

LAWSON HR UPGRADE



November 16, 2015

Lawson HR will become Infor Global HR

GET READY!

- 1** Update your personal contact information in e-APS (Employee Tools).
- 2** Participate in training or watch an instructional video beginning November 12th. Register for training in MyPLC.

The HR module of the current Lawson system will be upgraded to the newest version, Infor Global Human Resources (GHR), on Monday, November 16, 2015. The new HR system will provide enhanced features for employee and supervisor use, as well as improved position control structure and data quality. In addition, GHR is cloud-hosted and provides little to no down-time for the HR system. You may hear the terms “Infor,” “GHR,” “Employee Space,” or “Manager Space” used to refer to the new Lawson system.

Visit www.atlantapublicschools.us/hrtechnology for training options and FAQs.



- Employees will login with their APS network ID and password.
- The look and feel of the system will improve.
- Employees will still have access to their benefits, pay checks, and leave balance.
- Employees will be able to view and update more of their personal information than before.
- Employees will be able to upload documents to HR, such as transcripts.
- Employees with multiple positions will clock in with a new position number in Kronos.
- Managers will have one landing page that takes them to their employee roster, organizational chart, compensation records, and employee actions.
- The system is cloud based and accessible from mobile devices.

For assistance, contact Client Support at 404-802-1000 or clientsupport@atlanta.k12.ga.us

