

Company:

Lambeth College

Profile:

Lambeth College is a large, well established further education college based in South West London, with sites in Clapham, Vauxhall, Brixton and Streatham. It offers excellent educational facilities to all age groups in the area and has an excellent Ofsted report.

Sector:

Further Education

Select Products:

Select HR Insight
Select HR Clearvision (self service)
Select HR Recruit (online recruitment)

Purchase Factors:

- ✓ Ongoing commitment to Further Education sector
- ✓ Easy production of the Staff Individualised Return
- ✓ Ability for users to define their own fields
- ✓ Advanced reporting and production of management information
- ✓ Enhanced absence monitoring and reporting



Samantha Horler talks about Lambeth College's purchase and continuing maximisation of Select HR.

Lambeth College is located on Clapham Common in South West London. A large, well established college with an excellent Ofsted report, Lambeth launched a new state-of-the-art sixth form centre in June 2009 and is continuing to offer students in South West London the very best education facilities available.

With additional sites at Vauxhall, Brixton and Streatham, the college covers the whole of Lambeth. It prides itself on offering educational facilities to all age groups from school leavers to mature students and people wishing to learn new skills to change their careers. With their Special Interest courses in the mix, Lambeth can offer something for everybody.

Samantha Horler, HR Manager, Workforce Information, joined Lambeth College in February 2005. As Lambeth did not have a computerised HR system, Sam's remit was to research, invite to tender, evaluate and select an HR system to implement. "The use of spreadsheets and other documents to process and track information was not an effective use of time," explains Sam. "We needed a faster, accessible HR system that could produce meaningful management data and also handle production of the Annual SIR report which was always time consuming."

After her initial research, Sam shortlisted six companies who she arranged meetings with at the Softworld Exhibition in 2005. Having shortlisted down to three, Sam then conducted reference visits with all of them.

The Purchasing Process

"Critical factors for us at Lambeth were that the HR software was able to match with our current offline processes where possible. Production of the SIR report was also key, along with user defined fields, reporting capabilities, future development, helpdesk service, consultancy costs and, of course, the look and feel of the product. Select Software had developed a 'College Version' of their product which demonstrated to me a strong commitment to FE and their client base and in comparison with the other systems available, I particularly liked the general look and feel."

"Representatives from Finance, IT, Training and all the HR team were involved in the decision making process," says Sam. "Select HR offered the best match to our set criteria and the demonstration was comprehensive and very thorough. All the questions we asked at the meeting were addressed. It was a very positive experience." ➡



"Select Software has developed a College Version of their product which demonstrates to me a strong commitment to FE and their client base compared with other systems."
Sam Horler, HR Manager
Workforce Information.

For further information on Select products and services, please contact the Sales Department on:

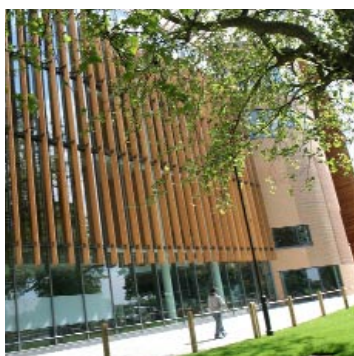
Tel: 08701 660333
sales@selectsoftware.co.uk or
visit our website at:
www.selectsoftware.co.uk

For Public Relations, please contact Jane Lacey, Marketing Manager on:

Tel: 08701 660333
jane.lacey@selectsoftware.co.uk

Microsoft
GOLD CERTIFIED

Partner



➔ **The Implementation Process**

“Initial installation was completed in a day,” Sam recalls. “I was then able to define the reporting structure and cleanse some of the data. We planned some training and navigation of the system and after just a week users were up and running.”

Absence Monitoring

“We transferred 2 years’ worth of absence data into the system and then started entering absences immediately. This was a huge bonus as we were then able to write reports, identify staff that had triggered absence review meetings and see patterns of absence at the click of a button,” says Sam. “Over time, we have used notifications to record absence targets for staff and remind managers when the review period is ending. This kind of facility was just not available before we installed Select HR and it has proved invaluable.”

Some of the Benefits to the FE Sector

“It goes without saying that production of the SIR annual report on Select HR saves lots of time and effort,” Sam comments. “Mail merges of all types are also very useful to a large organisation.”

“Notification emails to Managers save a lot of time and effort as they are driven by date fields of your choice. You then decide the lead time that suits your business processes. “Life is less paper based, which is a good thing and allows time to improve other areas of our service.”

Regional User Workshops

Sam has been a regular attendee at the Select Software Regional User Workshops. “User workshops have become better developed during the time that I have been attending and they continue to be improved based on the attendees’ feedback,” she explains. “They go from strength to strength. Seeing and hearing useful hints and tips is always refreshing. Also hearing other

clients’ issues and how they have overcome them is useful and encourages you to tackle issues you would rather leave alone sometimes!”

Service and Helpdesk at Select Software

“All of the staff at Select have always been very helpful and I have had dealings with people across all areas. The use of Helpdesk’s Go-To-Assist to take control of your PC remotely to resolve technical issues or user difficulties is extremely helpful and enables you to learn as you watch – much easier than just an explanation over the phone. I always try to open the quarterly newsletter and have a quick glance depending on what day and time it has arrived in my inbox. It always looks very detailed and well presented.”

Plans for the Future

“Self service and online recruitment are being implemented currently and I am sure that once these are up and running, I will be saying all the same things about them,” says Sam. “We look forward also to a time when we can upgrade to the Web Edition as I was very impressed on seeing it at the recent Softworld Exhibition.”

In General

“As you learn the capabilities of Select HR, you begin to find new ways of working, recording and reporting on data. You realise that you will get out of the system what you are prepared to put in. The reports and business information you can produce will help you better manage many HR processes.”

“I have demonstrated Select HR to a few Colleges who have been researching new HR systems and they have all been impressed with my positivity about it, its continued development over the years, the user groups, helpdesk support, its look and feel, and the quick reaction to SIR changes and more!”

“Production of the SIR annual report on Select HR saves lots of time and effort... The reports and business information you can produce will help you manage many HR processes better.” **Sam Horler** HR Manager, Workforce Information, Lambeth College.