

Direct reports

Your team

ORG CHART



12 team members



NEW YORK, US

Lucy Green

Administrative Assistant



NEW YORK, US

David Fredericks

Senior HR Development Manager



BOSTON, US

Lucinda de la Cruz

Senior HR Programme Manager



Birthday today!



NEW YORK, US

Mark Wilson

Employee Experience Manager



Off sick today



PARIS, FRA

Aurélie Berger

Employee Experience Manager



LONDON, UK

Joseph Freeman

Acting Senior HR Manager



Contractor



LONDON, UK

Adrienne Kelly

HR Training Manager



LONDON, UK

Royston March

Senior HR Training Manager



Good morning Amy

Your latest payslip is now ready to download.



Profile



Time & Absence



Pay



Hiring



Learning



Performance

Worklist

BUTTON

1 of 3 selected Choose an action...

Aurélie Berger 14d Leave of absence request: 4 days from Overdue by 12 days

Robert McIntyre 15d Purchase order no. 55747748 has been raised to the value of \$3,754.98

Roxanne O'Callaghan 2mo Timecard for period 24 Nov to 29 Nov 2018 has been submitted

Your team

ORG CHART

12 team members

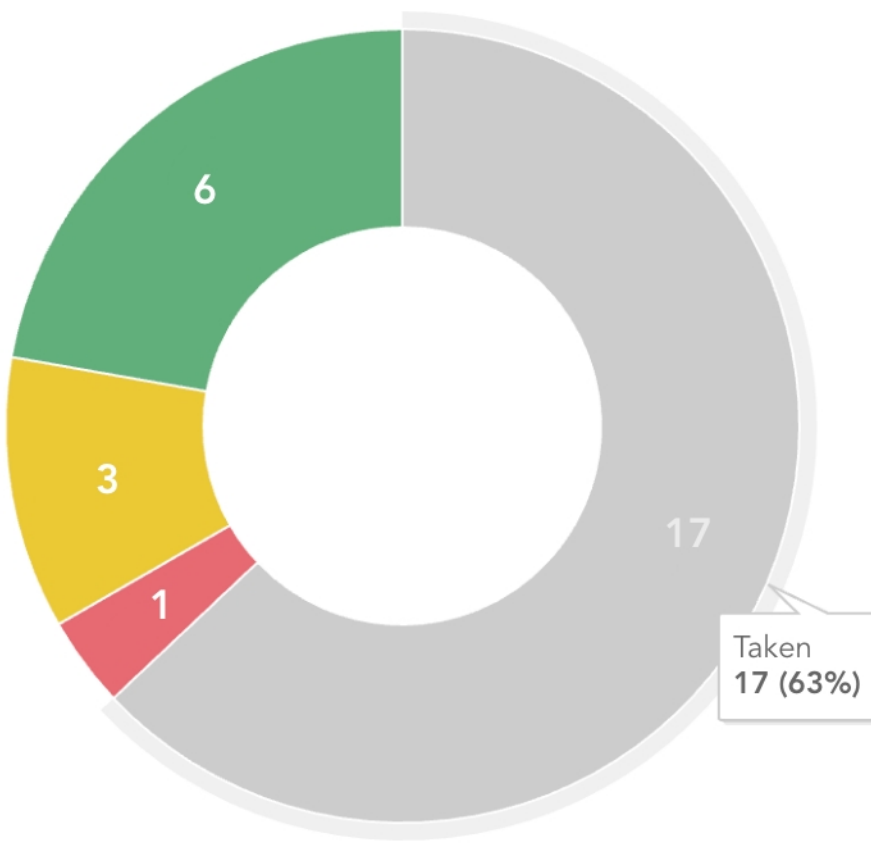


Mark Wilson Employee Experience Manager Off sick today

Lucinda De la Cruz Senior HR Programme Manager Birthday today!

Lucy Green Administrative Assistant

Leave balance



Legend: Taken, Returned, Pending, Available



Search the knowledge base for answers to all things work related

SEARCH

Your tasks

- Workday
8 manager approvals
- Workday
6 expense claim approvals
- Workday
3 learning approvals

[SHOW MORE](#)

Covid-19 update
The latest company guidelines and support during this fast-moving situation

Journeys

Digital tour
Take a tour of your new digital work

Onboarding
Let's get you off to a flying start

Your day-to-day digital services

Like taking time-off, learning something new, or checking your pay

My team
Everything about your team in one place
[Manager only](#)

Pay
Everything relating to your own pay and total reward

Time off
All aspects of your own time off including booking leave

Benefits
Explore the benefits available to you as an employee

Learning
Continue your workplace learning

Profile
Add skills, employment history, skills and more

Performance
Keep track of goals and performance progression

My open cases
Follow up on any cases that you have raised with HR

[SHOW MORE](#)

Latest company highlights

News, blogs and announcements around all things Applaud

30/05/2021 11:46
Highlight title text goes here to promote content

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Highlight title text goes here to promote content

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[SHOW MORE](#)



Christmas is approaching FAST!!!
 We've changed your home page to help you get prepared

Find help articles, employees, services, apps and more [SEARCH](#)

With you every step of the way

New - As your needs as an employee and manager change, we call this a transition.

Use the links below to complete the tasks that matter to you in this moment of your workplace journey.



RETURN TO WORK
 Discover the benefits available to new parents

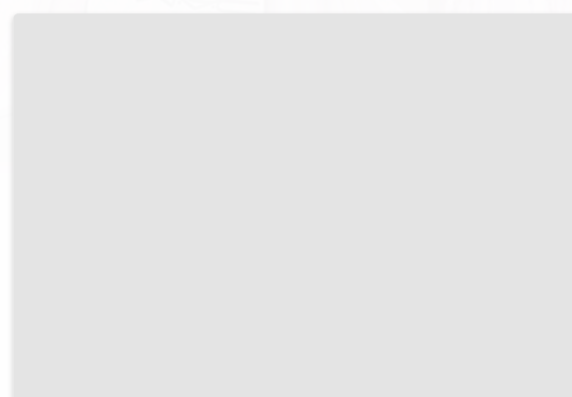
Please complete the simple steps to get the most out of what we have to offer our team who have children.

Overdue



PROMOTION
 Learn about manager features to save you time

Congratulations on the promotion! Please take a moment to discover new features available to you.



PERFORMANCE
 Remember to keep track of your own goals

Now you are a manager, you are responsible for your teams' goals - but remember to check in on your own too.

Your new team [BUTTON](#)

New - Click through to manage each team member



Mark Wilson



Lucinda De la Cruz



John Riley

Manager links [BUTTON](#)

New - you'll need these services to manage your new team.



Workforce Experience



Performance



Timecards

Announcements



Covid-19 Portal

LATEST ADVICE



Wellbeing Portal

DISCOVER





Covid -19 update alert


Please check this regularly to get the latest news on the fast moving situation and how it affects you

My Employee Experience

Everything for your day-to-day workalike is right here


Your team today

[BUTTON](#)




Happy birthday!
Lucinda De la Cruz

Birthday today



1 year anniversary
Mark Wilson

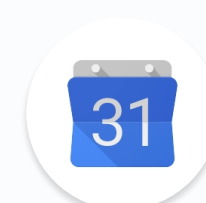
1y work anniversary today



On leave from tomorrow
John Riley

On leave

Apps



Google Calendar



Google Currents



Google Drive



Zenhub



Xero



Hubspot

Tasks 3

INFORMATION SERVICES

Choose hardware and set preferences

Windows or Mac? Tell us your preference and we'll get it sorted.

Due today

PAYROLL

Provide personal and bank details

We need your remaining personal information and where you'd like your pay deposited.

PEOPLE OPERATIONS

Sign employee handbook

The employee handbook provides clarity of company policies and procedures.

Employee services

[BUTTON](#)



Check-in on goals



Claim expenses



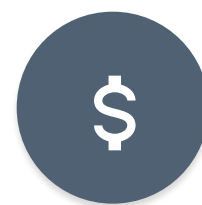
Fill out Timecard



My HR Questions



Request Leave



View Payslips

Related articles

[BUTTON](#)



Private medical insurance

All employees can enter into our private medical insurance scheme to be pro...



Childcare support

As an employer, we view our role in better supporting parents as paramount.



Flexible working

The Company recognises the importance of helping employees balance their...



Induction

All new employees into the business will receive a full company induction to...



Dress code

It is important that you present a professional image with regard to...

Payslip



Employee No.	Employee	Date	National Insurance No.				
001	Beatrice Borbon	25-Sep-2018	AA 12 34 56 Z				
Payments		Units	Rate	Amount	Deductions		Amount
Basic Pay				£2625.00	Income Tax		£331.00
Total Payments				£2625.00	National Insurance		£227.61
					Student Loan		£46.00
					Total Deductions		£604.61
Totals This Period				Totals Year To Date			
Beatrice Borbon		38 Finsbury Square		London		EC2A 1PX	
Total Payments		£2625.00		Taxable Gross Pay		£5250.00	
Total Deductions		£604.61		Income Tax		£662.00	
				Employee NIC		£456.22	
				Employer NIC		£724.50	
				Net Pay £2,020.39			

Hey Auriele - we're thrilled to have you on board!

This interactive guide has all the company information you'll need as a new employee.



Onboarding progress

You've completed **1 of 4** of your on boarding tasks



Pre-arrival



First Day

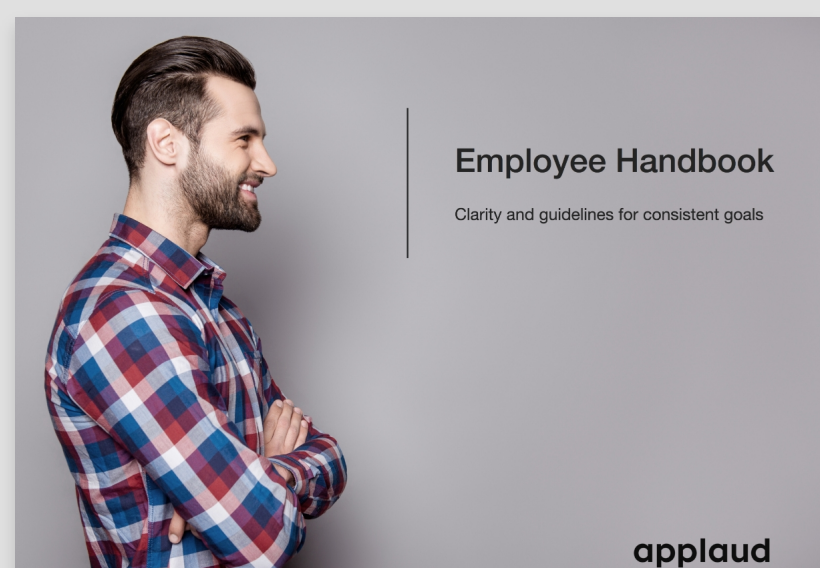
25%

First Week



3 months

Employee Handbook



Questions

[BUTTON](#)

Find answers or ask your own question



Q: When is pay day?

A: If you're exempt, it's the last day of the working month. If you're non-exempt, it's Friday every other week.

Q: What's the dress code?

A: Dress-code is business casual - jeans and button down shirts are fine with us! Watch out for optional themed days for charity :-)

Q: Where do I sign up for benefits

A: Benefits information meetings are held monthly. You should receive the information with you benefits welcome pack.

Tasks 3

INFORMATION SERVICES

Choose hardware and set preferences

Windows or Mac? Tell us your preference and we'll get it sorted.

Due today

PAYROLL

Provide personal and bank details

We need your remaining personal information and where you'd like your pay deposited.

PEOPLE OPERATIONS

Sign employee handbook

The employee handbook provides clarity of company policies and procedures.

Employee services

[BUTTON](#)



Check-in on goals

The highest performers focus on goal achievement. Check-in now



Claim expenses

Claim work expenses you've incurred or view existing claims



Fill out timecard

Complete your current timecard and view past ones



My HR questions

Ask a new question or view the latest comments on open questions



Request vacation or holiday

Time for some vacation / leave and much earned rest?



View payslips

View and download your current and past payslips

Useful links



Employee Directory



Employee Handbook



Technical Support



Your Team



Grow and Develop



Facilities

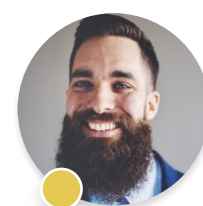
Your onboarding team



David Fredricks

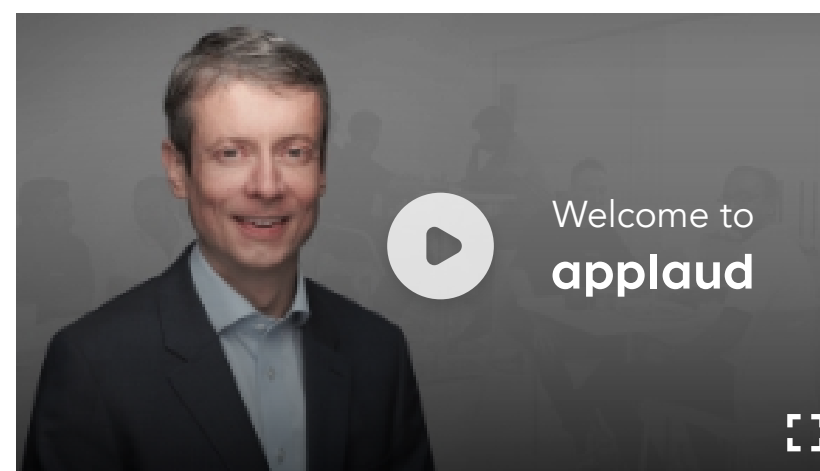


Lucinda De la Cruz



Joseph Freeman

From the CEO



Our CEO, **Ivan Harding**, would like to welcome you to Applaud.

Related articles

[BUTTON](#)



Private medical insurance

All employees can enter into our private medical insurance scheme to be pro...



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SEARCH

Your feed

Apps



ONBOARDING - 06/01/2020

Welcome onboard

Time to complete your on boarding



WORK ANNIVERSARY - 18/02/2020

Anniversary for Mark Wilson

Why not pass on congratulations!

1y work anniversary



PAY DAY - 30/01/2020

You've been paid

Check out your latest pay check



TEAM ABSENCE - 06/01/2020

John Riley is off today

You need to re-schedule his work

Requires action



CELEBRATION - 06/01/2020

Lucinda's Birthday

Send your best wishes and arrange some drinks and nibbles

Birthday



Google Calendar



Google Drive



Zenhub

Assistance

Hi, how can I help you?

I'd like to book some annual leave. Where do I find my leave balance?

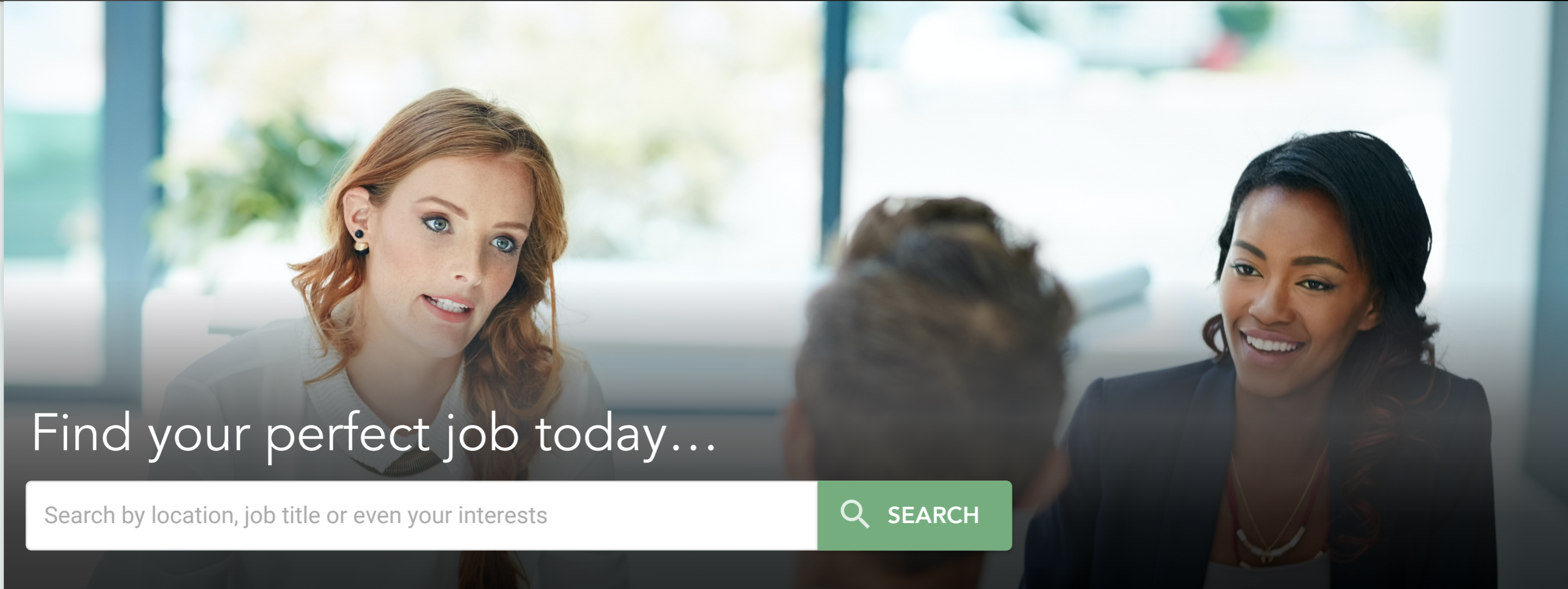
You have 9 days left. Your vacation entitlement for the year is 28 days and it renews on the 1st of January 2019

[More about leave balances](#)

Awesome, thanks!

Message





Find your perfect job today...

Search by location, job title or even your interests

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Featured jobs

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Camberley IRC72297

Digital Marketing Videographer

£19,750 pa | Perm


 Ends: Dec 7th




London IRC72286

Cloud Services Project Manager

£31,671pa | Contract (3 month)


 Ends: Dec 8th



Reading IRC72224

EMEA Sales Manager

£65,000 OTE | Perm

NEW Posted 26th  Ends: Dec 10th

