THOUSANDS ARE LEAVING HR SPREADSHEETS DAILY

HOW TO CONVINCE YOUR BOSS IT’S TIME
IT’S OFFICIAL

Your company needs HR software. You know how it will simplify HR—by cutting out the busywork. Because most days, you feel isolated, holed up in your office, tracking down this or that information from scattered paperwork and spreadsheets. Yet, most HR leaders chose HR because they want to help people.
Most HR leaders are in the same boat: “77 percent of HR professionals cited helping people as their primary reason for choosing the profession.” But that boat seems to be sinking in a sea of paperwork, weighed down with inaccurate data and inefficient processes.
SO YOU WANT TO HELP PEOPLE DEVELOP THEIR POTENTIAL

HR software will give you more time to spend with your people, not your spreadsheets.
YOU ALREADY KNOW WHAT YOU NEED

Right now your data is scattered everywhere in spreadsheets, and those spreadsheets can’t work together to let your data help you make future decisions like it should. You should be able to turn your employee data into a tool to help build your people up, instead of just trying to stay afloat. You know keeping all of your employee data in one centralized place will make reporting smooth sailing from now on.
YOU KNOW THAT YOU NEED A NEW SYSTEM

One that will allow you to customize to fit your company just right, so you can have everything you need right where you need it. Automating the things that should be—like managing time off and reporting and giving employees self-service—will help you go from being constantly overworked to having the time you need to focus on your people. Now, you can turn your attention to hiring, training and retaining great people. And you can finally work on creating that awesome company culture that you’ve envisioned but haven’t had time to do anything about.
YOU’VE BEEN DROWNING IN PAPERWORK AND SPREADSHEETS

You know your company needs HR software. And now your boss needs to know. When planning how to present information about HR software to your boss, first set up the problems your company is experiencing:

- **Reports using data from spreadsheets usually aren’t accurate and pulling them together is inefficient.**
- **Spreadsheets don’t give you the security you need to protect employee data and your company.**
- **Manually tracking time off is hard to manage.**
- **Shouldn’t there be an easier way?**
And now it’s time to let your boss know. It’s hard to keep track of all the scattered data, which spreadsheets have been updated and which can be used to create important reports. It sometimes takes hours trying to prepare a report your boss wanted to see an hour ago. It makes you feel inefficient, even though it’s the spreadsheets—and not you—that are causing the problem! And if you supply bad data that triggers your boss to make a bad decision, HR looks bad.
Social security numbers, driver’s license numbers, even bank account numbers have to be protected. Did you know that ninety percent of stolen business records are from HR? Many times, HR spreadsheets aren’t locked down the way they should be. And even if they are, spreadsheets simply can’t offer the security measures you need. Ten percent of companies admitted they have experienced a significant data breach related to spreadsheets. These odds are not looking good for risky spreadsheets.
MANUALLY TRACKING TIME OFF IS COMPLICATED

How many spreadsheets have you kept trying to stay on top of accruals, time off used, for this year, last year, the year before that? How many tabs are you managing? How many line entries are you making? Have you been able to stay on top of it all? Getting behind feels like you’re going down with a sinking ship. It can be hard to get back on course. And let’s not even think about a time-off accrual plan change. It seems like you’re stuck underwater so long it’s hard to get a breath in.
You can tell your boss, “Yes. There should be an easier way, and there is.” Explain that HR software will solve all of these problems for you. In the past, HR software wasn’t available to small to medium-sized businesses as it was so expensive to purchase an enterprise solution. But now that HR software has crossed over to the software-as-a-service (SaaS) space, any size company can have super secure, state-of-the-art HR software for a manageable monthly subscription based on headcount.
You won’t have to keep spending all your time creating reports and keeping track of employee data. Good HR software offers self-service options for employees, which allows them to make address changes, review their benefits, see when training is due or check to see who they have on file as an emergency contact.
EMPLOYEE DATA MUST BE SECURE

Good SAAS providers develop their software with security always at the forefront. Each customer will have its own segregated database to keep employee data private, yet still accessible for use whenever they need it. They back up nightly in different geographic locations.
YOUR BOSS LOVES TO DO THINGS RIGHT

Having the right technology is important and truly impacts the bottom line. Every department—even HR—in your company is a reflection of those in charge. If you’re still using an archaic spreadsheet system, it’s going to explode at some point.

Your boss should know that HR software will make it easy to see what’s going on in your company and to make good strategic decisions. Because keeping data accurate and up-to-date is so much easier in HR software, the reports you will create will help your company do things right. And you’ll feel like a hero!
The first thing you can do when preparing to talk to your boss is to call a reputable HR software provider. **BambooHR** can help you identify your HR data challenges and see if HR software can solve them. They’ll also help you to know if your company is at risk with the way employee data is currently being stored.
THINK LIKE YOUR BOSS

Think back on things your boss might remember: Has your boss ever requested a report that took hours? Has your boss ever been frustrated with data holes that spreadsheets caused? You knew those things were the result of faulty spreadsheets and their inefficiencies. Now you can tell your boss that spreadsheets were the reason and that’s why adopting HR software is important for your company. And soon!
CONSIDER YOUR COMPANY’S VISION

You need to consider the vision and long-term goals of the entire company. It’s probably to grow and improve, which is the goal of most companies. You’ve already outgrown the pre-historic ways of managing employee data. Explain how switching to HR software will impact the entire team. Informed employees are happy employees, and managers succeed when they have the right tools and data to do so.
WHO DOESN’T LIKE TO SAVE MONEY?

Your boss will love all the freebies that come along with a monthly subscription. You don’t have to pay for:

- Software
- Hardware
- Extra server space
- Maintenance
- Updates
Lately, more and more companies are abandoning the old-fashioned, and downright dangerous, way of doing HR. Lots of companies are adopting HR software because it works! And well, spreadsheets just weren’t cutting it. And hadn’t been for a while. That’s why you took it on yourself to find out how you can stop drowning in the paperwork and get your HR department up to par. **HR software is the rescue boat that will take you to safety.**
Now that you’re ready you need to bring your boss in on what you’ve learned. Your HR software representative will equip you with the tools you’ll need to convince your boss that using HR software will help your entire company. You’ll have all kinds of materials to show your boss how efficient HR can be.
IT’S TIME TO SHARE

Because part of HR’s role is to see inefficiencies in HR processes and to mitigate risks, your boss should appreciate you bringing this problem out in the open and be happy that you came up with the right solution that will protect your company. Isn’t that what you’re paid to do? You have all the reasons in the world to be confident—you’re equipped with the solution that will make your whole company be more successful.
GET HEADED IN THE RIGHT DIRECTION

All your employee data needs to be together in one super secure, central database. All of your employees will be happy because they’ll be able to do things on their own, like check PTO accruals and request time off with a couple quick clicks. And your whole company will be protected in the future because data will always be up-to-date and accurate. No worrying about lost information in case of an audit or costly litigation.
THE TIME IS NOW

Let HR software relieve you and your filing cabinets. HR software is the product of many HR leaders weighing in on inefficiencies they’ve had to deal with for way too long. And the software was developed with you in mind—considering your needs and difficulties—and can solve your HR problems for a low monthly subscription. Thousands of HR experts have already discovered how simple managing employee data and reporting can be. Now it’s time for you to enjoy the benefits as well.
Asking your boss for HR software will be easy because of the tangible benefits and removal of risks continuing at status quo. You’ll be solving a big problem and hopefully the result is a big raise!

So go ahead. Call a friendly HR software expert at BambooHR (1-866-387-9595) to help you get all the information you need to present the solution to your boss. Or if you’d prefer, sign up here for a free trial so you and your boss can try it out together.

Then you can sail off into the night with your boss’ permission to get started right away. Bon Voyage!
Welcome to BambooHR

WE’RE EXCITED TO MEET YOU!

Contact us

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