



Release Notes

Release Date: 12 December 2023

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Release Notes Summary

Feature	Release Type	Setup Required	User Guide	Contact Support	Admin Access	Supervisor Access	User Access
Organization Chart <ul style="list-style-type: none"> Link to Employee Profile <i>New</i> 	Enhancement	–	–	–	√	–	–
CMS Admin <ul style="list-style-type: none"> Mailing List – Remove Search by Function 	Enhancement	–	–	–	√	–	–
Employee Profile <ul style="list-style-type: none"> Auto Suggest Location Field 	Enhancement	–	–	–	√	√	–
Claim <ul style="list-style-type: none"> Claim Payable Percentage <i>New</i> Claim Admin Message <i>New</i> 	Enhancement	√	–	–	√	–	√
EmplX GPS Time Attendance <ul style="list-style-type: none"> Multi Language Selection <i>New</i> Home Page Design Changes 	Enhancement	–	–	–	–	–	√

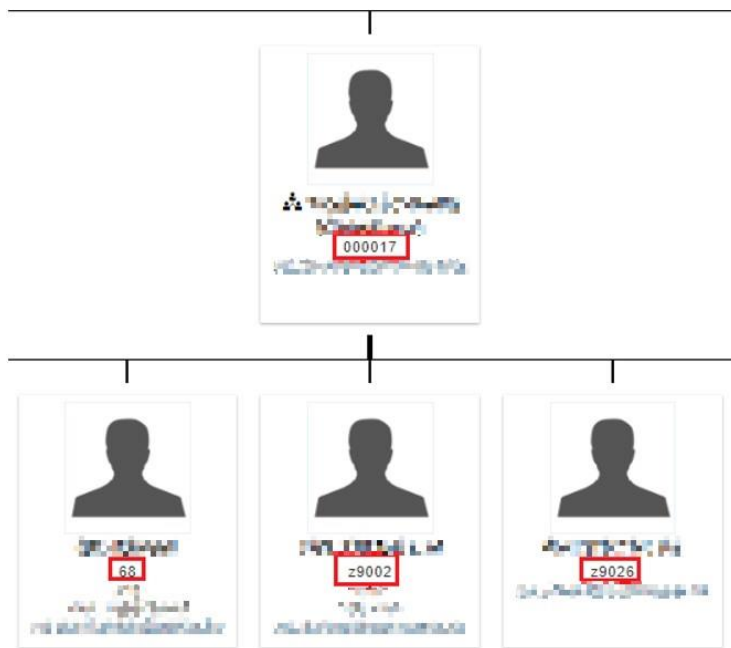
Organization Chart

Link to Employee Profile ^{New}

A link connection to employee profile has been added to organization chart to improve the overall user experience. A link will be added for each internal employee in the organization chart. Outsourced employees would not be affected by this change as they do not have employee profiles. Department administrators will be able to view and access specific employee profiles. Module access control will be added to ensure that admins with restricted access can only access specific modules.

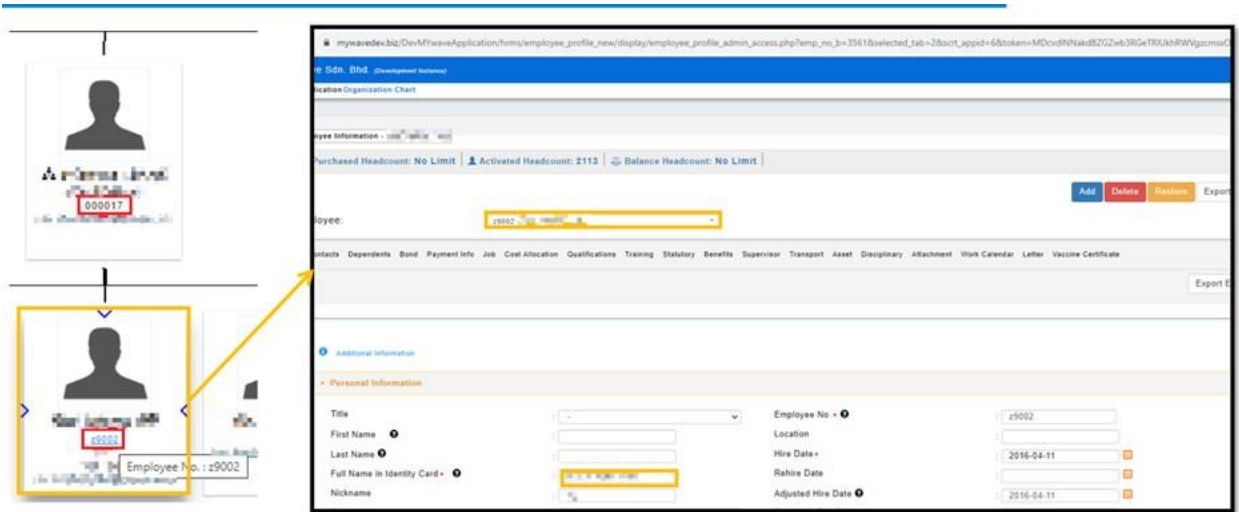
Before:

Organization Chart **without** link connection to employee profile



After:

Organization Chart **with** link connection to employee profile

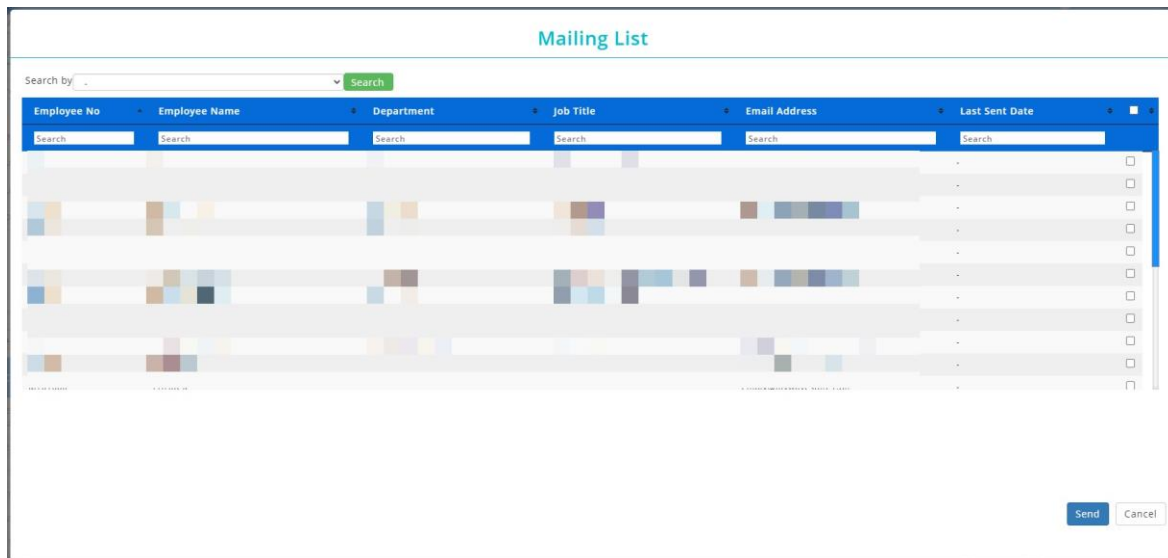


Mailing List - Remove Search by Function

The Search by function in CMS Admin mailing list has been removed. Users can still search for specific records by using the search bar under the respective columns

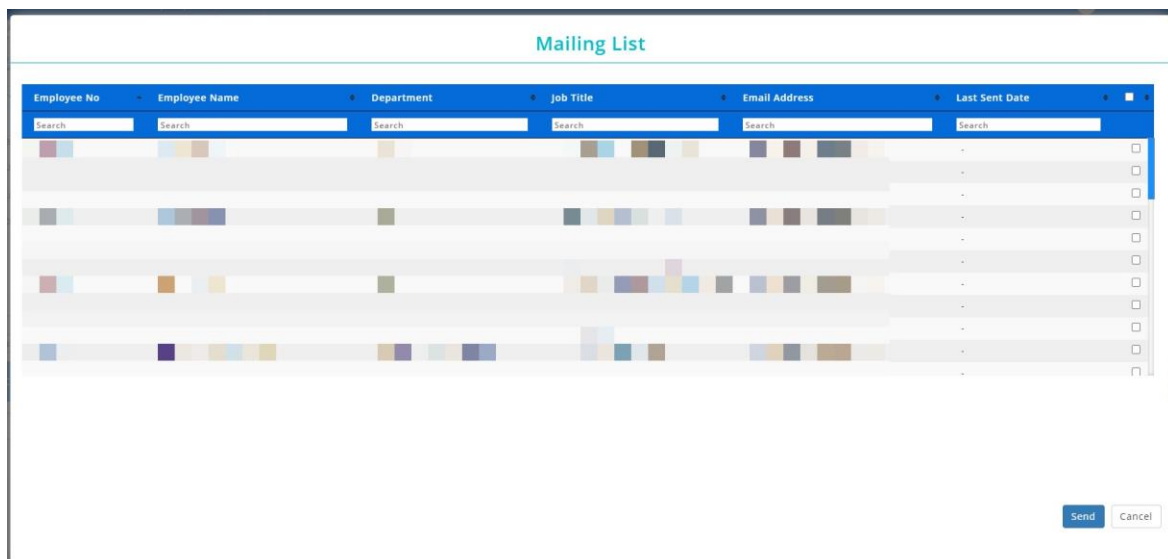
Before:

CMS Admin **with** Search by function



After:

CMS Admin **without** Search by function



Employee Profile

Auto Suggest Location Field

The location field in the Employee Profile module has been enhanced to include an auto suggest feature based on previously entered data. This feature is available in all Employee Profile modes.

Before:

Employee Profile **without** auto suggest location field

The screenshot shows the 'Personal Information' tab of the Employee Profile form. The 'Location' field is a standard text input containing 'Penang'. Other fields include Title, First Name, Last Name, Full Name in Identity Card, Nickname, Gender, Religion, Race, Nationality, Residence, Identity Card No(new), ID No. (Old), Date of Birth, Marital Status, Physical Challenge(s), Employee No., Hire Date, Rehire Date, Adjusted Hire Date, Probation End Date, Probation Period (Days), Confirmation Date, Resignation Date, Country Of Birth, Reason for Resignation, Age, Year of Service, and Employment Status (Under Probation). A profile picture upload section is on the right.

After:

Employee Profile **with** auto suggest location field

The screenshot shows the same 'Personal Information' tab, but the 'Location' field now has a dropdown menu open, displaying a list of suggested locations: Alor Setar, Ipoh, Klang, Penang, and Taiping. The 'Location' field is highlighted with a red box. The 'Employment Status' is now 'Confirmed'.

Claim Payable Percentage ^{New}

The existing Claim reimbursement module incorporates a control for managing the payable percentage. To utilize this functionality, administrators need to activate it in the **Company Policy** and specify the payable percentage in the **Claim Type** within the **Claim Group Setup**. The system will then showcase the payable amount during submission, approval and historical records. This feature is also available in the EmplX mobile app.

Company Policy:

Administrative » Company Policy

← Back

Company Policy

Claim Submission with Charge Code : On **Off**

Show Claim Amount Payable Percentage Setup : **On** Off

Finance Email : abc@example.com

Claim Validity Period : claim cut off period Day(s)

Financial Year : Cut-off Month Dec

Currency Conversion Mode : Auto Exchange Rate

Claim Type/Shared Setup:

Administrative » Claim Types » Add New

← Back

1. General 2. Submission 3. Additional

Claim Code : Claim Code 20

Claim Name : Claim Name

Description :

Claim Default Amount : ☒ No Limit

Claim Amount Payable Percentage : 100 Percentage(%)

Entitlement Refreshment : 1 Month(s)

Refresh By : Calendar Date

Claim Limit Per Transaction : ☒ No Limit


Claim Maximum Transaction Occurrence : ☒ No Limit

Claim Submission:

Request Form [Draft](#) [History](#)

[+ Add to list](#)

Claim Title * : Covid Claim 79

Receipt / Invoice Date * : 2023-12-02 

Claim Types * : Covid Test

Currency * : FROM : Malaysian Ringgit (MYR) TO : Malaysian Ringgit (MYR)

Claim Amount * : 100 (Balance: No Limit)

Payable Amount * : 50.00

Description / Purpose * : 500

Attachment * : [Browse...](#)


Maximum file size: 3MB. Acceptable file format: .jpeg, .png, .gif, .pdf, .xls, .xlsx.

Request Form [Draft](#) [History](#)

[New Claim Form](#) [+ New Item](#) [Submit](#)


Claim Title * : Covid Claim 79

Add to list :

	Receipt / Invoice Date:	Claim Amount (MYR):	Total Payable Amount (MYR):
Covid Test	2023-12-02	100.00	50.00 
Total Item : 1		Total Claim Amount (MYR) : 100.00	Total Payable Amount (MYR) : 50.00

[Claim Application](#)

Title (Required)
Claim from mobile

[Add Item](#) 

Claim Description:
-
Claim Type: **claim type deduction**
Receipt / Invoice Date: **2023-11-29**
Claim Amount: **MYR 3.00**
Payable Amount (80%) : MYR 2.40

[Edit](#) [Delete](#)

Claim Description:

Total Claim Amount MYR 336.00
Total Tax Amount MYR 336.00
Grand Total Amount MYR 336.00
Grand Total Payable Amount MYR 335.40

[Submit](#)

[Claim Application](#)

Receipt / Invoice Date
2023-12-08

Claim Type
COVID Screening

Currency
From To
Malaysian Ringgit (MYR)
To **Malaysian Ringgit (MYR)**

Claim amount (Required)
0

Payable Amount (60%) 0.00

[Back](#) [Add to list](#)

Claim Approval:

Pending Approval		Summary	
<input type="checkbox"/> Select All		<input type="checkbox"/> Expand All	
<input checked="" type="checkbox"/> Approve All			
Claim ID:	Employee:	Title:	Created Date:
		Covid Claim	2023-12-12
Covid Test		Receipt / Invoice Date:	Claim Amount (MYR):
		2023-12-02	100.00
		Total Payable Amount (MYR):	
		50.00	
Total Item		Total Claim Amount (MYR)	Total Payable Amount (MYR)
1		100.00	50.00

Claim History Info

Information

Employee

1373

Total Amount

MYR 336.00

Title

1

Submission Date

2023-11-29

Claim Information

claim type deduction

Claim Amount:

MYR 3.00

Payable Amount (80%):

MYR 2.40

Pending Approval

Invoice Date: 2023-11-29

View Approval Hierarchy

View Detail Information

Claim Admin Message ^{New}

Administrators can now enable the **Admin Message** feature by inserting a corresponding message into the claim type. This message will be presented to employees when they choose the specified claim type. This feature is also available in the EmplX mobile app.

Claim Type/Shared Setup:

Administrative » Claim Types » Add New

[Back](#)

1. General 2. Submission 3. Additional

Notice Message set by Admin :

Claim Dependencies : Yes No

Participant : No Apply Apply

Extra Condition : Please Select... ▾

Currency : Currency method in auto conversion mode.

Claim Category : Please Select ... ▾

Processor : Default Customize

Custom Information : No Apply Apply

Claim Submission:

Request Form Draft History

Admin notice here

Claim Title : Claim for November

Receipt / Invoice Date : 2023-12-08

Claim Types : Employee Claim ▾

Currency : Malaysian Ringgit (MYR) ▾

Claim Amount : Please Enter Your Claim Amount! (Balance: No Limit)

Payable Amount :

Description / Purpose :

Attachment : [Browse...](#)

Maximum file size: 3MB. Acceptable file format: .jpeg, .png, .gif, .pdf, .xls, .xlsx.

Request Form

Draft

History

Claim Title : Claim for November

Add to list :

Employee Claim	Receipt / Invoice Date: 2023-12-08	Claim Amount (MYR): 100.00	Admin notice here
<div> <div></div> <div></div> <div></div> <div></div> </div>			
Total Item : 1	Total Claim Amount (MYR) : 100.00		Total Payab

Claim Application

Please submit your meal receipt

Receipt / Invoice Date

2023-12-08

Claim Type

Company Meals

Currency

From

To

Malaysian Ringgit (MYR)

To Malaysian Ringgit (MYR)

Claim amount (Required)

0

Payable Amount (100%)

Back

Add to list

Claim Application

Add Item

Please submit your meal receipt

Claim Description:
Meet Customer

Claim Type:
Company Meals

Receipt / Invoice Date:
2023-12-08

Claim Amount:
MYR 100.00

Payable Amount (100%) :
MYR 100.00

Edit

Delete

Total Claim Amount MYR 100.00

Total Tax Amount MYR 100.00

Grand Total Amount MYR 100.00

Grand Total Payable Amount MYR 100.00

Submit

Claim Approval:

Pending Approval		Summary	
<input type="checkbox"/> Select All		<input type="checkbox"/> Expand All	
	Employee	Title Claim for November	Created Date 2023-12-08
<input type="checkbox"/>	Employee Claim	Receipt / Invoice Date 2023-12-08	Claim Amount (MYR) 100.00
Total Item		Total Claim Amount (MYR)	Total Payable Amount (MYR)
1		100.00	100.00

[<](#) Claim History Info

Information

Employee

7625

Total Amount

MYR 100.00

Title

2023-12-08

Submission Date

2023-12-08

Claim Information

Please submit your meal receipt

Company Meals

Claim Amount:

MYR 100.00

Payable Amount (100%):

MYR 100.00

Pending Approval

Invoice Date: 2023-12-08

View Approval Hierarchy

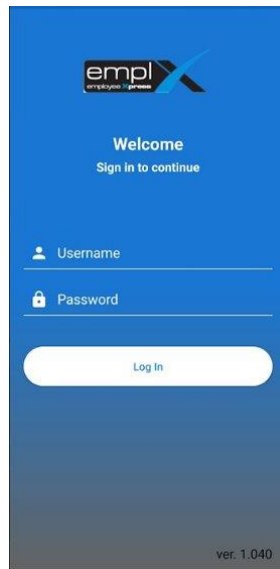
View Detail Information

EmplX GPS Time Attendance

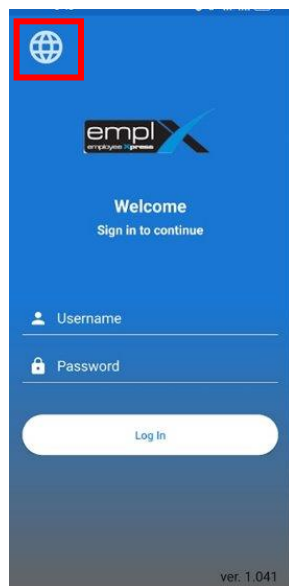
Multi Language Selection *New*

A new multi language feature has been added to the EmplX GPS Time Attendance mobile app. Users can now select the language to be displayed in the app based on the existing choices.

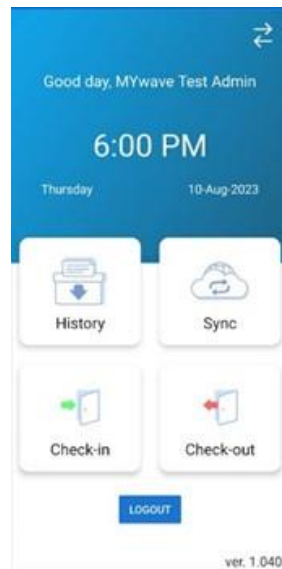
Before:



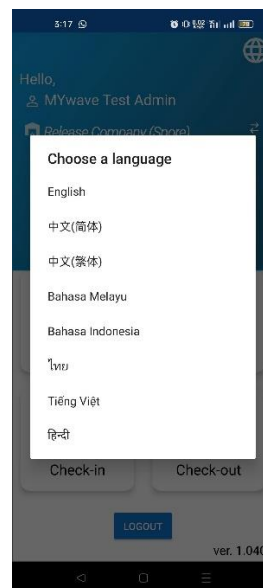
After:



Before:



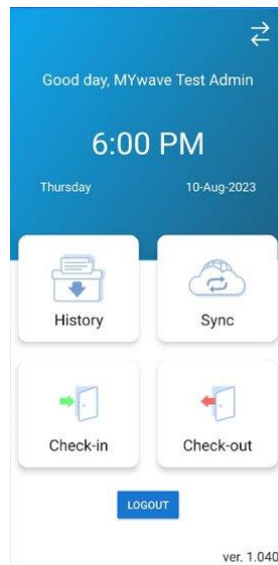
After:



Home Page Design Changes

The Home Page of the GPS Time Attendance app has also been enhanced to provide additional information.

Before:



After:

