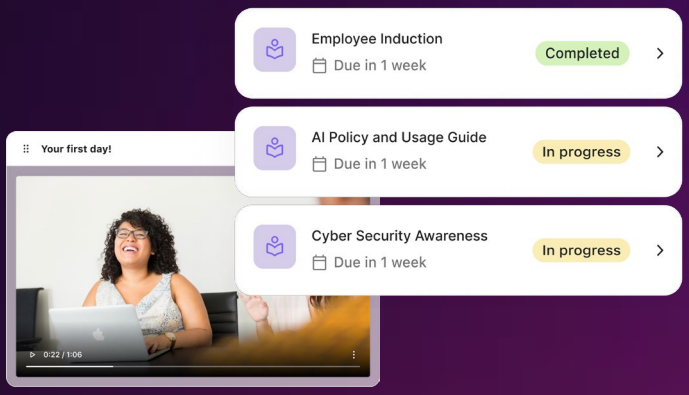
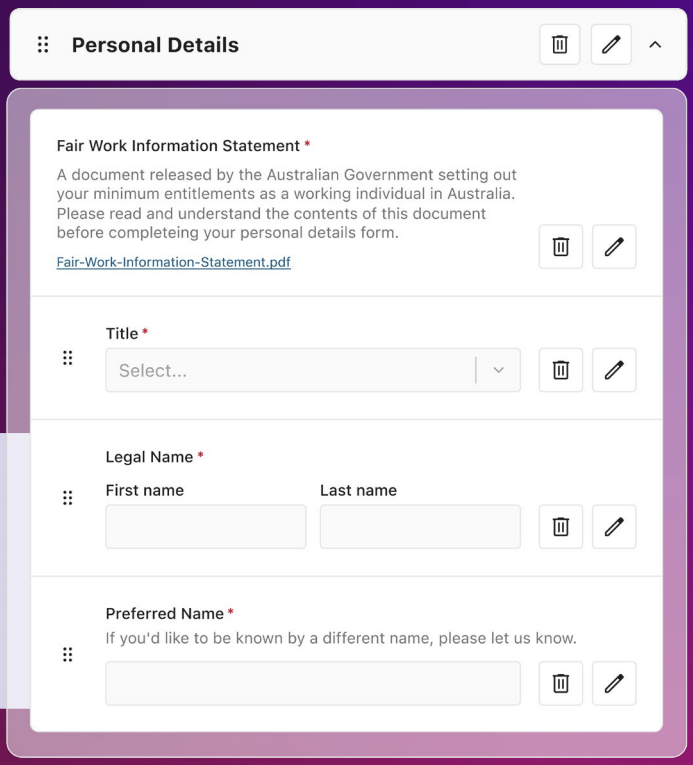
ELMO

Onboarding

Make every first impression count

Create a consistent and automated onboarding process that gives every new hire a personalised and welcoming start.





"It used to take 4 days to onboard one person. It now takes **30 seconds** to assign a workflow and it just happens."

PetSure

Ariauna Sanis, HR Advisor, PetSure

Inconsistent onboarding leads to a rocky start.

New-starter admin is repetitive, unreliable and hard to track. This leads to:

- Suboptimal employee experience
- Avoidable delays
- Compliance risks

The ELMO difference

Don't repeat it, automate it

Replace heavy manual processes with smart workflows that assign tasks to the right people at the right time.

Engage new hires before day one

After offer acceptance, share a personalised dashboard with welcome content and a task list so new-starters feel informed and connected before they arrive.

Keep compliance visible

Track qualifications, licences, and expiry dates in one place, so you can identify gaps before they become a problem.

How ELMO Onboarding works

Build customisable workflows

Create processes that route tasks, documents, forms, approvals and training by role, department or location as each stage of onboarding progresses.

Keep everyone on track

Assign steps to new hires, managers or specific groups. Set due dates and automate notifications to keep onboarding moving.

See progress at a glance

Monitor workflow progress and spot outstanding steps. Manage in-flight assignments when intervention is needed.

Automate messages

Set up email templates and notifications in one place. Automate send-out at the right point in the workflow to keep stakeholders informed.

Manage contracts, policies and forms

Collect contracts, digital signatures, and policy sign-offs in one spot and manage approval paths. Create secure digital forms, document categories and real-time dashboards.

Save 3-4 hours per new hire*

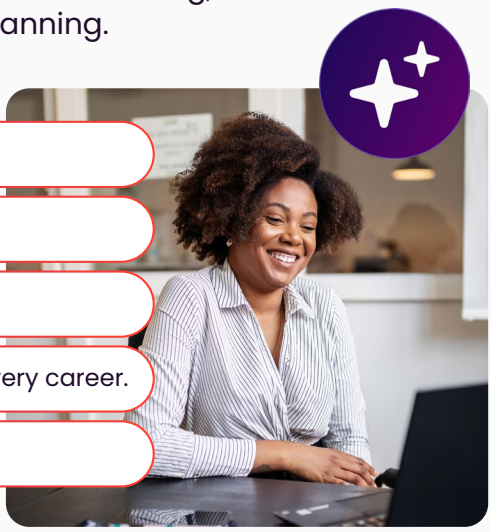
Reduce onboarding admin and save time with automated workflows.

*The 3-4 hours saved per new hire estimate is based on a composite analysis of Gong customer conversations and Salesforce data. Actual results will vary by organisation.

The *Complete* AI Workforce Platform™

Connect onboarding to the people processes around it, from recruiting, scheduling and payroll to development and workforce planning.

- **Hire:** Find, hire and onboard the right people faster.
- **Schedule:** Build demand-driven rosters that keep you compliant.
- **Pay:** Pay your people accurately and reward them fairly.
- **Develop:** Grow capability, strenghten performance and develop every career.
- **Plan:** Design and plan for the workforce you'll need next.



Start off on the right foot with new starters

See how ELMO Onboarding can help you increase productivity, visibility and compliance and create a smooth new-starter experience.

Book a demo ↗

ELMO

Founded in 2002, ELMO Software is The Complete AI Workforce Platform™, unifying HR, Payroll and Workforce Management on one connected data foundation. Trusted by 2,000+ mid-sized organisations and over one million end users across Australia and New Zealand.