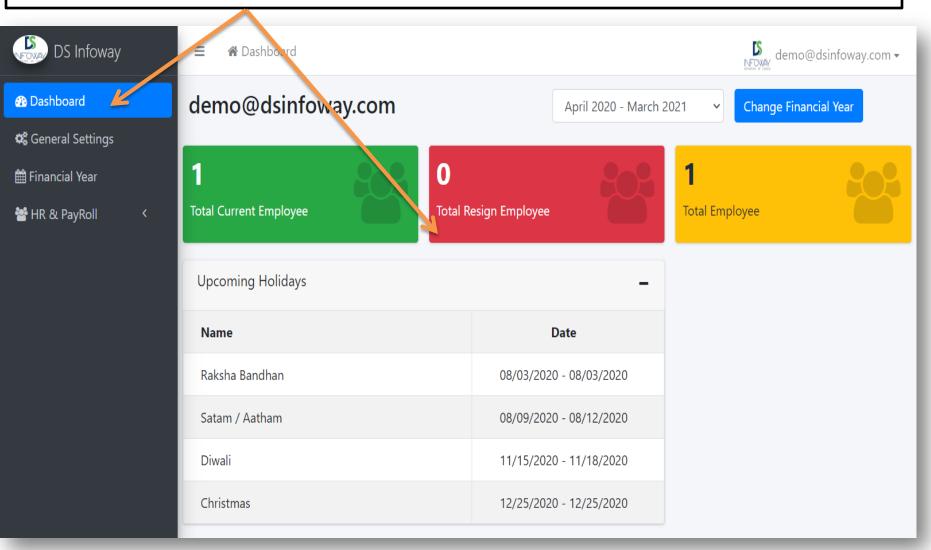
Dashboard:-

- > Employee Count (Active, Resign, Total)
- > Holyday List.



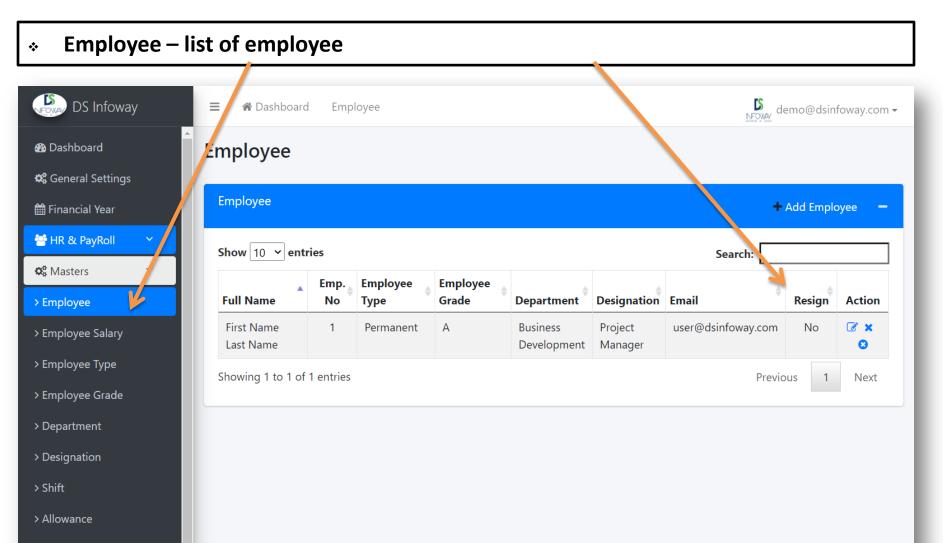
DS Infoway	😑 💣 Dashboard	Save Company	demo@dsinfoway.com +
🔁 Dashboard	Save Compan	У	
📽 General Settings	-		
🛗 Financial Year	Save Company		-
i HR & PayRoll 〈	Company Name *	DS Infoway	
	Email *	demo@dsinfoway.com	
	Country *	India	~
	State *	Gujarat	~
	City *	City	
	Address *	Demo Address	
	Mobile *	0123456789	
	Phone *	0123456789	
	Hotline No. *	0123456789	
	Fax No. *	0123456789	
	Website *	www.dsinfoway.com	
	Logo *		
	Send Email Settings		
	User Email *	hrm@dsinfoway.net	
	User Email Password *		
	Is Enable SSL		
	SMTP Host *	example.com	
	SMTP Port *	25	
	From Email *	hrm@example.com	
	Receive / Approve Email Ids *	hrm@example.com	
		Note:Receive / Approve Email Ids set multiple then add comm	na separate i.e. hr1@gmail.com,admin@gmail.com
			Cancel

- * General Setting
 - Company
 Details (Name,
 Country,
 Address,
 Contact, logo)
 - Email Setting (Email, SMTP,
 From Email,
 Approve
 Email)

* Financial Year

- > Add Financial Year (With Financial Month Cycle)
- Remove Financial Year

Constant DS Infoway	≡ 🖀 Dashboard	Financial Year Save Financial Year		demo@dsinfoway.com
 ℬ Dashboard ֍ General Settings 	Save Financia	l Year		
Financial Y	Save Financial Year			-
뿔 HR & PayRoll 〈	Year *	2020		~
	Financial Year :	2020 - 2021		/
	Financial Month*	September 2020 - August 2021		~
				Save Cancel
Fi	nancial Year		¥	
	Financial Year		+ Add Financial Year 🛛 🗕	
	Show 10 💙 entries		Search:	
	Financial Year	 Financial Month 	Year 🔶 Action	
	2019 - 2020	January 2019 - December 2019	2019 🗙	
	2020 - 2021	April 2020 - March 2021	2020	
S	Showing 1 to 2 of 2 entries		Previous 1 Next	



- > Deduction
- > Leave Category
- > Holiday
- 🞤 Transactions
- 🖹 Reports

DS Infoway	😑 💣 Dashboard	Employee Save Employee		မောာ္ demo@dsinfoway.com 🗸
🔁 Dashboard	Save Employe	e 🔶 A	dd / Update - I	Personal, Official,
📽 General Settings			- •	
🛗 Financial Year	Save Employee	U	ontact, Bank d	
😁 HR & PayRoll 🛛 🗡	Employee No :	1 D	ocuments.	
🛱 Masters 🗸 🗸	Personal Deta	ils	Contact Detai	ls
> Employee	First Name *	First Name	Country *	India 🗸
> Employee Salary	Middle Name	Middle Name	State *	Gujarat 🗸
> Employee Type				Gujarat
> Employee Grade	Last Name *	Last Name	City *	City
> Department	Father's Name *	Father's Name	Address *	Address
> Designation	Date of Birth *	06/15/2000		
> Shift	Gender *	●Male ○FeMale	Pin Code *	0123456789
> Allowance	Gender		Mobile *	0123456789
> Deduction	Maratial Status *	Married	~ Phone	0123456789
> Leave Category	Cast	Cast		0123430789
> Holiday	Photo *		Email *	user@dsinfoway.com
🗲 Transactions 🛛 <			Note: Username is Em	ailId & Password is default@123
🖹 Reports 🛛 <		Delete	Bank Informat	tion
			Bank Name	Bank Name
	Official Detail	s	Branch Name	Branch Name
	Employee Type *	Permanent	~ Account Name	
	Department *	Business Development	~	Account Name
	Designation *	Project Manager	Account Number	0123456789
			Employee Doo	cuments
	Employee Grade *	A	` Resume	🕹 Download 🛛 🏛 Delete
	Join Date *	02/01/2020	Offer Letter	📩 Download 🛛 🛍 Delete
	PF Number	0123456789	Joining Letter	📩 Download 🛛 🛍 Delete
	Shift *	Full Day 10:00 AM - 08:00 PM	Contract Paper	🕹 Download 🛛 🛍 Delete
	Working Days *	🗆 Sunday 🛛 🗹 Monday 🗹 Tues	sday ID Proff	🕹 Download 🛛 🛍 Delete

🗹 Wednesday 🗹 Thursday 🗹 Friday

🗹 Saturday

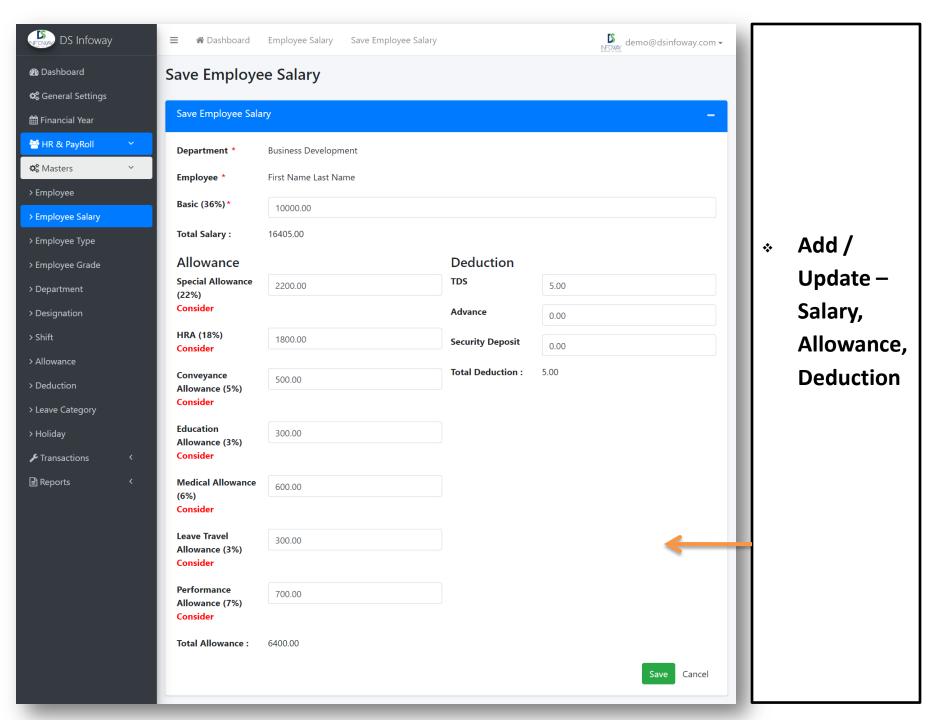
Other Document

📥 Download 👘 🛍 Delete

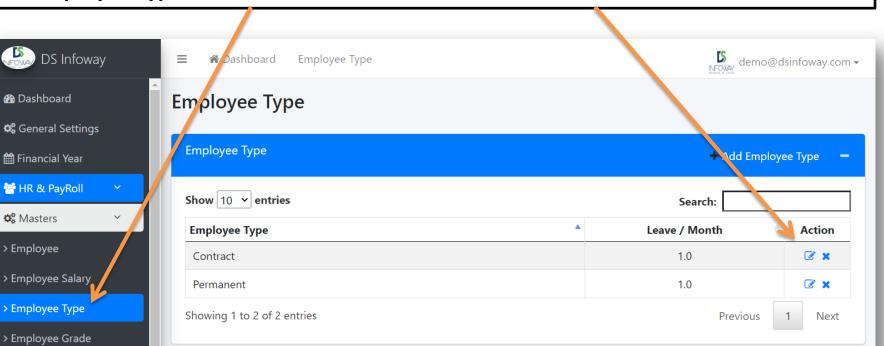
DS Infoway	/		Employee Save Employee Resign	demo@dsinfoway.com 🗸						
🌇 Dashboard	Î	Save Employ	ee Resign							
📽 General Settings										
🛗 Financial Year		Save Employee Re	ave Employee Resign							
😁 HR & PayRoll	~	Employee Name	First Name Last Name							
📽 Masters	~	Resign Date *								
> Employee		Resign Date	07/02/2020							
> Employee Salary		Resign Letter	Choose File No file chosen							
> Employee Type		Description								
> Employee Grade										
> Department				Save Cancel						
> Designation										
> Shift										
> Allowance										
> Deduction										
> Leave Category										
> Holiday										
🗲 Transactions	<									
Reports	< _									

Employee Salary Name wise salary list and action

	iry – Name wise salar	<u>, and act</u>			
					10
DS Infoway	😑 🏾 A Dashboard Employee Salar	у			demo@dsinfoway.com
🕸 Dashboard	Employee Salary				
📽 General Settings					
🛗 Financial Year	Employee Salary				+ Add Employee Salary -
😁 HR & PayRoll 🛛 🗸	Show 10 🗸 entries			Sea	arch:
🕸 Masters	Employee Name 🔺 Emp. No	D♦ Basic ♦	Allowance 🔶	Deduction 🕴	Total 💠 Action
> Employee	First Name Last Name 1	10000.00	6400.00	5.00	16405.00
> Employee Salary	Showing 1 to 1 of 1 entries				Previous 1 Next
> Employee Type					
> Employee Grade					
> Department					
> Designation					
> Shift					
> Allowance					
> Deduction					
> Leave Category					
> Holiday					
F Transactions					
Reports <					



* Employee Type - List



- > Department
- > Designation
- > Shift
- > Allowance
- > Deduction
- > Leave Category
- > Holiday
- 🞤 Transactions
- Reports

Contract or Permanent & Leave / Month					
DS Infoway 🗧 🏾 Ashboard	Allowance Type Save Allowance Type	demo@dsinfoway.com -			
Bashboard Save Employ	ее Туре				
📽 General Settings					
	ре	-			
HR & PayRoll Y Employee Type *	Permanent				
Carlo					
> Employee	2.0	~			
> Employee Salary		Save Cancel			
> Employee Type					
> Employee Grade					
> Department					
> Designation					
> Shift					
> Allowance					
> Deduction					
> Leave Category					
> Holiday					
🖹 Reports < 🗸					

* Employee Grade - List

 \checkmark

🚯 Dashboard

DS Infoway

📽 General Settings

🛗 Financial Year

😬 HR & PayRoll

📽 Masters

> Employee

> Employee Salary

> Employee Type

> Employee Grade

> Department

> Designation

> Shift

> Allowance

> Deduction

> Leave Category

> Holiday

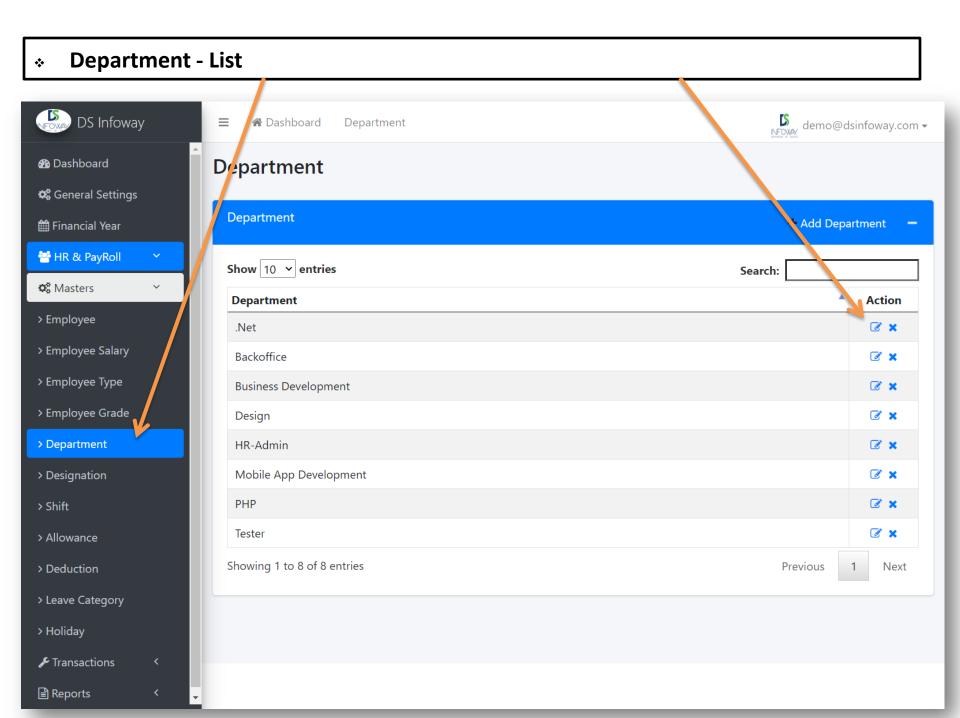
Reports

🗲 Transactions

		demo@dsinfoway.com ▾
•	Employee Grade	IN-OWAY 2
	Employee Grade	+ Add Employee Grade 🗕
	Show 10 🗸 entries	Search:
	Employee Grade	Action
	Employee Grade	Action
	Employee Grade	Action

* Grade Add or Remove

DS Infoway	😑 💣 Dashboard	Employee Grade	Save Employee Grade	demo@dsinfoway.com -
🕐 Dashboard	Save Employe	e Grade		
📽 General Settings				
🛱 Financial Year	Save Employee Gra	de		-
HR & PayRoll				
	Employee Grade *	А		
Q [®] Masters ∼				Save Cancel
> Employee				
> Employee Salary				
> Employee Type				
> Employee Grade				
> Department				
> Designation				
> Shift				
> Allowance				
> Deduction				
> Leave Category				
> Holiday				
🖋 Transactions 🛛 <				
Reports <	•			



 Departr 	nent ·	- Add or Rem	ove	
DS Infoway		■ A Dashboard	Department Save Department	demo@dsinfoway.com -
🔁 Dashboard	Î	Save Departr	nent	
📽 General Settings				
🛱 Financial Year		Save Department		-
😁 HR & PayRoll	~	Department *		
📽 Masters	~	2 optimitient	Business Development	
> Employee				Save Cancel
> Employee Salary				
> Employee Type				
> Employee Grade				
> Department				
> Designation				
> Shift				
> Allowance				
> Deduction				
> Leave Category				
> Holiday				
🔑 Transactions	<			
Reports	< _			

* Designatio	n – List	
DS Infoway	■ A Dashboard Designation	demo@dsinfoway.com
Dashboard	Designation	Now demote dsinoway.com
📽 General Settings		
🛗 Financial Year	Designation	Add Designation 🗕
HR & PayRoll ➤	Show 10 🗸 entries	Search:
Q [®] Masters ✓	Designation	Action
> Employee	Junior	✓ ×
> Employee Salary	Project Manager	<i>⊠</i> ×
> Employee Type	Senior	♂ ×
> Employee Grade	Team Leader	♂ ×
> Department	Trainee	♂ ×
> Designation	Showing 1 to 5 of 5 entries	Previous 1 Next
> Shift		
> Allowance		
> Deduction		
> Leave Category		
> Holiday		
🖋 Transactions 🛛 <		
Reports <	-	

Designation - Add or Remove

DS Infoway	/	😑 🖀 Dashboard	Designation Save Designation	demo@dsinfoway.com 🗸
🔁 Dashboard	^	Save Designa	ation	
📽 General Settings				
🛗 Financial Year		Save Designation		-
😁 HR & PayRoll	~	Designation *	Project Manager	
📽 Masters	~			
> Employee				Save Cancel
> Employee Salary				
> Employee Type				
> Employee Grade				
> Department				
> Designation				
> Shift				
> Allowance				
> Deduction				
> Leave Category				
> Holiday				
🖋 Transactions	<			
Reports	< 🖵			

Employee Shift – Shift List $\dot{\mathbf{v}}$ DS Infoway \equiv Dashboard Shift demo@dsinfoway.com -Dashboard Shi/t 🗱 General Settings Shift + Add Shift 🛗 Financial Year 😁 HR & PayRoll Show 10 ➤ entries Search: 📽 Masters \mathbf{v} \$ To Time Shift From Time Action > Employee Full Day 10:00 AM 08:00 PM 3 × > Employee Salary Night shift 🕑 🗙 10:00 PM 04:00 AM > Employee Type Showing 1 to 2 of 2 entries Previous 1 Next > Employee Grade

- > Department
- > Designation
- > Shift
- > Allowance
- > Deduction
- > Leave Category
- > Holiday
- ۶ Transactions
- Reports

* Shift - Type and Time

 \sim

DS Infoway	
🚯 Dashboard	
📽 General Settings	

 Lin	anc	ual i	Voa
	anci	aı	rea

100	HR	&	Pa۱	/Rol	
_			·,		

😋 Masters

- > Employee
- > Employee Salary
- > Employee Type
- > Employee Grade
- > Department
- > Designation

> Shift

- > Allowance
- > Deduction
- > Leave Category
- > Holiday

Reports

۶ Transactions

••••					
ľ	≡ ∦ Dashboard	Shift Save Shift			demo@dsinfoway.com •
<u> </u>	Save Shift				
	Save Shift				-
	Shift *	Full Day			
	From Time *	10	~ 00	~ AM	~
	To Time *	08	- 00	✓ PM	~

Save

Cancel

♦ Allowance –	List		
DS Infoway	🗧 🎢 Dashboard Allowance	demoi	@dsinfoway.com
🚯 Dashboard	Allowance		
📽 General Settings 🋗 Financial Year	Allowance	+ Add	Allowance –
🚰 HR & PayRoll 🛛 👻	Show 10 v entries	Search:	
📽 Masters 🗸 🗸	Allowance	IsConsider	Action
> Employee	Conveyance Allowance	True	3 ×
> Employee Salary	Education Allowance	True	<i>⊠</i> ×
> Employee Type	HRA	True	♂ ×
> Employee Grade	Leave Travel Allowance	True	♂ ×
> Department	Medical Allowance	True	X
> Designation	Performance Allowance	True	♂ ×
> Shift	Special Allowance	True	Z ×
> Allowance	Showing 1 to 7 of 7 entries	Previous	1 Next
> Deduction			
> Leave Category			
> Holiday			
🗲 Transactions 🛛 <			
🖹 Reports 🛛 <	-		

Allowance - Simple add or Add with deduction / Remove $\dot{\mathbf{v}}$ DS Infoway ☆ Dashboard \equiv Allowance Save Allowance demo@dsinfoway.com -Dashboard Save Allowance 🗱 General Settings Save Allowance Hinancial Year 😁 HR & PayRoll Allowance * Education Allowance 📽 Masters $\mathbf{\sim}$ IsConsider (This allowance value will be use Leave or OT Calculation) > Employee Save Cancel > Employee Salary > Employee Type > Employee Grade > Department > Designation > Shift > Allowance > Deduction > Leave Category > Holiday ✤ Transactions Reports

* Deduction	- List		
DS Infoway	■ A Dashboard Deduction	demo@	dsinfoway.com 🗸
🔁 Dashboard	Deduction		
📽 General Settings			
🛗 Financial Year	Deduction	+ Add D	eduction –
🐸 HR & PayRoll 🛛 🗡	Show 10 v entries	Search:	
📽 Masters 🗸 🗸	Deduction	IsConsider	Action
> Employee	Advance	False	<i>₫</i> ×
> Employee Salary	Security Deposit	False	Z ×
> Employee Type	TDS	False	⊘ x
> Employee Grade	Showing 1 to 3 of 3 entries	Previous	1 Next
> Department			
> Designation			
> Shift			
> Allowance			
> Deduction			
> Leave Category			
> Holiday			
🗲 Transactions 🛛 <			
Reports <	•		

Deduction - Simple add or Add with deduction / Remove $\dot{\mathbf{v}}$ DS Infoway Save Deduction demo@dsinfoway.com - \equiv A Dashboard Deduction Dashboard Save Deduction **C** General Settings Save Deduction _ 🛗 Financial Year 😁 HR & PayRoll Deduction * Advance **O** Masters \sim **I** (This deduction value will be use Leave or OT Calculation) IsConsider > Employee Save Cancel > Employee Salary > Employee Type > Employee Grade > Department > Designation > Shift > Allowance > Deduction > Leave Category > Holiday ✤ Transactions Reports

 Leave Cate; 	gory – List	
DS Infoway		demo@dsinfoway.com
🍄 Dashboard	Leave Category	
🗱 General Settings	Leave Category	
 		+ Add Leave Category -
📽 Masters 🗸	Show 10 v entries	Search:
> Employee	Leave Category Causal Leave	Action
> Employee Salary	Emergancy Leave	♂ ×
> Employee Type	Others	♂ ×
> Employee Grade > Department	Sick Leave	
> Designation	Showing 1 to 4 of 4 entries	Previous 1 Next
> Shift		
> Allowance		
> Deduction		
> Leave Category > Holiday		
🖋 Transactions 🛛 <		
🖹 Reports 🛛 <	•	

* Leave types add / Remove.

DS Infoway	/		Leave Category	Save Leave Category	demo@dsinfoway.com -
🕐 Dashboard	^	Save Leave Ca	ategory		
📽 General Settings					
🛗 Financial Year		Save Leave Catego	у		-
🚰 HR & PayRoll	~	Leave Category *	Causal Leave		
🛱 Masters	~				
> Employee					Save Cancel
> Employee Salary					
> Employee Type					
> Employee Grade					
> Department					
> Designation					
> Shift					
> Allowance					
> Deduction					
> Leave Category					
> Holiday					
🗲 Transactions	<				
Reports	< _				

• Holiday – Holiday with Date and description.

DS Infoway	≡ 1 Dashboard Hol	iday	Lemo@a	dsinfoway.co
Dashboard	Holiday			
General Settings				
Financial Year	Holiday		+ Add	Holiday
HR & PayRoll 🛛 🗡	Show 10 ∨ entries		Search:	
Masters ~	Title	Description	Date Range	Action
nployee nployee Salary	31st December	The End of year Celebration so we are having a full day leave. enjoy the last day of this year :)	12/31/2019 - 12/31/2019	C ×
nployee Type	Christmas	Christmas Holiday 2020	12/25/2020 - 12/25/2020	X
ployee Grade	Dhuleti	Holi's Next Day – Dhuleti	03/10/2020 - 03/10/2020	X
partment	Diwali	Diwali Holidays (4 Days)	11/15/2020 - 11/18/2020	X
esignation	Makar Sankranti	Makar Sankranti (Kite Festival)	01/14/2020 - 01/14/2020	X
	Raksha Bandhan	Raksha Bandhan	08/03/2020 - 08/03/2020	X
ift	Satam / Aatham	Janmasthami Holidays (4 Days)	08/09/2020 - 08/12/2020	X
owance	Showing 1 to 7 of 7 entries		Previous	1 Next
eduction	5			

> Holiday

🔑 Transactions

> Leave Category

🖹 Reports

Add Holiday, Date & Description $\dot{\mathbf{v}}$ DS Infoway demo@dsinfoway.com -Ξ Holiday Save Holiday ☆ Dashboard Dashboard Save Holiday 🗱 General Settings Save Holiday Hinancial Year 😤 HR & PayRoll Title * 31st December 📽 Masters \mathbf{v} From Date - To 12/31/2019 - 12/31/2019 > Employee Date > Employee Salary Description The End of year Celebration so we are having a full day leave. enjoy the last day of this year :) > Employee Type

Save

Cancel

- > Employee Grade
- > Department
- > Designation
- > Shift
- > Allowance
- > Deduction
- > Leave Category
- > Holiday
- 🖋 Transactions
- Reports

* Leave Management – List

DS Infoway	≡	ard	Employee Le	ave					demo@dsinfoway.co	m 🔻
🐴 Dashboard	mployee	Leav	ve							
📽 General Settings										
🛗 Financial Year	Employee Lea	ive								-
🚰 HR & PayRoll 🛛 🗸	Show 10 ~ e	entries							Search:	٦
🗱 Masters <	Employee 🛓	Emp.	Leave	4		Apply				
🖌 Transactions	Name	No	Category	Date Range	Leave	Date	Reason	Response	Status Action	n
> Leave Management	First Name Last Name	1	Causal Leave	06/30/2020	2	2020- 06-30	leave	fergtrtr	Dis Approve By demo@dsinfoway.com	
> Loan Management	Last Hume		Leuve	06/30/2020		00 50			active e usini o najicom	
> Salary Management	First Name Last Name	1	Others	06/30/2020	10	2020- 06-30	Marriage leave	Marriage leave	Approve By demo@dsinfoway.com	
> Shift Management				06/30/2020						
> Attendance Entry	Showing 1 to 2	of 2 en	tries						Previous 1 Next	
> Leave Opening Details										
🖹 Reports 🛛 🗸 🖵										

* Leave - Approve, Reject

DS Infoway		Employee Leave Reply Employee Leave	demo@dsinfoway.com -
B Dashboard	Reply Employ	yee Leave	
📽 General Settings 🎬 Financial Year	Reply Employee Le	ave	-
🐸 HR & PayRoll 🛛 👻	Employee Name :	First Name Last Name	
🕫 Masters <	Employee No :	1	
 Fransactions Leave Management 	Leaves :	12 (Total Leaves) - 1 (Used Leaves) = 11 (Left Leaves)	
> Loan Management	Leave Category :	Causal Leave	
> Salary Management	Start Date - End Date :	06/30/2020 - 06/30/2020	
> Shift Management > Attendance Entry	Consider Half Leave :	Start Date Half Leave End Date Half Leave	
> Leave Opening Details	Total Leave :	2	
🖹 Reports 🛛 <	Apply Date :	06/30/2020	
	Reason :	leave	
	Status :	Dis Approve	
	Is Approve :		
	Response :*	fergtrtr	
			Save Cancel

♦ Loan Management – List

DS Infoway	≡ 🕷 Dashboa	rd Employee Lo	oan					🖌 demo@dsin	foway.com
A Dashboard	Employee	Loan							
📽 General Settings									
🛗 Financial Year	Employee Loar						+ A	dd Employee L	.oan 🗕
😁 HR & PayRoll 🛛 🗸	Show 10 Y er	tries					Search:		
🗱 Masters <	Employee						Total		
🖋 Transactions 🛛 🗸 🖌	Name	Title	Loan	Paid 🎈	Pending	Approved By	Months	Loan Date	Action
> Leave Management	First Name Last Name	Marriage Loan	20000.00	1666.67	18333.33	demo@dsinfoway.com	12	07/04/2020	
> Loan Management	Showing 1 to 1 o	of 1 entries					Pr	revious 1	Next
> Salary Management									
> Shift Management									
> Attendance Entry									
> Leave Opening Details									
Reports <									

* Approve loan with Loan details, Amount, Rate and month.

DS Infoway		Employee Loan	Save Employee Loan	Koway demo@dsinfoway.com ▾
🚯 Dashboard	Save Employe	e Loan		
📽 General Settings				
🛗 Financial Year	Save Employee Loa	n		-
😁 HR & PayRoll 🛛 🗸 🗠	Department*	Business Develo	opment	~
📽 Masters 🛛 <			1	
🖋 Transactions 🛛 🗸	Employee*	First Name Last	Name	 ~
> Leave Management	Title *	Marriage Loan		
> Loan Management	Loan Date*	07/15/2020		
> Salary Management	Amount*	10000		
> Shift Management	Total Months*			
> Attendance Entry	lotal months	12		
> Leave Opening Details	Installment / Month	833.33		
■ Reports <	Approved By*			
	rippiotou by	demo@dsinfow	ay.com	
	Description	Marriage Loan		
				Save Cancel

* Salary Management –Completed.

DS Infoway	🗄 🎢 Dashboard Emp	oyee Salary Process				IN STATE	IS www.demo@ds	infoway.com -
Dashboard	mployee Salary	Process						
✿ General Settings	Employee St lary Process							-
警 HR & PayRoll 🛛 🗸	Month :	oril 2020						~
🕫 Masters	· · · · · · · · · · · · · · · · · · ·							
🖋 Transactions 🛛 🗸	Completed Pending							
> Leave Management	Show 10 Y entries					Search:		
> Loan Management	Department	Employee Name	Emp. No	Paid Basic	Paid Allowance	Paid Deduction	Total Paid	Action
 Salary Management Shift Management 	Business Development	First Name Last Name	1	10266.67	6570.67	5.00	14970.67	۲
> Attendance Entry	Showing 1 to 1 of 1 entr	ies				Prev	vious 1	Next
> Leave Opening Details								
🖹 Reports < 🗸								

Salary Management – Pending. * DS Infoway Employee Salary Process Ξ A Dashboard demo@dsinfoway.com -Dashboard **Employee Salary Process** 📽 General Settings **Employee Salary Process** Hinancial Year 🚰 HR & PayRoll Month: July 2020 v 📽 Masters Completed Pending ✤ Transactions V Show 10 ~ entries > Leave Management Search: Total Total Total Emp. > Loan Management Action **Employee Name** Salary Department No Basic Allowance Deduction > Salary Management First Name Last Business 10000.00 6400.00 5.00 16405.00 1 Development Name > Shift Management Showing 1 to 1 of 1 entries > Attendance Entry Previous Next 1 > Leave Opening Details Reports •

DS Infoway	E 🔒 Dashboard	Employee Salary Proce	ess Save Employee	Salary Process	LEOW.	👷 demo@dsinfoway.com 🗸
🖚 Dashboard	Save Employe	e Salary Proc	ess			
📽 General Settings		-				
🛗 Financial Year	Save Employee Sala	ry Process				—
ter HR & PayRoll ✓ ♥ Masters <	Department :	Business Development	Employee Name :	First Name Middle Name Last Name	Employee No:	1
🗲 Transactions 🔷	Month :	April	Year :	2020		
> Leave Management	Total Days :	30	Total Present Days :	26.0	Total Holidays :	0.0
> Loan Management	Leave :	0.0 (Used Leave)			Leave Salary :	0.00
 > Salary Management > Shift Management 	Total Over Time Days :	0.80	Over Time Salary :	437.33		
> Attendance Entry	Basic :	10000.00 / 10266.67				
> Leave Opening Details	Allowance Special Allowance Consider	2200.00 / 2258.67		Deduction Advance	0.00 / 0.00	
	HRA	1800.00 / 1848.00		TDS	5.00 / 5.00	
	Consider			Security Deposit	0.00 / 0.00	
	Conveyance Allowance <mark>Consider</mark>	500.00 / 513.33		Total Deduction :	5.00 Total P Deduct	
	Education Allowance <mark>Consider</mark>	300.00 / 308.00				
	Medical Allowance <mark>Consider</mark>	600.00 / 616.00		<u>ب</u> « ۹	Salary With	Complete
	Leave Travel Allowance <mark>Consider</mark>	300.00 / 308.00		-	Details For A	Approve.
	Performance Allowance <mark>Consider</mark>	700.00 / 718.67				
	Total Allowance :	6400.00 Total Paid Allowance				
	Loan Detail					
	Marriage Loan		16666.66 1666.67			
	Total Loan Amount	:	1666.67			
	Net Salary :	16405.00	Professional Tax :	200.00	On Hand Salary :	14970.67
	Paid Date *	07/01/2020			-	
	ls Paid	2				
	is Palo	-				

Shift Management – List Employee Wise * NFOXAN DS Infoway INFOWAY \equiv ☆ Dashboard **Employee Shift** demo@dsinfoway.com -Dashboard **Ernployee Shift** Ceneral Settings Employee Shift _ Hinancial Year 😬 HR & PayRoll Show 10 ~ entries Search: 📽 Masters Full Name ٨ Emp. No Department Shift ÷ From Time To Time Action ÷ Transactions \mathbf{v} First Name Last Name Business Full Day 10:00 AM 08:00 PM 1 Development > Leave Management Showing 1 to 1 of 1 entries Previous Next 1 > Loan Management > Salary Management > Shift Management > Attendance Entry > Leave Opening Details Reports

* Change shift of any employee

DS Infoway	≡ 	Employee Shift Update Employee Shift	demo@dsinfoway.com -
	Jpdate Emplo	oyee Shift	
📽 General Settings 🋗 Financial Year	Update Employee S	hift	-
🚰 HR & PayRoll 🛛 🗸	Department :	Business Development	
🗱 Masters <	Employee Name :	First Name Last Name	
> Leave Management	Shift *	Full Day 10:00 AM - 08:00 PM	~
> Loan Management			Save Cancel
> Salary Management			
 Shift Management Attendance Entry 			
> Leave Opening Details			
🖹 Reports < 🗸			

Attendance Entry – Update Attendance of any employee * DS Infoway demo@dsinfoway.com -Ξ A Dashboard Employee Attendance Entry **Employee Attendance Entry** Dashboard 📽 General Settings **Employee Attendance Entry** Hinancial Year 😬 HR & PayRoll Department* -- Select -v 🗱 Masters Employee* V ✤ Transactions \mathbf{v} Month* -- Select --> Leave Management v > Loan Management Cancel Save > Salary Management > Shift Management > Attendance Entry > Leave Opening Details Reports

			ance En	-				
Employee .	Attendanc	e Ent	try					
Departmen	t*	Bu	siness Develo	pment				
Employee*		Fir	st Name Last	Name				
Month*		Ju	ne 2020					
Date	In Tir	ne	Out Time	Working Hours	Overtime Hours	Туре	Attendance	Description
06/16/202	0 10 00 PM	*	08 00 🗘	8.00	0.00	Default 🗸	Present	
06/17/202		\$	08 00 💲 PM	8.00	0.00	Default 🗸	Present	
06/18/202	0 10 00 PM	*	08 00 PM	8.00	0.00	Default 🗸	Present	
06/19/202	0 10 00 PM	*	08 00 🗘	8.00	0.00	Default 🗸	Present	
06/20/202	0 10 00 PM	*	08 00 🗘	8.00	0.00	Default 🗸	Present	
06/21/202	0 10 00 PM	*	08 00 🗘	0.00	0.00	WeeklyO: 🗸		
06/22/202	0 10 00 PM	*	08 00 PM	0.00	0.00	Default 🗸	Present	
06/23/202	0 10 00 PM	\$	08 00 🗘	0.00	0.00	Default 🗸	Present	
06/24/202	0 10 00 PM	*	08 00 PM	0.00	0.00	Default 🗸	Present	
06/25/202	0 10 00 PM	\$	08 00 🗘	0.00	0.00	Default ~	Present	
06/26/202	0 10 00 PM	*	08 00 PM	0.00	0.00	Default 🗸	Present	
06/27/202	0 10 00 PM	*	08 00 🗘	0.00	0.00	Default ~	Present	
06/28/202	0 10 00 PM	*	08 00 PM	0.00	0.00	WeeklyO: ~		
06/29/202	0 10 00 PM	•	08 00 🗘	0.00	0.00	Default 🗸	Present	
06/30/202	0 10 00 PM	\$	08 00 PM	0.00	0.00	Leave 🗸	1 ~	Others

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> Leave Ma

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> Attendan

> Leave Op

- Update Employee
 Attendance
- **1.** Employee Wise
- 2. Hour
- 3. Leave
- 4. Extra Hour
- 5. **Description**

* Leave Opening Details – List of Leave Calculation employee wise.

S Infoway		😑 🏾 🏶 Dashboard 🛛 I	eave Opening Details				emo@dsinfoway.com
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誉 HR & PayRoll 🛛 🗡		Show 10 🗸 entries				Search:	
📽 Masters 🛛 <		Department	Employee Name	Emp. No 🛛 🔶	Allowed Leave	Used Leave	Calculate Leave
🖌 Transactions 🛛 🗸 🗸		Business Developmen	t First Name Last Name	1	12	1	11
> Leave Management		Showing 1 to 1 of 1 ent	ries			Previo	ous 1 Next
> Loan Management							_
> Salary Management							
> Shift Management							
> Attendance Entry							
> Leave Opening Details							
Reports <	Ŧ						

Employee Details – Employee Type wise all / Present /Resign report based on joining date.

DS Infoway	= * C	ashboard	Employee Detail F	Report			1	demo@dsinfov	vay.com 🗸
🍘 Dashboard	Emplo	yee D	etail Report						
📽 General Settings									
🛗 Financial Year	Employe	e Type :	All						~
🚰 HR & PayRoll 🛛 🗸 🖌	Status :		●All ○Present ○	Resign					
🛱 Masters <									
& Transactions	Join Dat	e :	02/01/2020 - 07	7/31/2020					
Reports			Generate Repor	t					
> Employee Detail	14 4	1 of 1	Þ Þi 💠	Find Next	🔍 🕶 💿				
> Salary	Ľ		DS I	nfoway					I
> Loan		OF SUCCESS		ddress City 0123456789				.loin Da	ate : 02/(
> Attendance					Employee	Detail Report			
> Device Attendance	Sr. No	Emp. No	Name	Department	Designation	Employee Type	Employee Grade	Email	PFNc
> Over Time	1	1	First Name Middle Name	Business Development	Project Manager	Permanent	А	user@dsinfoway.com	01234

> Leave

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* Salary Report – Department / Employee /Month Wise.

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🄁 Dashboard	Salary Report			
📽 General Settings				
🛗 Financial Year	Department*	Business Development		~
😁 HR & PayRoll 🛛 🗠	Employee Name*	First Name Last Name	-	
📽 Masters <	Month *	4 selected	.	
🖋 Transactions 🛛 <				
🖹 Reports 🗸 🗸		Generate Report		
> Employee Detail	I	▶1 � Find Next 🛃 ▼ 🚱		
> Salary	ĽS	DS Infoway	V	
> Loan	DEFINATION OF SUCCESS	Demo Address City Phone : 0123456789		

- > Attendance
- > Device Attendance
- > Over Time
- > Leave

Salary Report

Sr.No	Emp. No	Name	Department	Month	Paid Basic	Paid Allowance	Paid Deduction	Professional Tax	Paid
1	1	First Name Last Name	Business Development	April-2020	10266.67	6570.67	5.00	200.00	16(
				Total	10266.67	6570.67	5.00	200.00	16(

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* Loan Report – Department / Employee / Status Wise.

DS Infoway		≡ 🕅 Dashboard	Loan Report	demo@dsinfoway.com +
<table-of-contents> Dashboard</table-of-contents>		Log n Report		
📽 General Settings				
🛗 Financial Year		Department *	All	~
😁 HR & PayRoll		Employee Name*	First Name Last Name	
🗱 Masters		Status :	●All ○Completed ○Pending	
🖋 Transactions	<			
Reports	~		Generate Report	
> Employee Detail		I4 4 1 of 1 ▷	Find Next 🔍 🗸 🔹 🚱	
> Salary		LS	DS Infoway	
> Loan		DEFINATION OF SUCCESS	Demo Address City Phone : 0123456789	Loan Status : All
> Attendance				

Loan Report

Sr. No	Employee Name	Department	Title	Total Months	Loan Date	Loan	Paid Loan	Pending Loan
1	First Name Last Name	Business Development	Marriage Loan	12	7/4/2020	20000.00	1666.67	18333.33
					Total	20000.00	1666.67	18333.33

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> Device Attendance

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* Attendance Report - Department / Employee /Month Wise.

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æ Dashboard ₡ General Settings	Attendance Re	eport		
🛗 Financial Year	Department*	All		~
😁 HR & PayRoll 🛛 🗸	Employee Name*	First Name Last Name	-	
📽 Masters <	Month*	4 selected		
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Reports		Generate Report		
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> Salary	LS	DS Infoway	V	
>Loan	DEFINATION OF SUCCESS	Demo Address City Phone : 0123456789		

- > Attendance
- > Device Attendance
- > Over Time

> Leave

Attendance Report

Sr.No	Employee Name	Department	Month	Total Days	Present Days	Used Leave	Holidays	WeeklyOff	Working Hours
1	First Name Last Name	Business Development	April-2020	30	26	0.00	0	4	152.00
2	First Name Last Name	Business Development	May-2020	31	26	0.00	0	5	208.00
3	First Name Last Name	Business Development	June-2020	15	12	1.00	0	2	40.00

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General Settings	Device Atter					
Financial Year	Device Attendanc	e			-	
HR & PayRoll 🛛 👻	Month :	May 2020			~	
Masters <	Employee :	First Name Last Name				
Transactions <	Report					
mployee Detail		eave 💻 Holiday 💻 Weekly Off				
alary	Date	Attendances	Туре	Description		
pan	1/5/2020		Present			Devier
tendance	<u> </u>		Present		*	Device
evice Attendance	3/5/2020		Weekly Off			A 11
ver Time	4/5/2020		Present			Attendan
ave	5/5/2020		Present			
	6/5/2020		Present			– Device
	7/5/2020		Present			··· ·
	8/5/2020		Present			Attendan
	9/5/2020		Present			
	10/5/2020		Weekly Off			report
	11/5/2020		Present			
	12/5/2020		Present			month /
	13/5/2020		Present			
	14/5/2020		Present			employe
	15/5/2020		Present			
	16/5/2020		Present			Wise.
	17/5/2020		Weekly Off			
	18/5/2020		Present			
	19/5/2020		Present			
	20/5/2020		Present			
	21/5/2020		Present			
	22/5/2020		Present			
	23/5/2020		Present			
	24/5/2020		Weekly Off			
	25/5/2020		Present			
	26/5/2020		Present			
	27/5/2020		Present			
	28/5/2020		Present			
	29/5/2020		Present			
	30/5/2020		Present			

Over Time Report - Department / Employee / Month Wise.

DS Infoway		≡ 🏽 Dashboard	Over Time Report	demo@dsinfoway.com +
🚯 Dashboard		Over Time Re	port	
📽 General Settings				
🛗 Financial Year		Department*	All	~
😁 HR & PayRoll	~	mployee Name*	First Name Last Name	
🛱 Masters	<	Month*	4 selected	~
🗲 Transactions	<		+ sected	
Reports	~	/	Generate Report	
> Employee Detail		I4 4 1 of 1 ▷	Find Next 🛃 🕈 🚱	
> Salary		LS	DS Infoway	2
> Loan		DEFINATION OF SUCCESS	Demo Address City Phone : 0123456789	-
> Attendance			Over Time Report	

- > Device Attendance
- > Over Time
- > Leave

*

Sr. No Employee No Employee Name Department Month Over Time Hours Over Time Amount 1 1 First Name Last Name Business April-2020 6.40 437.33

1	I	1	First Name Last Name	Business Development	April-2020	6.40	437.33
					Total	6.40	437.33

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* Leave Report - Department / Employee Wise.

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警 HR & PayRoll 🛛 🗸	Employee	Name*	irst Name Last Name			-		
📽 Masters <								
🖋 Transactions 🛛 <	_		Generate Report					
■ Reports ~	1	of 1 🕨 🕅	\$	Find Next 🛛 🛃 🕶	٢			
> Employee Detail	LS		DS Infow					
> Salary	DEFINATION OF	success	Demo Address C Phone : 0123456				N	
> Loan	Leave Report							
> Attendance	Sr.No		Employee Name	Department	No Of Leave Per Month		Total Use Leave	Remaining Le
> Device Attendance	1	1	First Name Last Name	Business Development	1.0	12.00	1.00	11.00
> Over Time	1 of 1						Copyright	© 2020 DS Info
> Leave								

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THANKS DS Infoway Team

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Skype : <u>contact@dsinfoway.com</u>

Service Desk: http://dsinfoway.com/ticket