



Case Study

# Architecting HR Success: Populous Digitizes Document Management with DynaFile

## POPULOUS®

**Client Name:**  
Populous

**Industry:**  
Architectural Design Firm

**Company Size:**  
1,200+

**Location:**  
Global headquarters in Kansas City

**Integrations:**  
ADP



DynaFile is the industry-leading electronic employee filing system tailored for human resource departments. With robust cloud document management solutions, businesses can streamline processes through scanning automation, online file storage, cloud collaboration, a compliance toolkit, and automated onboarding integrations. Unique scanning automation tools allow you to take an entire department paperless fast. From there, powerful management features make it easy to organize information, retrieve files instantly, segment access and keep track of required and expiring documents.

Populous is a global architectural and design firm specializing in creating environments and venues that bring people and communities together. With a focus on sports, entertainment, and event architecture, Populous has designed some of the world's most iconic sports facilities, arenas, and convention centers. Their expertise extends to the planning and execution of major events, making them a leader in creating spaces that inspire connection and celebration.

### Challenge

Populous relied on a paper-based system to manage employee records, which became inefficient as the organization grew. Files were inaccessible remotely, hindering productivity during remote work and complicating audits and document requests. Managing physical files was time-consuming, prone to errors, and required costly storage space. These challenges highlighted the need for a more efficient and accessible solution.

### Solution

To resolve these issues, Populous implemented DynaFile, integrating it seamlessly with their ADP platform. This digital solution replaced paper-based processes, providing remote access to files and streamlining workflows. Teams could easily upload and retrieve documents, enhancing onboarding and simplifying tasks like audits and document requests. The ADP integration automated data synchronization, reducing manual effort and ensuring accuracy. DynaFile offered a modern, efficient way to manage employee records tailored to Populous' needs.

*"With DynaFile, our team was able to easily transfer all our paper files into a digital format — aligning with our company's goals of sustainability and reducing our environmental footprint. As a result, this solution has improved remote accessibility, productivity, and seamless onboarding of new employees."*

*—Lori Schaaf, HR Generalist*

### Results

With DynaFile, Populous transformed its document management process. Eliminating physical storage freed up space and cut costs, while automated onboarding improved efficiency. Remote access to files allowed the HR team to handle audits and requests quickly, boosting productivity. The integration with ADP further streamlined operations by ensuring accurate, automated record updates. These changes modernized Populous' workflows, making them more efficient, accessible, and scalable.

### Key Features and Benefits

- **Remote Accessibility:** Access to critical documents anytime, anywhere, enabled seamless remote work and improved team collaboration.
- **Centralized Electronic Filing:** Replaced paper files with digital storage, reducing reliance on physical space and enabling faster document retrieval.
- **ADP Integration:** Automated employee record syncing, ensuring accurate, up-to-date data and reduced manual effort.
- **Improved Compliance:** Secure and organized records simplified audit preparation and strengthened regulatory compliance.
- **Enhanced Productivity:** Streamlined workflows and automated processes boosted efficiency for HR teams and reduced delays.

*Photo by Tom Harris, Calgary Convention Center © Tom Harris*

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