



## Release Notes

**Release Date: 12 September 2023**

To leave feedback, please email to [support@mywave.biz](mailto: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
<b>E-Time Card</b> <ul style="list-style-type: none"> <li>PH Absent – EA Sec 60D (2) <i>New</i></li> </ul>	Enhancement	√	–	–	√	√	√
<b>Employee Profile</b> <ul style="list-style-type: none"> <li>Employee Profile Dependents</li> </ul>	Enhancement	–	–	–	√	–	–
<b>Training</b> <ul style="list-style-type: none"> <li>Training Dashboard – Apply Course</li> </ul>	Enhancement	–	–	–	√	√	√
<b>MARS Report</b> <ul style="list-style-type: none"> <li>MARS Training Report <i>New</i></li> </ul>	Enhancement	√	–	–	√	√	√

# E-Time Card

## PH Absent – EA Sec 60D (2) <sup>New</sup>

A new feature has been added to E-Time Card module. The system now considers an employee's absence on their working date as indicative of future public holiday absences. This means that if an employee is absent on their scheduled working date, the system will now automatically mark the subsequent public holidays as **Absent** as well, streamlining the attendance tracking process.

### Before:

Public holiday (PH) **without** tracking process

					2023-07-03, Mon	Absent	WD					
					2023-07-04, Tue		PH	-				
					2023-07-05, Wed		WD			10:00	19:00	

### After:

Public holiday (PH) **with** tracking process

					2023-07-03, Mon	Absent	WD					
					2023-07-04, Tue	Absent	PH	-				
					2023-07-05, Wed		WD			10:00	19:00	

### How to Turn On/Off PH Absent tracking:

Navigate to Control Master (Admin) and select Time Card Control in the dropdown list under Control Master tab. Search for the PH absent tracking control and click Edit. Enter 1 to turn on or 0 to turn off the PH absent tracking.

[Control Master](#) [Payroll Setup](#) [EA Form Setup](#)

Control Information( \*Required)

Select Control Master: Time Card Control

< 1 2 3 4 5 6 7 8 >

Time Card Control	Mapping Table	Map Field	Action
Control on/off for PH time card record	Default: 0:off, 1:on	1	Edit

How It Works:

**Initial Absence:** When an employee is marked as **Absent** on their assigned working date, the system will register this absence.

**Automatic Public Holiday Absence:** Following the initial absence, the system will recognize the correlation between the working date and the subsequent public holidays.

**Subsequent Public Holidays:** Any public holidays that fall immediately after the initial absence will be automatically recorded as **Absent** for the respective employee.

# Employee Profile

## Employee Profile Dependents

The **Child** wording in View Tax Category Calculation pop up in the Employee Profile Dependents section has been changed to **Children** for better accuracy.

### Before:

View Tax Category Calculation **without** Child wording

### View Tax Category Calculation

Tax Category	Description
1B	Single
2K	Spouse - Not Working
3K	Spouse - Working / Single Parent / Widow / Divorced / Separated, Single Adoption
A1	Children - No Physical Challenge, Above 18 years old & Study STPM & below OR Below 18 years old
A3	Children - With Physical Challenge, Above 18 years old & Study STPM & below OR Below 18 years old
A4	Children - No Physical Challenge, Above 18 years old, Study College/University
A7	Children - With Physical Challenge,Above 18 years old,Study College/University

### After:

View Tax Category Calculation **with** Children wording

### View Tax Category Calculation

Tax Category	Description
1B	Single
2K	Spouse - Not Working
3K	Spouse - Working / Single Parent / Widow / Divorced / Separated, Single Adoption
A1	Child - No Physical Challenge, Above 18 years old & Study STPM & below OR Below 18 years old
A3	Child - With Physical Challenge, Above 18 years old & Study STPM & below OR Below 18 years old
A4	Child - No Physical Challenge, Above 18 years old, Study College/University
A7	Child - With Physical Challenge,Above 18 years old,Study College/University

Furthermore, the Dependents section has been enhanced to ensure that dependent information that has been entered will be retained after changing the Relationship Type. User will no longer need to re-enter dependent information after selecting a new Relationship Type

Before:

Existing dependent information is not retained after selecting a new Relationship Type.

Dependents

Display Name \*

First Name

Last Name

Relationship Type \* Son

Date of Birth \*

Age -

IC No.

Physical Challenge(s) \* ☐ Yes ☐ No

Dependent Relief \* ☐ Yes ☐ No

Marital Status \* ☐ Married ☒ Not Married

After:

Existing dependent information is retained after selecting a new Relationship Type.

Dependents

Display Name \* Test Dependent

First Name Test

Last Name Dependent

Relationship Type \* Son

Date of Birth \* 2023-01-01

Age 0 Year(s) 8 Month(s) 3 Day(s)

IC No. 000111222333

Physical Challenge(s) \* ☐ Yes ☒ No

Dependent Relief \* ☐ Yes ☒ No

Marital Status \* ☐ Married ☒ Not Married



## Training Dashboard – Apply Course

The action column in Apply Course pop up under Training Dashboard has been removed. To view the course information, users can click on the selected course row to display the course detail menu.

Before:

Apply Course **with** action column

# Apply Course

If you cannot find what you are looking for ,raise request here

Search....

Course Title	Course Category	Registration Period	Duration / Date	Seats Left	Action
Anti-Bribery and Corruption <span>Self-paced</span> <i>Internal</i>	eLearning	2023-02-20 Onward	60 Minute(s)	No Limit	
Customer Service Basic <span>Self-paced</span> <i>Internal</i>	eLearning	2023-02-20 ~ 2023-12-31	60 Minute(s)	No Limit	
E-Learning #1 BASIC-IMPORT PPT (E-Learning-IT) <span>Self-paced</span> <i>Internal</i>	Programming	2022-10-01 Onward	1 Hour(s)	No Limit	
Email Etiquette <span>Self-paced</span> <i>External</i>	eLearning	2023-02-21 ~ 2023-12-31	60 Minute(s)	No Limit	

Close

After:

Apply course **without** action column

Apply Course					
If you cannot find what you are looking for, raise request here					
Search....					
Course Title	Course Category	Registration Period	Duration / Date	Seats Left	
Developer guideline v2 <small>E-Learning External</small>	Engineering	2023-07-03 Onward	1 Day(s)	No Limit	
Developer guideline (PSSD-DEVGUIDE) <small>Self-Paced Internal ✓ Registered</small>	Programming	2022-09-01 Onward	30 Minute(s)	No Limit	
PSSD onboarding (ONBOARD-PSSD) <small>Self-Paced Internal ✓ Registered</small>	Onboarding	2022-09-01 Onward	30 Minute(s)	No Limit	
Test Ex 1 CH <small>Self-Paced Internal</small>		2023-02-01 Onward	1 Hour(s)	No Limit	
Close					

# MARS Report

## MARS Training Report *New*

MARS module introduces the addition of a training report feature. Its purpose is to provide a view of training history and the ability to see consolidate difference instance under same corporate group.

Click on the **Training** list and choose the **Training Report** then click on the retrieve button. If the number of records is too large, it may take a little while to generate the report.

