

## Access People Services Catalogue

At Access we pride ourselves on the depth and breadth of skills across our 400 certified professional services employees. These Consultants, Programme Managers, Project Managers, Trainers and Solution Architects are here to provide you with the industry expertise and product best practices that help you deploy, adopt, operate and integrate our market leading software applications. Either on-premise, or in the Cloud. Our Professional Services teams help hundreds of customers like you, every week, to improve their productivity, increase their efficiency and ultimately provide them with the freedom to do more.

### Day Rate Service options

Service	Description	Customer Outcome	Pricing
<b>Days Consultancy</b>	Up to 7 hours consultancy per day, delivery methods of remote or onsite agreed ahead of work commencing	Desired outcome agreed by client and consultant ahead of the scheduled day	Per Day
<b>Remote Consultancy</b>	Up to 4 hours remote consultancy	Desired outcome agreed by client and consultant ahead of the scheduled day	Per Day
<b>Project Management</b>	Time to manage the timings of the project to provide an update on progress that has been made and ensure everything is on track	Professional project management providing clients the support they require to implement their projects successfully	Per Day
<b>Solution Architect</b>	Time to create technical solution design and integrations for complex, multi-product, multi-department solutions	Minimised risk for highly complex, large scale projects	Per Day
<b>Programme Management</b>	Time to drive and own the coordination of complex, multi product, multi department projects involving one or more Project Managers	Minimised risk for highly complex, large scale projects	Per Day

### Implementation Services

Service	Description	Customer Outcome	Pricing
<b>Flight Path A for Access People</b>	Implementation of Access People to simplify and maintain HR and people management functions for small or multi-site hospitality environment	A functionality rich HR system designed for the hospitality sector	Fixed Price
<b>Flight Path B for Access People</b>	Implementation of Access People to simplify and automate HR and people management functions for small to medium multi-site hospitality environment	A functionality rich HR system designed for the hospitality sector	Fixed Price
<b>Labour Optimisation Module</b>	The Labour Optimisation module allows cost controls through scheduling and improving employee productivity	Implementation of the additional module	Fixed Price
<b>Expenses Module</b>	Expenses module allowing employees and managers to claim ad-hoc expenses.	Implementation of the additional module	Fixed Price
<b>Training Module</b>	Training module allows the monitoring of training courses required for employees	Implementation of the additional module	Fixed Price
<b>Tronc Module</b>	Tronc module allows distribution of Tronc payments and rates	Implementation of the additional module	Fixed Price
<b>Time Tracker &amp; Evacuation Module</b>	The Time Tracker & Evacuation module allows real time monitoring of employee hours and allows employee monitoring during emergencies.	Implementation of the additional module	Fixed Price
<b>Employee Campaigns Module</b>	The Employee campaigns allows creation of employee feedback questionnaires	Implementation of the additional module	Fixed Price
<b>Payroll Module</b>	Payroll module providing accurate processing of employees pay including standard general ledger file and payroll reporting	Implementation of the additional module	Fixed Price
<b>New Site Set up</b>	New site will require set up and configuration	New Set up based on client requirements	Per Day

### Advisory and Adoption Services

Service	Description	Customer Outcome	Pricing
<b>Payroll Module Training</b>	Training sessions on processes and best practice on the payroll module	Users fully trained on Payroll module	2 Days
<b>Additional Module Training</b>	Training tailored as required for a specific module	Users fully trained on module functionality	Per Day
<b>Refresher Training</b>	Training tailored as required in line with your requirements	Desired outcome agreed by client and consultant ahead of the scheduled day	Per Day
<b>E-Learning Videos</b>	Tailored videos for your learning requirements	Video tutorials allowing you to become self sufficient and train new starters	Fixed Price

### Mission Critical Services

Service	Description	Customer Outcome	Pricing
N/A			

### Development and Integration Services

Service	Description	Customer Outcome	Pricing
<b>Setup Test Environment</b>	When a client would like their TEST to be refreshed as a copy of the LIVE system. Providing the client with a like for like system. Used to test, train and develop	Consultant will recreate the LIVE system in TEST. This will include all fixes, files and data	Per Day
<b>Third-Party POS Connections</b>	Client requires an existing third party integration to the POS	POS is integrated with third-party	Fixed Price