

# WorkForce Software Implementation

## School, Research Institute and Fine Arts Museum



### ► CHALLENGE

This School, Research Institute and Fine Arts Museum educates the public, collecting, preserving, and interpreting works of art of the highest quality, representing the world's diverse artistic traditions. The institute has a conservation and conservation science department, five conservation laboratories, and one of the largest art history and architecture libraries in the country. The school has a large number of students who are employed in a wide variety of locations throughout the campus, and monitors the hours and dollar cost of the student employees for each location where they perform services.

### ► SOLUTION

In addition to implementing WorkForce Software across campus locations, Workforce Insight was engaged to adapt the WorkForce Software system configuration to provide the ability for student employees to enter the location where they are working when punching in/out of their timesheet on the web clock.

Workforce Insight has been subsequently engaged to assist with accommodating sick time policy updates to new policies passed by the city, requiring updates to pay codes, sick bank, exceptions, display updates/configuration, payroll export, eligibility reports, etc.

#### Engagement(s) – Project Highlights:

- Workforce Management Assessment
- Business Case Development
- Vendor Selection
- Requirements Gathering
- Comprehensive WorkForce Software Implementation
- WorkForce Software System Training
- City Sick Time Policy & Configuration/Updates

### CLIENT PROFILE

School, Research  
Institute & Fine Arts  
Museum



Locations: 14



Employees: 2,200



### WORKFORCE SOFTWARE OPTIMIZATION - LABOR COST TRACKING

In addition to delivering a streamlined and highly successful and WorkForce Software implementation, Workforce Insight was selected to enable new functionality and configuration adaptations to support employee location-based roles/costing as well as city-mandated sick time policies.