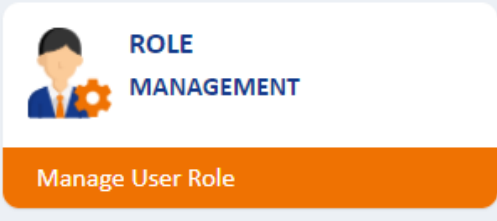

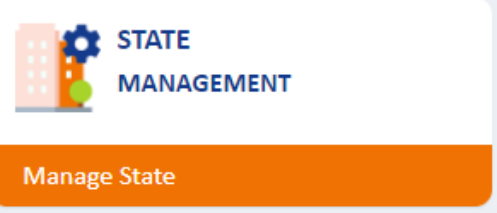















Tile	Description
 <p>The tile features an icon of a person with a gear, the text 'ROLE MANAGEMENT', and an orange button labeled 'Manage User Role'.</p>	<p>To define role and permission.</p>
 <p>The tile features an icon of a building with a gear, the text 'COMPANY MANAGEMENT', and an orange button labeled 'Manage User Company'.</p>	<p>To define company code.</p>
 <p>The tile features an icon of a building with a gear, the text 'STATE MANAGEMENT', and an orange button labeled 'Manage State'.</p>	<p>To define state.</p>
 <p>The tile features an icon of a house with a gear, the text 'SUBAREA MANAGEMENT', and an orange button labeled 'Manage Subarea for State'.</p>	<p>To define personnel subarea and mapping with state.</p>

 <p>HOLIDAY MANAGEMENT</p> <p>Manage Calendar Holiday</p>	<p>To define public holiday for each state.</p>
 <p>PERIOD WORK SCHEDULE RULE</p> <p>Manage Period Work Schedule Rule</p>	<p>To define period work schedule (PWS). e.g. Working time, working hour.</p>
 <p>WORK SCHEDULE RULE</p> <p>Setting Work Schedule Rule</p>	<p>To define work schedule rule by specifying the sequence of work plan in a week (for normal employee) or more than a week (for shift employee).</p>
 <p>SYSTEM ELIGIBILITY</p> <p>System Eligibility</p>	<p>To configure employee grouping which applicable to apply overtime claim.</p>

 PAYMENT GROUPING MANAGEMENT Manage Payment Schedule	<p>To define payment grouping based on company code. Eg: If company A and B has same payment date, then need to assign in same payment group.</p>
 PAYMENT SCHEDULE MANAGEMENT Manage Payment Schedule	<p>To configure payment schedule related (e.g. submission date, approval date, interface date and payment date) for payment group.</p>
 OVERTIME CLAIM EXPIRY DATE Overtime Claim Expiry Date	<p>To configure “Overtime Claim Expiry Date” based on company code and region (SEM,SBH,SWK)</p>
 ADD ANNOUNCEMENT Add New Announcement	<p>To add new announcement to be displayed in OTCS home page. Edit/delete function also allowed.</p>

 <p>SET USER AUTHORIZATION</p> <p>User Authorization Setting</p>	<p>To assign role and permission to user.</p>
 <p>DISPLAY USER PROFILE</p> <p>User Setting</p>	<p>To display details on employee (Employee profile).</p>
 <p>CLAIM MANUAL APPROVAL</p> <p>Claim Manual Approval</p>	<p>To re-assign specific claim to specific verifier or approver. This task based on request.</p>
 <p>USER ACTIVITY LOG</p> <p>User Activity Log</p>	<p>Display list of activity logs. (E.g. User, Module, Activity Type, IP Address)</p>