Day in the life of a business owner in the next normal



9:00am – It's the month-end, but since Business Owner Charlotte uses a payroll outsourcing service, IRIS Fully Managed Payroll, she only needs to pull the variable pay data.





9:15am – Charlotte logs into her HR software, IRIS HR Professional via the handy web app. She exports a single pre-built report that pulls all the variable pay data for that month which she then sends to her IRIS payroll manager.



12:00pm – The Government is issuing an update, and Charlotte has tuned in to make sure her business is aware of the latest changes.



11:00am – Charlotte receives an email reminder for her IRIS Training Centre webinar that is taking place later in the day.



10:00am – After instructing a concerned employee that is showing COVID-19 symptoms to get some rest, Charlotte logs back into IRIS HR Professional, registering the sickness in the employee's records.



12:45pm – Following the announcement, Charlotte prepares an update immediately to inform her employees of the updated guidance and what it means for them.



1:30pm – After carefully crafting her company update, Charlotte uses her communication platform, IRIS Engage, to send all her employees a text and email informing them of the update.



2:00 pm – Time to grab a quick lunch, opting for leftovers from the night before, Charlotte quickly eats before taking her dog out for a stroll around her local park.



5:00 pm – To finish her day, Charlotte uses her bookkeeping software, KashFlow, to check if her late invoices have been paid as some automated reminders were sent recently.



4:00pm – The IRIS Training Centre webinar is now live. Charlotte has tuned in, and at the end of the session, she's had the opportunity to ask a few questions in the Q&A, helping her solidify her understanding.



3:00pm – As a new starter is joining soon, Charlotte inputs their details into IRIS HR Professional, providing them access to the portal and employee handbook ahead of their start date.

IRIS. Look forward

IRIS