



# PEOPLEDOC CHANGE MANAGEMENT SERVICES

## GUIDE YOUR COMPANY'S HR TRANSFORMATION

**Lead Change.** The most promising endeavors can fail without comprehensive change management programs in place. While undergoing organizational change, transformation of processes, or the rollout of new tools, it's critical for employees to buy into the new strategy and way of life. With a 100% focus on HR, PeopleDoc understands the human element required for a project to be successful. We are invested in your success post-go-live and we offer several change management programs to help ensure the project sees widespread adoption and support.

### 3 Steps to Change Management



### Change Management Offerings

#### COMPREHENSIVE PROGRAM

Our most popular program combines multiple services to offer you a comprehensive offering for maximum impact, tailored to your needs.

Strategic  
Thinking  
Workshop



3 days of  
Operational  
Support



1  
Communication  
Kit



## Strategic Design Workshop

An exploratory, interactive workshop developed to provide concrete and immediate results. Walk away with an actionable strategy, designed for maximum impact. During the workshop, we will analyze and develop:

- **Current situational assessment and diagnosis**
- **Global Change Management Roadmap Design Includes actionable plans for communication, training and operational support**

## Operational Support

Save time by delegating the execution of your change management strategy to a PeopleDoc change management specialist. PeopleDoc also offers field support dedicated to HR teams during key moments of the project.

- **Piloting and structuring**
- **Monitoring and follow-up actions**
- **Go-live support**

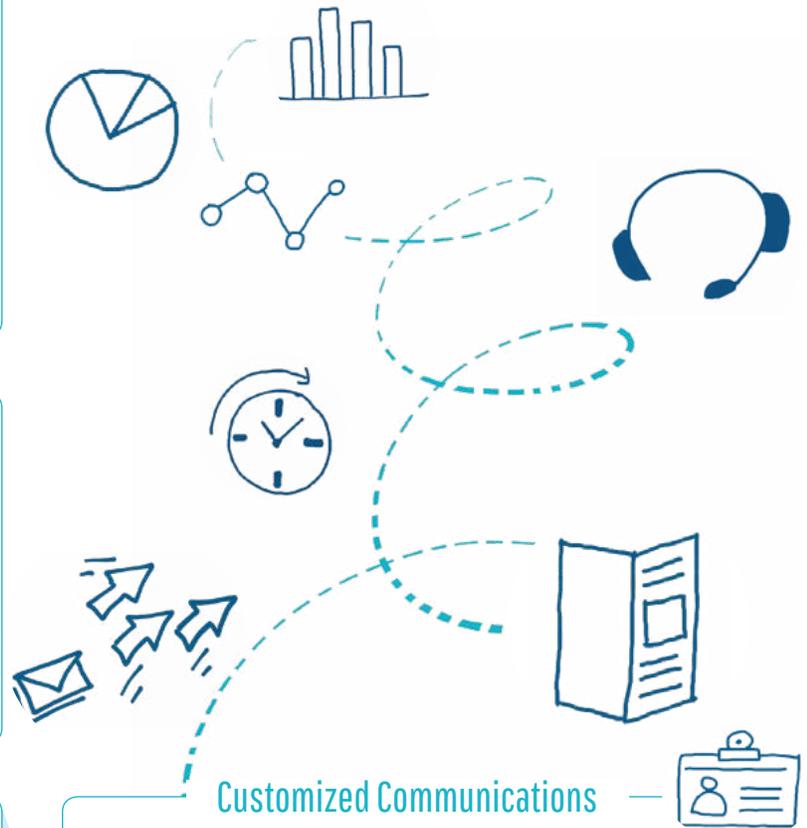
## Tailored Communication Kit

We offer several forms of communication for you to announce the upcoming changes, helping employees prepare for change. We also provide a detailed communication plan to help guide you, built from best practices we've learned by working with our current clients on change management.

- **Email templates**
- **Flyers**
- **Videos**
- **Posters**
- **Leaflets**

## Customized Communications

To complement the communication kit, you can give your internal communication an extra boost with additional materials, all customized in accordance with your graphic identity. Examples include videos, posters, newsletters, and more.



# PeopleDoc by Ultimate Software

PeopleDoc by Ultimate Software is committed to putting people first. The PeopleDoc HR Service Delivery platform helps HR teams upgrade the employee experience, improve HR agility, and ease compliance management.

PeopleDoc global cloud solutions provide employee case management, knowledge portal, process automation, and employee file management capabilities. These solutions easily integrate with other HR and enterprise systems and can be implemented in 8-12 weeks.

In 2018, PeopleDoc joined Ultimate Software, a leading provider of human capital management cloud solutions. Ultimate ranked #3 on Fortune's *100 Best Companies to Work For* list in 2018, its seventh consecutive year in the top 25, and #1 on Fortune's *Best Workplaces in Technology* list for the third year in a row. Ultimate employs more than 5,000 professionals and serves approximately 4,500 customers with employees in 180 countries. More information about PeopleDoc by Ultimate Software can be found at [www.people-doc.com](http://www.people-doc.com).

