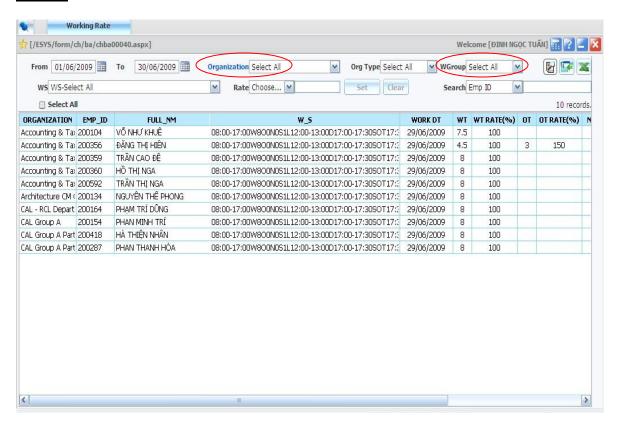
WORKING RATE

1. Path:

HR/TimeAttendance/ Working Rate.

2. Image:



3. Defintion:

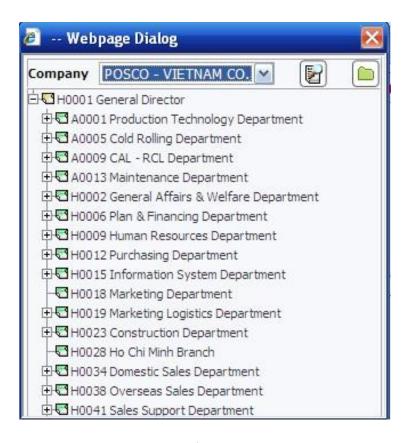
The "Working Rate" Form is where user can modify unit price of over time salary of employee.

Summary:

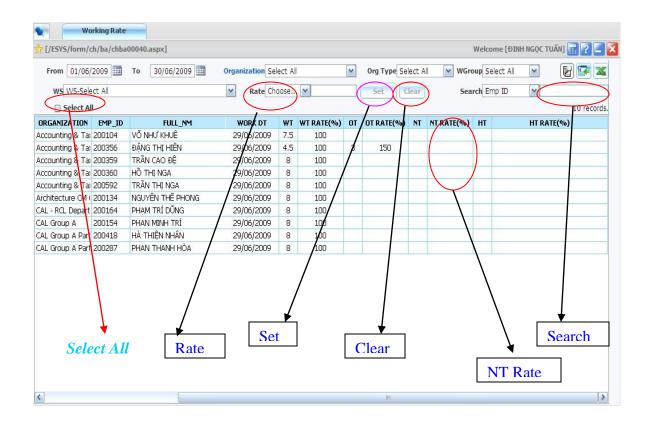
- The "Working Rate" form: user can choose searching criteria as From, To(choose from date to date), Organization, Work Group, Org Type, WS (work schedule), Search(Emp ID, Card ID, Name).
- Some buttons: Search, Save, Print.

4. How to use:

• Button : User can choose one of searching criteria as choosing Organization by clicking into the hyperlink **Organization**, user can choose work group or Organization and left click into the name that user want to choose



- User can choose one of searching conditions to look up as From, To(choose from date to date), Work Group, Org Type, WS (work schedule), Search(Emp ID, Card ID,
 - Name). Then click into the button to view information on unit price of over time salary of employee.
- List box Rate: use to input data quickly one time for many employee. The box Select All allows user choosing all employee shown on the grid. User can input percentage into textbox next to list box Rate to calculate salary for employee. Choose WT rate and input rate to calculate salary for employee. Choose OT rate to calculate the over time salary of employee. Choose NT Rate to calculate the night shift salary for employee. HT Rate to calculate salary for employee working on weekend or holiday.
 - After inputting Rate, user can click button to system automatically input percentage to salary for employee. Then, click the button button to save information on over time salary of employee.
- Button: user choose Rate then keep left mouse, and drag the mouse to choose some employee. or user can choose button Select All to choose all employee and click button, information on percentage to calculate salary for employee will be clear. User can click button to save information that.



- Button : User can click the button to view information on over time salary for employee.
- User can look up information on unit price of OT salary of one employee by choosing criteria in list box Search. Then, input information need to search in text box and click to view.

4. Field Description:

Field Name	Description
From, To	Criteria to look up from date to date
Organization	Criteria to look up by Organization
Work Group	Criteria to look up by Work group
WS	Work shift (Criteria to look up by work
	shift)
Search(EmpID, Card ID, Name)	Criteria to look up by employee ID,
	Employee card code, Employee name
Emp ID	Employee ID(Employee code)
Full_nm	Full name(Employee full name)
W_S	Work shift (shift code of the employee)

Work DT	Work date (Working date)
WT	Work time (total working time hours)
WT Rate(%)	Percentage rate of working date
OT	Over time (total over working time hours)
OT Rate(%)	Percentage rate of over time
NT	Night time (total night shift hours)
NT Rate(%)	Percentage rate of night shift
HT	Holiday time (hours on off – day)
HT Rate(%)	percentage rate of off – day hours