

# ADP Workforce Now® package comparison

Flexible options, powerful technology and expert support, so you can stay strategic — no matter what.

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## Select

Simplify payroll and HR with an all-in-one suite.

## Plus

Everything included in our "Select" package and streamline benefits administration with time-saving technology.

Most Popular

## Premium

Everything included in our "Plus" package and automated time-tracking with Time and Attendance.

	Select	Plus	Premium
Payroll and Tax	✓	✓	✓
Enhanced HR tools	✓	✓	✓
ADP Assist	✓	✓	✓
Voice of the Employee	✓	✓	✓
New Hire Onboarding	✓	✓	✓
Digital Record Keeping	✓	✓	✓
Benefits Administration		✓	✓
Workforce Management			✓
<b>Add-Ons</b>			
Talent Acquisition/Recruitment	✓	✓	✓
Performance Management	✓	✓	✓
Compensation Management	✓	✓	✓
HR Assist	✓	✓	✓
Enhanced Analytics	✓	✓	✓
Learning Management	✓	✓	✓

### Payroll and Tax

- Real-time processing
- Payroll dashboard with error detection alerts
- Prorated and retroactive pay adjustments
- Expert tax filing and payment services
- Unmatched library of built-in reports
- Custom report builder
- General ledger interface
- DIY hours, earnings and deductions
- Batch import capability
- Payroll preview before submitting

### Enhanced HR Tools

- Compliance reporting
- Guided new hire and termination workflows
- Secure and reportable HR recordkeeping
- Policy acknowledgements
- Employee development tracking
- Custom report builder
- Employee self-service tools
- Global HR system of record
- Customizable employee portal
- Employee engagement resources and custom surveys

### ADP Assist

- Proactively resolve HR, payroll, and benefits issues, eliminating low-value tasks
- Intelligent, proactive notifications alert employees of tasks, saving you time
- Action cards and a virtual assistant help employees by addressing most HR issues

### Voice of Employee

- Deploy research-reviewed and scientifically validated survey templates
- Build customizable and confidential employee surveys
- Visualize and analyze survey results data by team, location, and department
- Launch surveys seamlessly with event-based triggers
- Send surveys to employee groups
- Broadcast communications to employees, like weather alerts and reminders

### New Hire Onboarding

- New hire onboarding workflow
- Fully integrated onboarding experience
- Digital I-9 processing
- Fillable forms and electronic signature capabilities
- Configurable experiences for all employee types
- Actionable dashboard for practitioners
- Streamlined administrative tasks
- Meet the team experience prior to first day
- Identify employee payment preferences
- Onboarding completion reminders
- Office neighborhood map

### Digital Record Keeping

- Secure cloud-based document storage
- Search and auditing functionality
- Digital employee record
- Roles-based security
- Unlimited storage
- Single or batch upload

### Benefits Administration

- Flexible plan configuration and management
- Mobile enrollment for employee benefits and life events
- Library of benefits reports (i.e. enrollment activity, plan summary, etc.)
- Open enrollment management dashboard
- Flexible rate structures
- Invoice auditing and carrier connections
- Dependent and beneficiary tracking
- ACA services including administrative dashboard
- Personalized decision support
- Direct connections to carriers (optional)

### Workforce Management

- Flexible and mobile time collection
- Time-off requests and processing
- Robust employee scheduling capabilities
- Seamless payroll integration
- Comprehensive analytics and reporting, including overtime
- PTO / Time-off accruals

### Add-Ons

#### Talent Acquisition

- Access to 25,000+ job boards
- Easy, flexible job posting and smart-matching technology powered by ZipRecruiter®
- Key metrics: sourcing efficiency, cost and time to hire
- Seamless onboarding integration
- Talent communication and nurturing (including mobile and text)
- Requisition process and reporting
- Mobile career site for candidates
- Candidate talent communities
- Industry and geographic compensation benchmarks
- Interview scheduling and offer letter management

#### Performance Management

- Flexible goal assignment and tracking
- Dashboards to easily view trends
- Employee self-evaluation support
- Supports additional raters for review
- Notifications for upcoming deadlines
- Customizable review templates

#### Compensation Management

- Performance and compensation tracking
- Configurable merit and budget guidelines
- Payroll integration for award allocation
- Progress and budgetary dashboards
- Flexibility to support various compensation events

#### HR Assist

- Regulatory expertise and guidance
- Job description support
- Employer helpdesk staffed by HR professionals
- Employee handbook wizard
- Job description templates and wizard
- HR doc library, alerts and tools
- Federal and state compliance reporting
- HR toolkits: guides, forms, documents and policies

#### Analytics and Enhanced Insights

- Easy access to key metrics and trends
- Mobile view of valuable C-suite insights
- Quick team, department and timeline comparisons
- Actionable insights on turnover, overtime, and more
- Simply customize and share reports
- Apply thresholds to align and monitor performance
- Benchmark metrics against largest HCM data-set (optional)

#### Learning Management

- Over 70K pre-packaged compliance and development courses
- Custom training build or upload
- Employee self-enrollment in courses
- Publish and track instructor-led trainings
- Custom reporting capabilities
- Access to thousands of modern courses
- Curated topical and industry playlists
- Supports all content formats
- Course tracking dashboards

For more information, contact your local ADP Representative, visit [adp.com](http://adp.com) or [view product](#).