access

People XD Service Catalogue

At Access we pride ourselves on the depth and breadth of skills across our 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. 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. Understanding your business goals, the dynamics of your team and operational practices is key to us from day one. Your unique business dynamics will be supported by our detailed industry knowledge and intimate knowledge of the Access product suite to accelerate your business outcomes.

Day Rate Service options

Service	Description	Planned Outcome	Pricing	Estimated Duration
Programme Manager	Time to drive and own he coordination of complex, multi product, multi department projects involving one or more Project Managers	Minimised risk for highly complex, large scale projects	£1,500	Per Day
Project Manager	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 to support they require to implement their projects successfully	£1,200	Per Day
Solution Architect	Up to 6.5 hours consultancy from a Solution Architect per day, delivery methods of remote or on-site agreed ahead of work commencing	Minimised risk for highly complex, large scale projects	£1,200	Per Day
Senior Consultant	Up to 6.5 hours senior consultancy per day, delivery methods of remote or on-site agreed ahead of work commencing	Desired outcome agreed by client and consultant ahead of the scheduled day	£995	Per Day
Consultant	Up to 6.5 hours consultancy per day, delivery methods of remote or on-site agreed ahead of work commencing	Desired outcome agreed by client and consultant ahead of the scheduled day	£925	Per Day
DBA Consultant	Up to 6.5 hours DBA consultancy per day, delivery methods of remote or on-site agreed ahead of work commencing	Technical consultancy and Database / Environment related configuration requirements	£995	Per Day

Portal Migration

Service	Description	Planned Outcome	Pricing	Estimated Duration
Payroll Migration	Migrate your existing CoreHR payroll from back-office to Portal.	Use the latest XD Payroll product on Portal, releasing efficiencies and access to functionality not available in the back-office	POA	Varies
People Management Migration	Migrate your existing People Management functionality from back-office to Portal	Use the latest XD People Management product on Portal, releasing efficiencies and access to functionality not available in the back-office	POA	Varies
Recruitment Migration	Migrate your existing People Recruit functionality from back-office to Portal	Use the latest XD Payroll product on Portal, releasing efficiencies and access to functionality not available in the back-office	POA	Varies
WFM Migration for Managers	Migrate your existing Workforce Management functionality from the back-office to Portal	Use the latest XD Workforce Management product on Portal, releasing efficiencies and access to functionality not available in the back-office	POA	Varies
Security Migration	Move your existing security management from back-office to Portal	Manage & maintain your security preferences from Portal	Fixed Price	1 day
Standard General Ledger	Remove existing customisations and move to CoreXD Standard Configurable GL	Client will use the standard CoreXD General Ledger output	POA	Varies

Training

Service	Description	Planned Outcome	Pricing	Estimated Duration
New Features Training	Overview & Training of new features released on XD	Delivery of set agenda to provide a refresher course to knowledgeable users. Suitable for return-to-work employees who have already experience in using the relevant module.	POA	Varies
Module Refresher Training	Max 3 people per training session. Can be delivered onsite or Remote	Delivery of set agenda to provide a refresher course to knowledgeable users. Suitable for return-to-work employees who have already experience in using the relevant module.	Fixed Price	Varies
Introductory Training	Onsite training per module	Delivery of set agenda to provide a beginners course to new users.	Fixed Price	Varies
Advanced Training	Client specific tailored training delivered onsite over 1 day. Call in advance to define agenda	Delivery of client specific focused agenda	Fixed Price	Varies
Irish payroll specific training	Overview of ROI system setup, processes and legalisation	Gain an understating of how Irish payrolls function, suitable for UK based companies processing an ROI payroll who want to gain more of an understanding of how these differ from a UK payroll.	Fixed Price	1 day
UK payroll specific training	Overview of UK system setup, processes and legalisation	Gain an understating of how UK payrolls function, suitable for ROI based companies processing a UK payroll who want to gain more of an understanding of how these differ from a ROI payroll.	Fixed Price	1 day
Insights Training	Standard Insights Training Delivered Onsite to max of 5 attendees. Can be delivered onsite of remotely	General understanding of how to create and manage simple reports using Insights	Fixed Price	1 day
Integration Training	Training on Integration between CoreXD Modules up to max of 3 people. Can be delivered onsite or remotely	High level understanding on how Key Modules Integrate with each other (Time, HR & Payroll)	Fixed Price	Varies

Product Health Check

Service	Description	Planned Outcome	Pricing	Estimated Duration
Module Health Check	Scoping call, onsite workshop & health check report that can be tailored for one or multiple key modules	Review of existing module(s) with experienced consultant resulting in some immediate system efficiencies and recommendation report	POA	Varies
Process Manual	Identify and Document client specific processes for one or more modules	Documented process maps for your organisation removing single point of failure reliance on any one specific person or team	POA	Varies

Reporting & Analytics

Service	Description	Planned Outcome	Pricing	Estimated Duration
Reporting Triage	Insight Reporting Triage and Investigations	Review, analysis and resolving report issues	Per day	Varies
Create Reports	Develop client specific Insight medium complexity report	Medium Complexity Report Creation	per report	Varies
Create Reports	Develop client specific Insight advanced complexity report	Advanced Complexity Report Creation	per report	Varies
Migration to Insight	Review and report on existing Discoverer BI Reports and advise on how move to Insights where available	Includes introduction to Insight & basic training on how to convert existing or build new	POA	Varies

Other Optimisation Services

Service	Description	Planned Outcome	Pricing	Estimated Duration
New Company Setup	Create and populate a New Company to your existing payroll	New company created and running payrolls	POA	Varies
Onboarding Acquired Company	Onboarding acquired company employees in to an existing company payroll	All newly acquired employees to be paid out of existing payroll	POA	Varies
Configuration Requests	Configure, test & deploy standard functionality	Client can use specific functionality	POA	Varies
Module Implementation	Configure, support test & validation and deploy module. Module must already be licensed	Client will be able to use & rollout specific module	Fixed Price	Varies
Standard Printed Payslip	Remove existing customisations and move to CoreXD Standard Printed Payslip	Client will use the standard CoreXD Printed Payslip	POA	Varies
Online Payslip	Move to CoreXD Online Payslip	Client will use the CoreXD Online Payslip	POA	Varies
External P11D Load	Give greater control and flexibility to Administrators implementing P11Ds by extending data management to third party data sources.	Client will be able to publish P11D out to Employees under a new P11D widget	Fixed Price	3 days
Total Rewards Statement	The purpose of the Total Reward Statements module is to allow employees to understand and value their total rewards package including Salary, Voluntary Benefits, Company Benefits, etc.	Allows Clients to communicate the value of an employee's total rewards package in a personalised way via a Total Reward Statement widget on the Employee Dashboard. Which in turn give the Employee both a periodic and annualised view of their over total package	Fixed Price	4 days

XD Hub & New Feature Enablement

Service	Description	Planned Outcome	Pricing	Estimated Duration
XD Hub Training	Accessing and navigating XD Hub to maximise value	Client will be able to navigate and use the XD Hub including enable New Features	Fixed Price	1/2 day
New Feature Training	Receive training on implementing and using any New Features Released and available	Client will be able to self serve implement relevant New Features as per requested	Fixed Price	Varies
New Feature Implementation	Implement and Train on specific New Feature(s)	Client will be able to use new features implemented as per request	Fixed Price	Varies

Technical Services

Service	Description	Planned Outcome	Pricing	Estimated Duration
Implement SSO	Implement Single Sign On	Client configured to use Single Sign On	Fixed Price	6 - 8 days
Authentication - SAML	Move to SAML Authentication	Client will use SAML Authentication	Fixed Price	6 - 8 days
Authentication - LDAP	Move to LDAP Authentication	Client will use LDPA Authentication	Fixed Price	6 - 8 days
Authentication - Azure	Move to Azure Hosting Metadata	Client will use Azure Hosting Metadata	Fixed Price	6 - 8 days
Authentication - Self-Registration	Move to Self-Registration Authentication	Client will use Self-Registration Authentication	Fixed Price	6 - 8 days
Multi-Factor Authentication	Implement Multi-Factor Authentication	Client will be able to use MFA for access their Core XD Solution	Fixed Price	6 - 8 days
Setup SFTP	Set up Secure File Transfer Protocol	Client will be able to use SFTP for file transfers	Fixed Price	3 - 5 days
Setup VPN	Set up Virtual Private Network	Client will have access to a VPN	Fixed Price	3 - 5 days
Data Dump	Dump of full client data into one .dat file	Client will receive a .dat file containing all CoreXD Data	Fixed Price	1 day

To learn more and request a quote for any of these services, please create a new Optimisation Services case on the Customer Community Portal at https://community-corehr.force.com/portal/s/login/ or speak to your Account Manager / Customer Success Manager