Global Setup	Company and Departments
	Payroll Setup
	Payroll Components
	Employee Profile Components
	Qualification
	Asset Management
	Performance Management
Employee Management	Leave Management
	Employee Profile
	User Administration

Reports

Leave Management   Leave Administration

                          Leave Requests

                          Reports

Payroll Management   Payroll Setup

                          Periodic Salary component update

                          Overime Management

                          Salary Processing

                          Reports -Salary

                          Reports - Deductions

Time and Shift Management Holiday Setup

	Shift Maintenance
	Shift Rotation
	Employee Shift Assignment
	Employee Attendance
Performance Management	Set Goals and Attributes- Supervisors
	Set Goals and Attributes- Adminstration
	Set Goals and Attributes :Mass update- Adminstration
	Appraiser Evaluation
	Reviewer Comments
	Apprisee Final Rating
	Reports
Recruitment Management	Manage Profile Database (W/O Vacancy)
	Manage Profile Database (Against Vacancy)
Travel Management	Create Travel Request
	Travel Request Approval
	Travel Request List
	Daily Expenses
	Travel Expenses
Training Management	Training Requests
	Training Plans
Health and Safety Managem	Accident Records

Company Type
Department Type
Define Companies
Define Departments
Cost Center
Payment Modes
Bank

Advance Type
Expense Type
Food Coupon Type
ESIC Master
PF Master
Prof Tax Master
Overtime Master
Welfare Scheme   You will need to create later Welfare scheme type
Bonus Master
Retention Money
Membrship Type
Employee Grade
Employment Type
Employee Category
Designation

Nationlity
Reservation Category
Religion
Relation
Blood Group
Nomination Type
Qualification
Qualification Level
Specialization
University/ Institution
Asset Type
Goal Perspective
Attributes
Performance Period Definition
Ratings Setup
Leave Type

Employee Detail Profile
Society memberhip ---change to Employee Memberships
Set Reporting Manager
Create New Users
View Users

Update User Roles
Update Reporting Manager
Employee Information Report- Detail
Employee Information Report- Selective
Joining Details
Bank Details
Qualification Details
Experience Details
Skill Sets Details
Certification Details
Award Details
Physical details
Family Details
Employee Leave Assignment
Compensatory Off Maintenance
Create Leave Request
Approve/Reject Leave
Leave Report
Salary setup
Salary Components
Salary Template
Salary Break up
Salary Increment
Salary Advance
Instalment
Food deductions
Monthly Expenses
Overtime Record
Overtime
Overtime Reversal
Attendance Update
Salary Process- Individual
Salary Process - Mass
Salary Reversal
Employee wise salary slip
Department wise salary slip
Cost unit wise salary breakup
Monthly Salary Report
Bank wise salary report
Unit wise salary report
Bank wise Net salary
Salary Ledger
CTC Report
Monthly CTC report
Advance Salary details by Employees
Monthly Instalment Report
Food Deductions
PF Details
ESIC Details

Performance Evaluation details
Performance Evaluation details-Post Review
Evalution Report by Employees

Candidate Profile update
Interview Schedule
Resume Shortlist
Create Vacancy
Vacancy Aproval
Vacancy List
Candidate Profile update (Against Vacancy)
Vacancy List (Approved)

working days
employee monthly salary
all employee salary

capture resume

CAPTURE RESUME