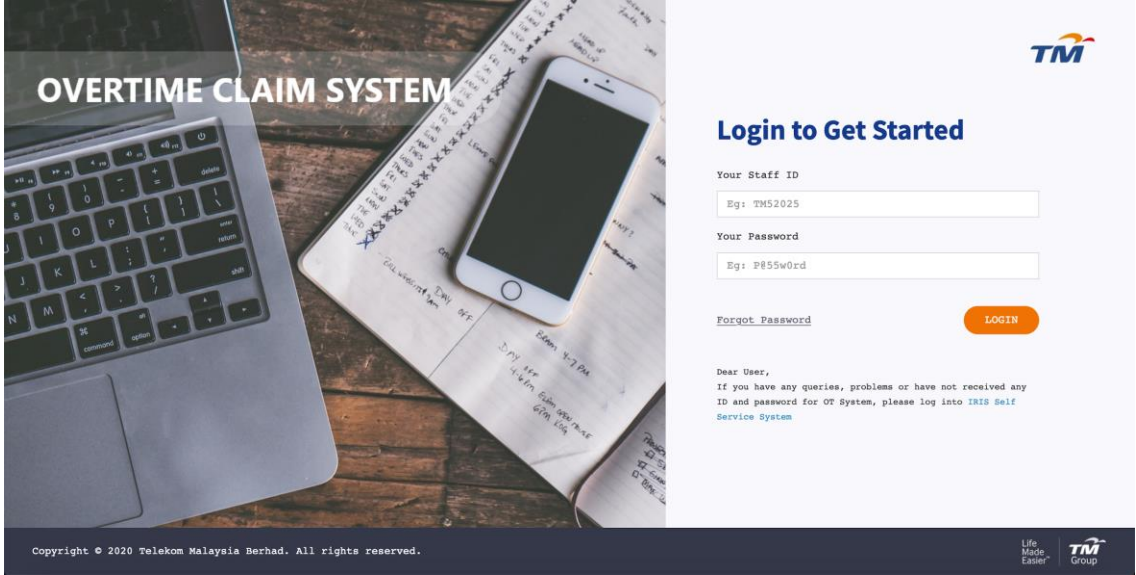
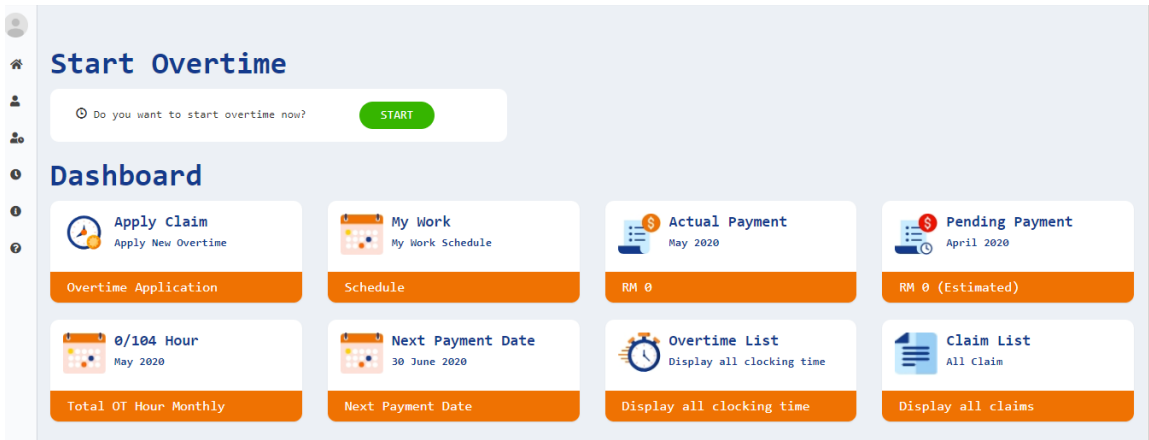













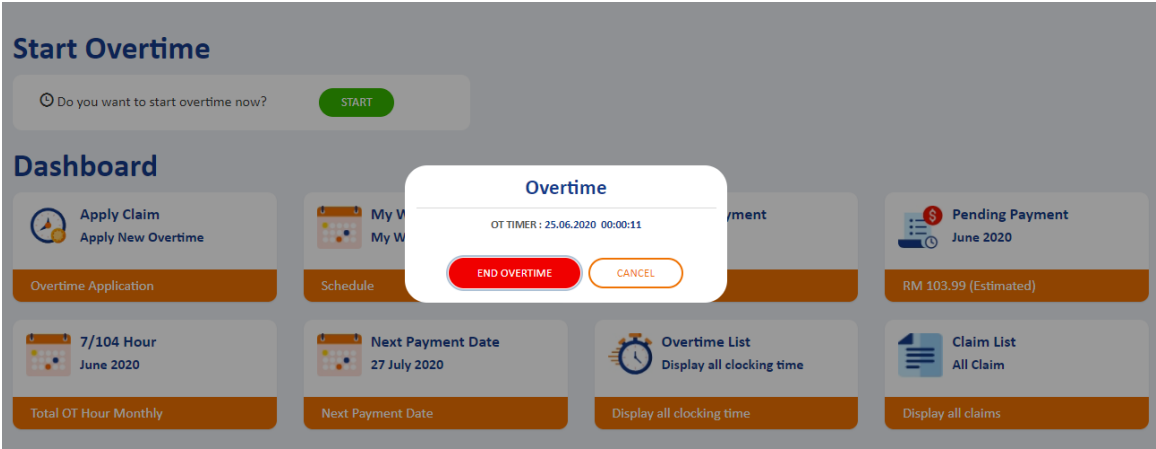
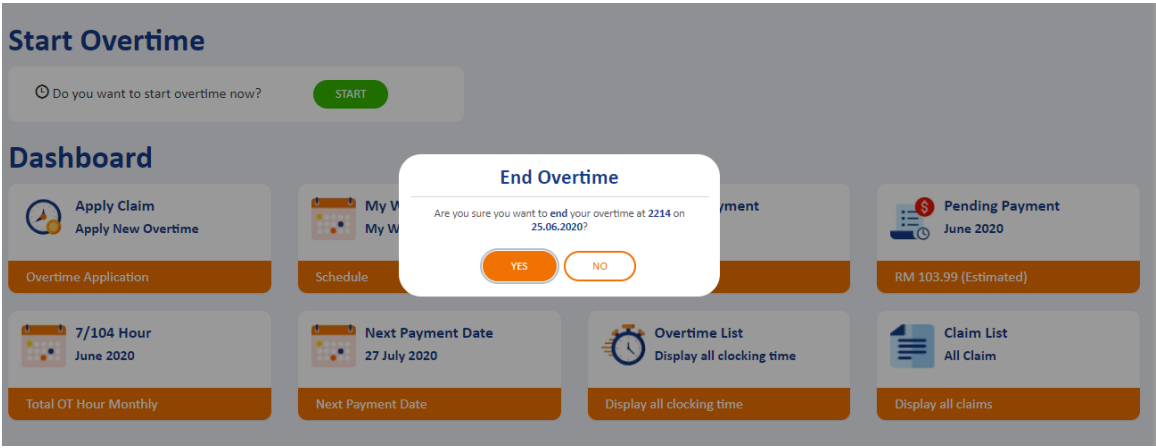
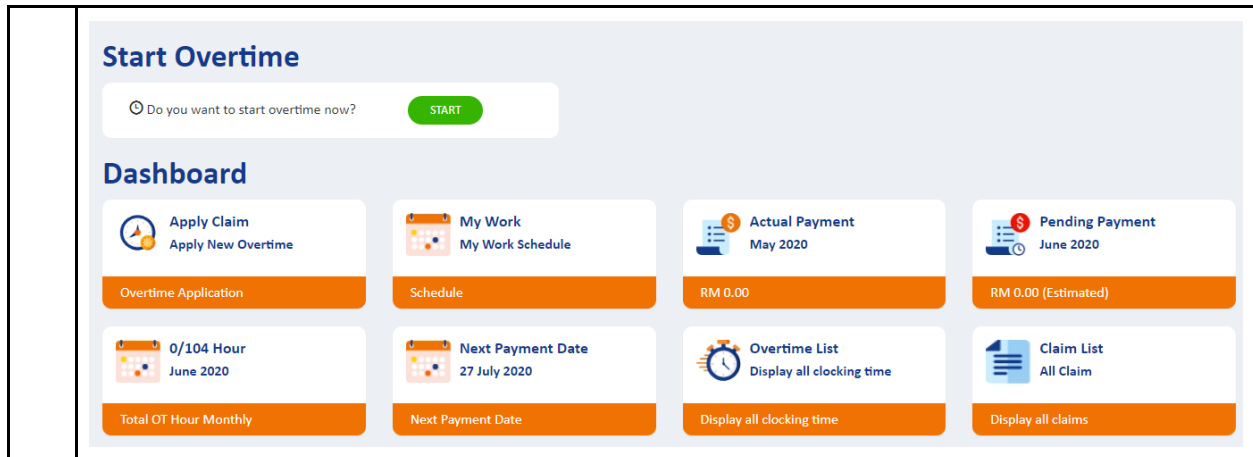


## Start/End Overtime (To capture clocking time for overtime working hour)

1	Login to overtime system. Key in staff ID and your password same as ESS/IDM.
	
2	Dashboard
	
3	"Start Overtime" to start your overtime working hour.
	<u>Alternative (1)</u>

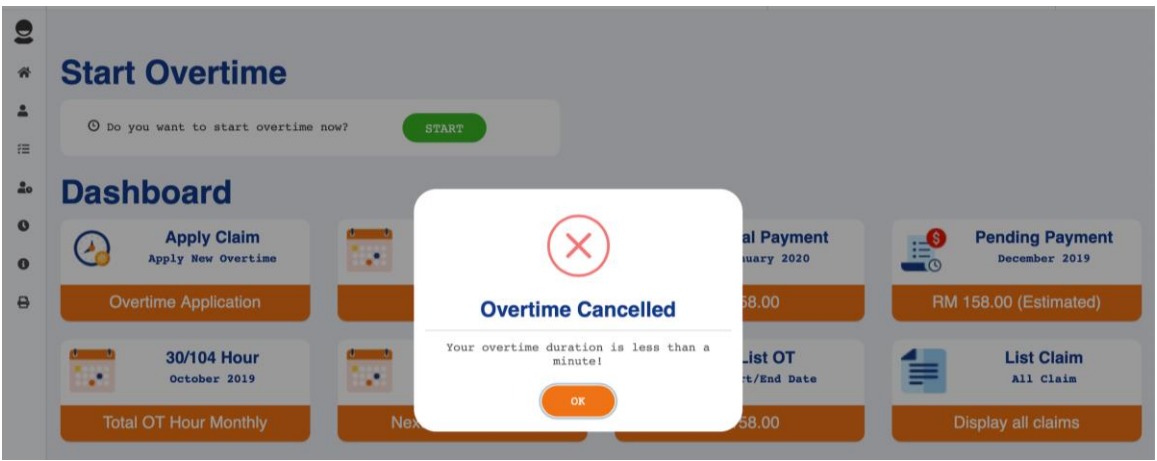
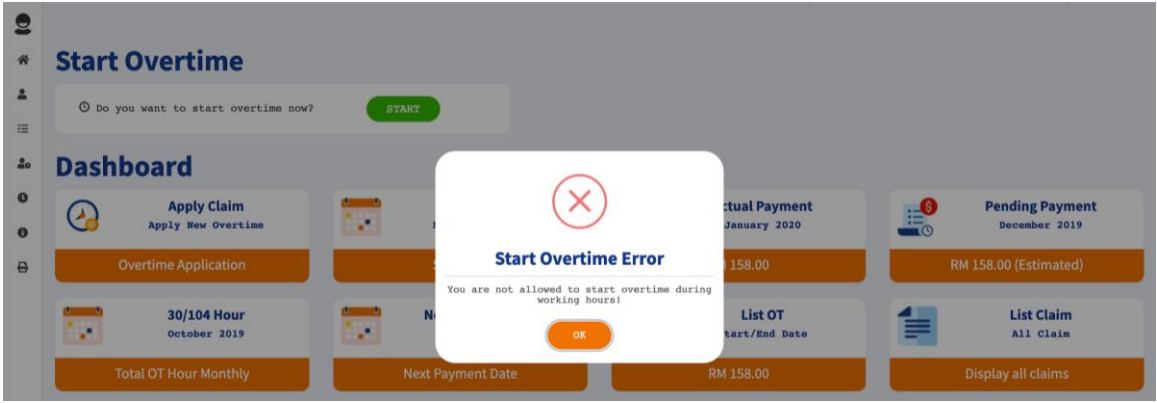
	<div><div>OTCS</div><div><div></div><div><h1>Start Overtime</h1><div>⌚ Do you want to start overtime now?<div>START</div></div></div></div></div> <div>Alternative (2)</div> <div></div>
4	Start Overtime - Pop-Up Confirmation will be displayed. Click button “Yes” to proceed with the overtime working hour.
	<div><div><h2>Start Overtime</h2><div>⌚ Do you want to start overtime now?<div>START</div></div></div><div><h2>Dashboard</h2><div><div><div>Apply Claim Apply New Overtime</div><div>Overtime Application</div></div><div><div>My V My W</div><div>Schedule</div></div><div><div>Pending Payment June 2020</div><div>RM 103.99 (Estimated)</div></div></div><div><div><div>7/104 Hour June 2020</div><div>Total OT Hour Monthly</div></div><div><div>Next Payment Date 27 July 2020</div><div>Next Payment Date</div></div><div><div>Overtime List Display all clocking time</div><div>Display all clocking time</div></div><div><div>Claim List All Claim</div><div>Display all claims</div></div></div></div></div>
5	To Allow Geolocation (Compulsory) in order for system to save your location during overtime working hour.

	
6	<p>Overtime Starts. Employee is not allowing to proceed with any action in this system during overtime.</p> <p>Click button “End Overtime” once finish overtime.</p>
	
7	<p>Pop-up to end overtime will be displayed. Click button “Yes” to proceed to end the overtime. System will capture and store your overtime details into overtime list automatically.</p>
	
8	<p>Return to Dashboard Once Ended</p>



## Possible Error Message

1	Error - If disallow Location
2	Error - If Overtime Less Than A Minute

	 <p>The screenshot shows a user interface for starting overtime. At the top, there's a 'Start Overtime' section with a question 'Do you want to start overtime now?' and a green 'START' button. Below this is a 'Dashboard' section with several cards: 'Apply Claim' (with a sub-link 'Apply New Overtime'), 'Overtime Application', '30/104 Hour' (for October 2019), 'Total OT Hour Monthly', 'Actual Payment' (for January 2020, showing RM 158.00), 'Pending Payment' (for December 2019, showing RM 158.00 (Estimated)), 'List OT' (with a sub-link 'Start/End Date'), and 'List Claim' (with a sub-link 'All Claim'). A white modal box with a red 'X' icon is centered over the dashboard, displaying the message 'Overtime Cancelled' and 'Your overtime duration is less than a minute!' with an 'OK' button.</p>
3	Error - Not Allowed to Start Overtime. Employee is not allowed to start overtime during normal working hour.
	 <p>This screenshot is similar to the first one, showing the same 'Start Overtime' dashboard. However, the modal box message is 'Start Overtime Error' with the text 'You are not allowed to start overtime during working hours!' and an 'OK' button.</p>