relevant to their roles. Getting new hires engaged with people and content early means they are more likely to stay with the company longer.



## Reducing Ramp Time Means Faster Time to Productivity

Onboarding should never be an isolated process. If your team has set goals for the year, then why not share those goals with new team members immediately? With SAP SuccessFactors Onboarding hiring managers can also define short term objectives the new hire can tackle right away. Since your learning process already delivers training according to role—why not apply that intelligence immediately to new hires as part of their onboarding?

As a part of SAP SuccessFactors HCM suite, Onboarding can work independently, or as a unified part of your talent management strategy.

## Improving Onboarding Produces Real Business Results

Many studies have connected an improvement in the onboarding process to business results, including improved first-year retention, faster time to productivity and increases in profit growth and revenue per employee. If you're looking for a new way to improve the bottom line this year, check out our latest innovation: SAP SuccessFactors Onboarding!

### The SAP SuccessFactors Onboarding Difference

SAP SuccessFactors Onboarding uniquely combines the critical yet tactical aspects of onboarding (compliance and orientation) with the more strategic aspects (socialization and connection to the other talent processes) to create an end-to-end process that drives better business results.

---

© 2016 SAP SE or an SAP affiliate company. All rights reserved.

No part of this publication may be reproduced or transmitted in any form or for any purpose without the express permission of SAP SE or an SAP affiliate company.

SAP and other SAP products and services mentioned herein as well as their respective logos are trademarks or registered trademarks of SAP SE (or an SAP affiliate company) in Germany and other countries. Please see <http://www.sap.com/corporate-en/legal/copyright/index.epx#trademark> for additional trademark information and notices. Some software products marketed by SAP SE and its distributors contain proprietary software components of other software vendors.

National product specifications may vary.

These materials are provided by SAP SE or an SAP affiliate company for informational purposes only, without representation or warranty of any kind, and SAP SE or its affiliated companies shall not be liable for errors or omissions with respect to the materials. The only warranties for SAP SE or SAP affiliate company products and services are those that are set forth in the express warranty statements accompanying such products and services, if any. Nothing herein should be construed as constituting an additional warranty.

In particular, SAP SE or its affiliated companies have no obligation to pursue any course of business outlined in this document or any related presentation, or to develop or release any functionality mentioned therein. This document, or any related presentation, and SAP SE's or its affiliated companies' strategy and possible future developments, products, and/or platform directions and functionality are all subject to change and may be changed by SAP SE or its affiliated companies at any time for any reason without notice. The information in this document is not a commitment, promise, or legal obligation to deliver any material, code, or functionality. All forward-looking statements are subject to various risks and uncertainties that could cause actual results to differ materially from expectations. Readers are cautioned not to place undue reliance on these forward-looking statements, which speak only as of their dates, and they should not be relied upon in making purchasing decisions.