

I Process JOINING CONFIRMATION STEPS





JOINING CONFIRMATION

- Open Google Chrome Browser Only.
- Enter /Copy Link :-https://iprocesshrms.peoplestrong.com/altLogin.jsf
- Manager will login with his E code and Password.





Click in ONBOARDING TAB.

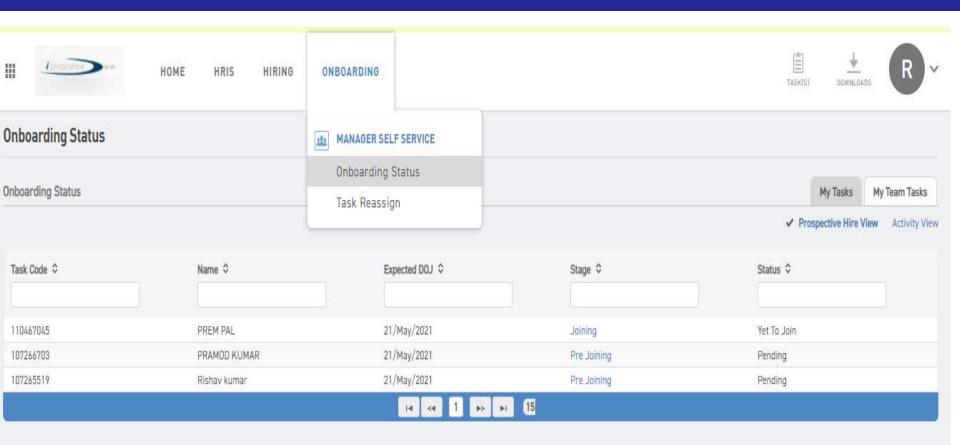
HOME HRIS HIRING		ONBOARDING Onboarding		TASK(S) DOWNLOADS R	
Onboarding Status		MANAGER SELF SERVICE			
Onboarding Status		Onboarding Status Task Reassign	My Tasks My Team Tasks		
				✓ Prospective Hire View Activity View	
Task Code ≎	Name ≎	Expected DOJ \$	Stage \$	Status \$	
110467045	PREM PAL	21/May/2021	Joining	Yet To Join	
107266703	PRAMOD KUMAR	21/May/2021	Pre Joining	Pending	
107265519	Rishav kumar	21/May/2021	Pre Joining	Pending	
		14 ×4 1 ×> ×	15		







Click in ONBOARDING TAB.

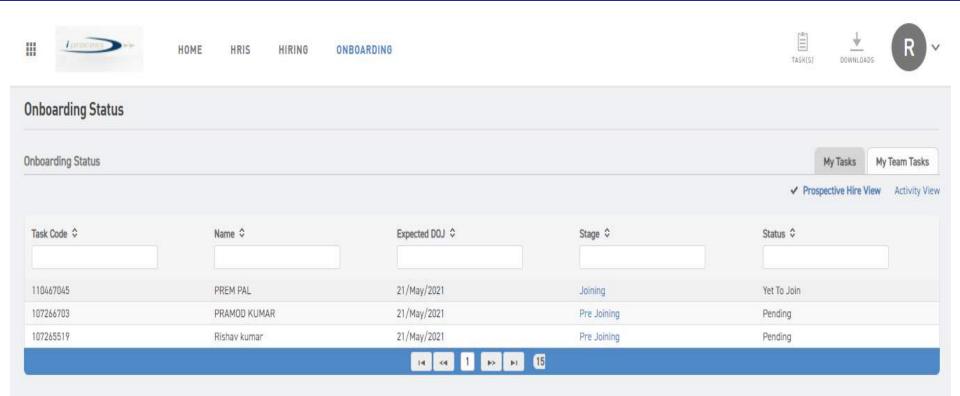








Click on JOINING against the Joined Candidate under Stage Tab







Tick on Check Box on Left Hand Side JOINING CONFIRMATION FROM REPORTING MANAGER(L1/L2).



ALTERNATION ENTRO

Position Code:

Employee Name: PREM PAL

Designation: SR. EXECUTIVE

Location: India>NORTH 2>Chandigarh>Chandigarh>Chandigarh>Chandigarh

L2 Manager: AVINDER SINGH

Stage: Joining

Employee Code:

Grade: GRADE-10

I Process Group>I Process Services India Pvt Ltd>Client

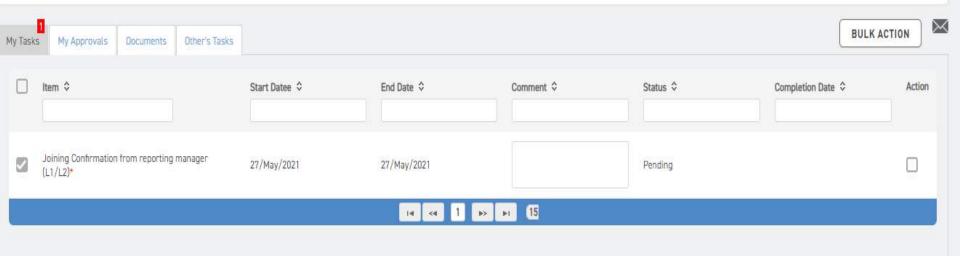
Org Unit: Resource>Internal- Client>CREDIT CARDS>SALES>CREDIT CARDS-

SALES

L1 Manager: Rajan n

HR Manager: Anvesha Bhatnagar

Status: Yet To Join

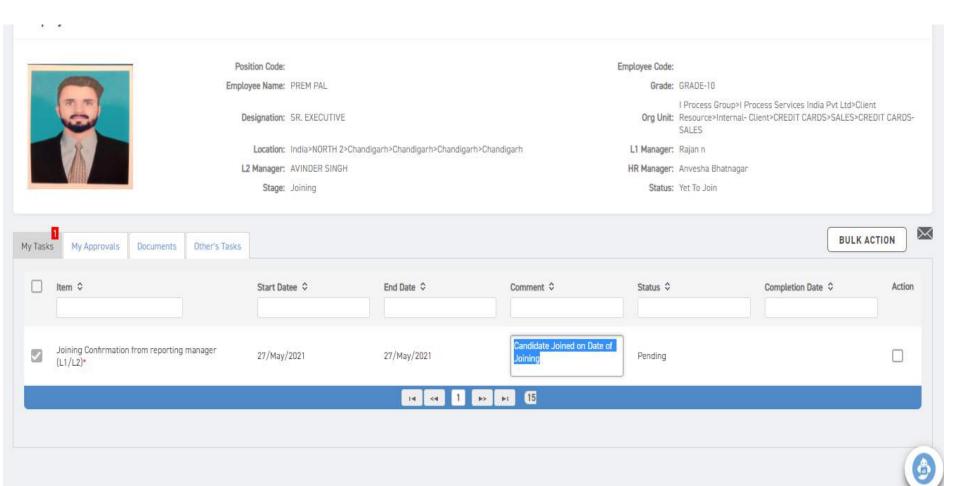






Enter Comment:

- 1. If Joined then mention Candidate Joined on Date of Joining
- 2. If Not Joined then mention Not Joined





Click on Check Box on right hand side under Action Tab post it will prompt Item updated successfully for task/ JC Completion.

Position Code: Employee Code; Employee Code: Employee Name: PREM PAL Designation: SR. EXECUTIVE Designation: India>NORTH 2>Chandigarh>Chandigarh>Chandigarh>Chandigarh>Chandigarh L1 Manager: AVINDER SINGH HR Manager: Avivesha Bhatnagar Stage: Joining Status: Yet To Join

