Zoho
People Plus

An integrated HR suite built for your people

Unified HR Platform where applications are integrated to meet all HR needs throughout the lifecycle of an employee. Simplify your recruitment process, perform HR management, manage your expense approvals and reimbursements without difficulty. Also improve collaboration within your workplace and so on.

- Manage mass candidate data, schedule interviews and track every step of your hiring process.

- Maintain employee database and monitor their performance by setting goals.Enforce attendance and leave policies in an automated way.

- Enhance team communication at your workplace with internal chat and call application.

- Conduct discussions and share ideas within the team to develop better coordination.

- Enjoy paperless and secure signing which enables you to sign documents digitally irrespective of time and place.

- Create, send, approve expense reports and initiate reimbursements without much effort.

- Use analytics and advanced filters to get insights of all the team functions.

Application Tracking System

Zoho Recruit

Zoho People Plus

Feature	Availability
Candidates	Yes
Departments	Yes
Interviews	Yes
Notes	Yes
Tasks, events, call log	Yes
Job Openings	750
Recruiter License	1 recruiter license for every 5 users purchased
Job Requisition Management	
Publish in Website	Yes
Premium Job Boards	Yes
Social Posting	Yes
Free Job Boards	Yes
Candidate Management	
Parse Resumes	Unlimited
Assessment (Pre-Screening)	Yes
Interview Feedback Form	Yes
Employee Conversion	Yes
Resume Extractor	Yes

Zoho Recruit

Outlook Parsing	Unlimited
Resume Inbox	Yes
Custom Resume Inbox	Yes
Indeed Search	Yes
Import from Indeed	Unlimited
Web Forms	
Forms for Candidates	20
Assignment Rules	20 Rules & 50 Rules Entries
Auto Response Rules	Yes
Search	
Simple search	Yes
Boolean Keyword Search	Yes
Semantic Search (Upcoming)	Yes
Search Inside Candidate Attachments	Yes
Zip Code Search (Upcoming)	Yes
Tagging	Unlimited
Communication	
Mass Email	Yes (750/Day/Org)
Email Templates	Unlimited

Zoho
People Plus

Custom 'From' Address	Yes (50)
BCC Dropbox	Yes
Auto-Responders	Yes (3)
Unsubscribe Link	Yes
Document Library	
Folder Sharing	Yes
Attach Documents	Yes
File Versioning	Yes
Reviews	Yes
Analytics	
Standard Reports	Yes
Custom Reports	Yes
Schedule Reports	Yes
Standard Dashboards	Yes
Custom Dashboards	Yes
Product Customization	
Customize logo	Yes
Rename Tabs	Yes
Custom Fields	Yes (300/Module)

Unique Fields	Yes (2)
Custom Links	Yes (20)
Web Tabs	Yes
Tab Groups	Yes (10)
Custom View	Yes
Mass Update	Yes
Workflow Management	
Workflow Rules (per module)	50 Custom Rules
Workflow Alerts	Yes (300/User,Max 10000)
Workflow Tasks	Yes
Assignment Rules	Yes
Webhooks	20000 calls/day
Field Updates	Yes
Time-based Actions	Yes
Blueprint	Yes
Careers Website Integration	
Candidate Login	Yes
Mass Invite Candidates	Yes (200)
Career Website Pages	Yes (10)

Portal Management	
Default Domain	Yes
Sub Domain	Yes
Security Administration	
Profiles	Upto 25 Custom Profiles
Reporting Hierarchy	250
Field-Level Security	Yes
Data Sharing Rules	Yes (20)
Groups	Yes (50)
Territory Management	Yes
Attachment Permission	Yes
Social	
Twitter Integration	Yes
Facebook Integration	Yes
Integrations	
Zoho Mail Integration	Yes
SMS Gateway	Yes
Plug-in for Microsoft Outlook	Yes
Zapier Integration	Yes

Zoho People Plus

Zoho Docs Integration	Yes
Zoho Campaigns Integration	Yes
Phonebridge	Yes
Utilities	
Calendar	Yes
Google calendar sync	Yes
Event Scheduling	Yes
Macros	Yes
Multiple Currencies	Yes
File Storage	
Free Storage / Org	Yes
Additional Org Storage on purchase of a new user (Given by Zoho Recruit)	1GB/User
Data Administration	
Data Storage (All Modules)	Unlimited
Data Storage (Per Module)	Unlimited
Import Data (Per Batch)	30000
Export Module Data	Yes
Monthly Data Backup	2 Free

Additional Data Backup	US$ 11.50
De-duplicate Data	Yes
Max API Calls/Day	30000
Min API Calls/Day	10000
API per user count	1000

Zoho People Plus

Feature	*Availability*
Employee Database	
Employee Database	Yes
Document Management	Yes
Onboarding	
Employee Onboarding	Yes
Leave	
Leave Tracking	Yes
Attendance	
Attendance Tracking	Yes
Biometric Integrations	Yes
Shift Scheduling	Yes
Timesheet	
Time Tracking	Yes
Performance Appraisal	
KRA	Yes
Goals	Yes
360 Feedback	Yes
Multi-Rater Feedback	Yes

Administrators	Unlimited
Learning Management System	
Learning Management System	Yes
Reports	
Reports (Module based)	Yes
Zoho Reports Integration	Yes
Customization	
Approvals	Multi-Level
Checklist Configuration	Yes
Mail Alert Configuration	Yes
Webhooks	Yes
Template Configuration	Yes
Custom Functions	Yes
Digital Signature	Yes
Storage	
Default Storage	5 GB/100 Users
Developer API	
API	500 calls/user license Max: 25000 calls/day

Add-Ons	
Employee Profiles	US $12/month/employee profile
Others	
Mobile Apps for iOS & Android	
Support	Yes
Live Chat (Only for Admin)	
Email	Yes
Phone	Yes
Onboarding	Yes
Free sessions	
	5 hours

Zoho Payroll - Professional plan, USD

Feature	Availability
Payroll processing	
Loss of pay (LOP)	yes
LOP reversal	yes
Salary revision	Yes
Letter templates - salary revision, salary certificate, bonus letter	Yes
Exit process and f&f settlement	Yes
Pay run reversal	Yes
New joinee arrears	Yes
Prior payroll	Yes
Bonus pay run	Yes
Off-cycle pay run	Yes
Approvals for pay run & salary revision	Yes
Payroll administration	
Custom alerts & reminders	Yes
Custom users and roles	Yes
Customizable payslip templates	Yes

Zoho Payroll - Professional plan, USD

Feature	Availability
Salary configurations	
Pro-rated calculations	yes
Pre-built salary components	yes
Custom salary components	Yes
Salary arrears	Yes
Advanced salary component configurations - formula-based, scheduled earnings	Yes
Loans & salary advances	Yes
Social security & compliance	
Pension calculation (GPSSA, ADRPBF, GOSI, PASI, SIO,PIFSS, GRSIA)	Yes
Jurisdiction-based calculations - mainland, offshore, free zone	Yes
End of service calculation	Yes
WPS - SIF files download	Yes
DIFC-DEWS summary report	Yes
Gratuity liability report	Yes

Zoho People Plus

Zoho Payroll - Professional plan, USD

Feature	Availability
Payroll reports	
Payroll summary	yes
Salary register	yes
LOP summary	Yes
Salary revision	Yes
DIFC-DEWS summary	Yes
Gratuity liability	Yes
Loans summary	Yes
Payroll journal summary	Yes

Zoho Expense

Feature	Availability
Expense Reports	
Multi-currency	Yes
Mileage Expenses	Yes
Expense Tags	Yes
Cash Advances	Yes
Customer/Project Tracking	Yes
Receipt Storage	Unlimited
Cost Allocation	Yes
Number of Expense Policies	3
Direct Feeds (AMEX, VISA & Mastercard)	Yes
Automation	
Approvals	Yes (Multi-Stage)
Number of Workflow Rules	3
Email Alerts	Yes
In-app Notification	Yes
Customization	
Custom Roles	Yes

Zoho People Plus

Zoho Expense

Custom Report Export	Yes
Delegation	Yes
Basic Form Customization	Yes
Data	
Data and Receipt Backup	Yes
Scheduled Backup	Yes
Mobile App	
Android	Yes
iOS	Yes
MacBook	Yes
Windows - Phone	Yes
Windows - PC	Yes
Integrations	
Online Reimbursements	India Only (via ICICI)
Accounting	
Zoho Books	Yes
QuickBooks Online	Yes
QuickBooks Desktop	US Only

Zoho People Plus

Zoho Expense

Xero	Yes
Zoho Suite	
Zoho CRM	Yes
Zoho People	Yes
Zoho Projects	Yes
Zoho Invoice	Yes
Zoho Cliq	Yes
Others	
Slack	Yes
Uber	Yes
Lyft	Yes
G Suite	Yes
Office 365	Yes
File Hosting Services	
Zoho Docs	Yes
Google Drive	Yes
Dropbox	Yes
Evernote	Yes
One Drive	Yes

Zoho Expense

Box	Yes
Security	
SSL Encryption	Yes
Multi-factor Authentication	Yes

Zoho Connect

Feature	Availability
Posts & Feeds	
Like, Comment, Share, Attach, Hashtags & @mentions.	Yes
Polls	Yes
Events	Yes
Announcements	Yes
Questions	Yes
Company Wall	Yes
Private Posts	Yes
Groups	
Create Groups	Unlimited
Public Groups	Yes
Private Groups	Yes
Multiple Group Admins	Yes
Group Analytics	Yes
Group Channels	Yes
Group Level Permissions	Yes
Group Level Moderation	Yes

Zoho Connect

Channels	
Create Channels	Yes
Forum Categories	Yes
Custom Applications	
Create Custom Apps	Yes
Custom Application Builder	Yes
Ready-to-use Online Forms	Yes
Company Level Custom Apps	Unlimited
Group Level Custom Apps	Yes
Custom Apps Permissions	Yes
Files	
Create & Edit documents	Yes
Online File Storage	File storage space of (2GB X No. Of users) per network
File Upload	Yes
File Upload Permissions	Yes
Files Upload from Cloud	Yes
Manuals	
Create Manuals	Yes

Company Level Manuals	Yes
Group Level Manuals	Yes
Manual Permissions	Yes
Tasks	
Create Tasks	Yes
Boards	Yes
Board Permissions	Yes
Board Templates	Yes
Events	
Create Events	Yes
Company Events	Yes
Group Events	Yes
Calendar View	Yes
Notification	
Notifications	Yes
Mobile Apps Push Notifications	Yes
Email notifications	Yes
Notification Settings	Yes
Group Notification Preferences	Yes

Zoho Connect

Custom Email for Notifications	Yes
Company Directory	
User Profiles	Yes
Follow People	Yes
One-One Audio Call	Yes
One-One Video Call	Yes
Instant Chat	Yes
User Recommendation	Yes
Admin Settings	
Add Custom Logo & Favicon	Yes
Add Custom Domain	Yes
Custom CSS	Yes
User Management	Yes
Network Level Moderation	Yes
Active Directory Sync	Yes
Manage Groups	Yes
Multiple Network Admins	Yes
Analytics	Yes
Policies	Yes

Zoho Connect

Export Data	Yes
Two Factor Authentication	Yes
Multi Language Support	Yes
Single Sign On	Yes
Network Level Permissions	Yes
Manage Apps at Network Level	Yes
Integrations	
Integrate with 3rd party Apps	Yes

Feature	Availability
Messages	
Unlimited 1-1 chats and group chats	Yes
Searchable messages	Unlimited
1-1 and group chats with external users	Yes
General	
File storage	100 GB per organization
Unified org directory	Basic
Reminders	Yes
Zia Events	Yes
Integrations	
Calendar Integration	Yes
Integration with other Zoho apps	Yes
Extensions	10 per organization
Chat Window	
@mentions and #tags	Yes
Star important messages	Yes
Link preview	Yes

Zoho Cliq

Print a chat transcript	Yes
Channels	
Organization & Personal Channels	Yes
External channels (Shared channels)	5 channels per user license
Archiving channels	Yes
Participants per channel (Organization, Team, & Personal)	100
Participants per channel (External)	500
Calls and meetings	
1-1 Audio & Video Calls	Yes
Screen Sharing	Yes
Audio & video meetings	Up to 100 participants
Maximum meeting duration	24 hours
Call recording	Yes
Add guests to meetings	Yes
Developer platform	
Api support	Yes
Slash commands	100 per organization
Message actions	100 per organization

Bots	100 per organization
Functions	100 per organization
Schedulers	50 per organization
Databases	50 per organization
Database records	1000 per organization

Security And Privacy

Single SSO sign-on & Google sign-on	Yes
Two Factor Authentication	Yes
Password policies	Yes
Restricted IP	Yes
Data encryption both in transit and at rest	Yes
SSL support	Yes
Consents	Yes

User Preferences

Desktop notifications	Yes
Themes	Yes
Email & Sound notifications	Yes

Admin Panel	
User provisioning & de-provisioning	Yes
Departments & designations	Yes
Brand logo and favicon	Yes
Custom domain	Yes
Custom email	Yes
Availability reports	Yes
Chat export	Yes
Import	Yes
Usage reports	Basic (last 60 days)
User Preferences	
Desktop notifications	Yes
Themes	Yes
Email & Sound notifications	Yes

Zoho Vault

Feature	Availability
Password Storage & Management	
AES-256 encryption	Yes
Store unlimited passwords	Yes
Attach unlimited files and documents (Max file size 2MB)	Yes
Access from computers, smartphones, and tablets	Yes
Password groups	Yes
Password sharing	Yes
Fine-grained and role-based permissions to view/edit/manage passwords	Yes
Authentication	
Two-factor authentication	Yes
Ofce 365 authentication	Yes
G Suite authentication	Yes
User Management	
Invite users via email	Yes
Import users from G Suite/Ofce 365	Yes
IP restriction	Yes

Password Policies & Compliance

Pre-built password policies of varying strengths	Yes
Provision for creating custom password policies	Yes
Enforcing standard usage of password policies	Yes

Audit & Reports

Complete record of all password management operations	Yes
Password assessment report	Yes
Logging all access to passwords	Yes

Backup, Disaster Recovery & High Availability

Scheduled data backup (Email)	Yes
Cloud backup	Yes
Uninterrupted access to passwords	Yes
Ofine access	

Tools & Utilities

	Yes
Import passwords	Yes
Export passwords	Yes
One-click login to websites	Yes

Password Management Software

Zoho Vault

Password generator	Yes
Password history	Yes
Personal password management	Yes
Mobile apps	Yes
Browser extensions	Yes

Zoho
People Plus

ZOHO PEOPLE PLUS PRICING

Go for an annual billing and save around

20%

Monthly subscription:

US $ **10**

/user/month billed monthly

Yearly subscription:

US $ **9**

/user/month billed monthly