

Streamlining Employee Management & Performance Tracking with Zoho People TLH, Advocates and Solicitors

CUSTOMER OVERVIEW

TLH, Advocates and Solicitors is a Hyderabad-based law firm with approximately 100 employees. The company was previously using Excel spreadsheets to manage employee-related information and HR activities.
To improve employee database management, streamline HR operations, and establish better visibility into employee performance, the company partnered with AGSuite Technologies to implement Zoho People.

Locations
Hyderabad, India

Industry
Law Firm

Application Replaced
Excel

Product Implemented
Zoho People

Project
HRMS Implementation

Employee Count
100

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BUSINESS CHALLENGES

The company was facing several operational challenges in managing employee information, attendance records, and HR activities through manual Excel-based processes. The absence of a centralised HR management system made it difficult to maintain employee data, streamline attendance tracking, and monitor workforce performance efficiently.

1. Manual Employee Database Management
Employee information was maintained across Excel spreadsheets, making it challenging to organise, update, and retrieve employee records. Maintaining accurate and consistent employee information required manual effort and lacked a centralised approach.

2. Lack of a Centralised HR Management System
The company did not have a dedicated HR platform to manage employee-related information and activities. This created difficulties in maintaining employee records, accessing information, and managing HR operations through a unified system.

3. Biometric Attendance Management
The company required integration between its existing biometric attendance system and HR management platform. Without a connected system, managing and maintaining attendance information alongside employee records was challenging.

4. Employee Performance Tracking
The organisation needed a structured mechanism to monitor and track employee performance. The absence of a dedicated system limited visibility into employee performance records and made systematic performance monitoring difficult.



SOLUTION IMPLEMENTED

AGSuite Technologies implemented Zoho People to establish a centralised HR management system, streamline employee information management, integrate biometric attendance, and improve employee performance tracking. The solution was designed to replace manual Excel-based processes with a structured and unified HR platform.



1. Centralised Employee Database
Implemented a centralised employee database in Zoho People to maintain and manage employee information in a structured manner. This provided a unified platform to store, update, and access employee records, reducing dependency on scattered Excel spreadsheets.

2. Biometric Attendance Integration
Integrated the existing biometric attendance system with Zoho People to streamline attendance data management. This enabled employee attendance information to be captured and maintained within the HR management platform.

3. Employee Information Management
Organised employee records and HR-related information within a single platform, improving data accessibility and making it easier for the HR team to maintain and manage employee details.

4. Employee Performance Tracking
Introduced a structured approach to employee performance monitoring through Zoho People, helping the organisation maintain better visibility into employee performance and track performance-related information.

5. Centralised HR Management
Transitioned from manual Excel-based employee management to a dedicated HR management platform. This brought employee information, attendance management, and performance tracking together within a unified system, supporting more organised HR operations.

BUSINESS IMPACT/KEY BENEFITS

- **Centralised Employee Records:** Improved employee data organisation, accessibility, and record management through a unified HR platform.
- **Streamlined Attendance Management:** Biometric integration enabled more structured attendance tracking and reduced manual handling of attendance records.
- **Reduced Manual Effort:** Replaced spreadsheet-based employee data management with a centralised digital system.
- **Better Performance Monitoring:** Improved visibility into employee performance through structured tracking and monitoring.
- **Efficient HR Operations:** Brought employee database management, attendance, and performance tracking together within a single platform.

WHY AGSUITE TECHNOLOGIES

AGSuite Technologies helped TLH, Advocates and Solicitors transition from manual Excel-based processes to a centralised HR management system.

- Understanding organisation-specific HR requirements.
- Mapping HR processes with Zoho People capabilities.
- Implementing biometric integration.
- Establishing centralised employee database management.
- Supporting structured employee performance tracking.

CONCLUSION

With the implementation of Zoho People, TLH, Advocates and Solicitors established a centralised platform for managing employee information, biometric attendance, and performance tracking.
The solution helped the organisation move away from manual Excel-based processes towards a more structured and technology-driven HR management environment.
AGSuite Technologies supported the firm's HR digital transformation by implementing a solution aligned with its employee management requirements.

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