Seamless Software Switch

MHR

Changing your HR, payroll, or workforce management system shouldn't feel daunting. Get it right, and it's a business upgrade you'll wonder how you lived without. Here's how to make the move and make it count.

HR · Payroll · Workforce Management

Why switch?

- ⊗ Outdated tech slowing you down?
- ⊗ UX frustrating your users?
- ⊗ No room to scale as you grow?
- ⊗ Disconnected systems causing chaos?
- ⊗ Compliance risks keeping you up at night?
- ⊗ Non-existent analytics blocking smart decisions?

If any of this sounds familiar, it's time for a change.

Tip

Create a list of pain points with your current provider to sharpen your focus.

1

Prepare for success

- ⊘ Review pain points and identify must-haves
- ⊘ Bring in the right stakeholders – HR, IT, Finance, and end users
- ⊘ Set clear goals and performance targets
- ⊘ Lock in your budget and timeline

Tip

Appoint a dedicated project manager early. Having a single point of accountability keeps your switch organised and on schedule.

2

Choose the right platform

- ⊘ Score platforms by your priorities, with a big focus on core needs
- ⊘ Demand real demos with relevant scenarios and data
- ⊘ Check integrations play nice with your existing tech
- ⊘ Insist on robust security and compliance
- ⊘ Research references, learn from others' wins and their losses

Tip

Don't just evaluate the product, ask suppliers directly about their post-implementation support. A great partner stands by you after go-live, not just during the sale.

3

Nail the implementation

- ✓ Cleanse your data first, and save yourself a headache later down the line
- ✓ Train everyone and tailor sessions by role
- ✓ Roll out in phases to reduce risk, with backups maintained
- ✓ Keep communication clear and constant throughout

Tip

Build a detailed implementation checklist and review it with your team regularly. Success is in the details, and clear steps help you avoid costly mistakes.

4

Post-launch: drive results

- ✓ Set up ongoing support (internal and supplier)
- ✓ Collect user feedback and act on it
- ✓ Track your KPIs and celebrate quick wins
- ✓ Stay on top of updates and continuous improvements

Tip

Schedule regular review meetings to gauge system performance and user satisfaction, these touchpoints help you catch issues early and keep progress on track. Switch smart. Your team and your bottom line will thank you.

5

Ready to take the next step?

Speak with one of our MHR experts today to make your software switch seamless.

Let's talk ➤