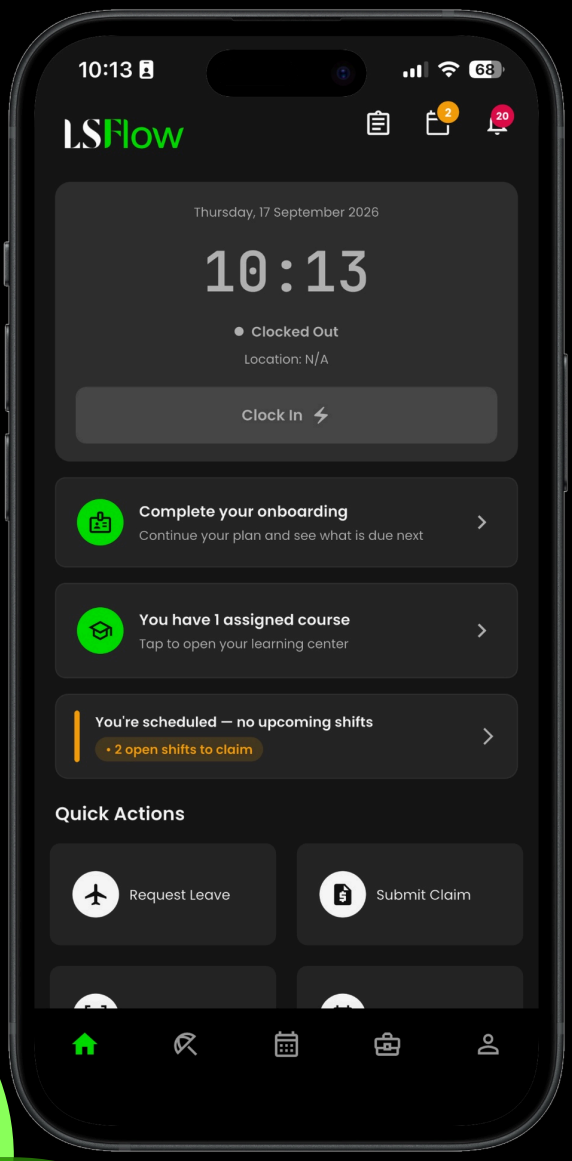
LSFlow

Module 01

Employee Self-Service

Payslips, leave, claims and HR documents on every employee's phone, connected live to Sage 300 People.



Stop running HR like a help desk.

Every payslip reprint, leave balance check and paper claim form lands on someone in HR or payroll. With large frontline and shift-based teams, that adds up to days of admin every month, and to errors that end up in payroll.

LSFlow gives every employee one app for their HR needs. Requests are checked, routed for approval and written straight to Sage 300 People, so your HR team spends its time on people instead of paperwork.



80%

Fewer HR queries

Employees serve themselves

100%

Paperless HR

No forms to print, chase or file

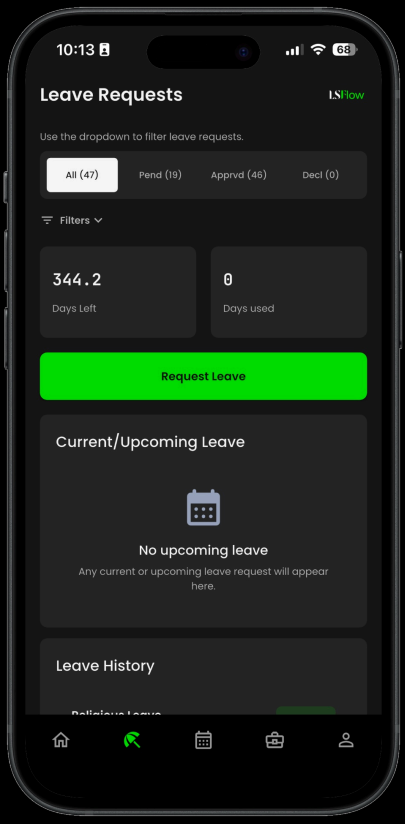
Real-time

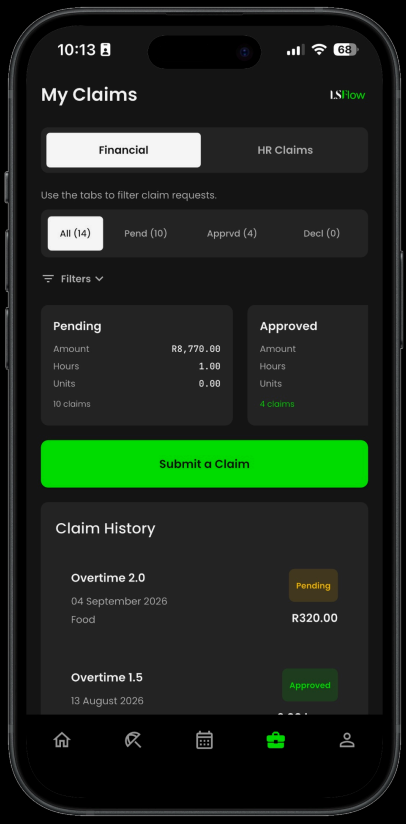
Sage 300 People sync

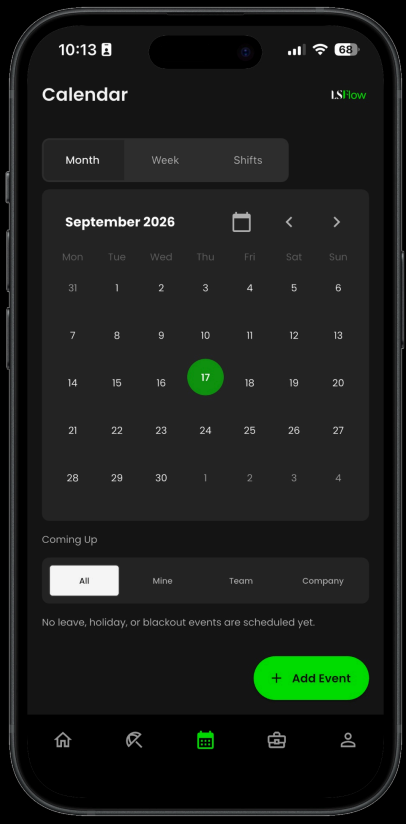
No re-capturing or reconciling

Everything employees ask HR for, in their pocket.

Built for frontline and shift-based teams. It runs on any smartphone, with no desktop or company email needed.







Payslips and IRP5s

Payslips straight from Sage 300 People, with 12 months of history and tax certificates to download.

Leave in seconds

Apply against live balances. Half-day and hourly leave is checked against entitlement before it reaches the manager.

Claims without paper

Photograph the receipt, submit the claim and track it through approval. No forms, no lost slips.

Earned wage access

On-demand access to wages already earned, ahead of the payroll run.

Documents and e-sign

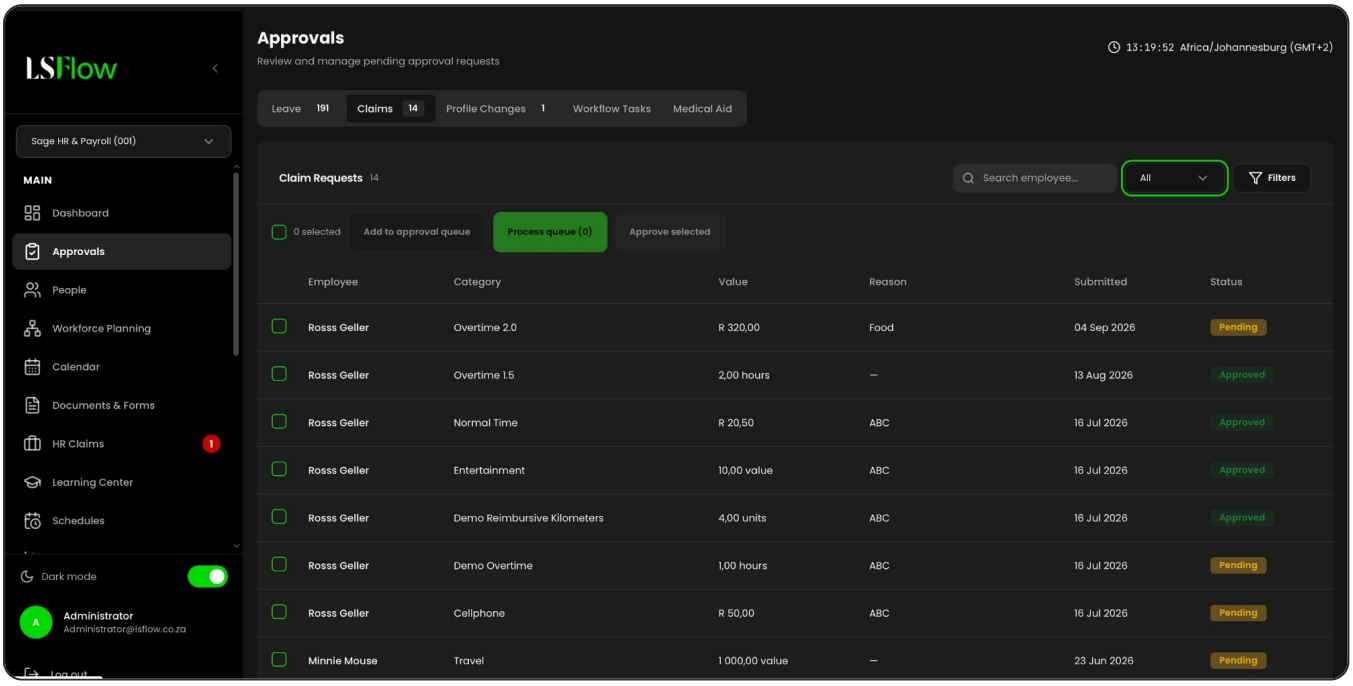
Contracts, policies and letters in one place, signed on the phone with a timestamped audit trail.

Their own profile

Employees keep their details current. Bank detail changes wait for HR approval before they reach payroll.

Approve in bulk, with full context.

Leave, claims and profile changes from the app arrive in one approvals queue on the LSFlow web portal. Managers check the detail and approve a single request or a whole batch.



One queue for everything

Leave, claims, profile changes and workflow tasks in one place, each with a live count.

Sensitive changes held

Bank details and personal information only reach Sage 300 People once HR has signed off.

A live view of the day

The dashboard shows pending requests, claims this month and who is clocked in.



Connected to Sage 300 People in real time.

LSFlow sits on top of Sage 300 People, so there is nothing to re-capture and nothing to reconcile.

1

Employee requests

Leave, a claim or a change to personal details is submitted on the app.

2

Manager approves

LSFlow checks the request, routes it for approval and records who did what.

3

Sage 300 updates

The approved change is written to Sage 300 People. Payslips and balances flow back.

Microsoft sign-in

Azure AD and SAML single sign-on, with MFA as a fallback.

Role-based access

Every role sees only what it should, across every module.

Audit-ready

A full audit trail on every change, with POPIA-compliant data handling.





See it working with your own team.

Start with a free 30 to 90 day pilot for up to 50 employees, with no commitment. Employees activate from an SMS link in under five minutes.

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LSFlow