your easy guide to our software
Cascade ‘Making HR Flow’

Cascade provides a dynamic, process driven solution for HR and Payroll professionals through an innovative and flexible browser interface.

What is Cascade?
Cascade combines .NET, browser based HR with HMRC recognised Payroll giving you a fully integrated system. Combining innovation and cutting edge technology in a system that has been on the market for over 7 years and used daily by thousands of users means you get the very latest and best with a proven track record.

Cascade HR is a whole family of HR and Payroll tools designed to work together to bring measurable business benefits to you and your organisation.

Developed as a completely, 100% browser based solution using Microsoft.Net technology, our Award Winning HR system offers the most flexible, user friendly, dynamic and proactive HR solution available today - all from a single supplier.

Cascade - Product Philosophy
Change is a fundamental principle at Cascade. Change is what drives organisations and people forward. Change brings new challenges, rewards, new customers and progress.

Our change comes from consulting with people like you: We listen to your needs, your desires, dreams, as well as your issues and challenges. By listening to you, we plan and design new capabilities that will take you up and over and around those new challenges.

When you invest in Cascade you are protecting your organisation with future flexibility – the ability to grow and adapt.

Increase your profitability
Invest in Cascade and you will reap the reward of increased profitability.

Efficiently managing processes, ensuring best practice is followed, dramatically reducing administration and improved communication cuts down on consumable costs and saves time. Reducing errors ensures staff spend their time doing and not correcting.
Cascade Fully Integrated Modules

HR

Cascade’s Core HR solution is a powerful, proactive and dynamic solution that offers a huge amount of standard functionality.

We think that HR should include key functionality such as Attendance and Holiday Management, Organisational Charts, Reporting and a whole host of other features. This means that even without optional modules Cascade HR provides a comprehensive and powerful management tool for any HR team.

“Cascade has allowed us to adopt a truly professional approach to our HR function. It is efficient, easy to use and overall a great investment.”
Helen Ratcliffe, HR Director, Allford Hall Monaghan Morris Limited

Payroll

Our Payroll module is driven by a team of payroll experts who ensure that all legislation updates are made in a timely and secure fashion. This is backed up by the fact that our solution is HMRC recognised.

Full integration means that payslips can be displayed through employee self service access and that double keying is eliminated. Checks and measures are user definable and ensure that you can authorise changes you want to and allow other changes to process automatically. Using our fully integrated HR and Payroll solution, Cascade also offer a Payroll Bureau Service.

“Cascade Payroll has helped us to simplify and standardise our payroll process. We now have a system that is integrated with our HR database, all our payroll is stored in one place and we no longer need to produce multiple Excel spreadsheets. We would definitely recommend it.”
Deborah Booth, Wesco Aircraft Ltd

Workflow

Our clients tell us that making work flow in organisations is fundamental to their success as a business. Cascade introduces workflows, best practice workflows, KPI workflows and authorisation routes to ensure efficiency and guarantee no task is left incomplete.

Whatever flow of work you need to manage; Cascade is flexible and intuitive and will provide the ideal workflow solution.

“The workflow module was particularly comprehensive and the ability to customise this (together with other parts of the system) supported our own processes.”
Richard MacLennan, The Law Society of Scotland

Self Service

Our HR software is completely browser based. This means that everyone uses the same system but that we allow you, the HR team, to select which users, either in groups or individually, can use which features and how they can interact with data. Your system, you’re in control.

Be it adding an absence, requesting a training course or any other process, users can select an activity (user defined by HR) from a list and click it. Cascade will then present forms, instructions, screens, emails, mail merge documents or any other workflow task that you have decided is needed at that stage.

This guarantees best practice and is one example of why Cascade has a 100% success rate in rolling out Self Service to anything from 25 to 10,000 staff across single and worldwide sites.

“Very easy to set up and use. Self Service function is simple and gives managers more control over their staff’s attendance.”
Tanya Chang, Central YMCA
Recruitment & Online Recruitment

Stand alone as a “back office” recruitment solution or combined with our Online Recruitment module, Cascade Recruitment delivers a comprehensive and powerful recruitment solution designed to reduce administration and ensure best practice is followed, whilst maximising your opportunity to recruit the very best staff available to you.

Online Recruitment represents the next generation in online recruitment functionality for your organisation’s own website. Designed to provide a solution to applicants and recruiters alike, Online Recruitment allows easy upload of vacancies, automatic design of application forms without I.T. intervention and easy application, including CV parsing for applicants.

“The system has proved to be flexible, adaptable and robust in meeting our requirements.”
Paul Cottam, HR Manager, Prodrive

Training & Development

Staff development is an important part of attracting and retaining the right people. Today’s training function is more complex than booking places on courses, and Cascade reflects the need to take each employee and assess their individual training and development requirements, as well as looking at organisation-wide skills gaps.

Once again, Cascade has been designed to cut down on administration, whilst providing open channels of communication with the workforce.

Cascade enables you to accurately measure the return which your investment on training is delivering, in the shape of on-going workplace evaluation to see just how training has changed the individual’s ability to carry out their role and motivated people to put their newfound skills into practice.

“The Training Module allows us to build up a Competence Database for all job roles and thereafter a comprehensive training programme aimed at ensuring our staff are better equipped to help us improve on those areas of weakness.”
Gregg Peyton, HR Director, Aldridge Security Limited
Timesheets

The ability for either employees to complete and submit timesheets through their Self Service access or for Line or Area Managers to be able to edit hours through Group Timesheets offers an opportunity for your organisation to gain efficiencies through minimising costs and maximising employee time. Authorisation processes allow review and sign off to occur with zero paperwork and maximum control.

“The online timesheets module is very user friendly and timesheets can be monitored and authorised extremely easily. The module integrates seamlessly with other modules so that once an absence category, e.g. holiday or sickness, is booked it feeds through automatically to the timesheet.”
Michael Anderson, HR Manager,
WATMOS Community Homes

Mobile Apps

Cascade’s Mobile Apps module allows you the HR team and your organisation to engage even further with your employees.

Cascade users can now access their tasks, book holidays and check their payslips ‘on the move’ with a web-enabled mobile device

Expenses

Employee expenses and mileage claims have now been made even easier to process, saving time and increasing efficiency within your organisation.

With Cascade’s expenses module, all expenses and mileage claims can be submitted online through Cascade, and paid either through Cascade Payroll, or with a separate BACS file.
After Sales Services

Project Management
A dedicated Project Manager will manage our team of experienced consultants to deliver the implementation of your solution.

Software Installation
Our installation team will remotely install your chosen Cascade HR Software onto either your own server, our hosting service or your own chosen hosting service.

Data Migration
We employ a dedicated data migration team who will manage the data transfer process for you as directed by our Project Manager. We will provide you with a data migration template and quality assure your data before transferring it into Cascade.

Implementation Days
Implementation of your solution including screen design tables, document templates, hierarchy structure, authorisation routes, sickness schemes, leave entitlements etc.

Training Services
Our experienced training team deliver a full range of courses on your configured system that will leave your users fully qualified to use every aspect of Cascade.

Examples of user training courses include:
- Core HR Training
- Payroll Training
- Learning and Development (L&D) Training
- Recruitment Training
- Online Recruitment
- Workflow Training
- System Designer Training
- Timesheets Training

Support Service
Investing in a new HR and Payroll software solution can be daunting, but Cascade is committed to delivering outstanding support to all clients. At our Head Office in Leeds, we have a support team who are dedicated to resolving customer queries, which may range from simple “how do I do this?” queries through to more complex configuration or operational assistance. The following services are included in your annual support.

Annual Support:
- Service Desk
- Technical Support
- Software Upgrades
- User Group Membership
- Membership to Cascade’s Online Customer Areas
- Dedicated Account Manager (including site visits)
- Access to Customer Portal including ‘How to guides’
or call one of our team on **0113 255 4115** to arrange an initial consultation and discuss how you can benefit from Cascade and achieve your organisational objectives.

**Further Information**

Visit our website at **www.cascadehr.co.uk**

**Example Clients**