



**servizio**  
cloud applications

www.intouch-business.com  
tel. +44 (0) 190 388 5900  
enquiries@intouch-business.com



# Automatic Rota Generation Tool

## What can it do ?

Servizio offers an easy-to-use 24/7 automatic rota generation system. It can be securely accessed via the cloud from any web browser.

It helps you manage shifts and absence simply and clearly for a large workforce, slashing the effort needed for traditional rota production by up to 90%.

Where it would usually take weeks to devise a rota that sits with everyone's preferences (depending on your organisation's size), Servizio has this done in mere minutes—all with drastically minimised risk of human error.

Rota administrators and shift staff can access their data at any time from any internet enabled device, for more flexible working hours, requesting absence and exchanging shifts at the click of a button.

Servizio keeps you and your staff informed at every step. SMS and email notifications notify users involved in shift swaps, when rotas get published, when absences are approved/rejected and more.

## Who does it help?

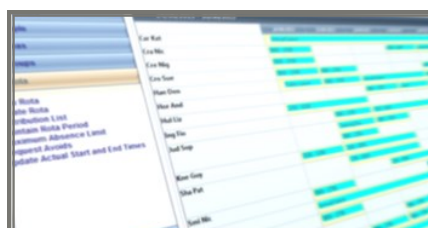
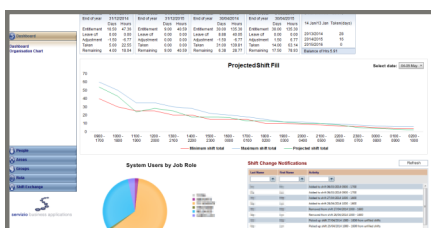
- HR Managers
- Shift workers
- Operations Directors

## How can it benefit you?

The system can save you large amounts of time in rota generation/maintenance and ensures total compliance with the Working Time Directive.

Staff retention is improved with flexible working arrangements manageable by staff themselves (with policy enforced by editable rules in the system settings). This frees administrators from involvement in shift swaps and giveaways. You can also manually move staff around.

Our automatic rota generator puts you firmly in charge of your resources, so you can react to any shortfalls. It also helps you to fill the gaps, notifying those available about free shifts via their system accounts, email or SMS texts.





# Automatic Rota Key Features



## Automatic WTD-compliant rota generation

Servizio can generate complex rotas for hundreds of staff in just minutes. The system establishes a fair and accurate shift placement via global /individual preferences,. Data is centralised, so the results are practically indisputable.



## Customisable BI reports and interactive dashboards

We want you to be in full control of your data. That's why Servizio enables you to see everything the way you want to see it. Custom BI reporting and drill-down dashboards clarify status reports and key business decisions.



## Shift-swaps, absence requests, overtime & give-away shifts

Giving staff the options to swap shifts, give them away or to take on extra work puts the admin into their hands, freeing your admin team of valuable time. Creating flexibility is also a great job perk and motivation booster.



## Takes individual preferences into consideration

Your staff can input preferential shift times and individual rules that the system takes into account when generating a rota. If they are still eligible for some unfilled shifts however, they can still be penned in.



## SMS, email and account notifications

Servizio keeps you and your staff notified at every step of the way. When rotas are published, shift-swaps requested or deadlines for shift-avoid requests loom, staff will receive SMS, email and/or system notifications.



## Simple system admin settings put you in control

Many systems overwhelm users with needless functions. With Servizio, we try to avoid this while still giving you full control of your settings. Maintain Servizio with intuitive controls for a system that works with you.



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# Customisation - working the way you work

Servizio is a software framework made up of ready-made components, so we can construct cloud applications quickly and reliably.

This framework means we can develop systems incrementally, adding extra functions as you go. You can get up and running quickly to receive the benefits early.

Because we have developed Servizio for agile deployment, we can rapidly bolt-on further components in a cost-effective way.

If you need to customise one particular part of an application, or if you need to create something entirely new to support your unique processes, we can develop Servizio to be the missing jigsaw piece in your software solutions strategy, working and integrating with any existing systems or processes you might have.

Every Servizio product comes with an information dashboard, analytics and secure remote access as standard. We aim for Servizio to integrate seamlessly with your other systems and work the way you work..



*"Intouch and Servizio have not just helped us in improving our global procurement, but they have delivered us a quantum leap.*

*They've enabled us to move away from paper based, error prone, and resource intensive ways of working to a full end-to-end electronic procurement process which is delivered consistently to offices in 20+ countries."*

**Greg Collins - Operation & Information  
Systems Director at SIGHTSAVERS**



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**intouch business**  
joining people with information



# Other Servizio Solutions...



## SharePoint Application Development

Our developers are happy to work with you to develop a SharePoint solution



## Project & Programme Management

Harness the power of Servizio to serve all your project office needs.



## Workforce & HR Management

Manage a detailed database of your workforce



## Fund Management

Plan restricted and unrestricted funds across projects over a five years



## Budget Claims

Manage claims submitted against agreements and budgets



## Balanced Scorecard Reporting

Gain clear insight into operations through detailed KPI dashboards



## Procurement & Logistics Tracking

Order and track goods with Servizio's cloud-based eProcurement portal.



## Contract & Supplier Management

Keep tabs on your agreements with suppliers.



## CRM: Leads > Quotations > Orders > Sales

Manage prospects right the way through the sales funnel



## Membership Management

Engage with your prospective and current members.



## Event Management

Set up and manage paid and unpaid events.



## Bug Tracking & Support Tickets

Track bugs and support tickets easily, boosting response & organisation