Scheduler

workforce GO

Simplify Scheduling and Place the Right People Where You Need Them.

Creating meaningful schedules that meet the needs of your business and people can be complex, timeconsuming and frustrating. Scheduler solves this challenge by automatically generating optimal schedules that balance operational demands, required skills, compliance rules and your budget. Our AI-powered solution proactively builds schedule recommendations based on your organization's needs while considering your employees' availability and preferences.

How it Works

Scheduling enhances workforce management by providing real-time visibility into critical data such as employee details, budget constraints and staffing needs, enabling managers to make informed decisions and create effective schedules. The system minimizes compliance risks by automatically identifying employees based on predefined criteria and notifying you if any scheduling actions violate established rules, allowing for timely adjustments to maintain compliance. Additionally, it empowers employees through self-service tools, allowing them to pick up open shifts if they meet qualifications and receive notifications of new schedules directly from desktop or mobile devices.

Scheduling Features Comparison

| FEATURE | TLM SCHEDULING | SCHEDULER |
|---|-----------------------|-----------|
| BUILD | | |
| Define shifts and schedules | Limited to 2 shifts | ✓ |
| Manual schedule planning & editing | \checkmark | 1 |
| Schedule pattern templates | \checkmark | ✓ |
| Budget and workload definition | | 1 |
| Demand-based scheduling (workload defined by volume drivers; align labor to demand) | | 1 |
| Automatic schedule generation | ✓ | 1 |

| FILL | | |
|-----------------------------------|---|---|
| Schedule groups or individuals | ✓ | ✓ |
| Employee Preferences | 1 | 1 |
| Open shift visibility | | 1 |
| Schedule to skill and proficiency | | 1 |
| Color-coded availability | | 1 |

Scheduler



Scheduling Features Comparison (Cont...)

| FEATURE | TLM SCHEDULING | SCHEDULER |
|--|-----------------------|--------------|
| MANAGE | | |
| Schedule rule definition and constraints | | ✓ |
| Schedule change alerts and notifications | | \checkmark |
| Employee Self-Service: Request time off | ✓ | 1 |
| Employee Self-Service: Shift swap | | 1 |
| Employee Self-Service: Request open shift / cover shift; change availability | | ✓ |
| Skills and certification tracking | | \checkmark |
| Staff management drag and drop shift transfer | | 1 |
| Call list | | 1 |

| MEASURE | | |
|------------------------------------|---|--------------|
| Reporting | 1 | \checkmark |
| Coverage graph and metrics | | ✓ |
| Detailed Audit Trails | | ✓ |
| Planned to Actual Schedule Metrics | | 1 |

Benefits For Managers

- Automatically generate best-fit schedules based on a set of predefined criteria
- Make changes on the fly to meet scheduling needs in the moment
- · Adhere to scheduling rules and policies that will help avoid grievances, litigation, fatigue and fines
- · Gain real-time visibility into accurate employee data, payroll costs and staffing demand
- Get visibility into employee skills, certifications and experience in order to make the best staffing decisions
- Manage schedules anytime, anywhere, on any device

Benefits For Employees

- Easily access daily, weekly and monthly views of your schedule from any device
- · Set your scheduling preferences so managers can take them into account when building schedules
- · Manage availability in real time to give coworkers and managers the insight they need to stay informed
- Balance life and work by syncing your personal and professional schedule in one place
- Stay up-to-date on the latest scheduling changes, open shifts and swap requests

Scheduler

workforce GO

| | Dashb | oard | Advanced Sch | eduling | Team Setup | Basic Schedu | iling Team S | Schedule View | Reports |
|----------|-------|---------|-------------------------------|-----------|----------------|----------------|----------------|------------------|----------------------|
| | |) ← | FEB2020 Sche | dule | | | | AN | 1 Call |
| | | | | 3 | 65 467 | 75 \$345.7 | 5 78.89 | | |
| | Sche | dules | Worldo | ad Templa | | Templates | | | |
| | Wee | ik View | * 4 | FEB 16 - | 22 F TODAY | | Group | by Cost Center 💷 | Y (0) |
| → | | Emplo | | 9 | SUN 16 | MON 17 | TUE 18 | | тни |
| | - | | Hire Date 🔻 | 4 | 7 | 7 | 11 | 17 | 9 |
| | > | 1 | Ethan Beebe 8/22/05 | 32.00 | | | | | 6:30 am-3 pm 1+ + |
| | > | | Alicia Davis 8/22/05 | 10.50 | 9:30 am - 3 pm | | 7 am - 2:15 pm | 3 pm + 7:15 pm | 11:30.em-12:45 |
| | > | • | Jennie Blankenshi. 9/17/06 | 24.00 | | 9 am - 3:00 pm | 9 am - 3:30 pm | 1 | 9 am - 3:30 pm |
| | > | P | Tanya Grant 9/17/06 | 37.45 | | | 2:30 pm - 8 pm | 2:30 pm - 8 pm | 2 pm - 11 pm |
| | ~ | | Joe Lopez | | 9 pm - (4 am) | (9 pm) - 4 am | 9 am - 3:45 pm | 9 am - 3.45 pm | 3 pm + 8 pm |

Features

- Skill, credential and certification tracking
- Automated employee-to-shift matching algorithms
- Business data-import tool
- Pattern template scheduling
- Budget and workload management
- Rule and constraints library
- Drag-and-drop schedule builder
- Unassigned shift management
- Call list
- Employee self-service such as coverage requests, open shift requests and swaps
- Automatic schedule sync for timecards, time off and leave of absence
- Two-way texting for employee and manager self-service functionality
- Standard report library, including employee availability and preferences, open shifts, requests for coverage, roll call, scheduled vs. actual, shift-swap requests and more
- Mass editing capabilities
- Change alerts and notifications
- Mobile Accessibility: Accessible via mobile app for anytime, anywhere management.

Scheduling is all about smart choices, keeping an eye on things and giving employees some freedom to make it work better and keep everyone more engaged. For a demo or more information, contact us at **myworkforcego.com/contact**.