

Client Email Template: ToD to Paycor Time Email to Employees

[Subject Line]: Exciting News: Get Ready for Paycor Time

[Body Copy] :

Hello **[NAME]**,

I'm excited to inform you that Paycor, our HR & Payroll partner, is rolling out an amazing new time solution that will make managing your schedules and requesting PTO easier than ever.

Here are the advantages you can expect:

- Employees can easily manage their schedule and request PTO by mobile, web, kiosk or clock
- Using geolocation, employees can punch in on their mobile devices
- Proactive alerts will notify employees of scheduling errors or discrepancies

I encourage you to read through the attached training guide complete with everything you need to get the most out of Paycor Time.

As always, if you have any questions or feedback, please contact me at **XXXX**.