



AN INTRODUCTION TO EIGHT A Human Resource Assistant and More

Thank you for your interest in Eight. Our robust, easy to navigate package allows you to go paperless, streamline your operation, save time... and of course money.

A few highlights:

- > I-9 Validation with E-verify Integration
- > HR forms: I-9, W4, 8850, WOTC, W11, etc.
- > Prequalify Employee for WOTC
- > Electronic Signatures
- > New Hire Assistant
- > Paperless Onboarding
- > Task Management
- > Document Tracking
- > Workflow

Eight. Because who couldn't use a few extra arms?

For additional details please continue reading.





“Eight eliminated the need for additional clerical help even though our workload has increased. The HR department is more effective because we have more time to focus on people rather than paper.”

-- Debra Porter, HR Director



Eight is an intranet application sold on a monthly subscription basis by Arc Technologies, LLC. Eight provides a paperless work environment that is both auditable and secure. As our client companies bring us new challenges, Eight continues to evolve. Eight can be customized. Our modular solutions can be added to, or eliminated from, your company's mix.

Your current manual paper processes can be eliminated and streamlined utilizing Eight's html or PDF forms architecture. Forms used for government compliance, or those requiring an electronic signature, are completed as PDF files. Those that are company-native which don't require a signature are built as HTML files. Replacing your paper processes with Eight enables those processes to be managed remotely. Once you have performed a function or completed a form, it automatically moves to the next person responsible.

Eight's New Hire module creates digital, paperless employee files. Easily perform maintenance on an employee's file. Performance reviews, pay rate/salary changes, disciplinary actions, terminations, etc. are a snap. Eight can be interfaced with your company's payroll software through file sharing, eliminating the need for manual entry by a payroll clerk, provided that your payroll vendor can support the importing and exporting of files in your payroll software. Eight's robust architecture will do any process for your company that can be captured on a form. Call us today to schedule a demonstration. We think you'll like what you see.

The Key Benefits of Eight:

- > Avoid lengthy paper audits.
- > Eliminates paper-based new hire document packages.
- > Paperless forms much less expensive than paper transactions.
- > Form audit queries allow compliance checks in seconds.
- > Field validation logic reduces new-hire documentation errors.
- > Achieve single-key/multi-field population of data.
- > Provides a secure architecture in which your forms can be assigned individual workflow for customized procedures.

P. 601.991.1160 www.afullcirclesolution.com

