

WORKFLOW-SET HR-IT

RELIEF FOR YOUR HR AND IT DEPARTMENT



THE PROBLEM

User administration is becoming increasingly complex in all companies. Particularly for the HR department, managers and IT service staff, this means a steadily increasing manual effort. Those responsible are tied up by a multitude of time-consuming and labor-intensive routine activities that keep them from working on their actual core tasks. In addition, they are involved in processes that require the handling of more and more IT systems.

THE SOLUTION

The FLOWSTER Workflow Set HR-IT is an out-of-the-box automation solution specifically designed for the management of employee permissions. With the ready-made workflow set, you automate the most common tasks that previously had to be carried out manually with a lot of effort. HR and IT managers thus get the necessary freedom to devote themselves to more important work again.



**EMPLOYEE
ON-BOARDING**



**DIS-
BOARDING**



**INFO-
CHANGE**



**RE-
BOARDING**



**PASSWORD
RESET**



**EMPLOYEE
OFF-BOARDING**

USE CASES

EMPLOYEE ON-BOARDING

All necessary accounts, access permissions and access to folders and directories for new employees are created automatically. Permissions to applications, services and drives are created.

DIS-BOARDING

Roles and permissions are automatically updated when the staff situation changes - for example, when they are promoted, change departments, take on additional functions or are no longer required. This allows any complex, role-based access control to be implemented, maintained and logged (RBAC best practice).

INFO-CHANGE

If an employee's information changes, he or she can update it independently via self-service or have it adjusted centrally. This includes data such as the address and telephone or office number - for example, if the employee moves to another building.

RE-BOARDING

In the case of temporary changes for employees, roles and access permissions are automatically restored after expiration - for example, after temporary work in project or work groups, longer absences due to parental leave, or even in the case of substitutions.

PASSWORD RESET

Forgotten passwords cost time and productivity. On average, they reduce both the working time of an employee and that of the involved helpdesk 2 times a year. Per self-service, passwords can be reset independently, directly and automatically in compliance with compliance guidelines, thus increasing the performance of employees and administrators.

EMPLOYEE OFF-BOARDING

All required accounts, access permissions and access to folders and directories for employees are automatically removed when they leave. Permissions to applications, services and drives are revoked again.