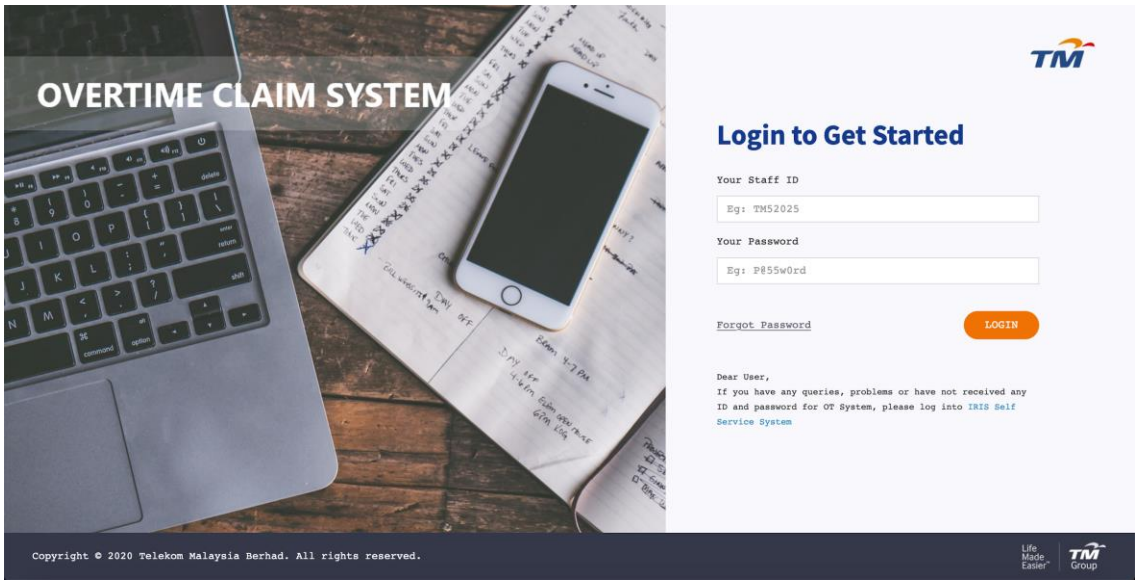
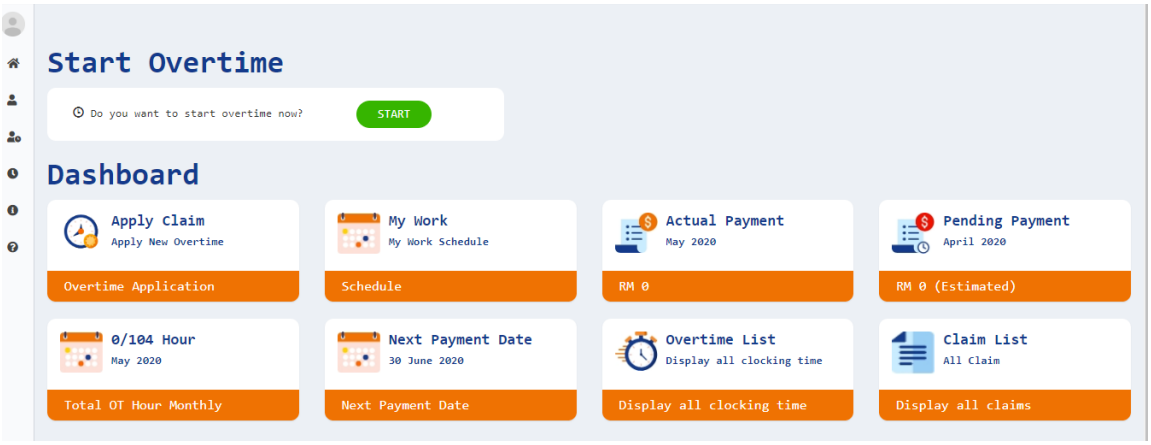
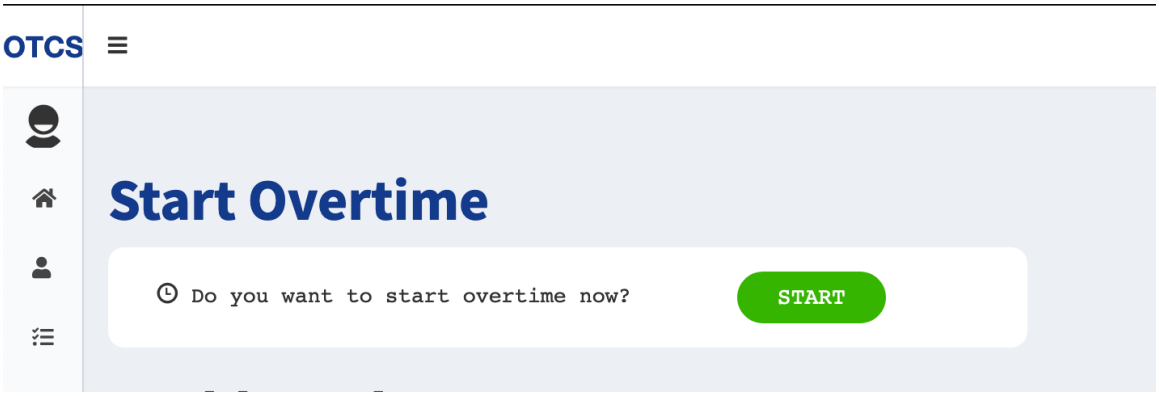
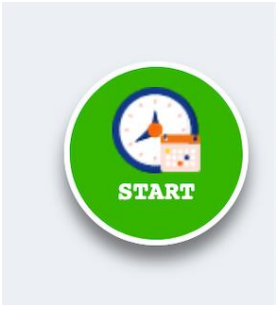
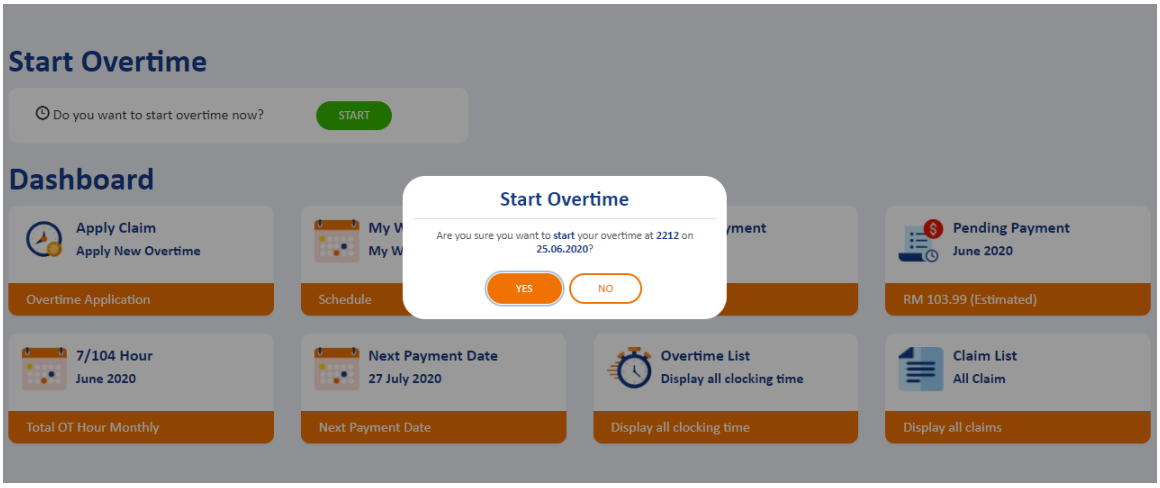
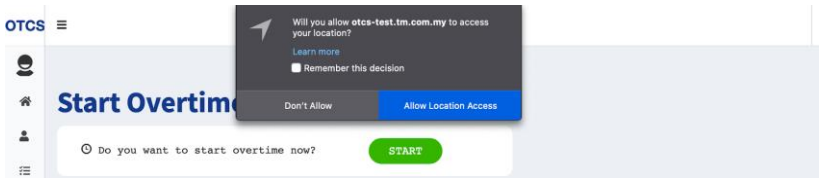
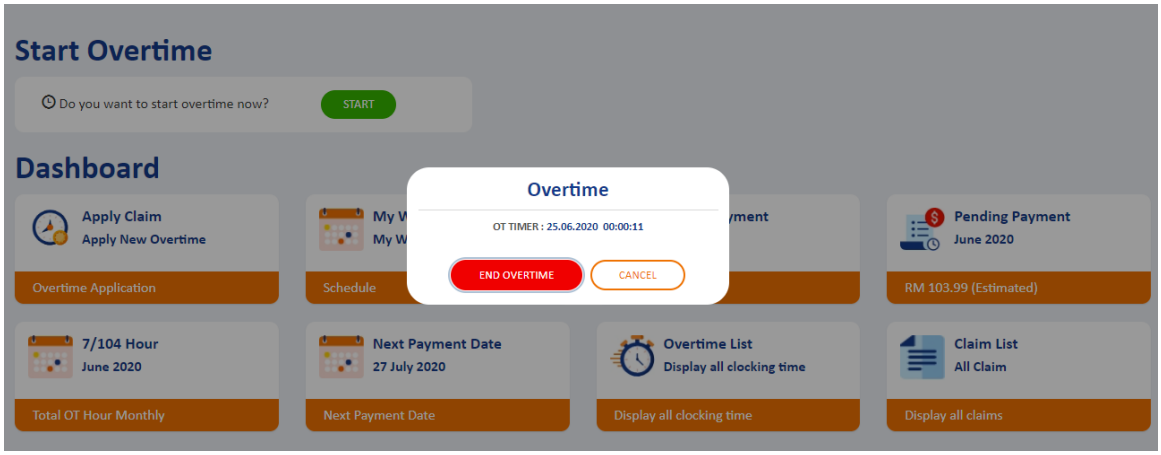
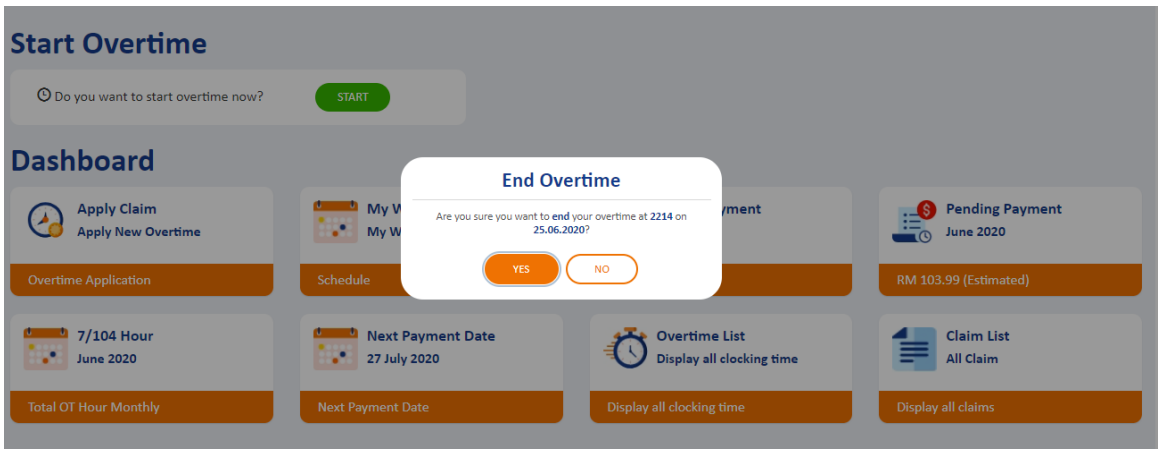
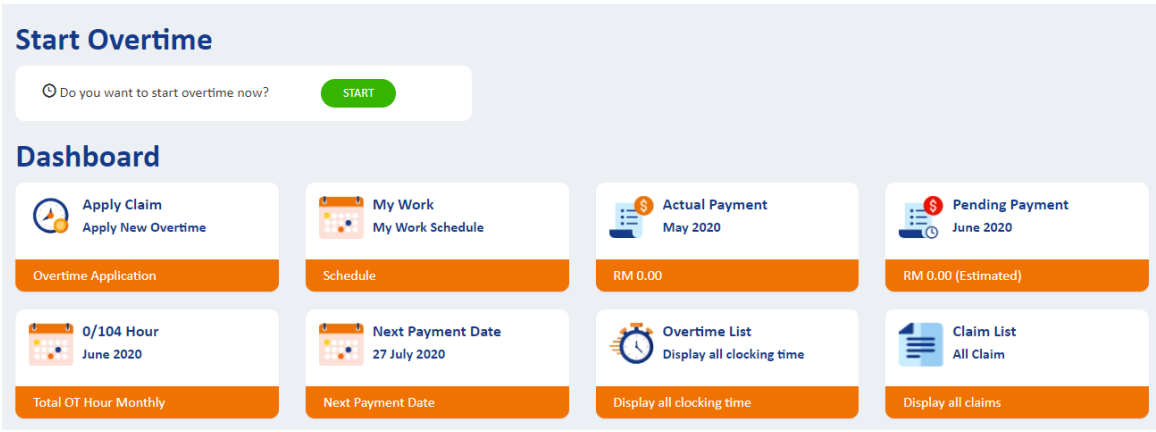
Start/End Overtime (To capture clocking time for overtime working hour)

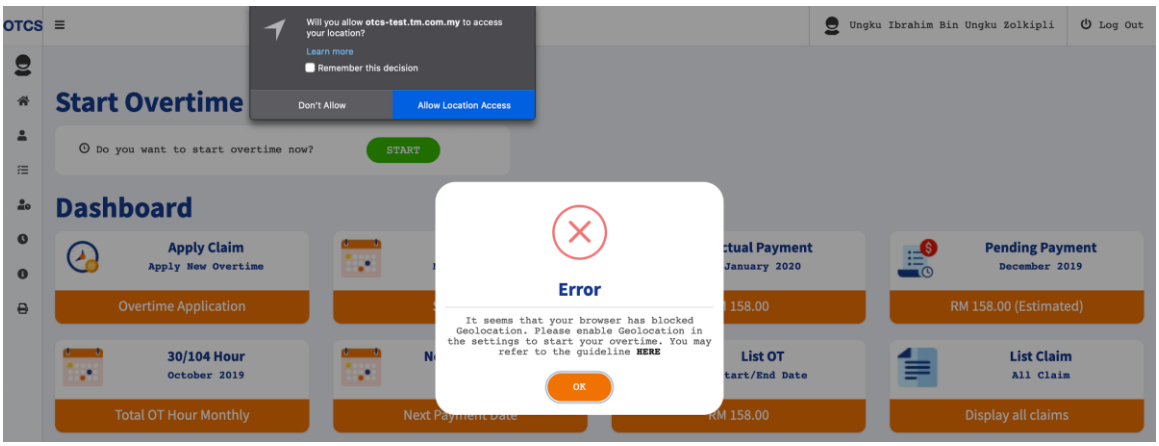
1	Login to overtime system. Key in staff ID and your password same as ESS/IDM.
	
2	Dashboard
	
3	"Start Overtime" to start your overtime working hour.
	Alternative (1)

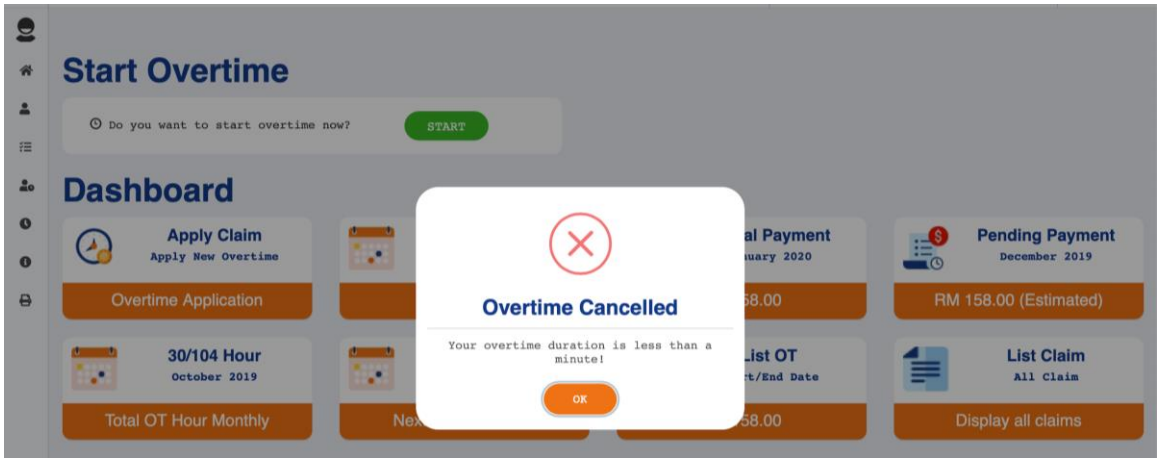
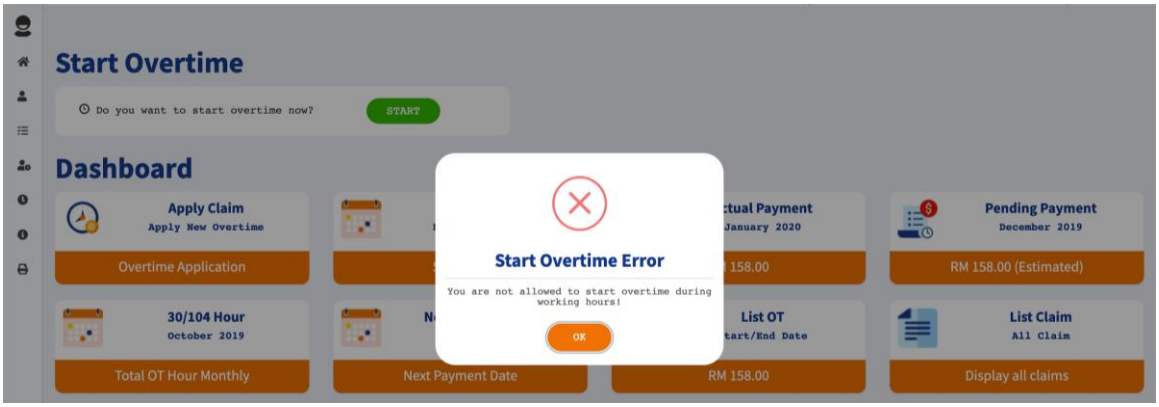
	 Alternative (2) 
4	Start Overtime - Pop-Up Confirmation will be displayed. Click button “Yes” to proceed with the overtime working hour.
	
5	To Allow Geolocation (Compulsory) in order for system to save your location during overtime working hour.

	
6	Overtime Starts. Employee is not allowing to proceed with any action in this system during overtime. Click button "End Overtime" once finish overtime.
	
7	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.
	
8	Return to Dashboard Once Ended

Possible Error Message

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

	
3	Error - Not Allowed to Start Overtime. Employee is not allowed to start overtime during normal working hour.