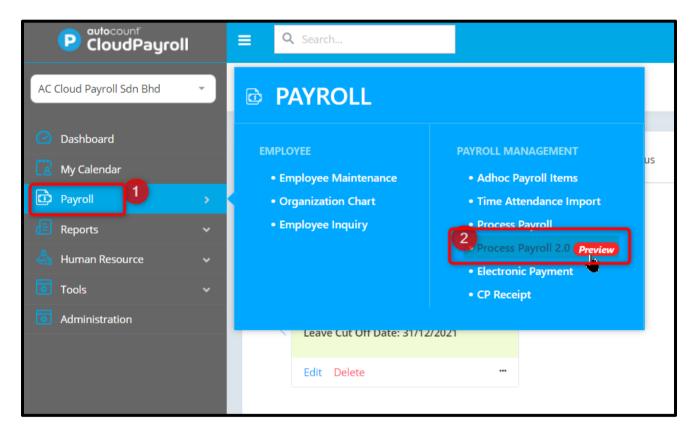


## Release Note CP 1.0.17

## **Enhancement**

1. Process Payroll 2.0

A new feature for payroll process is developed, which is Process Payroll 2.0. With this new process payroll 2.0, user can easily review the payroll data and edit it before processing the payroll.



## P autocount<sup>®</sup> CloudPayroll

P CloudPayroll	≡ Q Search		🟳 🔺 🕘 🌔 Jessica AC 🗸
AC Cloud Payroll Sdn Bhd 🔹	Process Payroll		
🕑 Dashboard	Month End / Second Half		Payroll Period: Dec 2021 Leave Cut of Date: 31/12/2021
My Calendar	1 Select Descrit Tree & Secolarizate)	2. Payroll Review (17)	3. Commit Payroll & Reports
🖸 Payroll 🔹 🔸	1. Select Payroll Type & Employee(s)	2. Payroll Review (17)	3. Commit Payroll & Reports
🖅 Reports 🗸 🗸	Q Search		2 Refresh 🖞 Export
🐣 Human Resource 🗸 🗸	A		A
🚺 Tools 🗸 🗸	001 - AutoCount - Staff Name Edit		F
Administration	Wages Types: Monthly Join Date: 11/11/2019 EPF: 11% & 13% - Standard Rate Socio Employment Injury Scheme and Invalidity (Category 1) Tax: Resident Allowance: ATTENDANCE - Attendance Allowance - [IF(II(WORKED I Allowance: ATTENDANCE - Attendance - JIGN ALD LEAVE DAYS-1) Allowance: PETRIOL - Travel/Petriol Allowance - 25000 J Deduction: LATE - LATE DEDUCTION - [IF( LATENESS TIME+6 AND L Deduction: LATE - LATE DEDUCTION - [IF( LATENESS TIME+6 AND L Deduction: LATE - LATE DEDUCTION - [IF( LATENESS TIME+6 AND L Adhoc Edit Loan D	ATENESS TIME<35)( BASIC RATE/22/8/2)]	Resigned Date: O Contribute ISINo FPF Borne By Employer No FPF Borne By Employer: No Tax Borne By Employer: No T KED DAYS- LATENESS TIME}-208) BASIC RATE/26/8*1.5 ELSE0
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	Wages Types: Monthly	Basic Wages: 8000.00	Resigned Date:
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AC Cloud Payroll Sdn Bhd	v.	Process Payroll			d confirm on the detai button at the bottom				
		Month End / Second Half						roll Period: Nov 2021 t off Date: 30/11/2021	
		1					Leave Cut	t on Date. 50/11/2021	
	>	1. Select Payroll Type & Employee(s)	2. Payroll Re	view		3. Commit	Payroll & Reports		
	~								
	~	Total Employee(s): 16	onfirm commit					View By :	
	~	Q. Filter							
			<ul> <li>Do you want to commit this payroll?</li> <li>This will make payslip available for employees in current processed payroll</li> </ul>			COMPANY			
			<ul> <li>Billing calculation is based on committed employees</li> <li>Committing is free of charge for trial period (Year-Month) and/or during full term promotion periods</li> </ul>						
		DEFAULT	commany is nee of enarge for that period	(rear monery and	a dannig tan cenn promotion periodo	Q0.Q	BIK:	Q.Q.	
		E-202103-14 - D NP: RM7,092.35	5			Ω.Ω	Company EPF:	960.00	
		E-0006 - Daily	Yes	No		880.00	Company SOCSO:	69.05	
		NP: RM5,757.35	commission:	NAM	50650.	19.75	Company EIS:	7.90	
		E-0001 - Foreigner	Bonus:	Q.Q.	EIS:	7.90	Company Levy:	0.00	
		NP: RM2,655.25	Director Fee: Is Fix	0.00	PCB Tax:	0.00	PCB DETAILS		
		E-202102-13 - NaNa NP: RM-800.00	Paid Leave:		CP 38 Tax:	0.00	Optional Deduction:		
		E-202104-15 - nick	Claim:		Unpaid Leave:		Employee Paid Zakat:	0.00	
		NP: RM7,092.35			Zakat:		Departure Levy:	0.00	
		E-202109-18 - OT HOLIDAYS	Payment Of Arrears:	<u>,0,00</u>		0.00	PRORATED SALARY	0.00	
		NP: RM9,228.35	Remark		Employee Levy:	0.00			
• 31 (A)	Ċ	PCB - PCB NP: RM5.312.35			Loan:	0.00	Days Not Worked: Close	Commit All	
er en 😕	0	NP: RM5,312.35			ASN Amt-	0.00	OTHERS		

	<b>auto</b> count°
P	CloudPayroll

	a Q Search	🛱 🔺 🚺 🌔 Jessica AC 🗸
AC Cloud Payroll Sdn Bhd 🔹	Process Payroll	Uncommit All Back
2 Dashboard 2 My Calendar	SUMMARY FILES	
Depayroll >	You can download the reports listed below for this pay period.	
🖪 Reports 🗸 🗸		*
🐣 Human Resource 🗸 🗸		*
Tools	EPF Report	*
Administration	SOCSO Report	*
Administration	EIS/SIP Report	<b>v</b>
	Income-Tax Report	•
	HRDF Report	•
	Leave Report	*
		📥 Batch Download
	ELECTRONIC PAYMENT	<u>View</u>
	NUMBER OF EMPLOYEES         16         after commit the payroll process, user may choose to send the notification and release payslip now to employees or by schedule           • Send Notification & Release Payslip Ply Schedule         employees or by schedule	Apply
e 23 & O		0

2. Enhanced the ESS portal for leave details viewing.

P CloudPayroll	≡ Q Search			🛱 🔺 🕘 🌔 Jessica AC 🗸
AC Cloud Payroll Sdn Bhd *		Employee Self Service	Dashboard	
② Dashboard	-			
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e 22 % O	February March	June	RM2000	Ø

- 3. New CP22 income tax report format.
- 4. Added employee's bank account number field into payslip report format.
- 5. Change on the file name for PBB Electronic Bank File format for Socso Payment.



6. Added first changed logs data for TA transaction.

User now may compare the changed data logs with the original data assigned on the system for time attendance.

P CloudPa	ayroll 🗧	Q Search										2
C Cloud Payroll Sdn E	Bhd - 🗧	Attendand	e Transac	tion						0	1 Nov 2021-29 No	w 202
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Reports	29/11/2021 19:25	jessica@au	11:25:00	11:27:00 AM	2:51:00 PM	çe)						
🔓 Human Resource							12:00	18:00	05:00	00:00	00:00	
o Tools							12:00	18:00	05:00	00:00	00:00	
Administration							12:00	18:00	05:00	00:00	00:00	
							12:00	18:00	05:00	00:00	00:00	
							12:00	18:00	05:00	00:00	00:00	
		E-202102-	13 - NaNa 🔳	Incomplete	Scenario Off		12:00	18:00	05:00	11:25	14:53	
				•								

7. Allow user to change the schedule on attendance transaction.

Now user may able to change on the shift schedule after day end at attendance transaction screen.

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AC Cloud Payroll Sdn Bhd 🔹	🖧 Attendance Transad	ction			
🙆 Dashboard					
My Calendar		Au	dits	<b>Q</b> [Search	
🖸 Payroll 🗸 🗸	Employee	Shift Status	Scenario	Office - Office	t Time
🔁 Reports 🗸 🗸	Calendar Date: 18/11/2	2021 (Count: 15) (Contir	nued from the pre	office - Office (12:00 - 18:00)	
🖧 Human Resource 💦 🔸	E-0006 - Daily	Absent	<u>Scenario</u>	Sat - (09:00 - 13:00)	00
🔽 Tools 🗸 🗸	E-0007 - NEW Sept	Absent	<u>Scenario</u>	MGM - Mgm	00
<b>O</b> Administration	E-0008 - NAJAA	Absent	Scenario	Mgm - Management (10:00 - 18:00	) 00
	E-202102-11 - Samson	Absent	<u>Scenario</u>	Over - OverNight	00
	E-202102-12 - Sophia	Absent	Scenario	Over - OverNight (00:00 - 23:59)	00
	E-202102-13 - NaNa ≡	Incomplete	<u>Scenario</u>	Office - Office	12:00 18:00

8. Calendar 2022

List of public holidays for year 2022 is now available in the system.



- 1. Fixed duplicated adhoc paid items in payroll process for commission, claim and bonus.
- 2. Fixed user invitation issue at employee maintenance.
- 3. Fixed commit and uncommit payroll process issue.
- 4. Fixed excel import slow performance issue.
- 5. Fixed logout button in side menu is not function.
- 6. Fixed null error for child relief points in payroll process.
- 7. Fixed delete employee during filter in PPV2.

Prepared by Jessica

Last Modified 9<sup>th</sup> December 2021