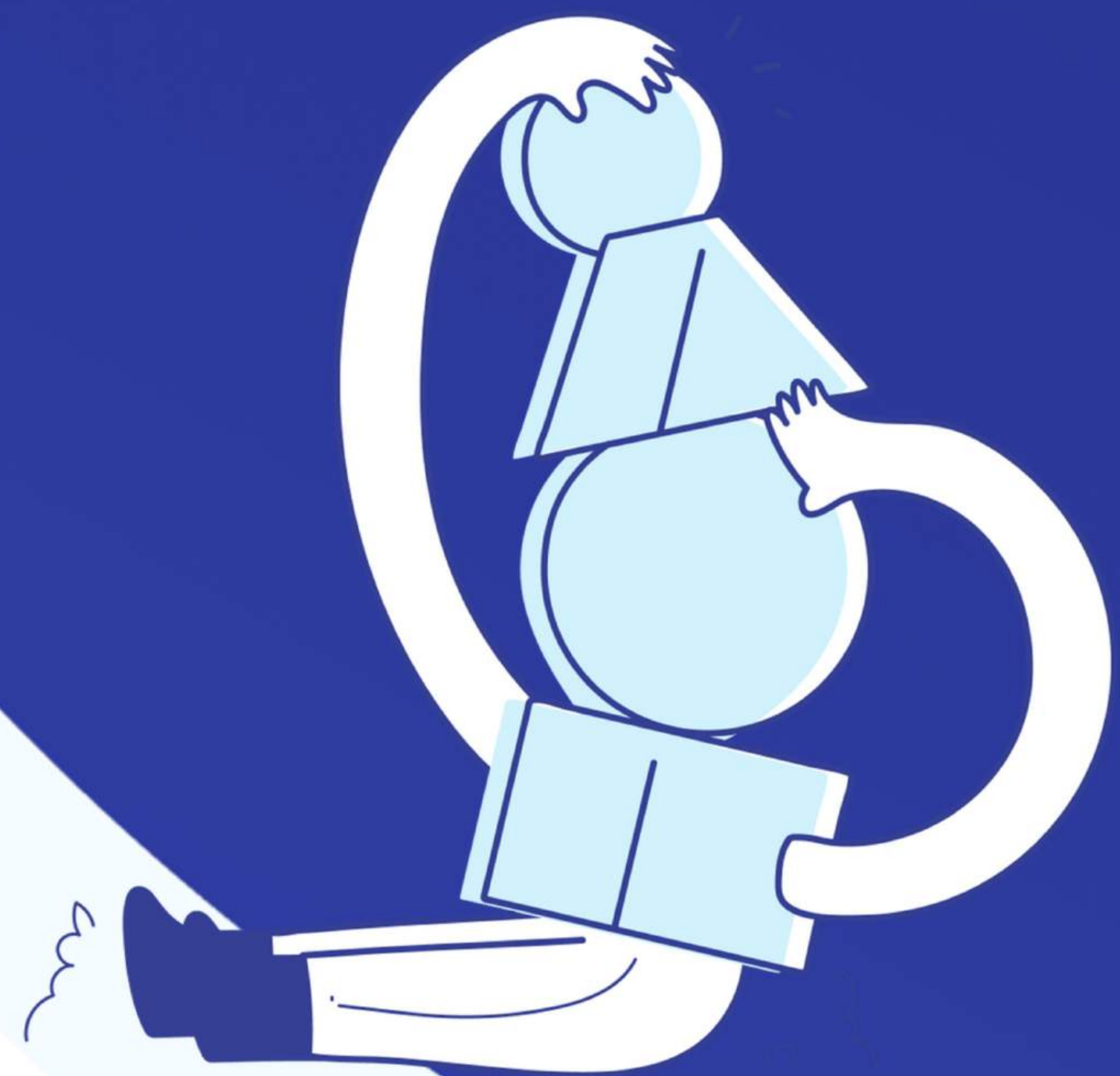


Whale for HR teams

The solution guide for
human resource teams

www.usewhale.io

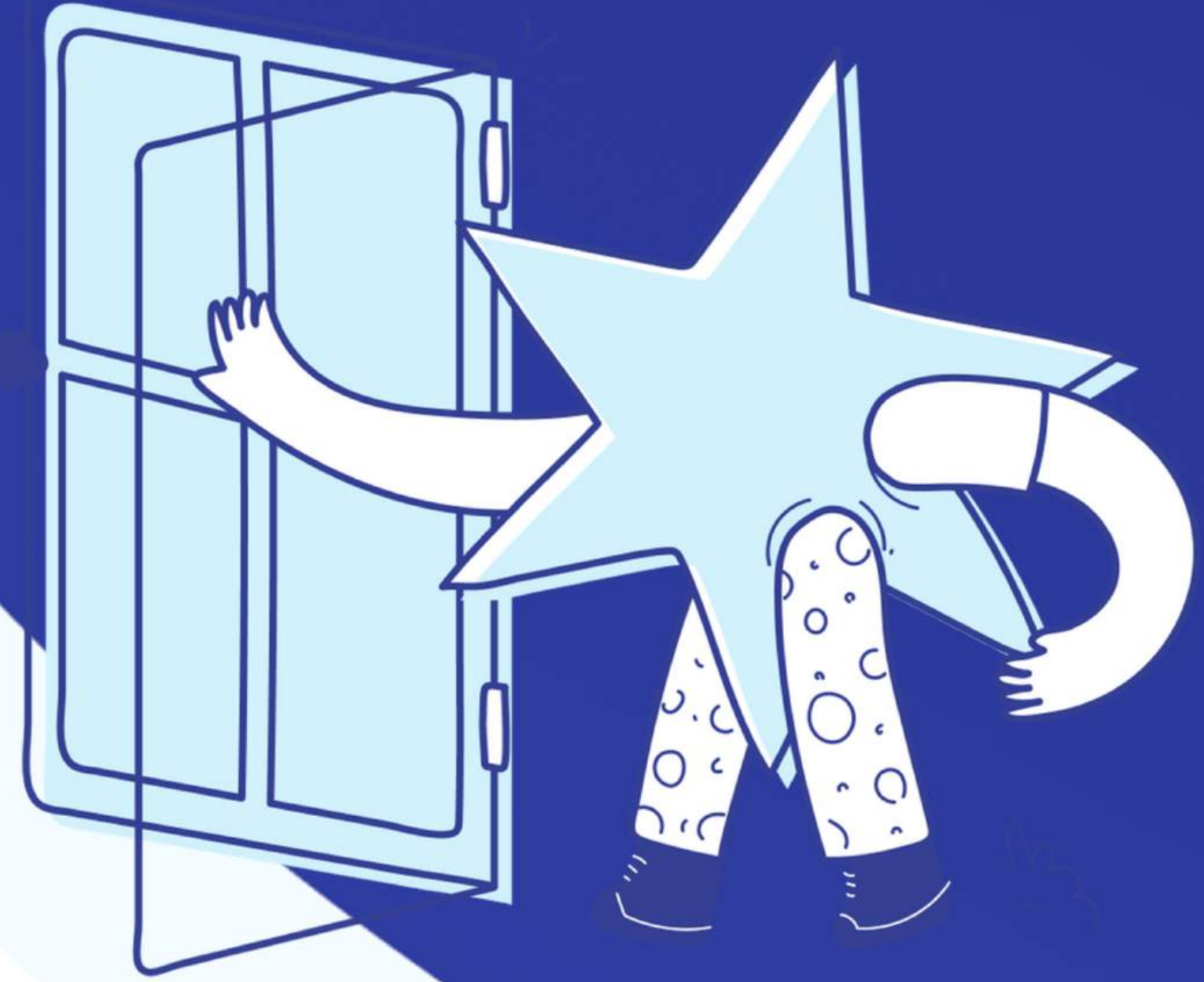




The Challenge

Onboarding and training often feels **all over the place**, with different systems and managers handling things in isolation. Employees can easily get overwhelmed with a bunch of **disorganized content**, which makes it tough for them to focus on what really matters and develop their new skills effectively. As a result, the training doesn't have the impact it should.

Plus HR info is often spread out across different systems or just stored in people's heads. This makes it hard for employees to find what they need and leads to HR getting **constantly interrupted** with the same questions. Since everyone in the company interacts with HR, those repeated questions really add up, leaving HR teams feeling **overworked and inefficient**.



The Solution

With Whale, streamline employee training and onboarding to quickly get new hires up to speed and ensure everyone is aligned from the start—without hassle or confusion. HR teams can easily organize everything in one central platform; employee handbooks, onboarding checklists, training materials, procedures, and policies.

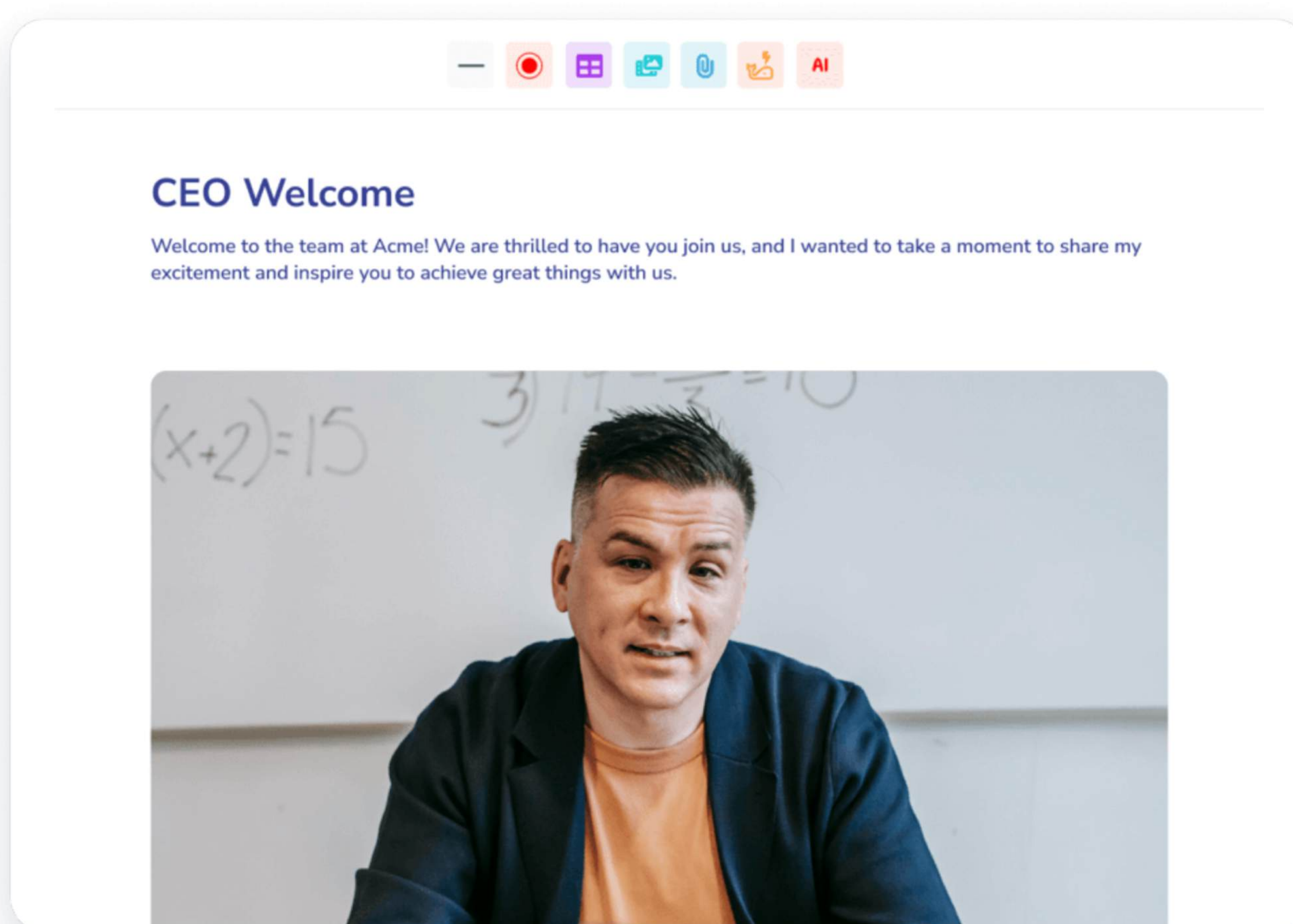
- 01 Streamline new hire onboarding**
- 02 Automate employee training**
- 03 Standardize your HR operations**

01 Streamline new hire onboarding

Help new hires quickly get a feel for their roles and responsibilities by sharing your employee handbook before they even walk in the door! This way, they'll feel prepared and ready to hit the ground running from day one

Create and share a modern, digital handbook

Sharing your company's story, mission, and values helps everyone understand how their work fits into the bigger picture. Use videos, images, and more to share a compelling vision and build a strong, united team

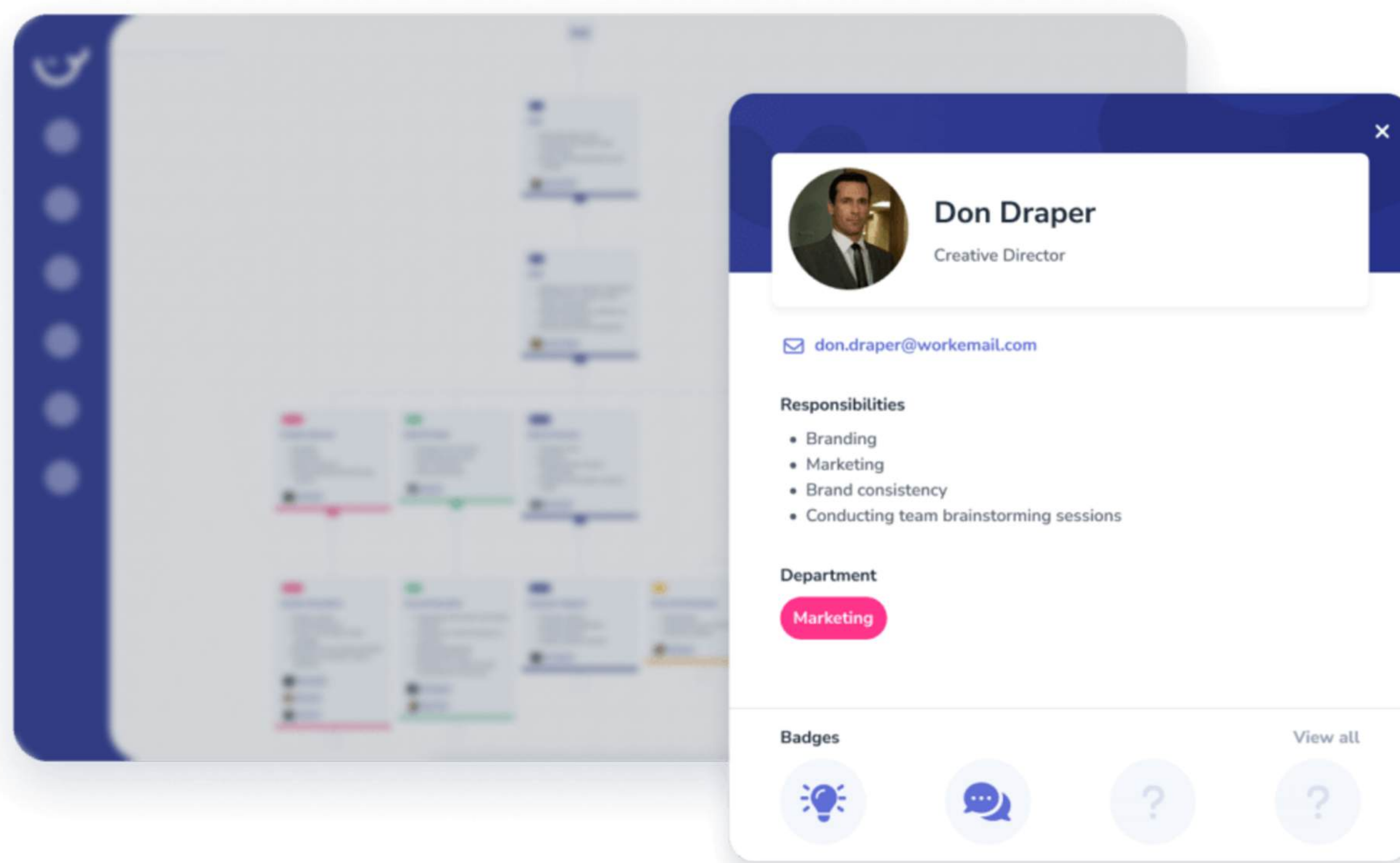


82%

Studies show that companies with solid onboarding programs can **increase new hire retention by up to 82%** and improve productivity by more than 70%. Plus, employees who have a great onboarding experience are 2.6 times more likely to be satisfied with their jobs.

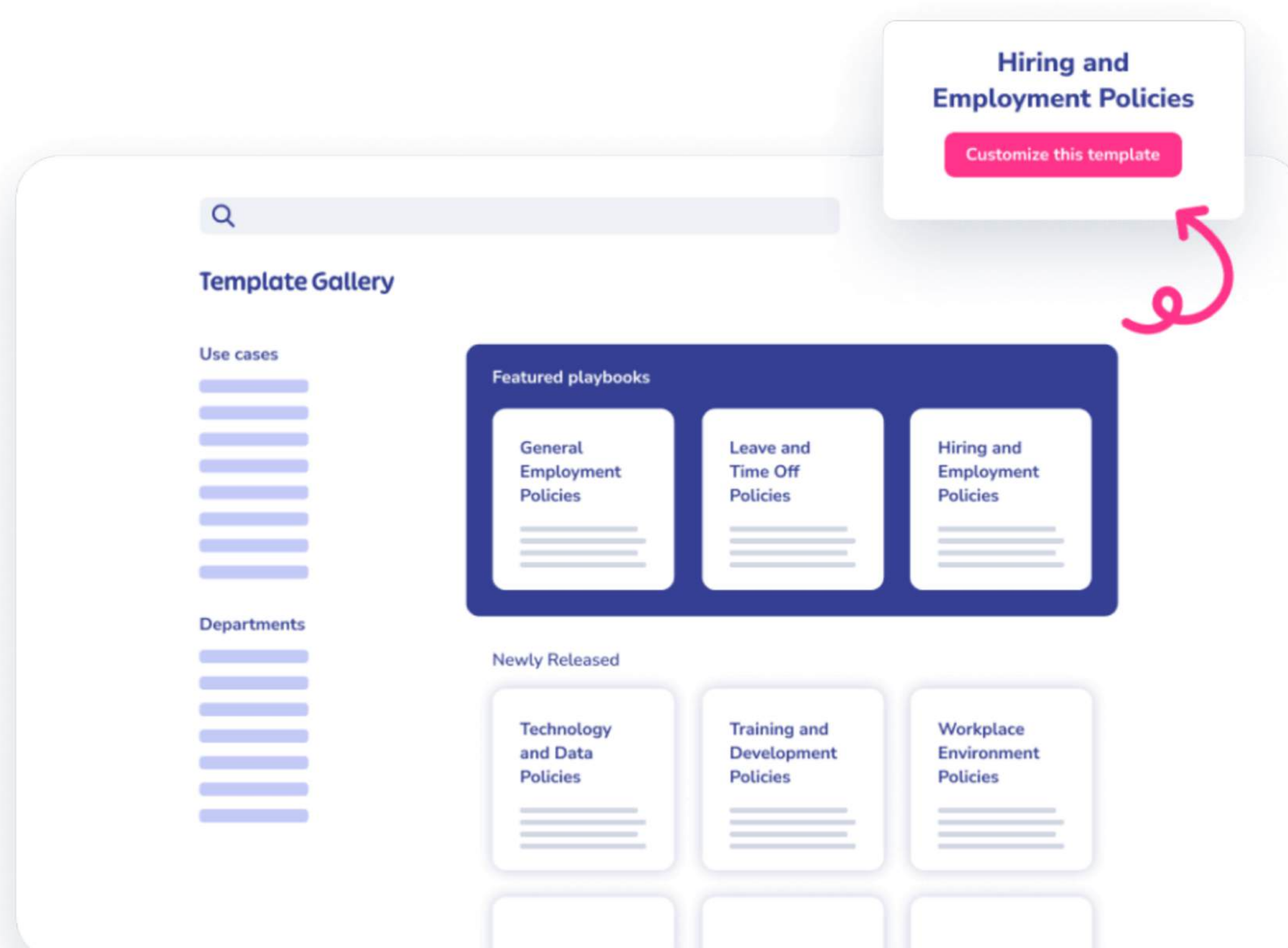
Answering “Who is Who” has never been easier

An org chart with mapped responsibilities makes it crystal clear who’s responsible for what and helps everyone understand their duties. Plus, with profile cards, you can see who holds what training badges – all inside Whale



Set clear expectations from day 1

Make work life clearer with policies that foster a fair and happy workplace. Ensure accountability by having all team members acknowledge and confirm they’ve read the important information

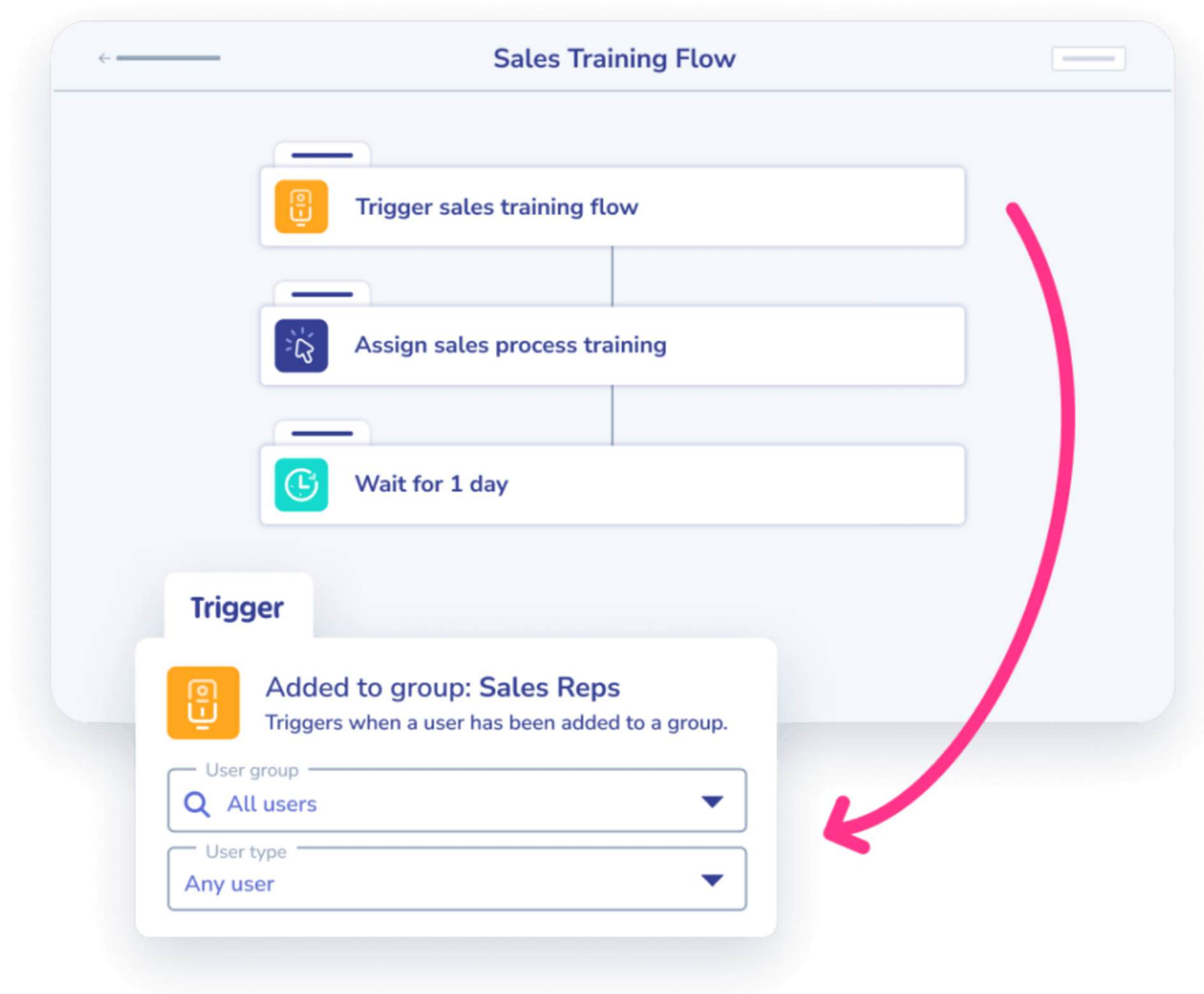


02 Automate employee training

Create training flows with automated learning assignments and quizzes for each role. Monitor employee performance and easily identify areas that need further training

Automate role-based training

Design custom training journeys for each team and role, and let automation handle the delivery to save you a ton of time! Plus, you won't have to wait for employees to finish one subject before they can move on to the next—everything flows seamlessly

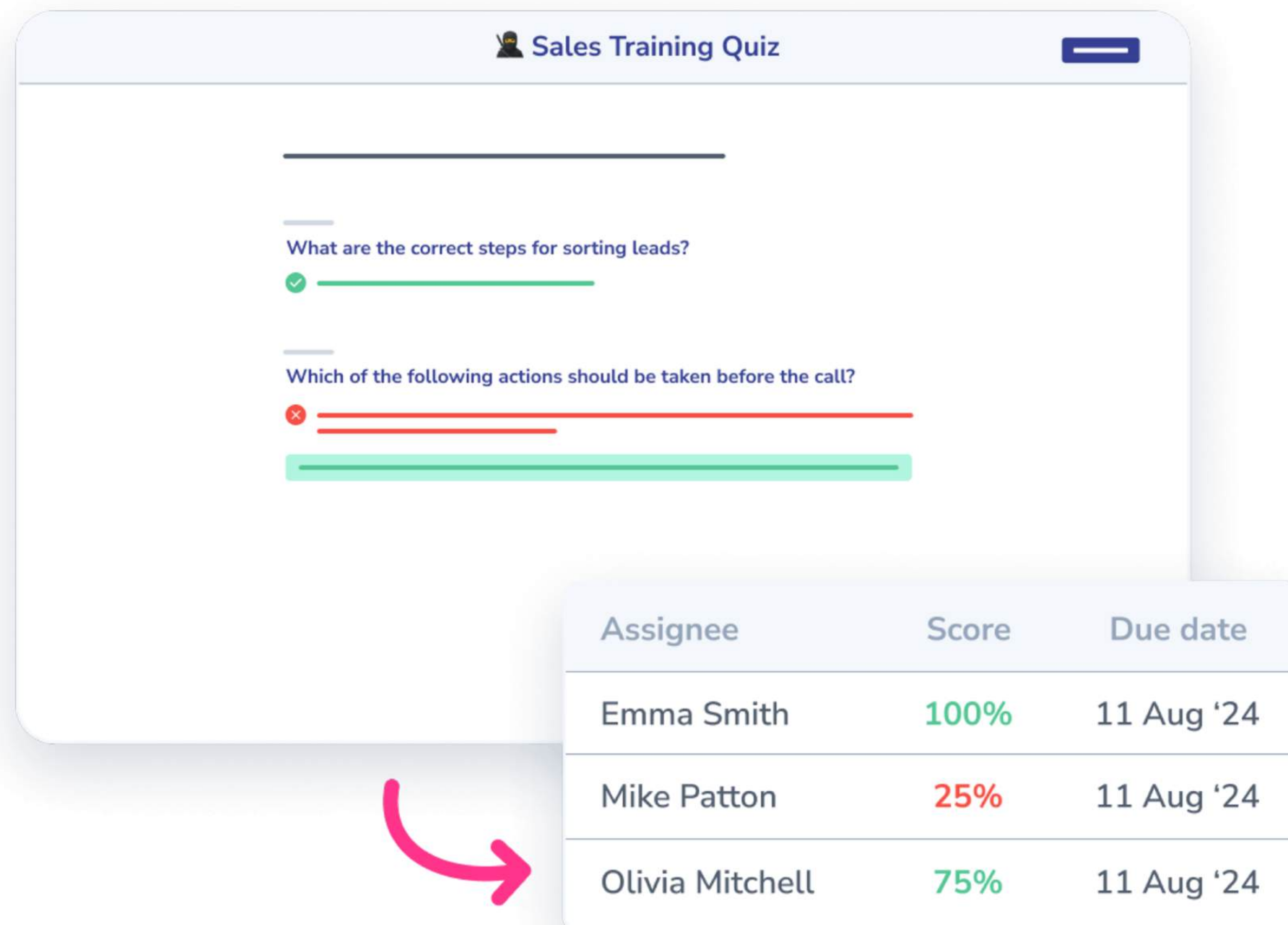


24%

Studies show that companies with strong training programs see a **24% higher profit margin** than those without. Plus, 68% of employees say that having opportunities for training and development is a key factor in their job satisfaction.

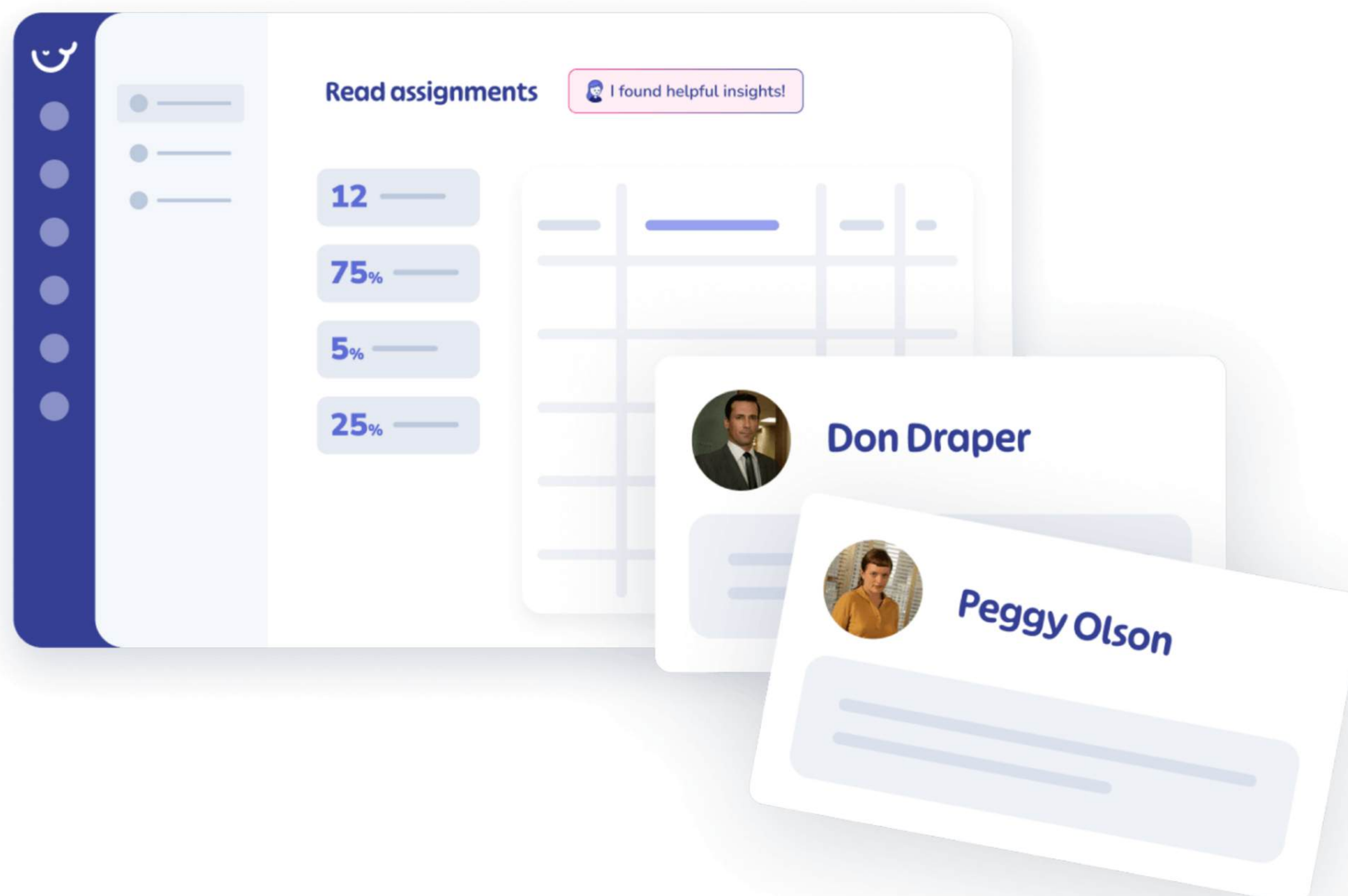
Quiz understanding and improve accountability

Leverage AI-generated quizzes to test your employees' progress and identify areas where they might need more help. With diverse and engaging questions, you'll keep everyone focused and committed, ensuring they stay on top of their game



Track progress and guide your team to excellence

Automatically track everyone's progress as they go through onboarding and training. Monitor who has opened their assignments, how much they've completed, and their quiz scores—all from a single, unified dashboard

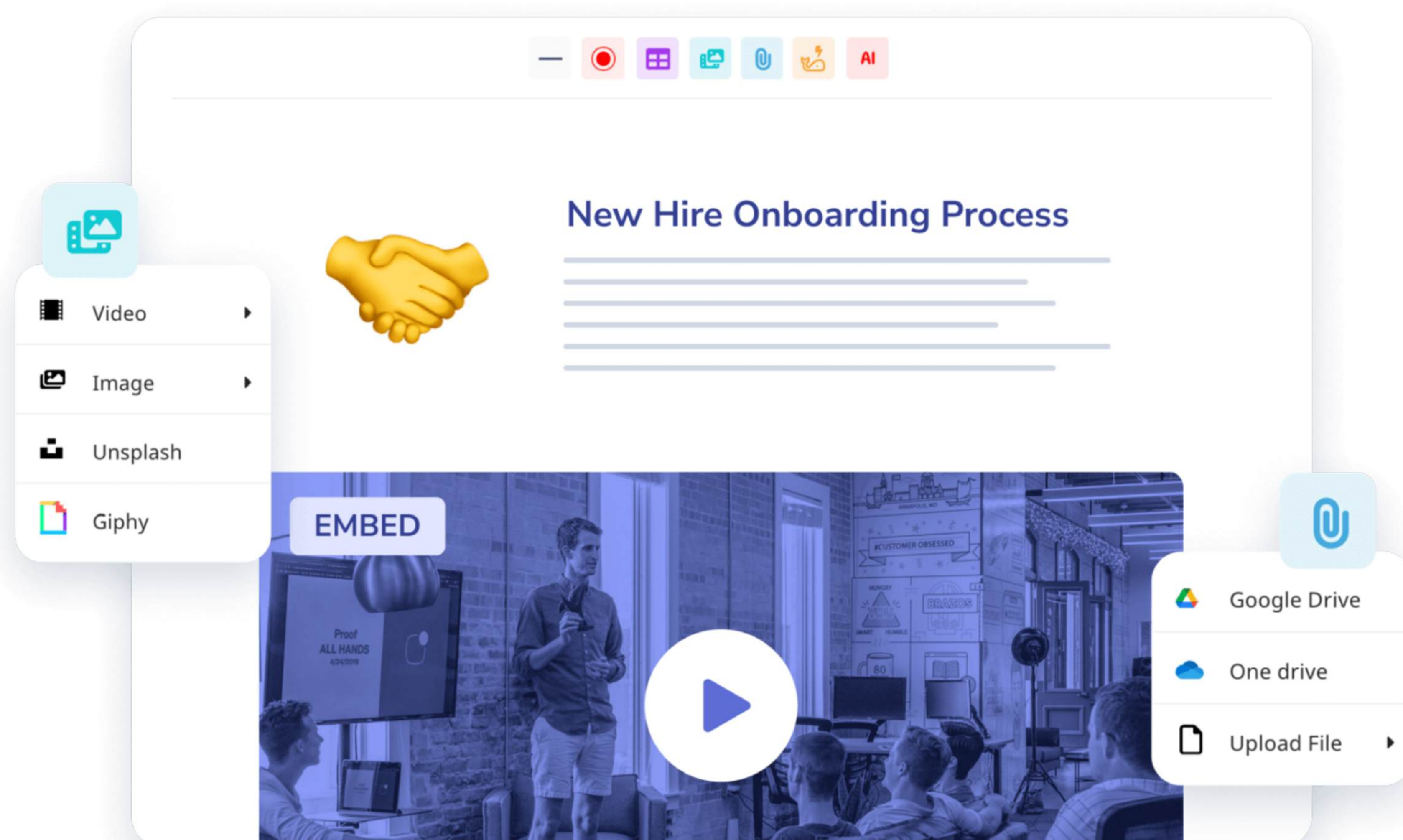


03 Standardize your HR operations

Simplify and standardize your HR operations by having one central place to store, update, and share clear, consistent procedures and checklists with the team

SOP creation - so easy that anyone can do it

Use the AI writing assistant, screen recordings, and ready-to-go SOP templates to create clear, user-friendly procedures in no time. This will make your team's processes not only look good but also be much easier to follow

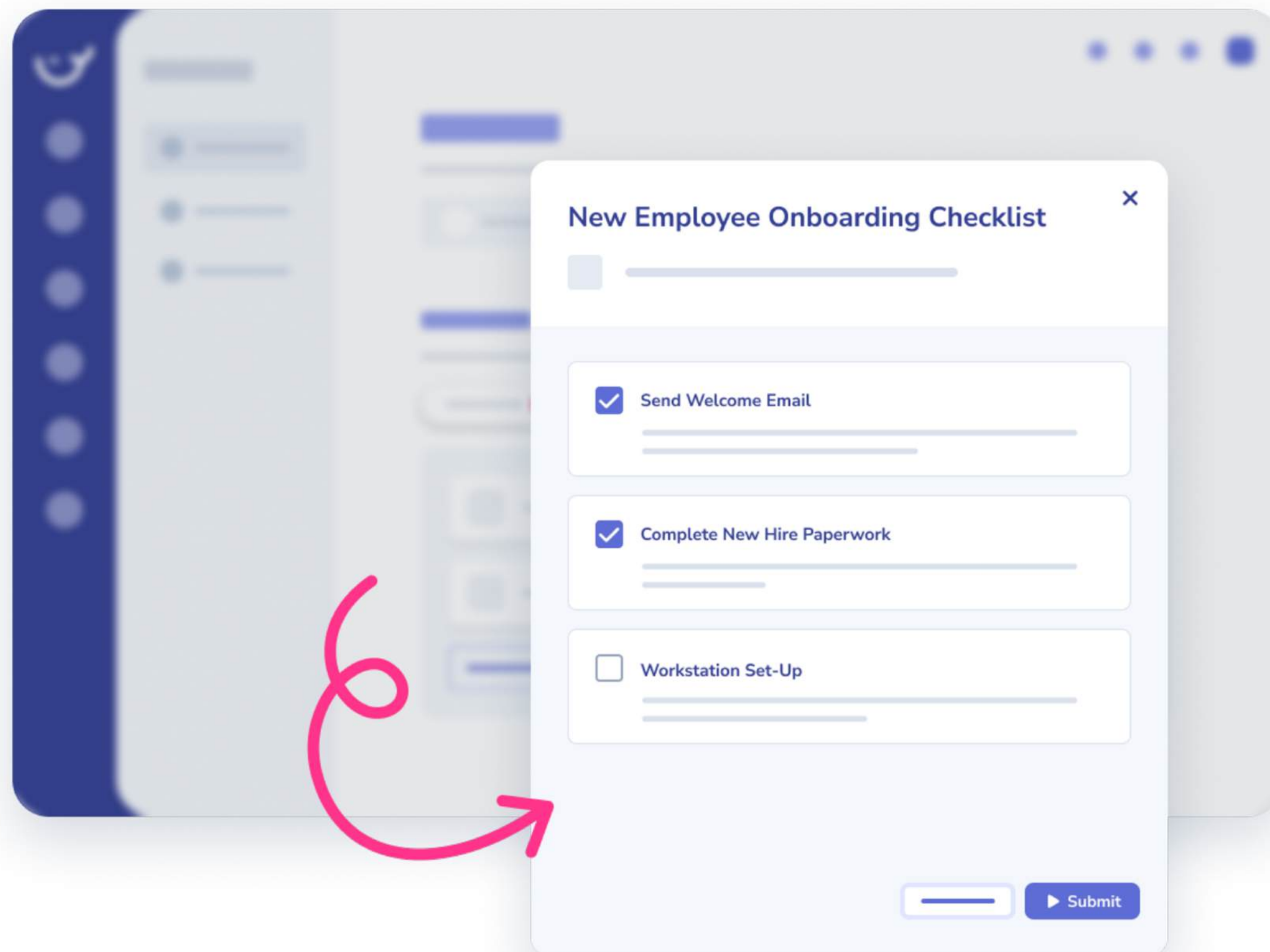


30%

Standardizing HR processes can really boost efficiency and save costs. For example, one company streamlined its recruiting process and cut the "time-to-hire" from 92 days to 69 days, while also reducing recruiting costs by around 30%.

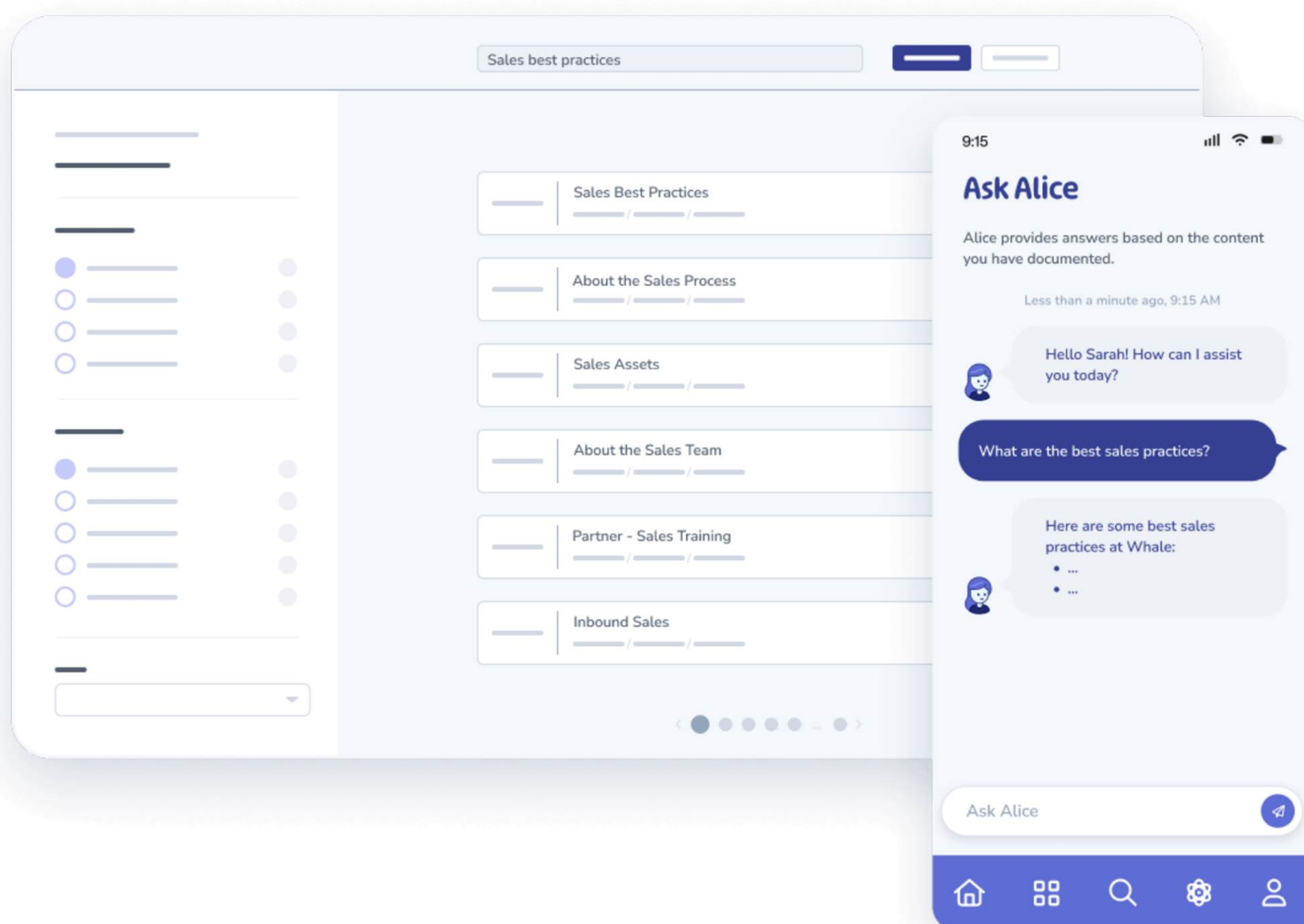
Standardize your way of work

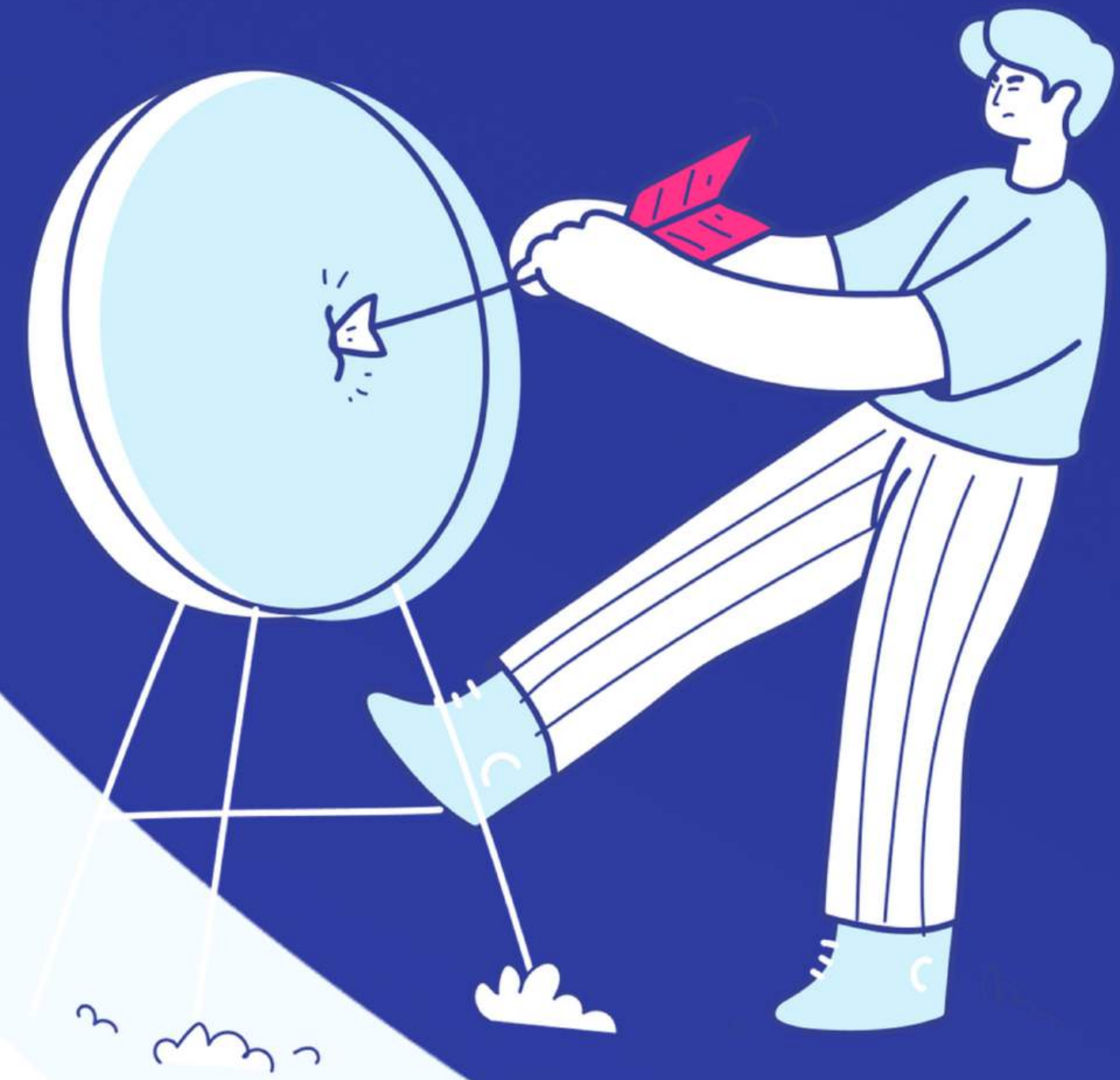
Create step-by-step checklists to help employees easily follow SOPs, empowering them to take ownership and build accountability



Ask Alice to answer repetitive questions

Alice is trained on all the knowledge you store in Whale and, in turn, can help answer any questions your teams have 24/7





Tools for HR

Whale is a comprehensive AI-powered platform that combines the functionality of standard operating procedure (SOP) documentation tools, employee training systems, and knowledge bases. Whale's all-in-one solution unlocks the next level of growth for your human resources team

Create engaging content that looks too good to skip

Video Screen Recorder

Create bite-size videos to show how to perform specific tasks or procedures

Step Recorder

Automatically document every click, keystroke, and navigation path to create detailed, step-by-step instructions

AI Writing Assistant

Leverage the AI writing assistant to create new procedures and policies faster and with less effort

Import Documents

Import your docs and have the AI assistant standardize and centralize all your content

SOP & Policy Templates

Create new content by using pre-built templates that save time, reduce effort, and ensure best practices

Rich Editor

Capture easy-to-digest information using text, videos, GIFs, images and much more

Elevate your new and existing employees to champions with training that sticks



Training Flows

Automate the learning journey of your employees per role, team and responsibilities



Badges

Create and reward your team with custom badges after successfully completing training



AI Generated Quizzes

Evaluate your employee's understanding and knowledge retention



Org Chart

Create a visual representation of your team, employees and their training badges



Reporting

Track who is and who isn't completing their training assignments on time



Comments

Collect feedback and questions directly tied to your training content

Make it easier and faster than ever for your team to align with your way of work

✓ Checklists

Create easy-to-follow checklists that guide your team members step-by-step through tasks

✦ Ask Alice

Leverage Alice, your knowledge assistant, to retrieve the answer to any questions- from the mobile device or web app

📌 Read Assignments

Assign new or updated policies and procedures to be read by a certain date

💡 Contextual Suggestions

Pro actively suggest in-context knowledge in the websites and tools your team already uses

Impactful across HR roles



Jessica B.

HR Manager

Mid-Market (51-1000 emp.)

★★★★★ Nov 08, 2024

"Run don't walk!!"

What do you like best about Whale?

We are a Medical Spa who has grown from 5 to 7 locations in the last year with no plans of slowing down. Whale makes it so easy for our employees to find the most important information when they need it most. They can simply ask Alice, the AI tool, their question and she will provide an answer based on our documents. We have implemented our fair share of software, and Whale, by FAR was the easiest, most supported implementation I have ever been a part of. Many other platforms promise you customer support but after you sign the paperwork and pay it's a challenge to actually get help. I have one contact @ Whale and he always gets me an answer quicker then I could anticipate. It is so easy to use, and has been a game change for our company.



Victor K.

Director of Human Resources

Mid-Market (51-1000 emp.)

★★★★★ Aug 26, 2024

"The Right Choice"

What do you like best about Whale?

Whale is huge step up from what we were using before. UI is great, it's intuitive, extensive reporting. We've been impressed with how easy every aspect of the system has been and it seems Whale is committed to keeping it that way. The cherry on top is the hand-holding support we've received every step of the way.



Megan M.

Chief Of Staff

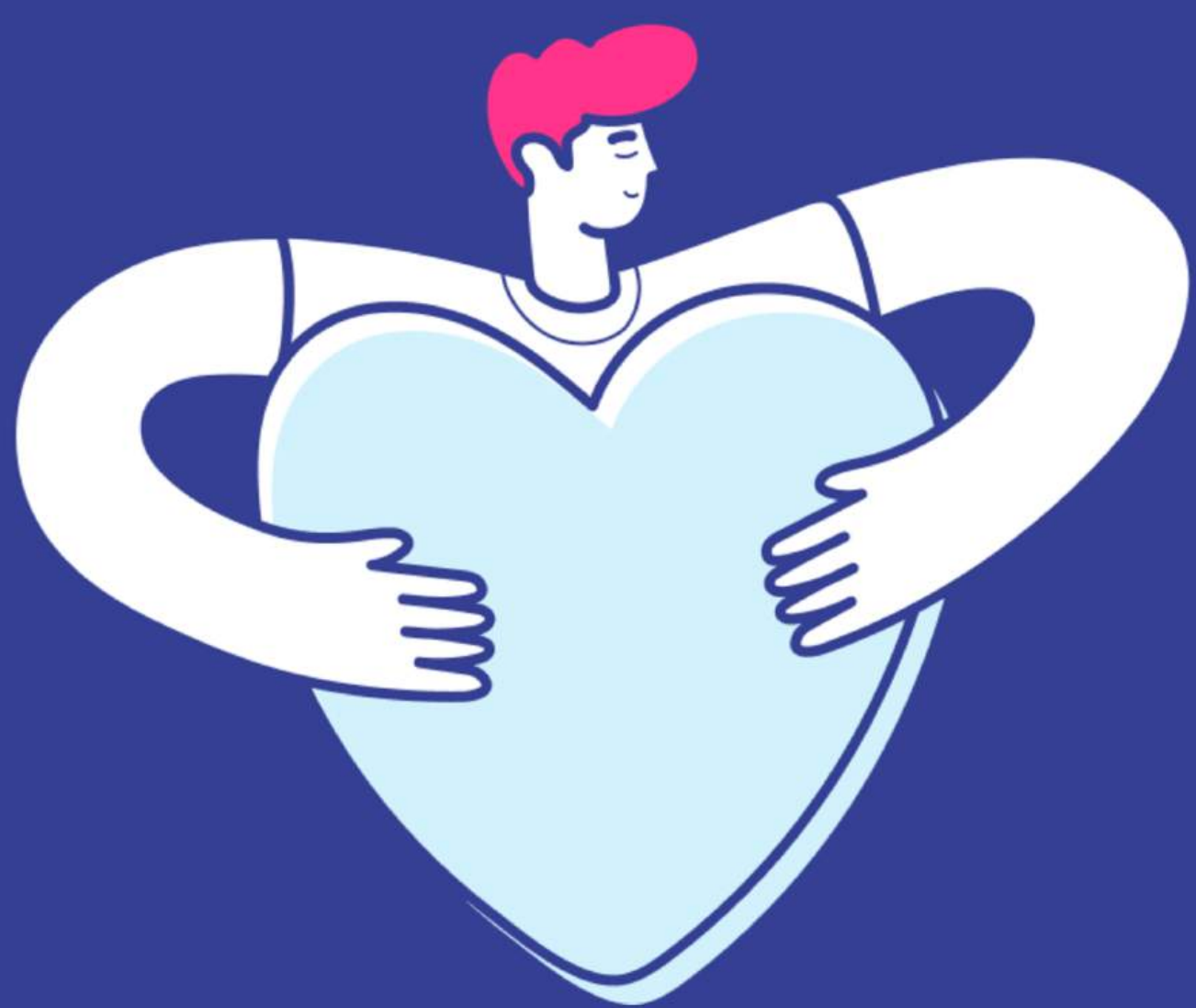
Small-Business (50 or fewer emp.)

★★★★★ Aug 04, 2023

"I have nothing but positive feedback!"

What do you like best about Whale?

The software is user friendly, their onboarding videos are amazing... everything about this product and it's team is top notch.



**Thank you
for reading!**