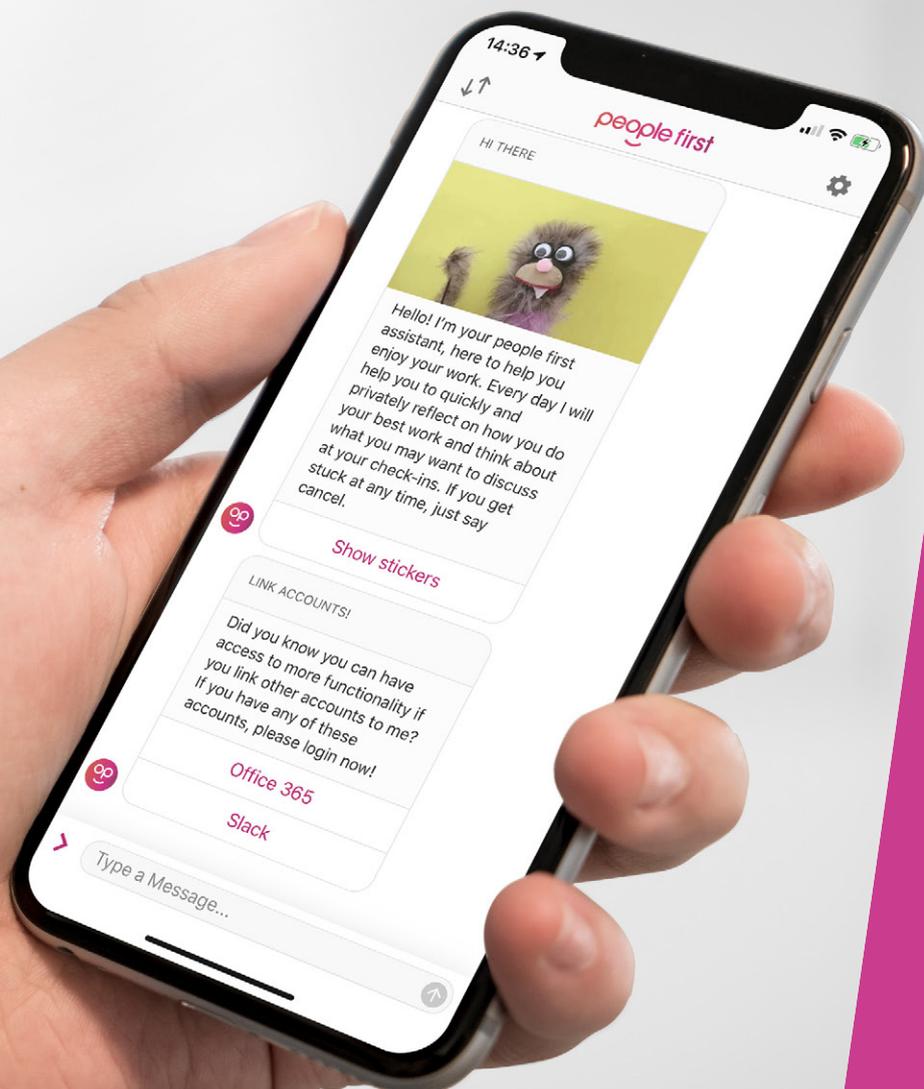




# Digital Assistant



people first

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# Why a Digital Assistant?

People First gives everyone access to their very own personal digital assistant.

Available 24/7 on their smartphone, it's there to guide your employees quickly and easily through HR processes, answer their questions, and generally make their life easier.

For decades, organizations have bent over backwards to please their customers. Whole industries have sprung up around making the customer experience as smooth and seamless as possible.

This level of user experience, common in our personal lives, is now expected in the workplace. It helps to think of your employees as internal customers. If you aren't meeting their expectations, you risk losing them. And these days, employees expect a consumer-grade user experience when dealing with work systems.

Where traditional HR systems seem cold and lifeless, digital assistants allow your people to interact with technology in the most human way possible – through natural language, using speech or text.

Instead of switching from one system to another to carry out different tasks, digital assistants provide a single, friendly interface where employees can manage their personal admin and quickly find answers to work-related questions.



# The People First Digital Assistant

Designed to simplify work-related processes, the People First Digital Assistant provides a friendly and easy-to-use interface where employees can:

- / Check their PTO or holiday allowance and request time off – requests are automatically directed to the employee's line manager for approval
- / Set alerts and reminders, helping them stay on top of their daily work
- / Initiate Focus Mode, which temporarily intercepts incoming emails, allowing the employee to spend more time in the flow
- / Clock in and clock out, log overtime. This is supported by the ability to use geo-location for recording the location of a user at the point of clocking in
- / Look up and manage events in their calendar
- / Log daily diary entries, giving them insights into their performance and progress

All this is available 24/7 via their smartphone.

**Our digital assistant allows employees to access key information and manage their own work-related processes. This means your HR department is liberated from the administrative burden of handling employee requests, freeing them up to focus on more value-driven work.**



### Global Head Quarters

People First  
Ruddington Hall  
Loughborough Road  
Nottingham  
NG11 6LL  
UK

+44 (0) 1159 456 000

### EMEA Head Quarters

People First  
The Greenway, Block C  
Ardilaun Court  
112-114 St Stephen's Green  
Dublin 2  
Ireland

+353 (1) 6532147

### US Head Quarters

People First  
Suite 550  
11921 Freedom Drive  
Two Fountain Square  
Reston, Virginia  
20190 USA

+1 (703) 397 5182

### APAC Head Quarters

People First  
9 Raffles Place  
Level 6  
Republic Plaza 1  
Singapore  
048619

+65 981 57 815

people first  


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people-first.com