



7shifts for ADP Workforce Now[®]

Frequently Asked Questions

What is 7shifts and why should my restaurant use it?

7shifts helps restaurants streamline payroll through our integrated partnerships, which help reduce human error that can occur through a manual payroll process. We're a leading restaurant employee scheduling and labor management platform for restaurants of all sizes.

7shifts is used by 250,000+ restaurant professionals worldwide for scheduling, time tracking, communications, staff engagement and labor compliance. With 7shifts, restaurants can save up to \$2,000/month on labor, reduce time spend on scheduling by up to 80 percent, and reduce calls and texts by up to 70 percent.¹

How does the 7shifts and ADP Workforce Now integration work?

With 7shifts' built-in time-clocking system, restaurants can track employee time punches and use built-in tools to help stay compliant with local labor laws. Managers can review, edit and approve employee timecards within 7shifts.

We then calculate regular, overtime and holiday hours worked for a pay period and sync to ADP[®] with one click. The integration also allows restaurants to match employee data in ADP to 7shifts, making it easy to manage your employees in both systems. Use 7shifts integrated with ADP to help save time and reduce errors caused by manual formatting and report creation.

How do I access 7shifts?

7shifts is accessible any time, anywhere.

- **ADP dashboard:** Managers can access 7shifts through their ADP Workforce Now dashboard.
- **Web:** 7shifts' robust web application is available to restaurant owners, operators and managers at www.7shifts.com.
- **Mobile:** Managers and employees can access and manage schedules, communication and more through free mobile apps for Android and iOS. Managers have robust app features like performance tracking, the Manager Log Book and more from the palm of their hand.

What makes 7shifts different from competitors?

7shifts is your ideal scheduling and labor management solution because you can:

Leverage restaurant-specific features. By integrating directly with systems you already use, such as ADP and most point-of-sale (POS) systems, 7shifts is built for the restaurant industry. With built-in, department-specific staff and budget management, restaurant owners and managers can track sales and performance between front of house, back of house and more.

Empower employees. Our free mobile apps let your restaurant staff instantly submit availability and time-off requests, as well as swap shifts. The team is connected through a location-wide in-app chat that streamlines communication to help reduce calls and texts by up to 70 percent.¹

Simplify restaurant management. Built-in Manager Log Book, robust reports and dynamic labor cost calculation let managers make smarter business decisions on the fly to help improve your bottom line.

Help reduce staff turnover. Our employee "engage" dashboard provides proactive insights to help reduce turnover. Get insight into location-specific stats like late employees and no-shows and view a leaderboard of your most- and least-engaged employees.

How does 7shifts work with my POS system?

7shifts integrates with dozens of POS systems to help build labor-optimal schedules, sync wages, forecast and budget sales and labor, and enforce schedules. Some of our current POS integrations include Bypass, Toast, Revel, Upserve, Lightspeed, Heartland Dinerware, Micros 3700, NCR Aloha, POSitouch, Square, Squirrel Systems, TouchBistro, Clover, Rezku, Koomi, MobileBytes, Cake and more. Visit 7shifts.com/integrated-partners for more information.

How frequently does data sync between ADP and 7shifts?

Data is synced in real time and pay data is synced by user initiation.

What data fields are shared between 7shifts and ADP?

ADP to 7shifts:

1. First name
2. Last name
3. Employee ID
4. Company codes
5. Department codes

7shifts to ADP:

1. Company code
2. Department code
3. Employee ID
4. Base hours
5. Overtime hours

Does 7shifts have customer support?

Yes! 7shifts offers every restaurant fast, friendly support from our expert team, as well as an in-depth knowledge base for product support.

- **Phone:** +1 888-979-5877; Monday-Friday, 9 a.m. to 5 p.m. CST
- **Email:** support@7shifts.com; 7 days a week
- **Live chat:** app.7shifts.com; Monday-Friday, 9 a.m. to 5 p.m. CST
- **Training:** support.7shifts.com; 24/7

About 7shifts

7shifts is employee scheduling software designed specifically for restaurants. We help managers and operators spend less time and effort scheduling their staff, reduce their monthly labor costs and streamline team communication. Save up to \$2,000/month on labor with smarter schedules.¹

Visit ADP Marketplace to learn more about 7shifts

<https://marketplace.adp.com/7shifts>

¹ Based on 7shifts internal data analysis and customer surveys.



The Value of ADP Marketplace

Get everything you need to manage your people better, from hire to retire. Say goodbye to siloed systems, and hello to powerful HR apps all in one place — connected to your ADP solution.

- Easy and secure
- Seamless integration
- Single sign-on

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