



Release Notes

Release Date: 20 May 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
Employee Profile <ul style="list-style-type: none"> Department Path Hierarchy <i>New</i> Report Column Position Changes 	Enhancement	√	–	√	√	√	√
Dashboard <ul style="list-style-type: none"> Department Path Hierarchy <i>New</i> Report Column Position Changes 	Enhancement	√	–	√	√	√	√
GL Report <ul style="list-style-type: none"> Group Selection by Category 	Enhancement	–	–	–	√	–	–

Employee Profile

Department Path Hierarchy ^{New}

Department Path hierarchy has been added to Employee Profile reports. Below are the affected reports. **Please contact our support team to enable this feature**

Before:

Employee Profile report **without** department hierarchy

Job Information			
Job Title	Senior Manager	Job Level	-
Department	Marketing	Path of Department	Mywave Sdn Bhd/Marketing
Contract Company	-	Effective Date	1/1/2022
Worker Type	Permanent	End Date	-
		Description	-

After:

Employee Profile report **with** department hierarchy

Job Information			
Job Title	Senior Manager	Path of Department	Mywave Sdn Bhd/Marketing
Job Level	-	Hierarchical - Company	Mywave Sdn Bhd
Department	Marketing	Hierarchical - Division	-
Effective Date	1/1/2022	Hierarchical - Department	Marketing
End Date	-		
Worker Type	Permanent		
Contract Company	-		
Description	-		

Report Column Position Changes

Path of Department and **Department** column position for Employee Profile Report has been changed.

The screenshot shows the 'Employee Information - LIM WAI SUM' page in the Mywave Emplx HRMS Application. The page includes a header with the application name and user information. Below the header, there are tabs for 'Personal', 'Contacts', 'Dependents', 'Bond', 'Payment Info', 'Job', 'Cost Allocation', 'Qualifications', 'Training', 'Statutory', 'Benefits', 'Supervisor', 'Transport', 'Asset', 'Disciplinary', 'Attachment', 'Work Calendar', 'Letter', and 'Vaccine Certificate'. The 'Export All to Excel' button is highlighted with a red box.

Before:

AU	AV	AW	AX
Job Level	Job Class	Department	Path of Department
		Operations	Mywave Sdn Bhd /Operations
		Marketing	Mywave Sdn Bhd /Marketing
		Operations	Mywave Sdn Bhd /Operations
		Marketing	Mywave Sdn Bhd /Marketing
		Development	Mywave Sdn Bhd /Technology/Development
		Development	Mywave Sdn Bhd /Technology/Development
		Finance	Mywave Sdn Bhd /Finance
		Payroll	Mywave Sdn Bhd /Payroll
		Payroll	Mywave Sdn Bhd /Payroll
		Payroll	Mywave Sdn Bhd /Payroll

After:

Employee Profile Report **with** position changes

AT	AU	AV	AW
Job Title	Job Level	Path of Department	Department
		Mywave Sdn Bhd /Operations	Operations
		Mywave Sdn Bhd /Marketing	Marketing
		Mywave Sdn Bhd /Operations	Operations
		Mywave Sdn Bhd /Marketing	Marketing
		Mywave Sdn Bhd /Technology/Development	Development
		Mywave Sdn Bhd /Technology/Development	Development
		Mywave Sdn Bhd /Finance	Finance
		Mywave Sdn Bhd /Payroll	Payroll
		Mywave Sdn Bhd /Payroll	Payroll
		Mywave Sdn Bhd /Payroll	Payroll

Department Path Hierarchy New

Department Path hierarchy has been added to selected Dashboard reports. Below are the affected reports. *Please contact our support team to enable this feature*

The screenshot shows the MYwave Emplx Dashboard interface. The top navigation bar includes the application name and a user profile dropdown. Below the navigation bar, the dashboard is divided into three main sections:

- Last 30 Days Highlights:** A list of recent events with counts: 0 New hire(s), 1 Employee(s) resigned, 0 Job information updated, 3 Employees' salary changed, 3 Employees' pay information changed, 2 Employees' dependents changed, and 9 All of the above.
- Highlights of Last 7 Days:** A similar list of recent events: 0 New hire(s), 0 Employee(s) resigned, 0 Job information updated, 1 Employees' salary changed, 1 Employees' pay information changed, 0 Employees' dependents changed, and 2 All of the above.
- Standard Reports:** A list of available reports, including Employee Profile, Employee Profile (Separate Address), Active Employee Profile, Active Employee Profile (Separate Address), Current Month Resignation Report, Current Month Resignation Report (Separate Address), Emergency Contact, Dependents Information, Bond Report, Education History, Job History, Supervisor Assignment Report, Benefit, Employment History, Company Transport, Length of Service, Claim Entitlement, Salary Increment, Leave Policy - Leave Type, Leave Policy - Leave Group, Claim Policy, OT Policy, OT Control Setting, Timecard Control Setting, Organization Structure, Disciplinary Report, and Vaccine Certificate Report.

The screenshot shows the MYwave Emplx Advanced Report interface. The top navigation bar includes the application name and a user profile dropdown. Below the navigation bar, the dashboard is divided into two main sections:

- Report Selection:** A grid of report tiles, each with an icon and a title. The tiles are: Active Employee Profile, Active Employee Profile (Separate Address), Resignation Report, Resignation Report (Separate Address), Leave Cancellation Report, Leave Per Day Report, Employee Hired Report, Employee Hired Report (Separate Address), Headcount Report, Workforce Analysis (Nationality), Workforce Analysis (Race), Work Permit Valid Date, Contract Valid Date, Due to Confirmation, Age as at, Turnover Analysis, and Incomplete Band for Resigned Employee.
- Report Configuration:** A section below the report selection grid, including a Date Range selector (From: [] To: [] Clear) and a Report dropdown menu.

Before:

Dashboard report **without** department hierarchy

AT	AU	AV	AW
Job Title	Job Level	Path of Department	Department
		Mywave Sdn Bhd /Operations	Operations
		Mywave Sdn Bhd /Marketing	Marketing
		Mywave Sdn Bhd /Operations	Operations
		Mywave Sdn Bhd /Marketing	Marketing
		Mywave Sdn Bhd /Technology/Development	Development
		Mywave Sdn Bhd /Technology/Development	Development
		Mywave Sdn Bhd /Finance	Finance
		Mywave Sdn Bhd /Payroll	Payroll
		Mywave Sdn Bhd /Payroll	Payroll
		Mywave Sdn Bhd /Payroll	Payroll

After:

Dashboard report **with** department hierarchy

AT	AU	AV	AW	AX	AY	AZ
Job Title	Job Level	Hierarchical - Company	Hierarchical - Division	Hierarchical - Department	Path of Department	Department
		Mywave Sdn Bhd	Operations	-	Mywave Sdn Bhd /Operations	Operations
		Mywave Sdn Bhd	...	Marketing	Mywave Sdn Bhd /Marketing	Marketing
		Mywave Sdn Bhd	Operations	-	Mywave Sdn Bhd /Operations	Operations
		Mywave Sdn Bhd	...	Marketing	Mywave Sdn Bhd /Marketing	Marketing
		Mywave Sdn Bhd	Technology	Development	Mywave Sdn Bhd /Technology/Development	Development
		Mywave Sdn Bhd	Technology	Development	Mywave Sdn Bhd /Technology/Development	Development
		Mywave Sdn Bhd	Finance	-	Mywave Sdn Bhd /Finance	Finance
		Mywave Sdn Bhd	Payroll	-	Mywave Sdn Bhd /Payroll	Payroll
		Mywave Sdn Bhd	Payroll	-	Mywave Sdn Bhd /Payroll	Payroll
		Mywave Sdn Bhd	Payroll	-	Mywave Sdn Bhd /Payroll	Payroll

Before:

Vaccine report **without** department hierarchy

Filter					
Employee Vaccination Report					
Group By					
Employee no	Employee name	Job title	Dept name	Dept path	Job grade
			Finance	MYwave Sdn Bhd/Finance	
			Marketing	MYwave Sdn Bhd/Marketing	
			Development	MYwave Sdn Bhd/Technology/Development	
Show 10					
1 of 1 Page					

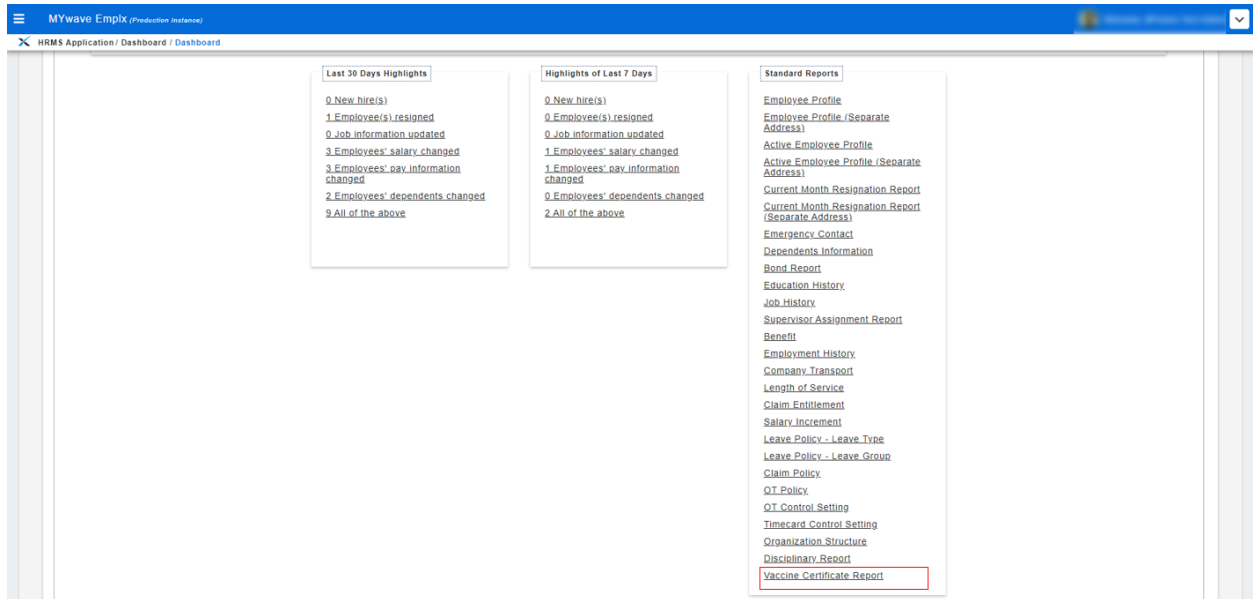
After:

Vaccine report **with** department hierarchy

Filter			
Employee Vaccination Report			
Group By			
Hierarchical - Company	Hierarchical - Division	Hierarchical - Department	Dept Path
MYwave Sdn Bhd	Finance	-	MYwave Sdn Bhd/F
MYwave Sdn Bhd	...	Marketing	MYwave Sdn Bhd/M
MYwave Sdn Bhd	Technology	Development	MYwave Sdn Bhd/Technology/De
Show 10			
1 of 1 Page			

Report Column Position Changes

Path of Department and **Department** column position for selected Dashboard reports and Vaccine report has been changed.



Before:

AU	AV	AW	AX
Job Level	Job Class	Department	Path of Department
		Operations	Mywave Sdn Bhd /Operations
		Marketing	Mywave Sdn Bhd /Marketing
		Operations	Mywave Sdn Bhd /Operations
		Marketing	Mywave Sdn Bhd /Marketing
		Development	Mywave Sdn Bhd /Technology/Development
		Development	Mywave Sdn Bhd /Technology/Development
		Finance	Mywave Sdn Bhd /Finance
		Payroll	Mywave Sdn Bhd /Payroll
		Payroll	Mywave Sdn Bhd /Payroll
		Payroll	Mywave Sdn Bhd /Payroll

After:

Dashboard Report **with** position changes

AT	AU	AV	AW
Job Title	Job Level	Path of Department	Department
		Mywave Sdn Bhd /Operations	Operations
		Mywave Sdn Bhd /Marketing	Marketing
		Mywave Sdn Bhd /Operations	Operations
		Mywave Sdn Bhd /Marketing	Marketing
		Mywave Sdn Bhd /Technology/Development	Development
		Mywave Sdn Bhd /Technology/Development	Development
		Mywave Sdn Bhd /Finance	Finance
		Mywave Sdn Bhd /Payroll	Payroll
		Mywave Sdn Bhd /Payroll	Payroll
		Mywave Sdn Bhd /Payroll	Payroll

Before:

Filter					
<div>Employee Vaccination Report</div> <div><div>Group By</div><div><div>Customize Columns</div><div>Export</div><div>Download All Attachment(s)</div></div></div>					
Employee no	Employee name	Job title	Dept name	Dept path	Job grade
			Finance	MYwave Sdn Bhd/Finance	
			Marketing	MYwave Sdn Bhd/Marketing	
			Development	MYwave Sdn Bhd/Technology/Development	
<div>Show 10</div> <div><< < 1 of 1 Page > >></div>					

After:

Vaccine Report **with** position changes

Filter					
<div>Employee Vaccination Report</div> <div><div>Group By</div><div><div>Customize Columns</div><div>Export</div><div>Download All Attachments</div></div></div>					
Employee No	Employee Name	Job Title	Dept Path	Dept Name	Job
			MYwave Sdn Bhd/Finance	Finance	
			MYwave Sdn Bhd/Marketing	Marketing	
			MYwave Sdn Bhd/Technology/Development	Development	
Show 10					
<< < 1 of 1 Page > >>					

GL Report

Group Selection by Category

Group By, Column By and **Line Column** selection in Employee Transaction Report and Double Entry Report is grouped based on category.

Employee Transaction Report:

Before:

Group By column **without** category selection

Employee Transaction Report Custom Transaction Report Double Entry Report

Reporting Format: [v] Add New

Export to Excel

Group By:

Item	Sequence	Show Sub	Line Break
<input type="checkbox"/> A/C Description		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Cost Center		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Credit A/C		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Debit A/C		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Department		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Department Path		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Job Class		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Job Level		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Job Title		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Job category		<input type="checkbox"/>	<input type="checkbox"/>

Values:

Item	Sequence
<input type="checkbox"/> Amount	
<input type="checkbox"/> Cost Center	
<input type="checkbox"/> Cost Center Amount	
<input type="checkbox"/> Gross Paid	
<input type="checkbox"/> Headcount	
<input type="checkbox"/> Net Paid	
<input type="checkbox"/> Transaction Amount	

After:

Group By column **with** category selection

Employee Transaction Report Custom Transaction Report Double Entry Report

Reporting Format: [v] Add New

Export to Excel

Group By:

Item	Sequence	Show Sub	Line Break
Job Information			
<input type="checkbox"/> Job category		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Job Title		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Job Level		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Job Class		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Worker Type		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Cost Center		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Department		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Department Path		<input type="checkbox"/>	<input type="checkbox"/>
Transaction Information			
<input type="checkbox"/> Transaction		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Debit A/C		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Credit A/C		<input type="checkbox"/>	<input type="checkbox"/>

Values:

Item	Sequence
<input type="checkbox"/> Cost Center	
<input type="checkbox"/> Cost Center Amount	
<input type="checkbox"/> Transaction Amount	
<input type="checkbox"/> Amount	
<input type="checkbox"/> Headcount	
<input type="checkbox"/> Gross Paid	
<input type="checkbox"/> Net Paid	

Double Entry Report:

Before:

Group By, Column By and Line Column **without** category selection

Employee Transaction Report Custom Transaction Report Double Entry Report

Reporting Format: [v] Add New

Export to Excel

Group By:		Column By:		Line Column:	
Item	Sequence	Item		Item	Sequence
<input type="checkbox"/> Cost Center		<input type="checkbox"/> Cost Center		<input checked="" type="checkbox"/> Account code	
<input type="checkbox"/> Department		<input type="checkbox"/> Department		<input type="checkbox"/> A/C Description	
<input type="checkbox"/> Department Path		<input type="checkbox"/> Department Path		<input type="checkbox"/> Account code description	
<input type="checkbox"/> Job Class		<input type="checkbox"/> Job Class		<input type="checkbox"/> Cost Center	
<input type="checkbox"/> Job Level		<input type="checkbox"/> Job Level		<input type="checkbox"/> Department	
<input type="checkbox"/> Job Title		<input type="checkbox"/> Job Title		<input type="checkbox"/> Department Path	
<input type="checkbox"/> Job category		<input type="checkbox"/> Job category		<input type="checkbox"/> Job Class	
<input type="checkbox"/> Pay Group		<input type="checkbox"/> Pay Group		<input type="checkbox"/> Job Level	

After:

Group By, Column By and Line Column **with** category selection

Employee Transaction Report Custom Transaction Report Double Entry Report

Reporting Format: [v] Add New

Export to Excel

Group By:		Column By:		Line Column:	
Item	Sequence	Item		Item	Sequence
<input checked="" type="checkbox"/> Job Information		<input checked="" type="checkbox"/> Job Information		<input checked="" type="checkbox"/> Transaction Information	
<input type="checkbox"/> Job category		<input type="checkbox"/> Job category		<input checked="" type="checkbox"/> Account code	
<input type="checkbox"/> Job Title		<input type="checkbox"/> Job Title		<input type="checkbox"/> A/C Description	
<input type="checkbox"/> Job Level		<input type="checkbox"/> Job Level		<input type="checkbox"/> Transaction	
<input type="checkbox"/> Job Class		<input type="checkbox"/> Job Class		<input type="checkbox"/> Transaction A/C Desc	
<input type="checkbox"/> Worker Type		<input type="checkbox"/> Worker Type		Employee Profile	
<input type="checkbox"/> Cost Center		<input type="checkbox"/> Cost Center		<input type="checkbox"/> Pay Group	
<input type="checkbox"/> Department		<input type="checkbox"/> Department		<input type="checkbox"/> Employee Info - WP Job Title	
<input type="checkbox"/> Department Path		<input type="checkbox"/> Department Path		<input type="checkbox"/> Employee Info - WIC Cat	