



## Training Labor Management Super User



**Maximize Productivity, Customer Satisfaction, and the Bottom Line!  
Be an Expert at Utilizing Your Labor Management System.**

Is management using UniFocus' Labor Management System to its maximum potential? Are forecasts and schedules created using the most effective techniques? Are the system's features being best utilized for weekly labor management activities to significantly improve performance? Attendees of the Labor Management Super User session will learn how to navigate UniFocus' LMS and optimize usage of the system for the organization.



Forecasting, planning, scheduling, and reporting are essential components in the labor management process.

Instructors teach best practices to forecast and plan to demand to meet customer expectations. Learn how to accurately configure and create employee schedules, and analyze performance with labor reports.

This four-day, hands-on, comprehensive course prepares managers with the fundamental skills

to successfully operate UniFocus' LMS and conduct weekly activities to enhance overall business. Ideal candidates are managers who are initially learning to navigate the system or who desire a refresher on the application.

### Learn how to:

- Master the Principles of Labor Management
- Navigate components of the application easily
- Configure the labor standards for each job
- Review performance and productivity with LMS Dashboard
- Comprehend Key Business Indicators (KBI's)
- Generate and edit accurate forecasts
- Configure employee records and availability
- Create effective employee schedules
- Customize, run, and share labor reports

Maximize use of the UniFocus Labor Management System and effectively apply strategies to advance company operations. This course is designed to successfully lead businesses in ensuring the right staffing, in the right place, at the right time, guaranteeing customer satisfaction.



**Format:** instructor-led classroom | **Schedule today:** [training@UniFocus.com](mailto:training@UniFocus.com)

*UniFocus is exclusively dedicated to providing the Hospitality, Service, Retail, and Healthcare Industries with the most comprehensive Workforce Management systems, Financial Management tools and Survey Solutions, available worldwide.*

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