

# PROCESS INSURANCE

1. **Path:** HR/Insurance/Process Insurance.
2. **Image:**

The screenshot shows the 'Process Insurance' form within the enuSuite application. The form is titled 'Process Insurance' and is located at the URL [ESYS/form/ch/di/chdi00020.aspx]. The form contains several fields and buttons:

Work Mon	08/2008	Times	FIRST TIMES	Kind	Giảm LĐ Không Trả Thê
Period	From DT 11/07/2008 To DT 10/08/2008				
Location	FACTORY 3				

Below the form, there is a 'Process' button. The application interface includes a top menu bar with tabs for HR, SO, PO, PC, INV, FA, DMS, and AG. A welcome message 'Welcome [ĐANG THỊ THỦY VÂN]' is displayed in the top right corner.



### 3. **Definition:**

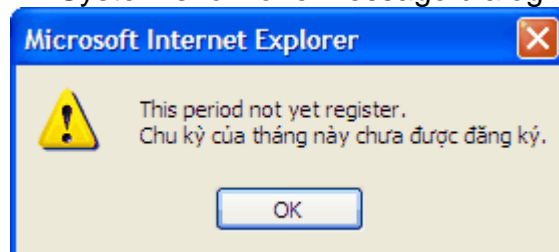
The “**Process Insurance**” Form is where user can calculation insurance for employee.

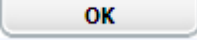
#### **Summary:**

- The “**Process Insurance**” form: search by: Work Mon, Times, Kind, Location.
- Some buttons: **Process**.

### 4. **How to use:**

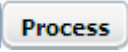
- User can find month to know this month calculated insurance or not yet. To search user can click  button to find before current month. Or user can click  button to choose after current month. If user click button. So System show one message dialog.



- If user want to register period for month user can click  button. And then user open [Insurance Period](#) form to register.

- If user choose month so system show one message dialog.



- This month closed. Process button will hide. User can't calculation insurance.
-  Process button: when user choose month at **Work Mon**, choose period insurance at **Times** list box. choose **Kind**, choose **Location** and click process button. System will automatic calculation Insurance for employee.

## 5. Field Description:

Field Name	Description
Work Mon	Work month
Times	Period to calculation insurance
Kind	Choose kind to calculation insurance
Period	Period
From DT	From date
To DT	To date
Location	Location