



Release Notes

Release Date: 8 January 2022

To leave feedback, please email to support@mywave.biz

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Release Notes Summary

Feature	Release Type	Setup Required	User Guide	Contact Support	Admin Access	Supervisor Access	User Access
User Login Maintenance <ul style="list-style-type: none"> User Access / User Access Grouping User Setup Multiple User Setup User Maintenance Report <i>New</i> 	Enhancement	–	√	–	√	–	–
Administration <ul style="list-style-type: none"> Company Profile Report <i>New</i> 	Enhancement	√	√	√	√	–	–
Employee Profile <ul style="list-style-type: none"> Admin / Restricted Mode 	Enhancement	–	–	–	√	–	–
HRMS Security <ul style="list-style-type: none"> Admin Setup 	Enhancement	–	–	–	√	–	–
Onboarding (Lite) <ul style="list-style-type: none"> Export Candidate Profile 	Enhancement	–	–	–	√	–	–

User Menu	Enhancement	–	–	–	√	√	√
<ul style="list-style-type: none"> Relocate EmplX Mobile User Guide Added New Shortcut Link to Genie & You Webpage <i>New</i> 							

User Login Maintenance

User Access / User Access Grouping

The new user access grouping module has been enhanced with new user interface and experience. The enhancement includes:

New interface design:

Before:

Retrieve company

Name of Company: [Dropdown]

Name: [Dropdown]

User Setup

Application names	Total License	Available balance of License
EmplIX Time Attendance Hide Modules	9999	9995
Module	Accessibility	
EmplIX Time Attendance	<input checked="" type="radio"/> None <input type="radio"/> Read / Write	
GPS Location Approval	<input checked="" type="radio"/> None <input type="radio"/> Read / Write	
GPS Location Setup	<input checked="" type="radio"/> None <input type="radio"/> Read / Write	
HRMS Application View Modules	9999	9979
User Login Management View Modules	9999	9994

After:

+ New Restore Edit

Name of Company

Name of Access-Group

Executive


Description

Super Admin Group

No

Application names	Total License	Available balance of License
EmplIX Time Attendance Hide Modules	9999	9995
Module	Accessibility	
EmplIX Time Attendance	<input checked="" type="radio"/> None <input type="radio"/> Read / Write	
GPS Location Approval	<input checked="" type="radio"/> None <input type="radio"/> Read / Write	
GPS Location Setup	<input checked="" type="radio"/> None <input type="radio"/> Read / Write	
HRMS Application View Modules	9999	9979
User Login Management View Modules	9999	9994

Search and filter option:



☒ User ☒ Supervisor ☒ Admin ☒ Super Admin

Select / unselect all & Collapse / expand all option:

Collapse All

Select All

Unselect All

User Setup

The user setup module has been enhanced to improve the user experience. The information of the employee will only be displayed after the respective employee has been selected. Furthermore, password options have been added to the user setup.

New interface design:

Before:

Employee personal information is displayed when page is loaded

Retrieve company

Name of Company: MYwave Release Testing Company 1

Name: -

☒ All ☐ Active ☐ Disabled

Personal Information

Employee Name: [List All](#) [Search](#)

Employee No.:*

Name:*

Login ID:*

Country:*

Phone:

Email:*

Group Access:

Effective Date:*

Disable Date:

Save

After:

Employee personal information is only displayed after employee is selected from dropdown list

Retrieve company

Name of Company: MYwave Release Testing Company 1

Existing Account(s): -

☒ All ☐ Active ☐ Disabled

New

Personal Information

Employee No.:* 94

Name:* 87

Login ID:* 85

Country:*

Phone: 100

Email:* 74

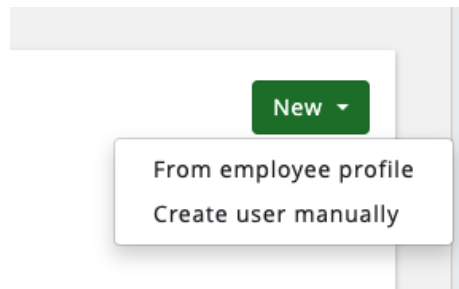
Group Access: -

Effective Date:*

Disable Date:

User Access Edit

Create new login account option:



Password creation option:

Password:

Allow user to set-up their
password through email

Custom password

Custom password

Multi User Setup

The multi user setup module has been enhanced to improve the user interface. A new login ID and password generator been added into the module. The admin is now able to preview the login ID and password before batch creating user login accounts.

New interface design:

Before:

Retrieve company : Multiple User Setup

Name of Company: MYwave Release Testing Company 1

Group Access: -

User Record: Valid User(s) Only ☐ Exist in Supervisor Profile Only

Assign

Available user(s)

Assigned user(s)

> < >> <<

After:

Retrieve company : Multiple User Setup

Name of Company: [Dropdown] Retrieve

Select employee(s): 2 Selected

Assign group access: Executive

Login ID generator option: Employee Email

Password option:

Allow user to set-up their password through email | Auto generate password based on company setting | Custom password

Account information:

Excel PDF Search: [Field]

Status	Employee No.	Name	Email address	Login ID	Action
OK	[Image]	[Image]	[Image]	[Image]	[Image]
OK	[Image]	[Image]	[Image]	[Image]	[Image]

Showing 1 to 2 of 2 entries

Previous 1 Next

Assign Clear all

New employee selection dropdown:

Employee selection dropdown interface showing a table of employees and filters.

Star icon: *

Show: ☒ All ☐ Selected Settings icon Clear All

<input type="checkbox"/>	Employee No.	Employee Name	Email address	Hire Date	Rehire Date	Created Date
<input type="checkbox"/>	[Redacted]	[Redacted]	[Redacted]	2020-02-01	-	2020-03-16 11:00:17
<input type="checkbox"/>	[Redacted]	[Redacted]	[Redacted]	2020-03-01	-	2020-03-16 10:35:58

☒ Active (0 / 521) ☐ Future Hires (0 / 0) Search

Login Generator Option:

Login ID generator option :

Login ID generator dropdown menu:

-
- Employee Email
- Identification No.
- Employee No.

Password Generator Option:

Password option:

Allow user to set-up their password through email

Auto generate password based on company setting

Custom password

Account Preview:

Account information:

Excel PDF Search:

Status	Employee No.	Name	Email address	Login ID	Action
OK	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]
OK	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]

Showing 1 to 2 of 2 entries

Previous 1 Next

Assign Clear all

User Maintenance Report New

User Maintenance Report has been added for admins to view information regarding employee module access. There are several reports which can be viewed including **Module Last Used Date** report, **Module by Employee** report, **Module by Access Group** report and **Employee by Access Group** report.

Report Type:

Current Company



Module
Last Used
Date



Module
By
Employee



Module
By Access
Group



Employee
By Access
Group

Consolidate Companies



Module
Last Used
Date



Module
By
Employee



Module
By Access
Group



Employee
By Access
Group

Report Screen:

Filter								
Module By Employee								
Group By								
Company Name	User Name	Effective Date	Application Name	Application Description	Module Group Name	Product Name	Product Desc	Module
Company 1	Admin		HRM Application	HRM Application	HRM	HRM		HRM
Company 1	Admin		HRM Application	HRM Application	HRM	HRM		HRM
Company 1	Admin		HRM Application	HRM Application	HRM	HRM	HRM Module	HRM
Company 1	Admin		HRM Application	HRM Application	HRM	HRM	HRM Module	HRM
Company 1	Admin		HRM Application	HRM Application	HRM	HRM	HRM Module	HRM
Company 1	Admin		HRM Application	HRM Application	HRM	HRM	HRM Module	HRM
Show 10								
1 of 101 Page								

Admin can also filter the report based on desired fields and export the report to an excel file.
Admins can also customize columns to be viewed.

Filter

Apply Filter

Retrieve

Company Name

Select

User Name

Select

Effective Date

Select

Application Name

Select

Application Description

Module Group Name

Module By Employee

Customize Columns

Export

Group By

Company Name	User Name	Effective Date	Application Name	Application Description	Module Group Name	Product Name	Product Desc	Module Name	Modu

Show 10

<< < 1 of 267 Page > >>

Administration

Company Profile

Administration tab allows Admin to view company information and contract information. It also allows Admin to edit security settings for the company.

Before:

Administration / Administrative

NewEditDetail

Company Profile Maintenance: Master Information

Company ID

Company Name

Registration Number

Website

Industry

Country

Company Logo

☐ Admin Company Flag

☐ GAM Member Flag

☐ Meta DB Flag

After:
Company List:

Administration / Administrative

Company

Report

Company List

Selected 0 Items Clear

Company ID	Company Name	Registration Number	Master Company	Package	Customised	Contract Start Date	Contract End Date	Status	Action
<div>Search</div>	<div>Search</div>	<div>Search</div>	<div>Search</div>	<div>Search</div>	<div>Search</div>	<div>Search</div>	<div>Search</div>	<div>Search</div>	<div>Search</div>
<div><input type="checkbox"/></div>	<div>Winpress Ltd Ltd</div>	<div>0000000000</div>	<div>Winpress Ltd Ltd</div>	<div>Dragon Rider</div>	<div>Yes</div>	<div>2021-01-01</div>	<div>-</div>	<div>Active</div>	<div>Edit</div>

Company Information:

Administration / Administrative

Company

Report

Company Information

Contract Information

Save

Company Information >

Branch Information

Address

Contact Information

Security

Language/ Timezone

Additional Information

Company Information

Company Name
MPharm Sales Ltd


Registration Number
MPC000186

Company Short Name
MPC0000000000

Website
MPC0000000000

Industry
MPC0000000000

Country
MPC000000

Company Logo


Target Live Date
2025-01-01

Live Date
-

Termination Date
-

Contract Information:

Company Information

Contract Information

Back

Save

Contract Information

New Effective Date ▾

2005-02-15

effective Date ▾

2005-02-15 Onward

Edit

Contract Information

Headcount Control

Module Access

Master Company

Is Master Company ? ▾

Yes

No

Renew Method ▾

Charge By Usage (Monthly)

Bulk Purchase (Based on Contract Date)

Billing Cycle ▾

1

Month(s)

Security tab:

Company Information

Branch Information

Address

Contact Information

Security >

Language/ Timezone

Additional Information

Security

Login ID Preference

Login ID will generate based on below availability from top to bottom

<input checked="" type="checkbox"/>	Email Address	<Email Address>
<input checked="" type="checkbox"/>	ID No. (New)	@Company Short Name
<input checked="" type="checkbox"/>	Employee No.	@Company Short Name

Password

Security Level ▾

<input checked="" type="checkbox"/> Password	<input checked="" type="checkbox"/> Secure word	<input type="checkbox"/> Two-factor authentication (2FA)
--	---	--

Password Expiry Duration ▾

☒ Never Expire

Temporary Password Expiry Duration ▾

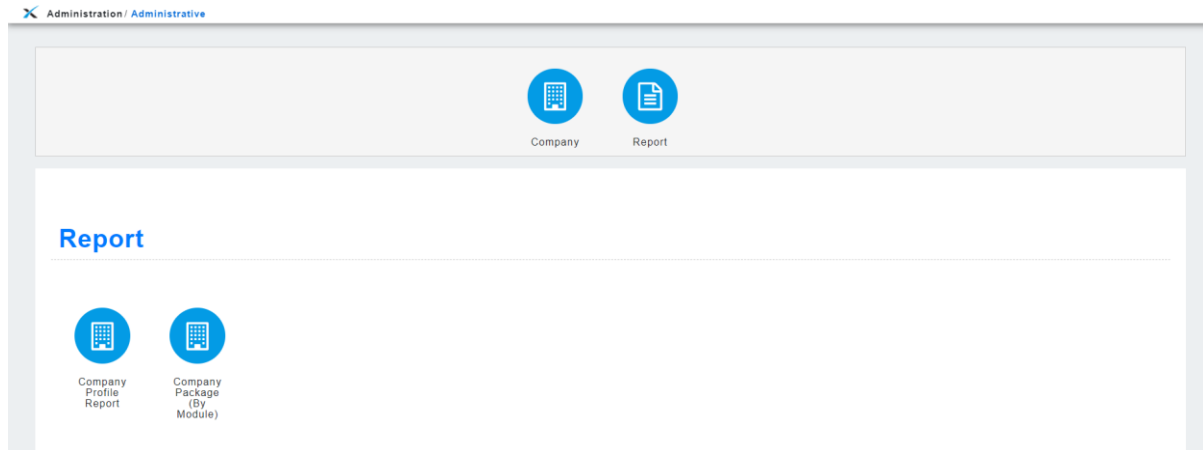
☒ Never Expire

Default Password Generator Pattern ▾

<input type="checkbox"/> On	<input checked="" type="checkbox"/> Off
-----------------------------	---

Report ^{New}

Admin is also able to access 2 new reports, **Company Profile Report** and **Company Package Report** which shows information regarding company profile and company package.



Filter

Company Profile Report Customize Columns Export

As of 2022-01-05

Group By

Company Name	Company Code	Company Registration No.	Country	Contact Person	Mailing Address 1	Mailing Address 2	Mailing Address 3	Mailing Post

Show 10

<< < 1 of 82 Page > >>

Admin can also filter the report based on desired fields and export the report to an excel file. Admins can also customize columns to be viewed.

Filter

Apply Filter

Retrieve

Date

2022

January

5

Company Name

Select

Company Code

Select

Company Registration No.

Select

Country

Select

Company Profile Report

Customize Columns

Export

As of 2022-01-05

Group By

Company Name	Company Code	Company Registration No.	Country	Contact Person	Mailing Address 1	Mailing Address 2	Mailing Address 3	Mailing Post

Show 10

<< < 1 of 82 Page > >>

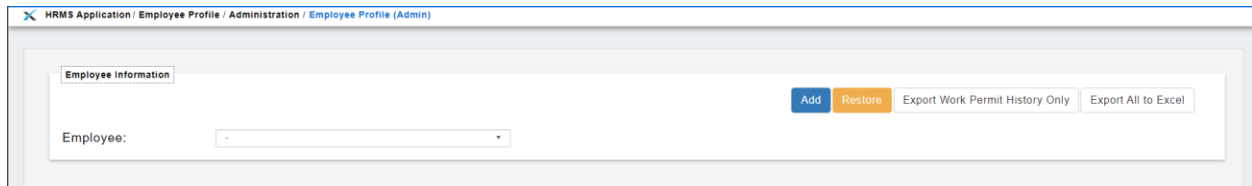
Employee Profile

Admin / Restricted Mode

If Employee Headcount control alert is switched on in Contract Information setting, a headcount information bar will be shown at Employee Profile in Admin and Restricted modes.

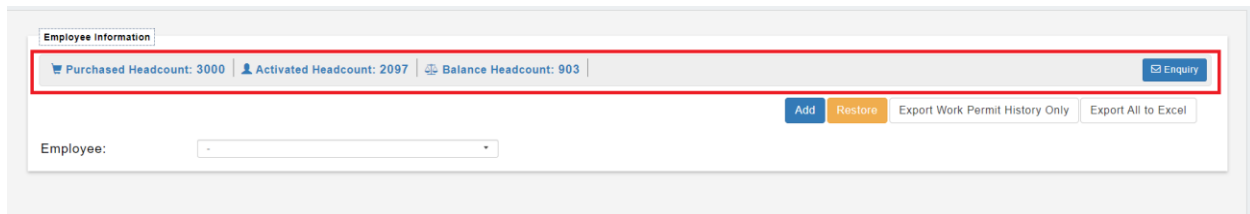
Before:

Employee Profile (Admin) and Employee Profile (Restricted) **without** headcount information bar



After:

Employee Profile (Admin) and Employee Profile (Restricted) **with** headcount information bar



Onboarding (Lite)

Export Candidate Profile


If Employee Headcount control alert is switched on in Contract Information setting, a headcount information bar will be shown at Candidate Export Popup.



Before:

Candidate Export Popup **without** headcount information bar

Confirmation


Please fill up Employee No., Hire Date and Company Email before export


Employee No. *	:	<input type="text"/>
Hire Date *	:	<input type="text"/> 
Company Email *	:	<input type="text"/>


 Export  Cancel


After:
Candidate Export Popup **with** headcount information bar

Confirmation


 Purchased Headcount: 3000

 Activated Headcount: 2097


 Balance Headcount: 903

 Enquiry


Please fill up Employee No., Hire Date and Company Email before export


Employee No. 

:


Hire Date 


:



Company Email 

:

 Export

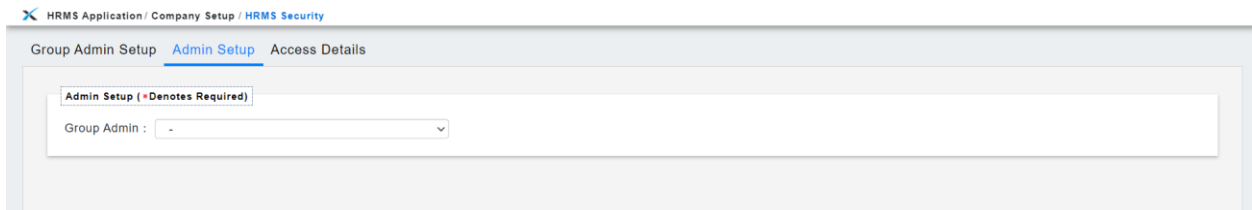
 Cancel

Admin Setup

If Employee Headcount control alert is switched on in Contract Information setting, a headcount information bar will be shown at Admin Setup tab.

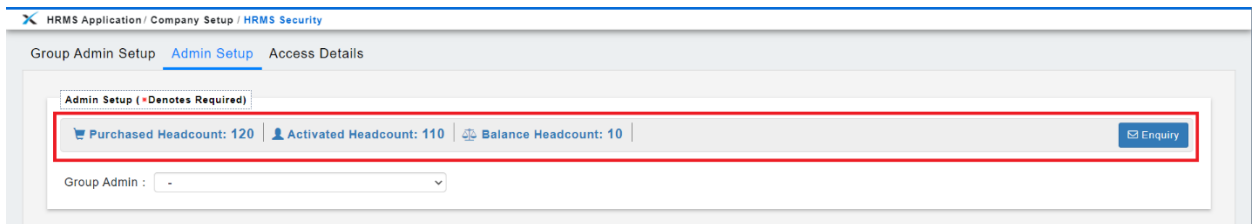
Before:

Admin Setup tab **without** headcount information bar



After:

Admin Setup tab **with** headcount information bar



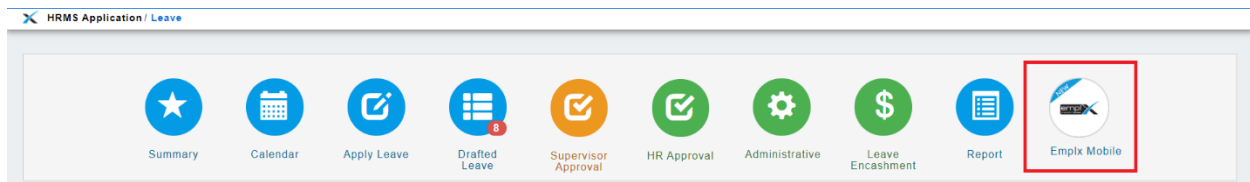
User Menu

Relocate EmplX Mobile User Guide

EmplX Mobile User Guide tab from Leave Module Menu has been relocated to the Main User Menu.

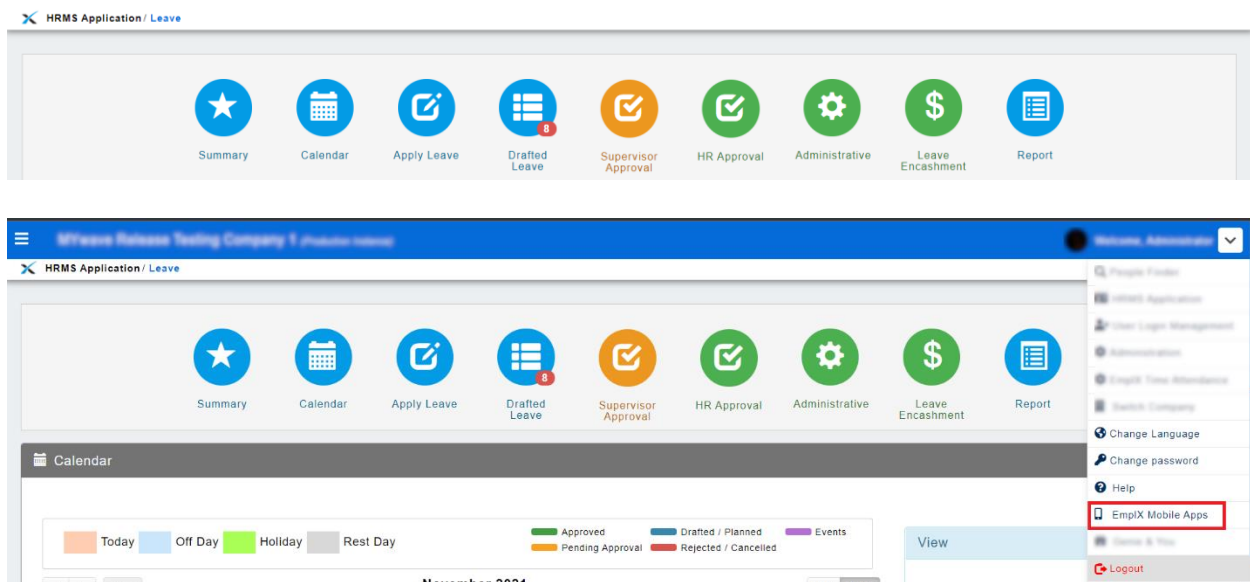
Before:

Leave Module Menu with EmplX Mobile User Guide tab



After:

EmplX Mobile User Guide tab **relocated** from Leave Module Menu to User Menu

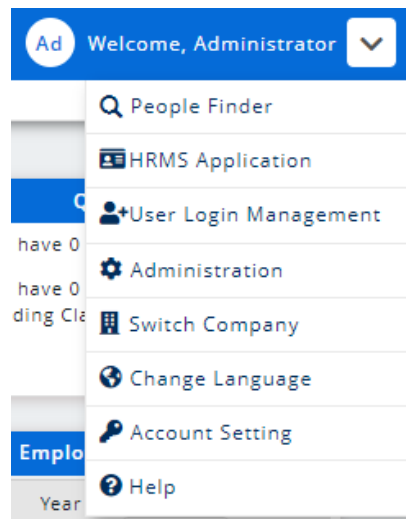


Added New Shortcut Link to Genie & You Webpage ^{New}

A new link to our employee benefits portal, Genie & You, has been added to User Menu for ease of access from EmplX system.

Before:

User Menu **without** Genie & You tab



Before:

User Menu **with** Genie & You tab

