Release Notes

Release Date: 12 March 2024

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Release Notes Summary

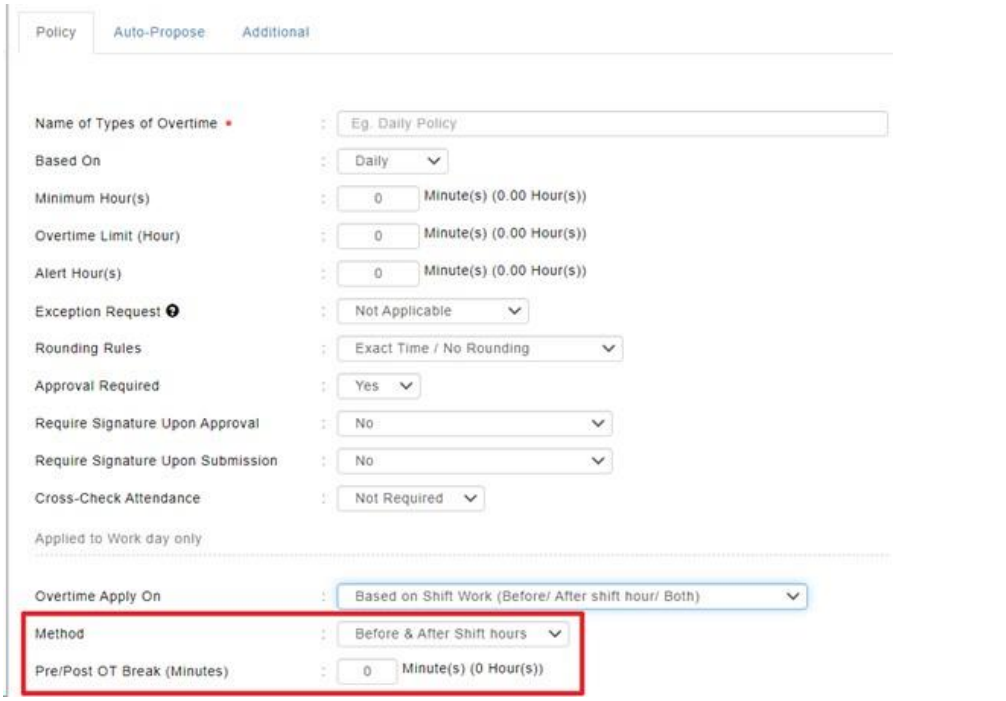
Feature	Release Type	Setup Required	User Guide	Contact Support	Admin Access	Supervisor Access	User Access
Overtime • OTC/OTP/OTS Pre/Post Buffer	Enhancement	√	√	–	√	–	–
E-Time Card • Overwrite Error Message	Enhancement	√	–	–	√	√	√
Company Setup • Workflow & Approval Group Set-up	Enhancement	–	√	–	√	–	–
Company Setup • Claim Supervisor Approval • Claim Name Wording Limit	Enhancement	–	–	–	√	–	–

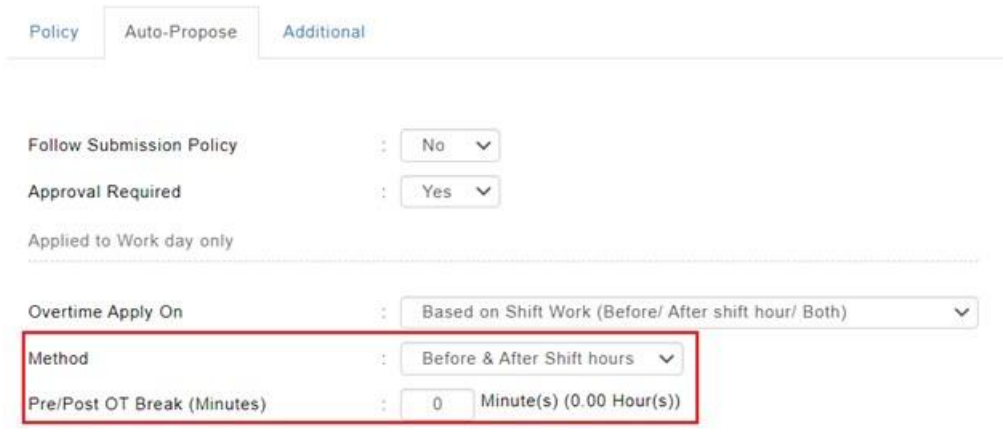
Overtime

OTC/OTP/OTS Pre/Post Buffer

The Pre/Post OT break buffer and method in Overtime policy and auto-propose setting has been enhanced. This setting has now been split into Pre OT break and method, and Post OT break and method to allow admins to customize different break buffer times and method of application according to the OT type.

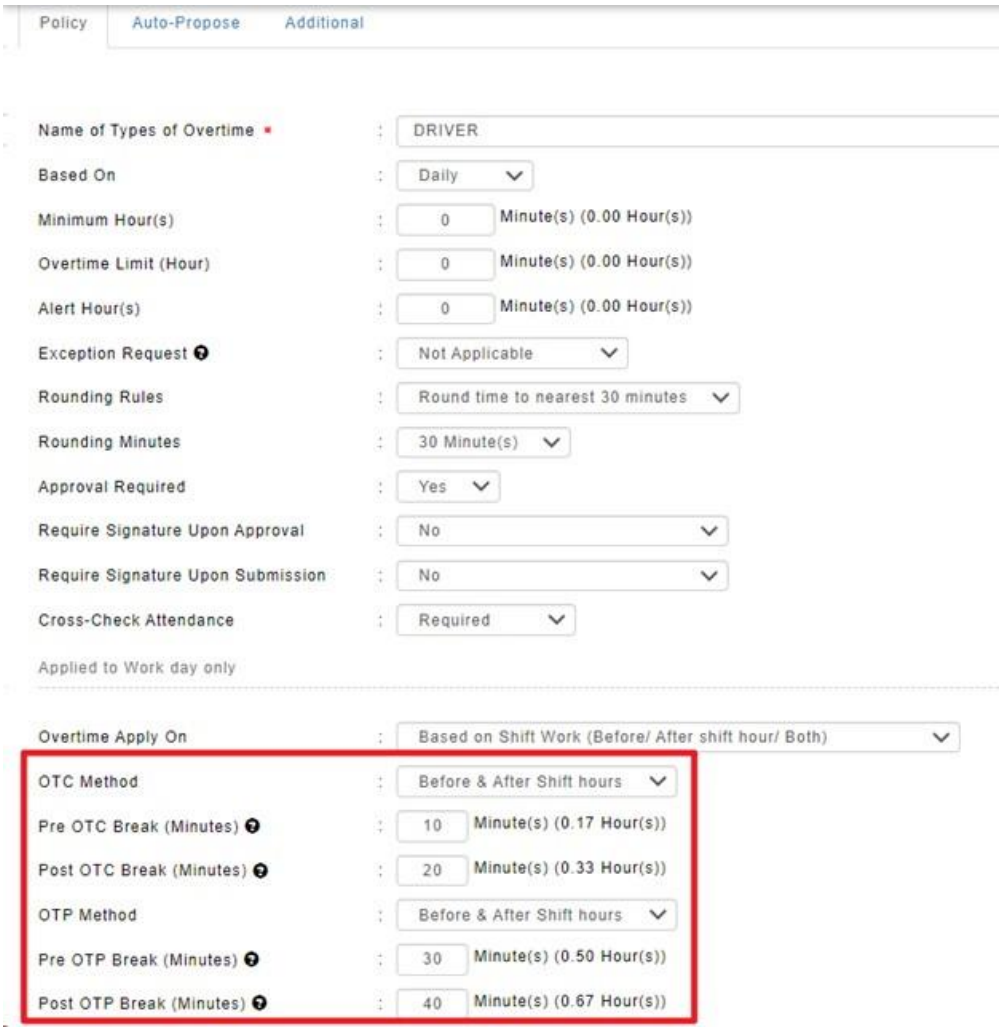
Before:
Overtime policy without separate control for pre/post OT break and method.

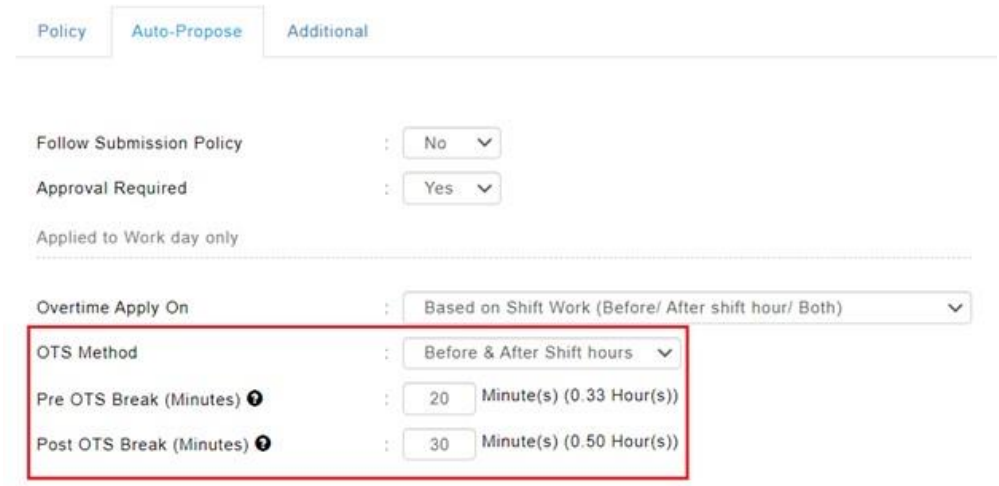




After:

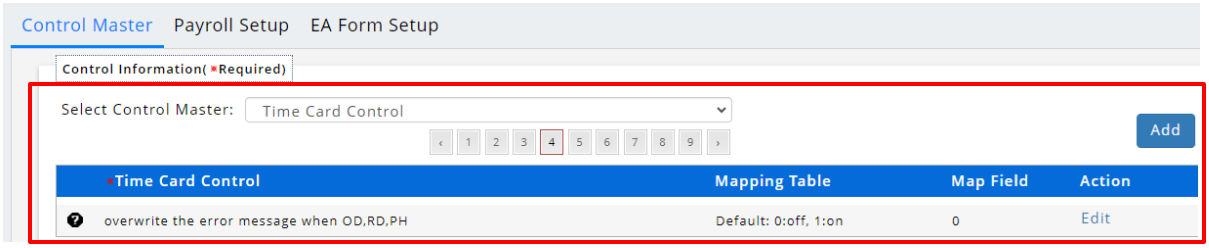
Overtime policy **with** separate control for pre/post OT break and method.



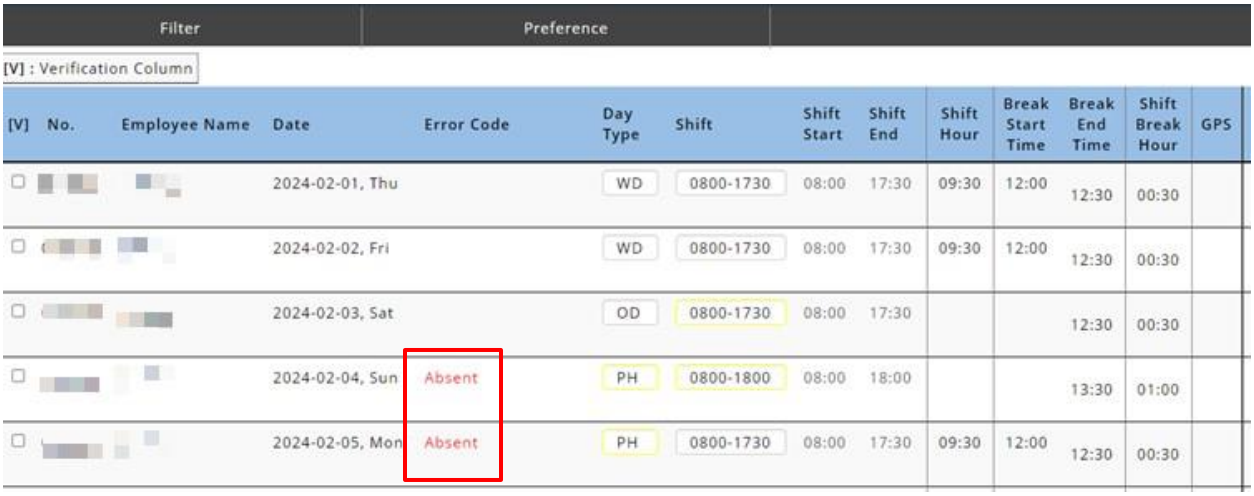


Overwrite Error Message

A new timecard control has been added to EmplX system. With the addition of this latest feature, admins now have the option to remove error messages when assigning shifts on rest days, off days, or public holidays in the E-Time Card module. To access this setting, navigate to Control Master (Admin) from the user menu and select Time Card Control in the drop down list. Then, input '1' to turn the setting on, or '0' to turn it off.

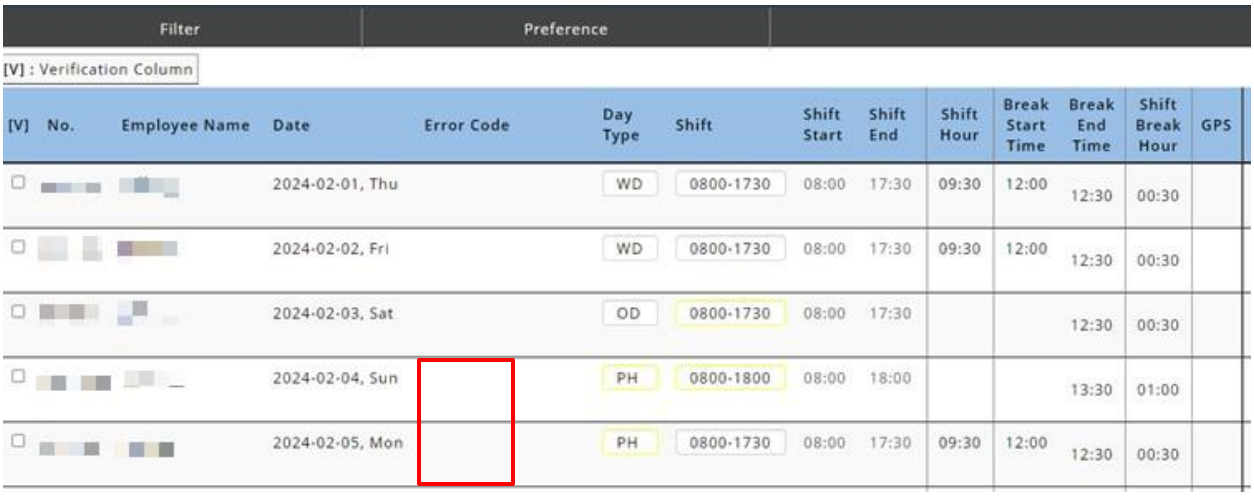


<u>Before:</u>
Time Card Record without Overwrite Error Message control.



After:

Time Card Record **with** Overwrite Error Message control turned on.



Filter | Preference

[V] : Verification Column

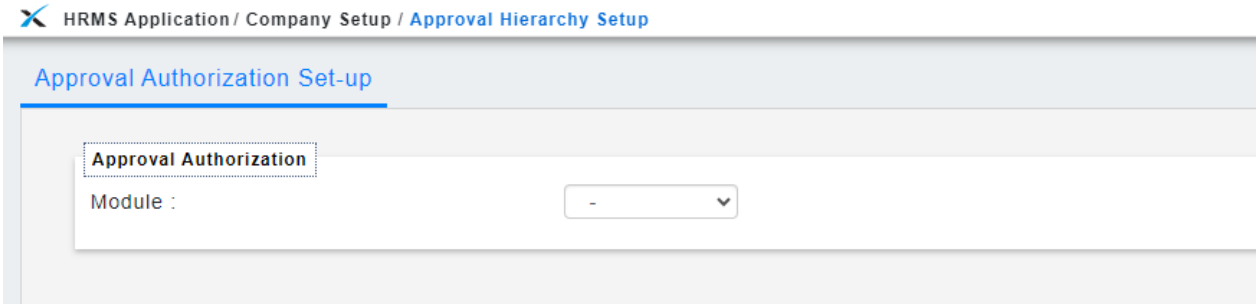
[V]	No.	Employee Name	Date	Error Code	Day Type	Shift	Shift Start	Shift End	Shift Hour	Break Start Time	Break End Time	Shift Break Hour	GPS
☐	[redacted]	[redacted]	2024-02-01, Thu		WD	0800-1730	08:00	17:30	09:30	12:00	12:30	00:30	
☐	[redacted]	[redacted]	2024-02-02, Fri		WD	0800-1730	08:00	17:30	09:30	12:00	12:30	00:30	
☐	[redacted]	[redacted]	2024-02-03, Sat		OD	0800-1730	08:00	17:30			12:30	00:30	
☐	[redacted]	[redacted]	2024-02-04, Sun		PH	0800-1800	08:00	18:00			13:30	01:00	
☐	[redacted]	[redacted]	2024-02-05, Mon		PH	0800-1730	08:00	17:30	09:30	12:00	12:30	00:30	

Company Setup

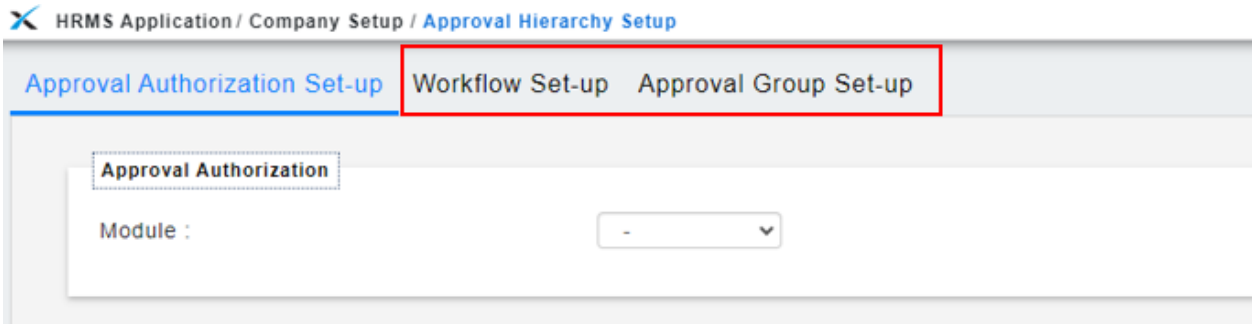
Workflow & Approval Group Set-up

Two new features have been added to the Company Setup page. Approval Group Set-up allows admins to customize approval group with selected approval person. Workflow Set-up allows admins to customize approval workflow for the selected module.

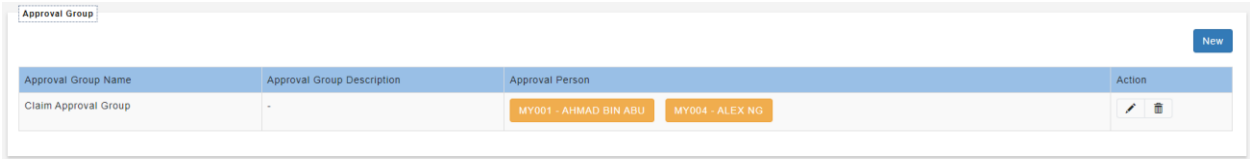
Before:
Company Setup without Workflow & Approval Set-up

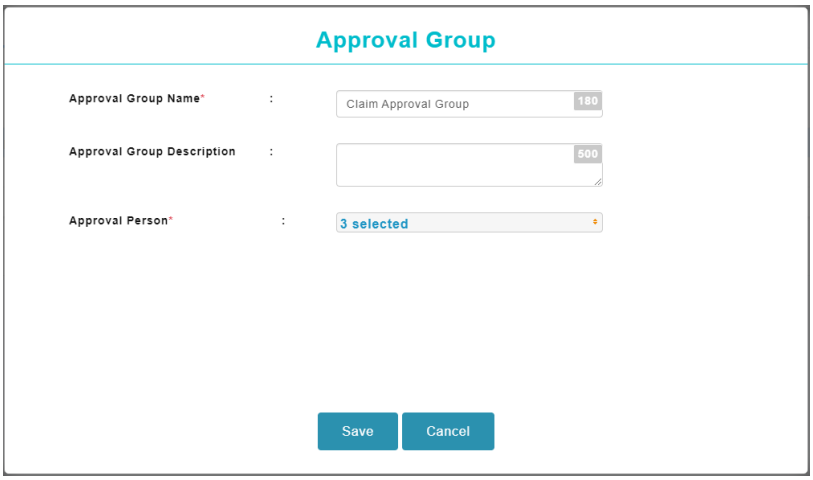


After:
Company Setup **with** Workflow & Approval Set-up

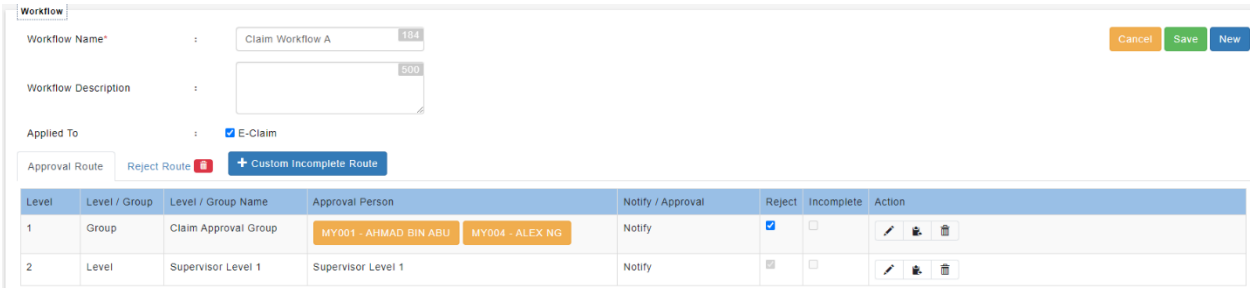


Approval Group Set-up:





Workflow Set-up:

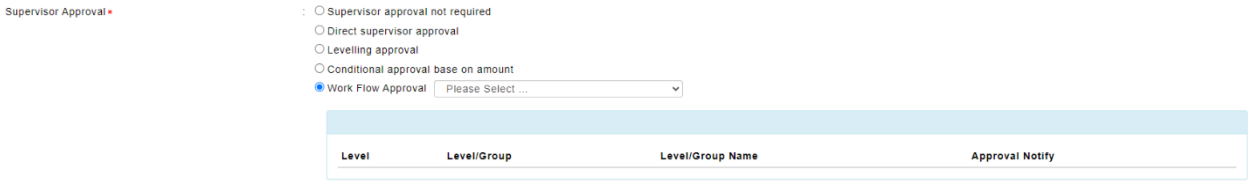


Claim Supervisor Approval

A new approval option, Workflow Approval has been added to Claim module. Admins can now customize workflow approval based on the desired setup under Supervisor Approval column.

Before:
Claim Supervisor Approval without Workflow Approval Set-up

After:
Claim Supervisor Approval **with** Workflow Approval Set-up

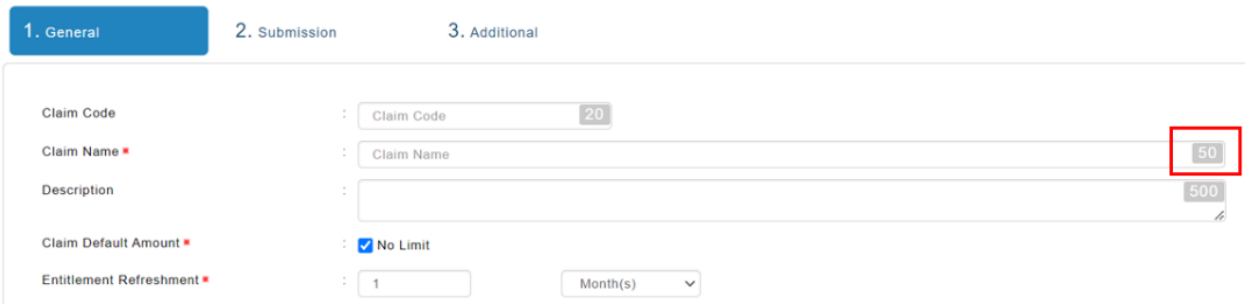
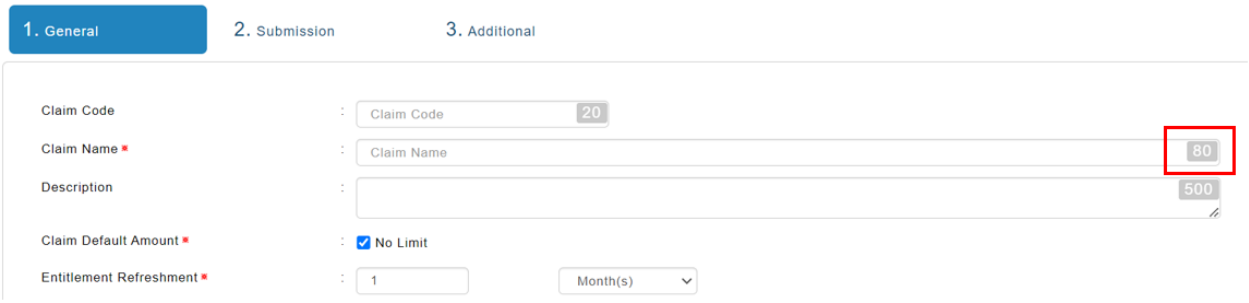


Claim Name Wording Limit

Claim Setup has been enhanced to allow for more characters to be inserted for the following fields:

- Claim Name
- Claim Shared Name
- Claim Group Name
- Claim Category Name

<u>Before:</u>
Wording limited to 50 characters



<u>After:</u>
Wording limit increased to 80 characters