

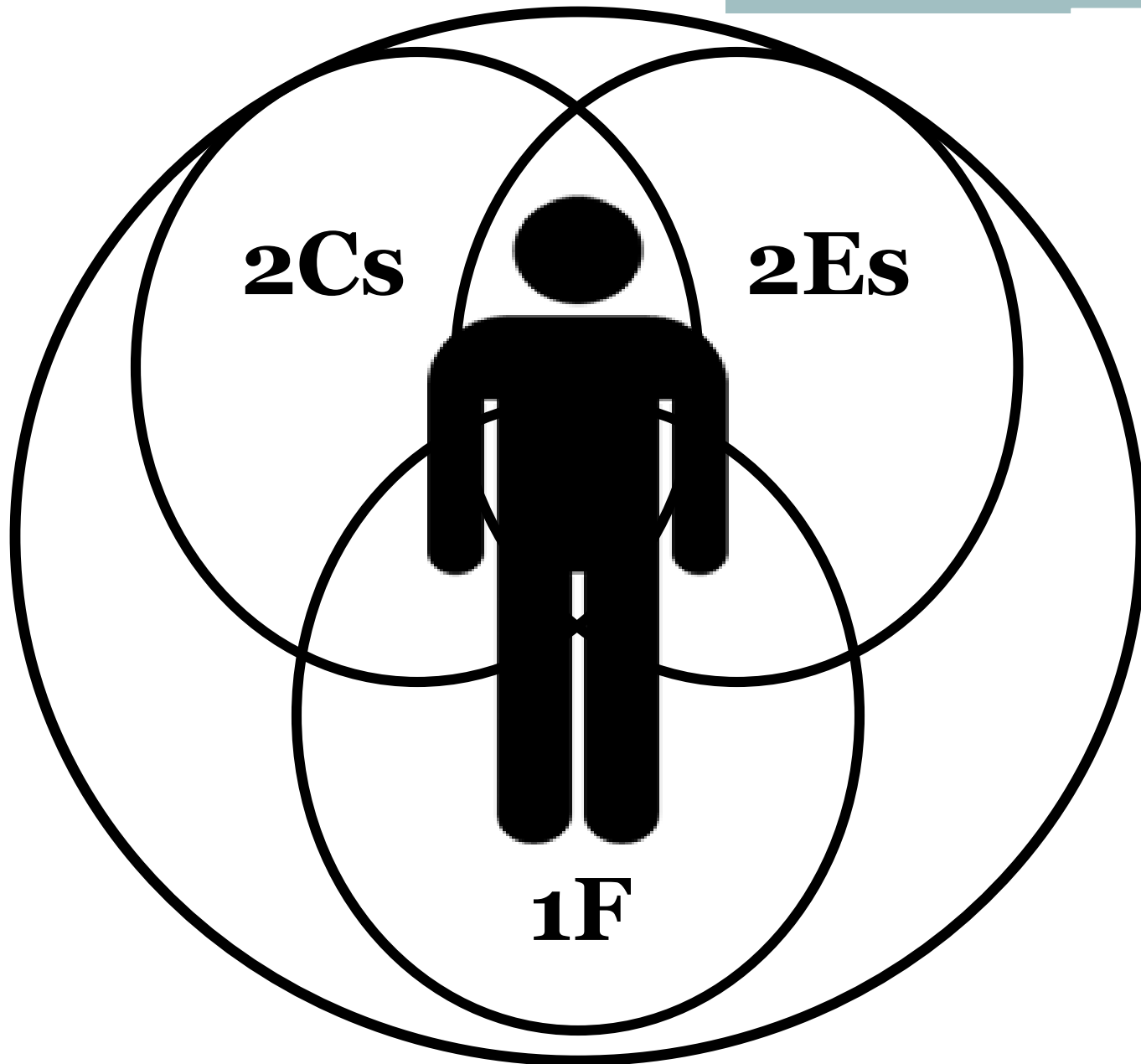
5 Skillsets that Transition Your Job into a Career



Dr. Martin Armstrong, CPP, MBA, DBA

Choose a job you love,
and you will *never*
have to *work* a day in your life.

~ Confucius

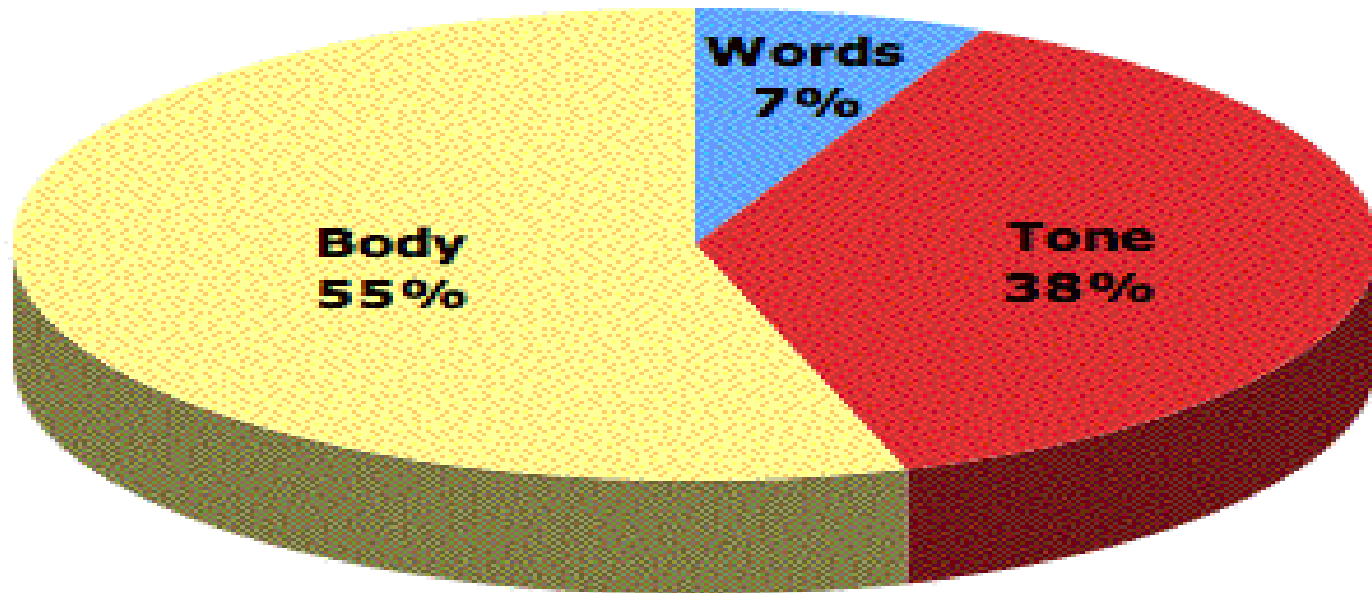




the power of communication



Components of Communication



Seven Deadly Skills of Communicating

by Jay, R. (1999)

**Corporate
Personality**

**Written
Communication**

**Verbal
Communication**

**With Senior
Management**

**With
the Team**

**With the
Individual**

**Under
Pressure**

The Value Proposition of Communication

- When People Know What is Going On...
 - Productivity is increased and is more efficient
 - Motivation is influenced thru behavioral change
 - Loyalty is derived from informed decision making
- Important Communication Guidelines...
 - Tell them as much as you can
 - Tell them as soon as you can
 - Never lie to your audience

Jay, R (1999). The Seven Deadly Skills of Communicating

Embracing Technology



Future Vision of Hybrid ERP



Hosted

- Payroll Processing
- Labor Distribution
- Journal Processing
- W2 Processing



On Premise

- Time Reporting
- Merit Increases
- Merit Bonus
- IT Development



Private Cloud

- Payroll Reporting
- Payroll QA Testing
- Payroll Analytics



Public Cloud

- Self Service
- On-Demand Payroll Check

Business Process: Compensate Employees

Mobile

Workforce
Mgmt

Pay
Statements

Cloud

SaaS

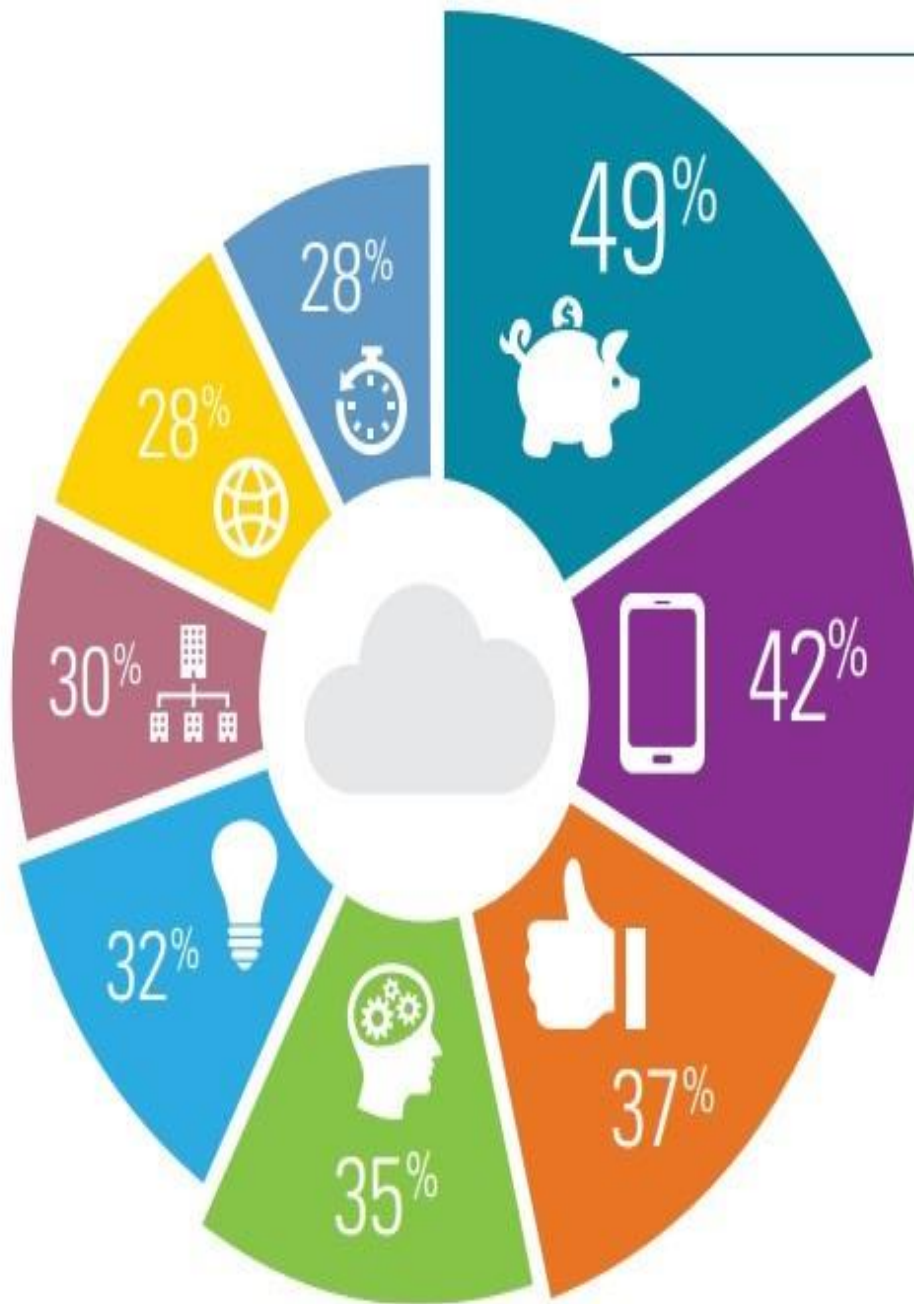
Analytics

Tablet

ESS

Training

The top ways businesses are using cloud to drive business transformation in 2014



Drive cost efficiencies

Better enable mobile workforce

Improve alignment with customers/partners

Better leverage data to provide insight

New product development/innovation

Develop new business models

Shift to a global shared services model

Faster time to market

Source: 2014 KPMG Cloud Survey Report

Current Payroll Technologies

- Imaging/Scanning
- Direct Deposit
- Paycards
- Electronic Pay Advices
- Employee Self-Service
- Manager Self-Service
- Mobile Technology
- Tablets
- Workforce Management Solutions
- Sharepoint
- Skype (Global Work Teams)
- Dropbox
- Social Media (LinkedIn)

****2012 APA Congress – What Every Payroll Professional Needs to Know About Emerging Technologies**

Competency

**JACK OF ALL TRADES,
MASTER OF **NONE**.**

Competency



Financial Acumen

revenue term accounting
finance value rate expense cost
cash Budget gross
income debit balance sheet
interest payment credit net



Financial Statements

Companies prepare four financial statements from the summarized accounting data:



Income
Statement



Retained
Earnings
Statement

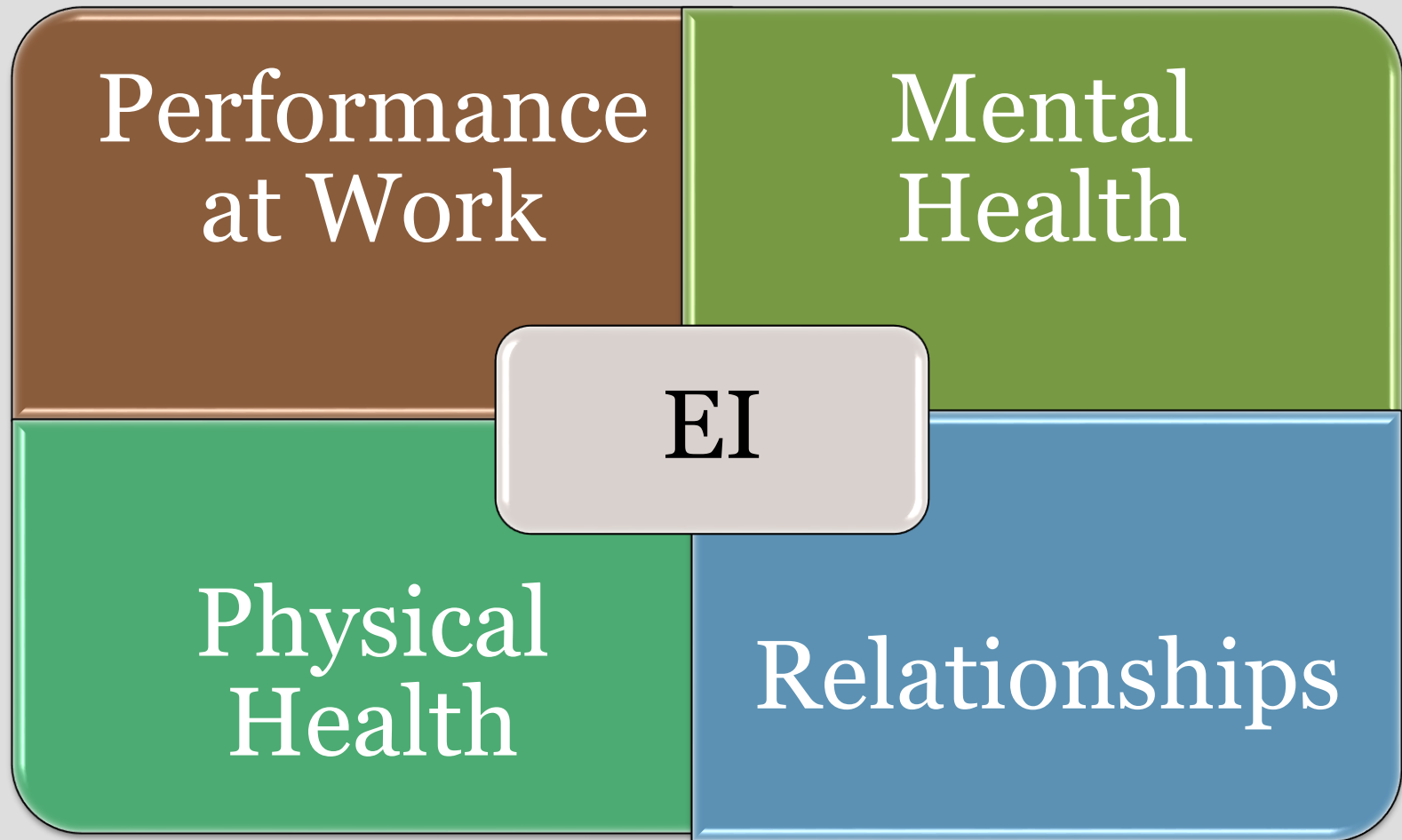


Balance
Sheet



Statement
of Cash
Flows

Advantage: Emotional Intelligence



Emotional Intelligence

- Defined as...

The ability, capacity, skill or a self-perceived ability to identify, assess, and manage the emotions of one's self, of others, and of groups.

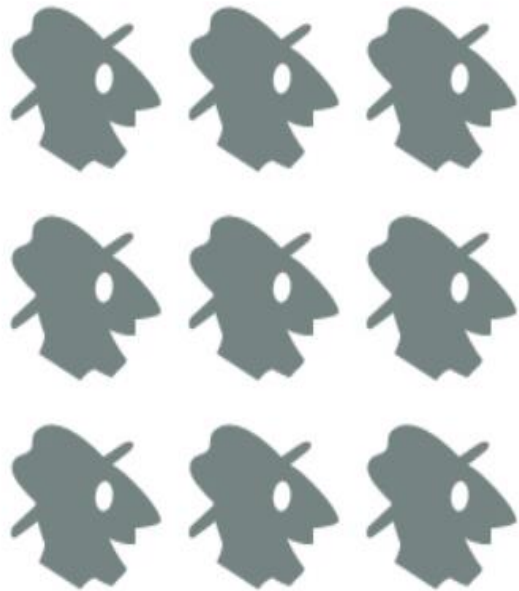
- Self-Awareness
- Self-Management
- Social Awareness
- Relationship Management

Emotional Intelligence 2.0 - Bradberry & Greaves, 2009

Emotional Intelligence

		Recognition	Regulation
Personal Competence	Personal Competence	Self-Awareness <ul style="list-style-type: none"> ✓ Self-confidence ✓ Awareness of your emotional state ✓ Recognizing how your behavior impacts others ✓ Paying attention to how others influence your emotional state 	Self-Management <ul style="list-style-type: none"> ✓ Getting along well with others ✓ Handling conflict effectively ✓ Clearly expressing ideas and information ✓ Using sensitivity to another person's feelings (empathy) to manage interactions successfully
		Social Awareness <ul style="list-style-type: none"> ✓ Picking up on the mood in the room ✓ Caring what others are going through ✓ Hearing what the other person is "really" saying 	Relationship Management <ul style="list-style-type: none"> ✓ Getting along well with others ✓ Handling conflict effectively ✓ Clearly expressing ideas/information ✓ Using sensitivity to another person's feelings (empathy) to manage interactions successfully

Advantage: Emotional Intelligence



90%

*of top performers
have high EQ*



EQ is responsible for

58%

*of your job
performance*



\$29,000

*People with high EQ
make \$29,000 more
annually than their
low EQ counterparts*

effort

[ef-ert] /'ɛf ət/

noun

1. exertion of physical or mental power:

It will take great effort to achieve victory.

2. an earnest or strenuous attempt:

An effort to keep to the schedule.

3. something done by exertion or hard work:

I thought it would be easy, but it was an effort.

4. an achievement, as in literature or art:

The painting is one of his finest efforts.

5. the amount of exertion expended for a specified purpose:

The war effort.



CONTROL
YOUR OWN
DESTINY
OR SOMEONE
ELSE WILL

THANK YOU

Please Complete Your Evaluation

CONTACT INFORMATION

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