

Expenses

Expenses List

Approval

Approval List

User

User List

Role

Role List

Authority

Authority List

Reports

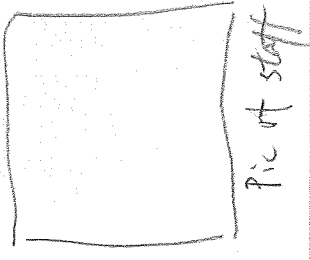
Reports For SAP

Reports For Summary

Position : Home

Your Information

Employee No: CNE00003  
Employee Name: Roy Shi  
Department: CN3500:G&A  
Role: Manager  
Level: Manager



TODO List

## Expenses List

Travel Location Type: 
 Claim Date: 
 Status:

(New Claim) 往下重新设一行

减小宽幅 ← 增大宽幅

No.	Travel Location Type	Claim Date	Travel Reason	Total	Status
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这个表格如果不按内容乱删掉，然后把“Total”和“Status”造为冗余

## Expense Claim

Date: 
 Travel Location Type:

Travel Reason: 
 Cost Center:

No.	ExpenseAppNo	PurposeNo	Purpose	Total
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Total:

## Expense Details

換本 Add Item

## Finish

# DiaSorin

## Expenses note

## Summary

Page 3

1	Test Purpose	100.00
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Details

NO.	Day	Location	Expense Type	Amount	Comments
1	2015/04/02	Shanghai	Taxi	100.00	Comments

Total: 100.00

Employee: Roy Shi      Date:

Back      Export

Approve List

Approval List

Cost Center: ▼      Claim Bv:

Claim Date:

~

Status:

▼

Search

→ 减小

←

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→

转到中间

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卡增大

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卡增大

卡增大

卡增大

卡增大

同前项要求

User List

Employee List

Name:

Role:

▼

Cost Center:

▼

New Users

Search

Chinese Name	English Name	Sex	Role	department	modify	delete	replace password
Anna Khomenko	Anna Khomenko	Male	specialist	CN3914:G&A	modify	delete	replace password
Candidate	Candidate	Male	specialist	CN3714:G&A	modify	delete	replace password
Colman Hung	Colman Hung	Male	Manager	CN3814:G&A	modify	delete	replace password
Fabio Piazzalunga	Fabio Piazzalunga	Male	VP	CN3614:G&A	modify	delete	replace password

Employee Info

Update Employee

Employee No: CNE00053

Chinese Name: Anna Khomenko

Level: Non-Manager

Role: specialist

Phone:

Contact Address:

Return

Add Picture:  (路径)  
(Picture size limit, etc)

ServiceCostCenter: not None selected

English Name: Anna Khomenko

Department: G&A

-email:

Live location  
Work

Save

上传照片，  
提供头像截图

Role List

Role List

New

Role Id	Role Name	
R001	Country Manager	modify delete
R002	Director	modify delete

R001 应该是 VP, 然后 Country Mgr, 然后 Director, 然后 Manager, GM 或 VP 不需要先设出来

R003	GM		modify	delete
R004	Manager		modify	delete
R005	specialist		modify	delete

Internal Reports

Reports

Expenses Occur Date:

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Finance

▼

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Employee:

Not None selected ▼

Expenses Type:

Not None selected ▼

☐ Travel Location

Search

Expenses Settings

Expenses Settings

Expense Type:

Taxi

▼

Overseas other than West China

	Domestic	Hong Kong, Macao And Taiwan	<del>International</del>
Manager			
Non-Manager			
Level Three			
Total Count			

Level Four					
Level Five					

B
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System Setting-Employee Level

System Setting

Employee Level    Expense Item    Cost Center

Level Code	Level Name		
L001	Manager	<input type="button" value="modify"/>	<input type="button" value="delete"/>
L002	Non-Manager	<input type="button" value="modify"/>	<input type="button" value="delete"/>
L003	Level Three	<input type="button" value="modify"/>	<input type="button" value="delete"/>
L004	Level Four	<input type="button" value="modify"/>	<input type="button" value="delete"/>
L005	Level Five	<input type="button" value="modify"/>	<input type="button" value="delete"/>

System Setting-Expense Item

System Setting

Employee Level    Expense Item    Cost Center



Expense Item Code	Expense Item Name	Partner Expense Item Code		
S001	Taxi		modify	delete
S002	Internet		modify	delete
S003	Hotel		modify	delete
<del>S004</del>	<del>Meal in hotel</del> <i>这项删除</i>	Hotel	modify	delete
S005	Accommodation in hotel	Hotel	modify	delete
S006	Other expense in hotel	Hotel	modify	delete
S007	Meal <i>~ 肯定要分两项的 { Meal in Biz trip (有上限的) OT Meal (有上限的) }</i>		modify	delete

### System Setting-Cost Center

### System Setting

Employee Level    Expense Item    Cost Center

New

Cost Center Code	Cost Center Name			
CN3020	After Market Services	modify	delete	
CN3187	Logistic Costs	modify	delete	
CN3372	Regulatory	modify	delete	
CN3425	Sales Domestic	modify	delete	
CN3435	MKT Domestic	modify	delete	
CN3500	G&A	modify	delete	