LightWork
software

sage

LIGHTWORK PERFORMANCE MANAGEMENT
WITH SAGE 100

EMPOWERING PEOPLE TO DELIVER MORE & BE MORE.

LightWork Performance provides a powerful and flexible platform that allows companies to facilitate an effective performance management process. Its configurable workflow and intuitive interface contains easily modified appraisals to help you provide valuable feedback to your employees in a thoughtful and efficient way. With LightWork, it's easy to identify strengths and areas for improvement in your workforce.

FEATURE HIGHLIGHTS

- Seamlessly integrates with Acumatica for easy deployment and a consistent user experience
- LightWork enables you to define a multitude of ways to designate who should be involved in the appraisal process.
  - Manager-Only
  - Employee + Manager
  - Employee Only Survey
  - Peer-Review
  - 360-Degree Feedback
  - 360-Degree Extended
  - Custom Review

DASHBOARD INSIGHTS

- Goals
- Journals
- Team members
- Appraisals that are upcoming or past due
- Company messages

BUILT-IN EMAIL NOTIFICATIONS

- Reviews awaiting feedback
- Reviews' final approval status
- When an employee acknowledges a review
- When a review has been rejected
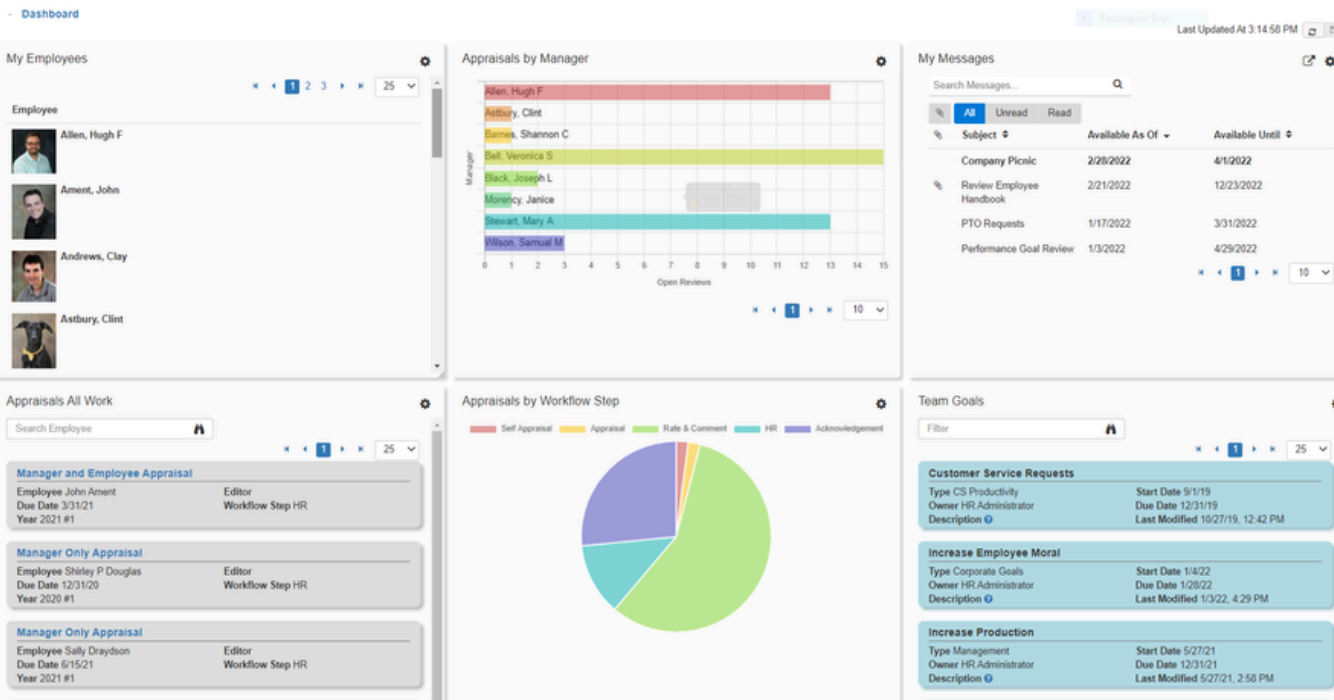- Review reminders

GOAL MANAGEMENT

Goals help with:
- Focus
- Accountability
- Commitment
- Productivity
- Demonstrating investment in employees

Goal details:
- Priority
- Status
- Type
- Due date

LIGHTWORK INTEGRATIONS

LightWork can integrate with any HR or payroll solution through the LightWork Connector, including Sage 100.

My Employees

Employee
- Allen, Hugh F
- Ament, John
- Andrews, Clay
- Astbury, Clint

Appraisals by Manager

- Allen, Hugh F
- Astbury, Clint
- Barnes, Shannon C
- Bell, Veronica S
- Black, Joseph L
- Morency, Janice
- Stewart, Mary A
- Wilson, Samuel M

Open Reviews

My Messages

Last Updated At 3:14:58 PM

Search Messages... | All | Unread | Read

Subject	Available As Of	Available Until
Company Picnic	2/28/2022	4/1/2022
Review Employee Handbook	2/21/2022	12/23/2022
PTO Requests	1/17/2022	3/31/2022
Performance Goal Review	1/3/2022	4/29/2022

Appraisals All Work

Search Employee

Manager and Employee Appraisal
Employee John Ament
Due Date 3/31/21
Year 2021 #1
Editor
Workflow Step HR

Manager Only Appraisal
Employee Shirley P Douglas
Due Date 12/31/20
Year 2020 #1
Editor
Workflow Step HR

Manager Only Appraisal
Employee Sally Draydson
Due Date 6/15/21
Year 2021 #1
Editor
Workflow Step HR

Appraisals by Workflow Step

Self Appraisal | Appraisal | Rate & Comment | HR | Acknowledgement

Team Goals

Filter

Customer Service Requests
Type CS Productivity
Owner HR Administrator
Description
Start Date 9/1/19
Due Date 12/31/19
Last Modified 10/27/19, 12:42 PM

Increase Employee Moral
Type Corporate Goals
Owner HR Administrator
Description
Start Date 1/4/22
Due Date 1/28/22
Last Modified 1/3/22, 4:29 PM

Increase Production
Type Management
Owner HR Administrator
Description
Start Date 5/27/21
Due Date 12/31/21
Last Modified 5/27/21, 2:58 PM

JOURNALS

- Provides insight into an employee's efforts throughout the year
- Supports ongoing coaching and mentoring
- Recognize and document employee efforts year-round

MY MESSAGES

Send companywide messages, including:

- Attachments
- Employee handbook
- Wellness initiatives
- Links to resources
- Upcoming event announcements

NEW HIRE SURVEYS

- Provide ongoing open communication after onboarding
- Give employees the ability to provide genuine feedback

STAY INTERVIEWS

- Show your workforce their insight is valuable
- Show investment in employee experience
- Insight on fostering a positive work environment
- Learn what is necessary to make your organization and employees succeed

DEPLOYMENT

We're flexible for you!

Because your IT requirements are as diverse as your employees, we offer two deployment models. LightWork can be hosted on your server, procured as a subscription to be housed wherever your organization wishes, or leased through our software as a service (SaaS) model.

LightWork®
software