



## What is HR Gateway?

The HR Gateway is a paperless, configurable, web-based portal that streamlines the intake, retention and distribution of documents related to hiring new staff and teachers—including the reporting required by state and federal mandates.



## HR Gateway®

*The truly paperless solution for HR Onboarding*

Hiring a new teacher or staff member requires an extraordinary number of paper forms. Schools struggle with copying, routing, filing, retrieving, updating and archiving these documents. The process is an ever-growing waste of precious time and money—and opens schools to potential legal and compliance issues.

## Full Integration With Your SIS

HR Gateway integrates seamlessly with Registration Gateway, the paperless student registration, and with any Student Information System and HR ERP system your school system is using.

## Solving the Paper Challenge

Imagine: No more hard copy documents. No more challenges of providing adequate storage space. No more security issues with new or existing employee files—not to mention the time, labor and IT efficiency savings you'll gain. All data is electronic, secure, fully searchable and available for access 24/7. Automatically place documents in a secure content management system. HR Gateway handles the entire workflow process from beginning to end.

## Better Data, Reduced IT Bandwidth

The HR Gateway system of data and e-document collection is designed in a modular fashion to meet your school system's unique information and process needs—all through one portal application. Best of all, your IT department need support only one integrated system, freeing them for other critical obligations.

## About SRC Solutions

With more than 5 million enrollments processed each year for schools, businesses and governments, SRC Solutions is the global leader in online registration. Founded in 2001, the Pennsylvania company is a Service-Disabled Veteran-Owned Small Business (SDVOSB), which specializes in identifying cumbersome, repetitive and counter-productive work practices and replacing them with easy-to-use, innovative digital processes.

As a XEROX® Platinum Partner and an authorized reseller for Kofax, Surety and Recruit Manager, SRC provides solutions for both the public and private sector, including document management, workflow improvement and integration into numerous ERP systems. SRC Solutions: Breaking the boundaries of paper.



## Improved Data Control

HR Gateway gives you complete control over who sees what data—inside and outside your school system. Search for specific information and easily locate the needed data. Mitigate legal risks by ensuring compliance and rapid access to critical data. Streamline the integration of data and information into various existing databases and systems.

## The HR Gateway Advantage

- ✓ Interface with ID card production systems, integrating employees' personal info, signatures and photos to create ID cards.
- ✓ Create a simpler, more uniform process for managing onboarding.
- ✓ Extend the use of your scanning hardware with HR Gateway's built-in bar code functionality to route documents with one touch.
- ✓ Secure access to documents, eliminating unauthorized access of personal data.
- ✓ Reduce or eliminate the use of paper and distribution of uncontrolled hard-copy documents.
- ✓ Facilitate legal compliance within the hiring process and adherence to policy and procedure.
- ✓ Reduce manual tracking, errors and compliance risks related to missing, incomplete or expired personnel data and documentation.
- ✓ Maintain existing functionality wherever possible.
- ✓ Place all documents in an electronic content management system.