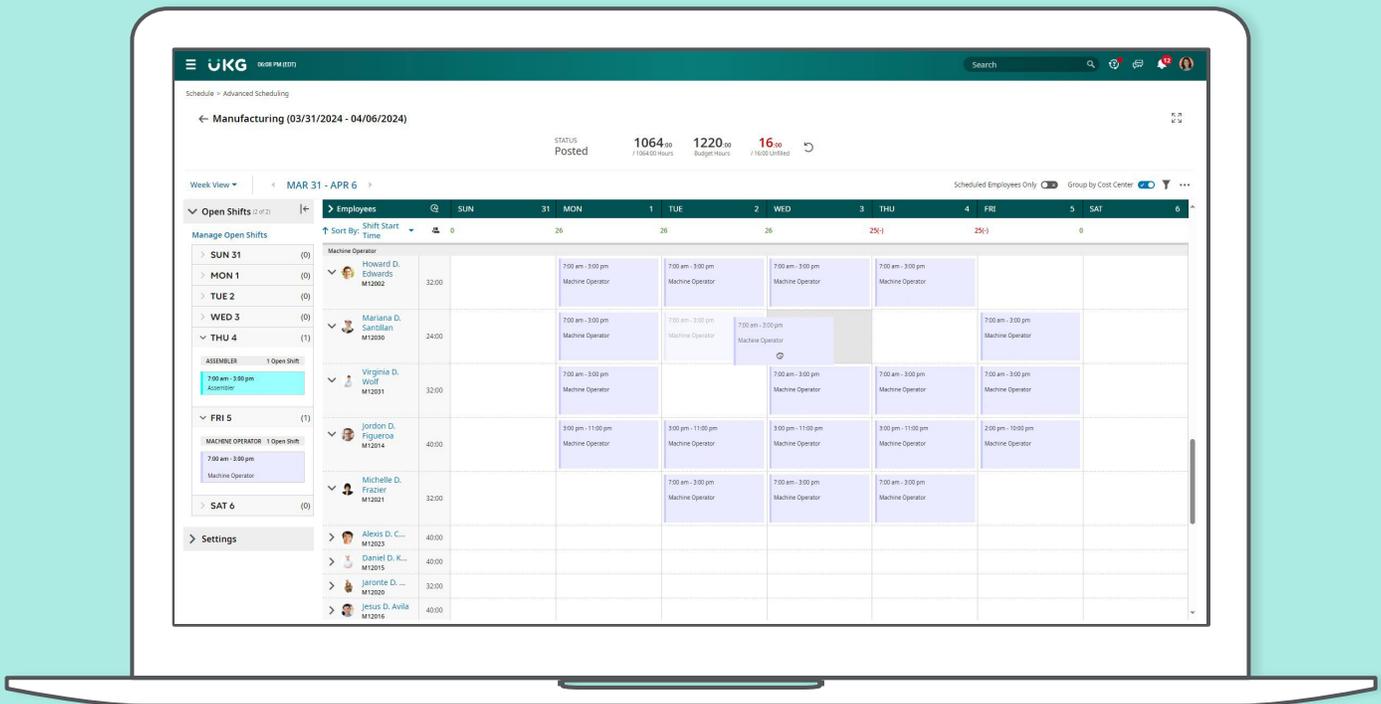


# Scheduler

Streamline scheduling and put the right people where they're needed most.

Creating meaningful schedules that meet the needs of your business and your people can be a complex, time-consuming, and downright frustrating task. With UKG Ready® Scheduler, automatically generate schedules that are the best fit for your organization and your budget. Our solution proactively builds schedule recommendations that are based on operational demand, required skills, compliance rules, and your people's availability and preferences.



### Make intelligent decisions

UKG Ready gives you real-time visibility into accurate people data, budget constraints, and staffing demands. Enable managers to make intelligent staffing decisions on the fly and build schedules that meet the needs of your people and your business.



### Minimize compliance risks

UKG Ready automatically identifies your people based on predefined criteria so you can assign the right person to each shift. You're automatically notified if scheduling actions violate established rules so you can make changes and maintain compliance.



### Empower your people

Self-service tools empower your people to be more autonomous while making the scheduling process more transparent. With UKG Ready, your people can pick up open shifts based on their qualifications and get notified whenever a new schedule is posted — all from a desktop or mobile device.

# Key benefits

## For Managers

Automatically generate best-fit schedules based on a set of predefined criteria

Make changes on the fly to meet scheduling needs in the moment using drag and drop capabilities

Adhere to scheduling rules and policies that will help avoid grievances, litigation, fatigue, and fines

Gain real-time visibility into accurate employee data, payroll costs, and staffing demand

Get visibility into employee skills, certifications, and experience in order to make the best staffing decisions

Manage schedules anytime, anywhere, on any device

Easily identify different shifts and understand when and where your people are working using color-coded schedules

## For Employees

Easily access daily, weekly, and monthly views of your schedule from any device

Set your scheduling preferences so managers can take them into account when building schedules

Manage availability in real time to give coworkers and managers the insight they need to stay informed

Balance life and work by syncing your personal and professional schedule in one place

Stay up to date on the latest scheduling changes, open shifts, partial shifts, and swap requests

## Key features of UKG Ready Scheduler

- Skill, credential, and certification tracking
- Automated employee-to-shift matching algorithms
- Business data-import tool
- Pattern template scheduling
- Budget and workload management
- Rule and constraints library
- Drag-and-drop schedule builder
- Unassigned shift management
- Mass editing capabilities
- Change alerts and notifications
- Call list
- Employee self-service such as coverage requests, schedule change request approvals, open and partial shift requests, swaps, and scheduling preferences
- Automatic schedule sync for timecards, time off, and leave of absence
- Fair Workweek compliance notifications and details
- Two-way texting for employee and manager self-service functionality
- Standard report library, including employee availability and preferences, open shifts, requests for coverage, roll call, scheduled vs. actual, shift-swap requests, and more

