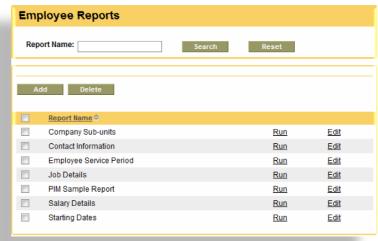Take a Look at
THE RICH FEATURES

Orange**HRM**

The PIM Reports CSV Extractor is a robust reporting method which enables users to generate reporting based on all fields in the PIM module as well as a set of commonly used canned reports.

- Generate customized PIM reports within minutes.

- Administrators may run and edit reports at any time.

- Create precise reports by classifying your report into field groups and specify the fields that need to be displayed in your report by selecting the field name.

- Extract PIM data/reports into CSV files to view as Excel or PDF documents.
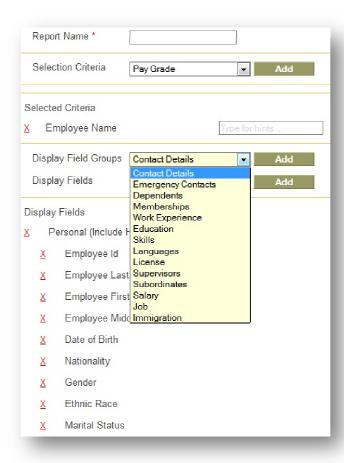
PIM Reports CSV Extractor

Define Reports and select fields in the PIM module that needs to b e displayed on the report.

Define Report

Report Name *	
Selection Criteria	Employee Name ▼ [Add]

Selected Criteria

Display Field Groups	Personal ▼ [Add]
Display Fields	Employee Id ▼ [Add]

Display Fields

[Save] [Cancel]

Employee Reports

Report Name: _____ [Search] [Reset]

[Add] [Delete]

☐	Report Name ⇕		
☐	Company Sub-units	Run	Edit
☐	Contact Information	Run	Edit
☐	Employee Service Period	Run	Edit
☐	Job Details	Run	Edit
☐	PIM Sample Report	Run	Edit
☐	Salary Details	Run	Edit
☐	Starting Dates	Run	Edit

Generate detailed and precise PIM reports.

Report Name *	
Selection Criteria	Pay Grade ▼ [Add]

Selected Criteria

X Employee Name   [Type for hints ...]

Display Field Groups	Contact Details ▼ [Add]
Display Fields	[Add]

Contact Details
Emergency Contacts
Dependents
Memberships
Work Experience
Education
Skills
Languages
License
Supervisors
Subordinates
Salary
Job
Immigration

Display Fields

X   Personal (Include H

   X   Employee Id

   X   Employee Last

   X   Employee First

   X   Employee Midd

   X   Date of Birth

   X   Nationality

   X   Gender

   X   Ethnic Race

   X   Marital Status

PIM Reports CSV Extractor

Create, run and edit reports by adding relevant fields.

Report Name : PIM Sample Report

			Personal					
Employee First Name	Employee Middle Name	Date of Birth	Nationality	Gender	Ethnic Race	Marital Status	Driver Licen
Ashton	Mark	1986-03-12	Latin American	Male	North American	Single	789456PJ
Michael	K	2011-02-08	Native American	Male	North American	Married	789456123
Virgil	Watson	1980-01-09	Korean	Female	North Korean	Married	159756333:
Ron	V	1976-06-03	Chinese	Male	Chinese American	Married	13246789

Report Name : Emergency Contact Details

Employee Id	Employee First Name	Name	Home Telephone	Work Telephone	Relationship	Mobile
0001	Cameron	• David • Shaun	• 78945613 • 459787	• 02131313 • 4651326	• Fiance • Father	• 4891213132 • 645213
0002	Ashton	• Elizabeth	• 456132046	• 45451135	• Fiance	• 778455631
0003	Chris	• Tim • Ciara	• 45863432 • 7894561	• 219578 • 12314564	• Sibling • Daughter	• 45612389 • 65465131
0004	Denise	• Cameron • Sam • Samara	• 459787 • 459787 • 459787	• 124563 • 124563 • ---	• Fiance • Sibling • Daughter	• 645213 • 45612389 • 879452
0005	Esther	• Lisa • Marcus	• 123369 • 01254789	• 456892 • 219578	• Daughter • Father	• 645213 • 45612389

Report Name : Salary Details

Employee Id	Employee First Name	Pay Grade	Salary Component	Amount	Comments	Pay Frequency	Currency
0001	Ashton	• PG 1	• LTA	• 1100	---	• Monthly	• United States Dollar
0002	Michael	• PG4	• LTA, Medical Insurance	• 4500	---	• Monthly	• United States Dollar
0003	Virgil	• PG5	• LTA, Medical Insurance, Loan	• 6000	---	• Semi Monthly	• United States Dollar
0004	Ron	• PG 2	• LTA, Medical Insurance	• 2500	---	• Monthly on first pay of month.	• United States Dollar

Report Name : Job Details

Employee Id	Employee Last Name	Employee First Name	Employee Middle Name	Contract Start Date	Contract End Date	Job Title	Employment Status
0001	Diaz	Cameron	Susan	1997-05-06	2011-12-31	Chief Architect	Full Time Permaner
0002	Kutcher	Ashton	Ronald	2008-05-01	2011-05-02	Chief Technical Officer	Full Time Permaner
0003	Daughtry	Chris	Michael	1994-04-14	2007-06-21	Project Leader	Full Time Permaner