



# The weight of doing it all, lifted.

Feel like you have to do it all? You're not alone. Forty-three percent of small business owners say they're burdened by having to cover too many different roles.<sup>1</sup> That's why there's ADP TotalSource®. With a dedicated team at your beck and call, you're freed up to make the most of every business day.



## Expert Guidance

We provide guidance backed by data, experience, and ideas that really work.



## Strategic Support

We help you predict and prepare for what's ahead.



## Dedicated Team

We make knowing your business our business.

## Expertise. Guidance. Dedicated support.

We help you transform how work gets done.

### • Talent Management and Acquisition

From better data insights to guide candidate hires to employee development plans, we'll help you win the talent war. We offer performance management, applicant tracking, online job postings, recruitment services, and background screening.\*

### • Benefits and Compensation

We can start by helping make healthcare economical again with a PEO that delivers Fortune 10-caliber benefits at a competitive price. Then let's talk 401(k) and perks such as voluntary benefits, assistance, and discounts that are sure to excite employees.

### • Risk and Compliance

Workers' comp filings or advising on an immediate regulatory risk - we've got you covered. Your ADP team will help you react to changing FLSA regulations, keep you up to date on risk management and safety, and help you minimize risk with employment practices liability insurance, a legal defense benefit, and audits and investigations.

### • Business Insights

From knowing what companies in your area are paying to data visualizations from ADP® Data Cloud that help you identify turnover hot spots, we take a proactive, data-driven approach to your success. If we see a trend emerge from your data, we'll collaborate with you to determine a possible solution or next steps. We also offer compensation strategies, HR guidance, and a personalized benefits strategy.

### • Payroll, HR, and Taxes

It's time to go beyond the basics. For managers, dashboards keep employee performance on track. For employees, a personalized app keeps all their information at their fingertips - from vacation hours to benefits plans. And that's just the start. Payroll processing, full benefit plan administration, time and attendance,\* HR technology, and payroll tax and W-2 preparation and filing - let us take the load off of doing it all.

\*Some services available for a fee.

1. Constant Contact, 2015.

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