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AN INDEPENDENT INITIATIVE BY MOBITRAIL

PRE-EMPLOYEE JOINING KIT

Let us rewind our minds to the first day we have joining any organization: amidst the anxiety of a new place and people is the hope and raw enthusiasm to perform at the best of your abilities. And while our optimism and fears fight it out, we are greeted by the HR team with something that takes up most of the first few hours of Day 1 – the Joining Docket.

The Joining Docket is at times your first big challenge to counter as you navigate across forms designed for your work and life to that day and provisions for the future. Forms for the employee registration, details and documentation of education and past employment, PF forms (in triplicate), Gratuity, Bank Accounts, IT access and Asset requisitions... the list can be rather exhaustive. What is typical is that every form has the same fields in terms of name, current and permanent address, date of birth etc. which consistently keep repeating.

While this is what an employee experiences on Day 1, the HR Team has its own set of activities running parallel. In the first set, the team needs to organize the dockets for the applicants. An additional task gets included in case there are any forms which get modified or removed from the docket in due course. If organizations have a hub- n- spoke model of their geographical structuring, dockets have to be maintained at multiple locations. existing database.

The process is even further complicated in case a central repository is maintained. Imagine if a completed docket has to

move from a Plant HR at Baddi in Himachal to a Circle HR in Chandigarh, a Regional HR in Delhi and then to the HO in Chennai. One should really hope that not a single paper or detail should get missed out as a return would be another effort. Not to mention, it is a task to digitize the physical documents and segregate for each employee in the digital repository.

Over the last one year, as paperwork and paper driven activities are taking a backstage, a digital system designed to replace paper driven joining formalities, which was earlier considered as an add-on to a typical HRMS is not getting larger acceptance.

Did you know:

Completing new hire paperwork before the employee's first day can make the onboarding process more efficient by at least 24 -29% in terms of time taken. It also reduces the busywork for a new hire when they arrive in the office and gives HR time to add them to employee systems before they're officially on staff.
- The Complete Guide to Employee Onboarding – Recruiterbox.com

For more information on MobiNOW contact: info@mobitrail.com   Design Team: Hemant Khushale

How a Digital Pre-Joining Docket system work?

Digital Employee Pre-Joining Docket is a digital asset which can refine the paper driven joining process by running it through an online portal. The biggest advantage of such a system is that it eliminates the need for paper from the entire employee joining process. It also adds an inherent organising to the data and documentation to map it directly an employee in the digital repository. Also, the data once approved can be moved to the Core HRMS system through a possible integration.

The pre-joining docket typically consists of web-forms where the applicants can feed in their personal information. The advantage of web-form is that the repetitive fields can be pre-populated and save enormously in term of time for the applicant. Also, field level validations can ensure the desired mandatory information is validated and captured in the right manner. All documentation can be a file upload with options to upload an image or a PDF.

As the physical paper-based process is replaced by a new digital interface and process, it has a highly positive impact in delivering a "digitally ready" outlook of the organization. In practicality, less of paper also signifies higher efficiency in moving, managing and storing of data.
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Benefits to the Applicants:

Saving of time: The time taken by an applicant to fill up all their forms and upload their documents can be done in about an hour; something that did account for half a day in most cases. This is mainly as standard data in forms can be pre-populated at one go.

Validated Data: At any point, a form will get accepted unless the mandatory data is filled in.

Document Uploading: The applicants no longer need to share hard copies of their documents.

Benefits to the HR Teams:

Verification and feedback: The biggest advantage for the HR team is that they can have the complete monitoring of the forms and images uploaded done by a centralized team. The team can verify the same on the fly if required as the details are available for review as soon as they are completed. In case any documents or details are deemed incomplete or the uploads not clear, the HR can reject the same with a comment on why the same needs to be relooked.

Convenience: Since all the documents are already digitized and sorted for the applicants, they do not need to process in any way further to categorize.

No handling of papers and logistics: As the system is paperless, all the filing and logistics are eliminated.

Improved Efficiency: With less of paper handling, the overall efficiency of the on-boarding process in increased for the entire HR team.

Digital Readiness: As the on-boarding process is the entry point for all new employees, a digital process can certainly go a long way to highlight the digital readiness of the organization within its domain.

Market Scenario:

Digital Employee Pre-Joining software packages are usually offered as apart of Talent management and recruitment softwares from most large companies. MobiTrail offers this as a stand-alone system with the facility to offer standard features and the option for additional web-forms if required.

COACH.ME

THE RIGHT MOTIVATION BY YOUR SIDE – COACH.ME

As we climb higher on the leadership ladder, we are all encouraged to "lead by example" – which means we take an initiative or set in a process from our side which can in turn becomes a benchmark for others to follow. If you happen to see a particular style of presenting data followed in a team or how different people in an organization approach a scenario in a similar way, we can safely assume this is a habit that has percolated Top- Down in the organization.

Nothing can be more gratifying to a leader to see how their teams accept and adopt such initiatives. But how do leaders come up with such idea for positive and impactful initiatives? Is it by reading up, by observing others or by simply trying to be different? All of the above are true to a large extent – but the real winning formula is that they see an initiative through right till the point it becomes a habit and a part of their DNA.

Most of us today have used some kind of a tracker app for our health indicators, sleep, etc. Coach.me works on similar lines by keeping track of how we perform on our set goals and initiatives. The Coach.me app can help you select and set goals across various available categories like Fitness, Productivity, Practice something, Quit bad habits, Money habits etc. or even set up your own goals beyond the set categories. When setting a goal, you can set periodicity of the action. Based on the periodicity set, the app triggers notifications to notify any actions pending. As a user you can update the action. The app present analytics of all your goals and how you have performed against them.
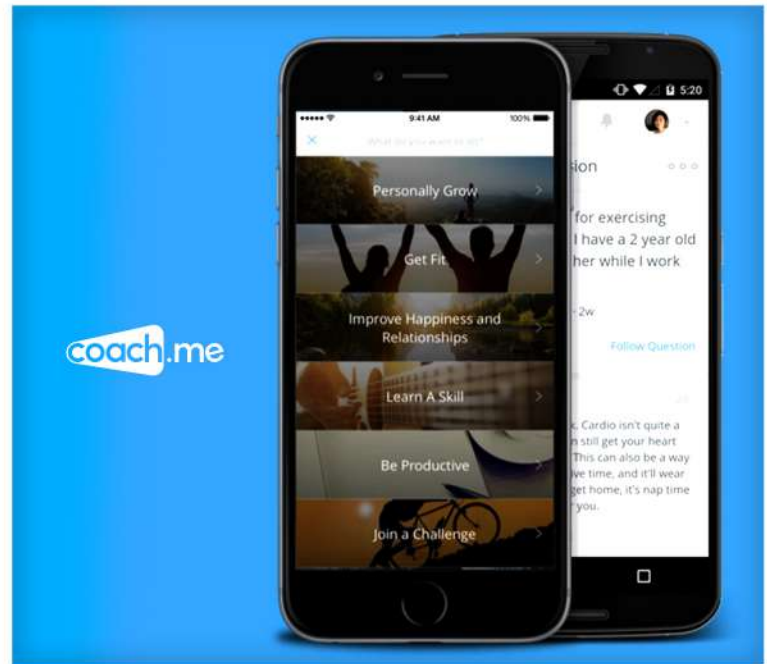
If this seems like just another tracker app so far, the interesting aspect is what comes up next. The app involves some key factors out of the human psychology to help us work on our goals. The first being that every time we achieve the goals set for the day, we have a green tick attained as instant gratification for the action.

But the bigger advantage is the community motivation aspect attached to the popular goals. When we see a lot of people around us deliver on goals, it motivates us to deliver as well. The community adds a further dimension of interactivity between members who can act as support structures for each other and help rise against the odds. There is a Follow-Followers metrics by which help one identify people under the same goals who can help, guide and possibly partner us to achieve our goals.

As a paid option, the app also supports personalized one-to-one coaching from a coach. There are multiple coaches available based your area of requirement to help and guide you to live up to your goals. The coaches are well acclaimed in their expertise and rated on the app by other users. As a user, you have the option to also switch a coach in case you are not happy with the one you work with.
If you are interested in coaching, there is also the opportunity to promote yourself on this app for prospective mentees.

What's Hot

Most certainly the community angle is what distinguishes this app from any regular goal tracker. It always helps when there are more people with you following and achieving a similar set goal. The app can also be aligned with your social media account so that people within your established contacts can be your motivation.

What's Not

While notifications for your goals can be beneficial, some regarding similar goals can be a bit intrusive at times. Also, the personal coaching is an expensive proposition but do cost less than face-to-face consulting sessions with professional coaches.

"To Have" or "Not to Have"

The idea of an app for tracking personal development goals is much like any other tracker. But the community aspect is one that can support in motivating the users with motivation. The group driven motivation is certainly something that can help you attain higher goals and even develop positive habits. The free version in itself offers most of these benefits and thereby the app is definitely worth a try and self-evaluate its impact. The paid services need to be evaluated independently for their actual worth as the quality purely depends on the need and coaching ability of the coach.

VULNERABILITY ASSESSMENT DASHBOARD TOOL
BRINGING SECURITY INTO THE FOREFRONT

The usage of technology and science behind the context of vulnerability management has evolved quite massively since the last decade. During the initial stage of the vulnerability assessment production, the providers of the same were almost non-existent. However, currently, their number and proficiency are increasing almost on a daily basis, especially due to the ever-growing prominence of cyber-terrorism. So, if you wish to keep your organization safe from the prying eyes, then using a vulnerability assessment tool is imperative.

Nonetheless, before you hire an organization or buy a tool, for that matter, you will need to delve into the topic properly at first. Hopefully, this write-up will be of your assistance in this aspect.

What is a Vulnerability Assessment?

While assessing the vulnerability of your website, you will need to use a dedicated tool for the task. But, why do you really need it? The following pointers might help you to find the answer you are looking for in this aspect.

1) It helps you in identifying the threat or vulnerability of your website much earlier than usual. Therefore, it becomes easier for you to nullify the technical liability pretty quickly before any kind of intervention occurs.

2) It can assist the website owner in prioritizing various security responses, such as risk mitigation or security patching, efficiently. There is also a notification system available in these modules, which can help you to learn about the occurrence of vulnerabilities.

3) With a vulnerability assessment tool, you can put a particular risk or issue directly into a context. Therefore, you can understand the priority, impact, and urgency more profoundly of the same.

4) Besides, using a vulnerability assessment tool can also help you to be in context with various cybersecurity regulations like PCI DSS and HIPAA. Hence, you do not have to fill up the liability forms with the same as well.

5) The task of patching may interfere with any of the ongoing operations of your organization. However, if you do use a vulnerability assessment software program, then you can draw a distinctive line between them properly. It, sequentially, may help you to lower the cost of patching and prioritize the imminent ones properly.

What are the Types of Vulnerability Assessment?

There are four different types of vulnerability available amongst the websites. Each of them is quite different than the other and, therefore, requires a specific type of vulnerability detection tool. Hence, knowing more about them can definitely help you to choose the module properly.

1) Network Assessment: Through the assessment of your wireless environment, you will be able to find and prevent unauthorized access to your business network. It will work perfectly in both public and private networks.

2) Application Scanning: As the name suggests, this type of modus operandi is performed to evaluate the security-based loopholes on your deployed applications. The scans are automated and can assess the source code of your applications without any intrusion.

3) Host Assessment: The context of host assessment is all about evaluating the critical servers, which might pose to be vulnerable to attacks. The procedure of the same tends to be quite intricate and, thus, needs to be done by an expert.

4) Database Assessment: The evaluation of a data system or a database is associated with the term - database assessment. It can help you in finding and identifying the rogue databases and severe mis-configurations.

Must-Have Features in a Vulnerability Assessment Dashboard Tool

In truth, the features available in the vulnerability assessment dashboard tools can be quite diverse and depend on the module you have bought. However, it still should have some of the fundamental attributes to work efficiently. Some of them are –

1) Exploring assets and discovering the faulty ones

2) Having scanning capabilities to find out the network-based vulnerability quickly

3) Detecting CAPTCHA irregularities

4) Compliance with various policies, such as HIPAA, FIECC, PCI DSS, SOX, GLBA, etc.

5) Having the ability to provide vulnerability reporting and risk score

In Conclusion

Taking care of the vulnerability of your website can, indeed, be quite difficult. Therefore, you will need to find and choose a tool, which can help you out in this aspect without any consequential limitation!

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be next threat to your network
- EnterpriseTalk 15Jan 2020

Billions of records or personal data stolen from data breach
- Washiton Post Dec. 20 2019

92% of vulne exploited re

ware attack co t to your netw - EnterpriseTalk 15Ja

92% of vulnerabilities can be exploited remotelyv
- The CyberWire- 2nd Jan 2020

Are you the next target?

No System is 100% Secure.

System and Application Security has to be a part of the development process rather than an after-thought. Security is not a one- time activity but a continuous counter activity as new vulnerabilities are identified.

Vulnerability Management System

MobiTrail also offers a unique system to keep a track of vulnerabilities during testing for the CISO, Security and Business teams.

| Continuous Asset Discovery | Customizable Reporting | Real-time vulnerability | Tracker Mobile App of the dashboard |