

# Insperity OrgPlus:

Organize. Visualize. Strategize.

The Insperity® OrgPlus® software solution helps businesses make more informed decisions using dynamic, professional organizational charts and analytics.

**OrgPlus is the industry-leading software for automating the creation and publishing of professional organizational charts.**

## Manage organizational change

OrgPlus helps you build a solid organizational structure that better aligns your company, making your workflow more straightforward.

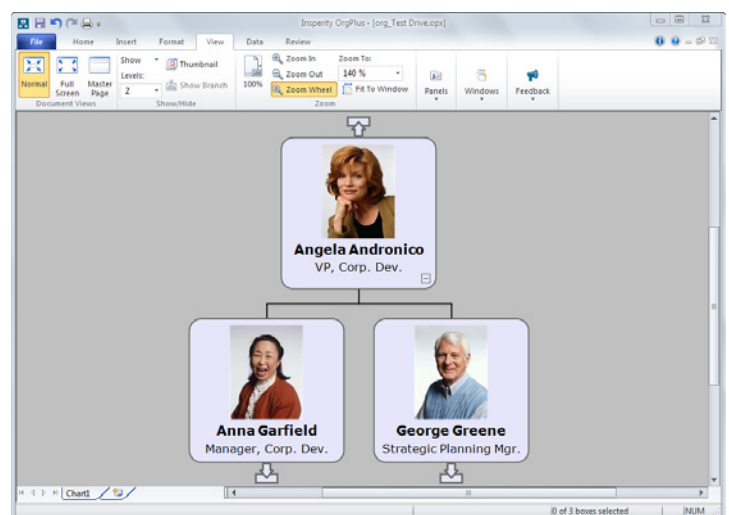
### OrgPlus offers your company:

- Boardroom-quality charts with insightful workforce analysis tools to reveal key metrics
- Drag-and-drop functionality to plan organizational change and optimize your workforce
- A wide variety of publication options, including Word, HTML or navigable PDF and PowerPoint documents
- Extensive reporting features giving you full visibility to track changes and quickly make decisions with pre-defined reports

## Save time analyzing your business

Businesses often use a variety of applications that require manual creation of organizational charts to analyze their workforce.

These options lack advanced tools, such as drag-and-drop planning or in-depth workforce metrics analysis. OrgPlus helps you create and analyze professional charts in less time, saving your staff valuable hours. The added functionality helps you align your workforce with your business goals, too.

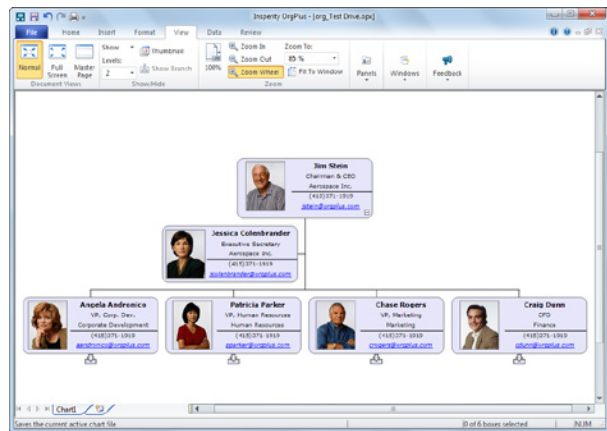


“OrgPlus has long been one of the most intuitive and powerful tools for producing organizational charts.”

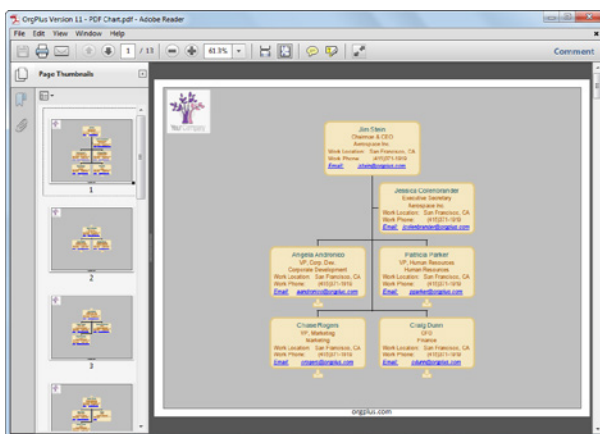
– PC World Magazine

## OrgPlus

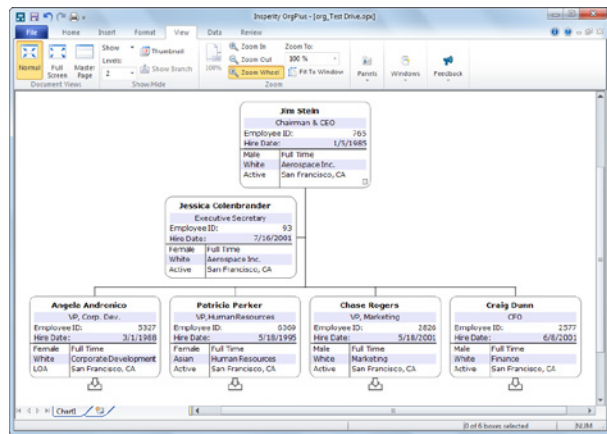
OrgPlus® provides an automated importing and publishing functionality for charting employees. Map data into OrgPlus fields, and quickly import from a variety of sources. Publish charts to PDF, PowerPoint or the web. Automatically synchronize data so your chart is always current. Schedule charts to automatically publish to your intranet, a network drive or via email distribution.



Create data-rich company directories with employee profile photos.



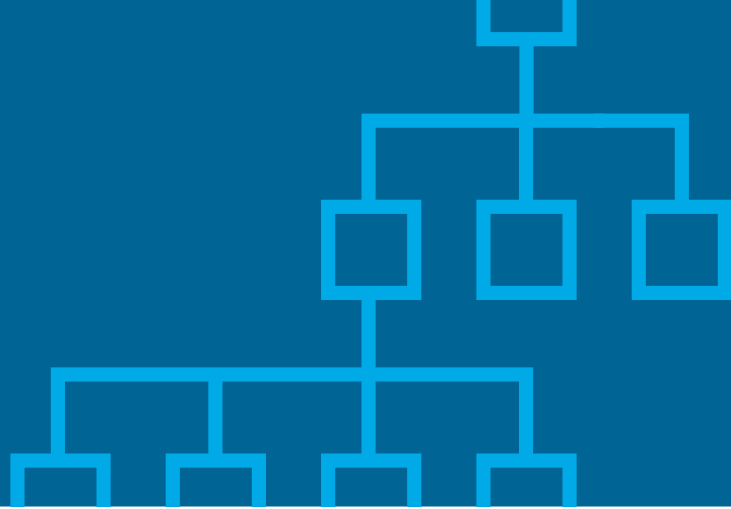
Publish and distribute completed charts with colleagues in Adobe PDF, Microsoft Word, PowerPoint or HTML.



Visualize critical HR data such as employee I.D.s, hire dates, gender and ethnicity to ensure compliance.

“OrgPlus [is] the go-to app for creating organizational charts.”

– Josh G., TechCrunch



## FEATURES

### Chart creation

- Easily create professional, boardroom-quality charts
- Apply best-practice-based view or design templates
- Visualize HR metrics (e.g., salary or span of control)
- Intuitive Microsoft Office 2010-based user interface
- Improved Import Wizard brings in data from:  
Microsoft Excel, TXT/CSV, LDAP, ODBC DSN, OLE DB, Oracle, SAL (HR-OCI), SQL Server, Database Connection

### Planning and analysis

- Model scenarios for organizational change
- Analyze your data easily with built-in reporting tools
- Export chart data to Microsoft Excel
- Add or remove employees without rearranging chart
- Drag-and-drop boxes to easily change chart

### Formatting

- Automatically formats chart for optimal printing or display
- Symbols library to replace text with easy-to-understand visuals
- Professionally designed templates and sample charts
- Smart fields highlight data meeting user-defined conditions
- Conditional formatting highlights data meeting your criteria

### Training and support

- Optional live training available
- Online knowledge base and FAQ's
- User guide
- Optional live support (purchase of support plan required)
- Online support assistance

### Printing and publishing

- Create directories, phone and email lists
- Print wall charts or booklets
- Print preview to review chart before printing
- Publishing wizard to configure publishing and printing options
- Publish charts to PDF, Word, PowerPoint and the web
- Scheduled publishing to web, intranet, shared drive or email

### Data automation

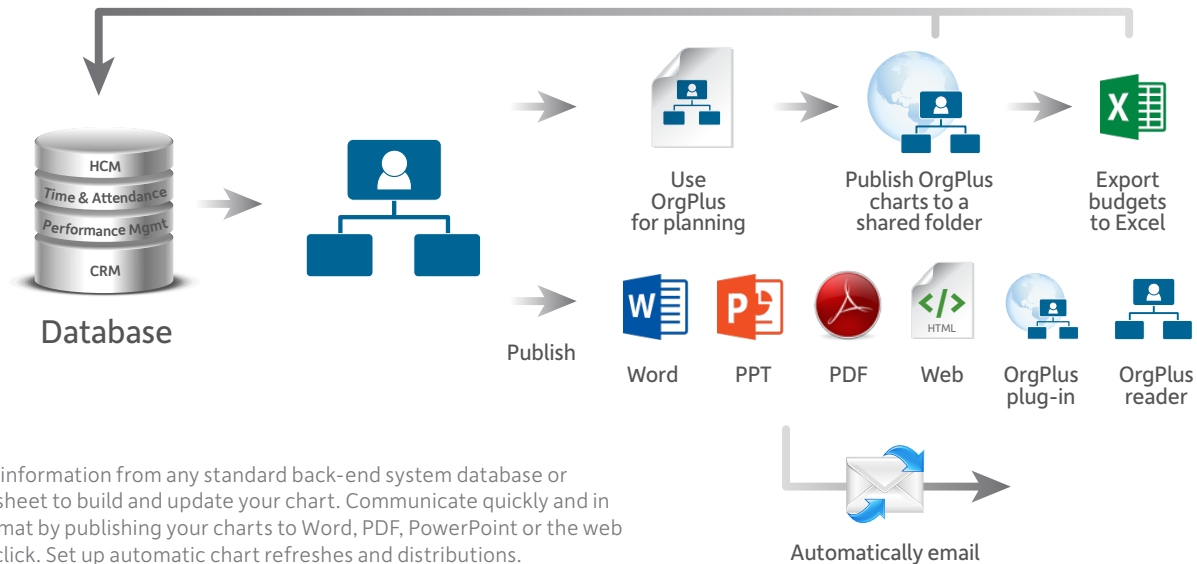
- Advanced import features for data filtering and sorting
- Hierarchy mapper to manage unassigned positions or groups
- Change log catalogues all changes made to your charts
- Scheduled data sync with source data to keep charts up-to-date

### Reporting

- Track organizational changes with a full audit trail
- Pre-defined, automatically updated reports for quick decisions
- Change summary reports list details of all chart changes

“OrgPlus is an attractive and intuitive solution to managing organization charts.”

– CNET Editor review



Import information from any standard back-end system database or spreadsheet to build and update your chart. Communicate quickly and in any format by publishing your charts to Word, PDF, PowerPoint or the web in one click. Set up automatic chart refreshes and distributions.

## System Requirements

### Minimum

#### Windows® 7

System Memory: 2GB of RAM  
 150MB of available hard drive space  
 MS Office 2010  
 Internet Explorer 11, Chrome, Firefox, Safari

### Recommended

#### Windows® 8.1

#### Windows® 10

System Memory: 4GB of RAM  
 150MB of available hard drive space  
 MS Office 2013 or MS Office 2016  
 Internet Explorer 11, Microsoft Edge, Chrome, Firefox, Safari

## Get started today

Learn more about using OrgPlus® to better plan, organize and manage your workforce. Visit us online at [orgplus.com](http://orgplus.com), or call us toll-free at **877-222-0499**.