Slide 1 - Slide 1

	IES Client v8 p Infolab		Logon Log	off Companior	n Wizard	How do I	DataMarts	Business N	Nodules	Action Focus	Option Sel	ect			
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		Master	Files <u>File Mair</u>	Note that the second se		Payro	oll Mainter Pay	nance			Reporting	aster File R	Leports		
				nquiries							_	<u>Payrun R</u> <u>Payroll R</u>	eports		
Ses			I Activity arvest Bonuses <u>Pavr</u>	s (Premi) oll Steps			<u>App</u> <u>Tasks: Si</u> <u>Task</u> 1	ayroll Diary pointments ubmit New s: Perform Tasks: Edit List Active k Progress			Custom	<u>Local C</u>	Options		
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Slide notes

After successful completion of a Pay Run, we may want to print the Payslips. We find this option at Payrun Reports.

Slide 2 - Slide 2

	ES Client v8												• 🔀
Hel	p Submit	Quit	Functions	Commands									
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			Payro	Selection Dialog							×		
				Payroll General Reports									
				Please select an option.						Print Payslip(s)	•		
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			Master File										
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			i ujion Act	a me		Aum	modulon			Custom			
			Harvest	t Bonuses (Premi)			P	ayroll Dian	,	Local	Options		
			<u>Harvest</u>	Payroll Steps				pointments		2003			
								Bubmit New	-				
								ks: Perform Tasks: Edi					
							Tasks	: List Active	<u>1</u>				
						<u>T</u>	asks: Chec	k Progress	<u>l</u>				
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Slide 3 - Slide 3

TES Client v8.36 : My IES Help Infolab Connections Logon Logo	ff Companion Wizard	How do I DataMarts Business Modules 4	Action Focus Option Select	
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Payroll 03:	- Agri Flex			
Manage Payroll fund	ctions here.		Knowledge Base	
Master Files		Payroll Maintenance	Reporting	
<u>File Mair</u> E <u>Set Up and</u>		ber 01/10/13 - 31/10/13 ember 16/09/13 - 30/09/13 ember 01/09/13 - 15/09/13	aster File Reports Payrun Reports Payroll Results	
Payroll Activity	5 1 15th Augus Select ALL Show	st 01/08/13 - 15/08/13 Full Line Cancel OK		
Harvest Bonuses Payrol	(Premi) Il Steps	Payroll Diary <u>Appointments</u> <u>Tasks: Submit New</u> <u>Tasks: Perform</u> <u>Tasks: Edit</u>	Local Options	
Ses E		<u>Tasks: List Active</u> <u>Tasks: Check Progress</u>		

Slide notes

We may select any completed Run on this Payroll, but the most recent is always at the top of the list.

Slide 4 - Slide 4

ES Client v8.36 : My IES Help Infolab Connections Lo	ogon Logoff Companion Wizard How do I DataMarts Business Modules Action Focus Option Select	
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Payro	oll 03: - Agri Flex	
Manage P	Payroll functions here.	Base
Master File		
S	SINGLE SELECT: RECENT RUNS File Mair SELECT E 1 5 31st October 01/10/13 31/10/13 Set Up and 2 3 3 1 5.000000000000000000000000000000000000	oorts
Payroll Ac		B 1
Нариа		ions.
	Payroll Steps Appointments Tasks: Submit New Tasks: Perform Tasks: Edit Tasks: List Active	
Ses É	Tasks: Check Progress	
Harves	Select ALL Show Full Line Cancel OK Local Opt Appointments Tasks: Submit New Tasks: Perform Tasks: List Active	ions

Slide 5 - Slide 5

	ES Client v8.														
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					Single Payslip -	select Emp	loyee								
				Employee											
										Next					
			OR:							INEXL					
					Specific Range F	rom / To -	select Emp	os from / t	0						
				Employee From											
				Employee To											
			OR:							Next					
			UK.												
						Due									
					All Payslips for t	ie Run -									
				Payslip sequence	1: By Division	by Gang		-		Next					
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Slide notes

We can print or re-print a single payslip for a selected Employee.

Slide 6 - Slide 6

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				Employee	•									
			OR:							Next				
					Specific Range I	From / To -	select Emp	os from / t	0					
				Employee From Employee To										
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			OR:							<u>Next</u>				
					All Payslips for t	he Run -								
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Slide 7 - Slide 7

	IES Client v8.					
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					Select Payslips to Print	
					Single Payslip - select Employee	
				Employee		
			OR:		Next	
					Specific Range From / To - select Emps from / to	
				Employee From		
				Employee To		
		(OR:		Next	
					All Payslips for the Run -	
				Pavelin seguence	1: By Division by Gang 💌 Next	
				ayonp sequence		
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Slide notes

Or we can print FROM and TO Employee Number.

Slide 8 - Slide 8

	ES Client v8.					- • •
Hel	p Submit	Quit	Functions	Commands		
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					Single Payslip - select Employee	
				Employee		
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					Specific Range From / To - select Emps from / to	
				Employee From	 International statements 	
				Employee To		
			OR:		Next	
			OIX.			
					All Payslips for the Run -	
			Pa	ayslip sequence	1: By Division by Gang Vext	
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Slide 9 - Slide 9

	S Client v8.						×
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					Single Payslip - select Employee		
				Employee			
			OR:		Next		
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					Specific Range From / To - select Emps from / to		
					specific Range From 7 to - select Emps from 7 to		
				Employee From			
				Employee To			
		(OR:		Next		
					All Payslips for the Run -		
					1: By Division by Gang		
			ł	Payslip sequence	1: By Division by Gang		
					2: By Pay Group 3: By Employee number		
Ses							
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1							
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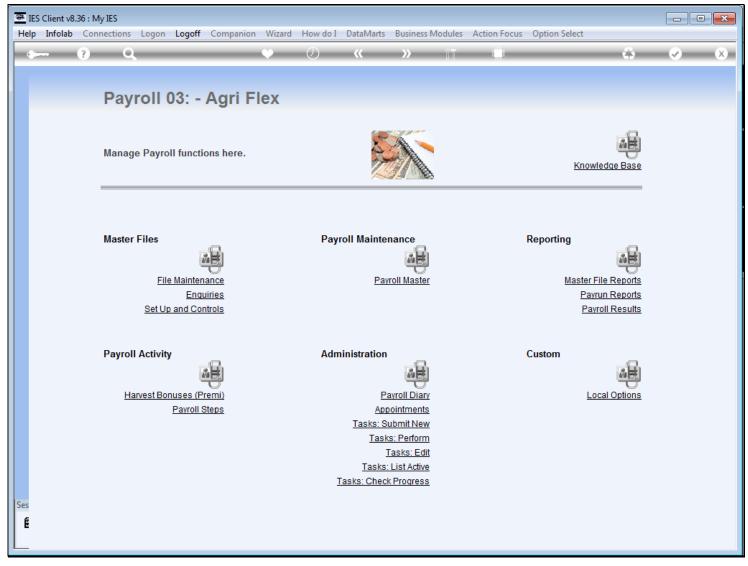
Slide notes

But usually we will print all Payslips for the Pay Run. We note that we have a choice for the sorting of the Payslips, i.e. the printing sequence.

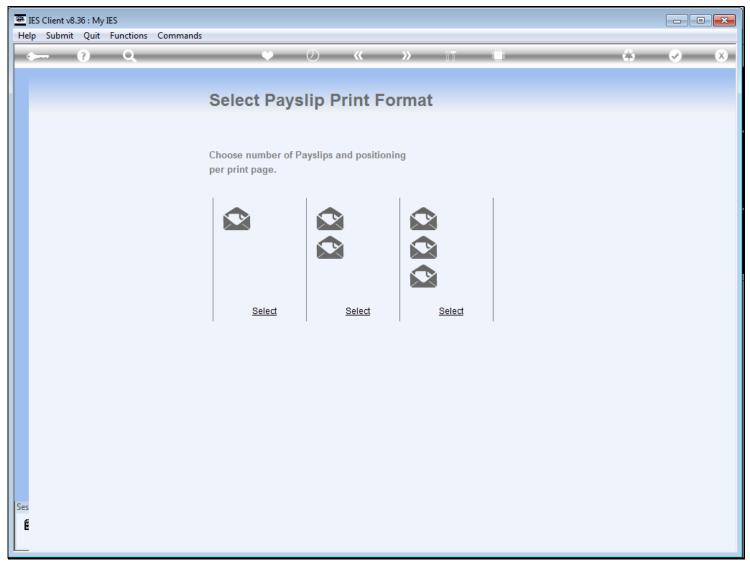
Slide 10 - Slide 10

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				Employee			
		(OR:		Next		
					Specific Range From / To - select Emps from / to		
				Employee From			
				Employee To			
			OR:		Next		
			OR.				
					All Payslips for the Run -		
			1	Payslip sequence	1: By Division by Gang		
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Slide 11 - Slide 11



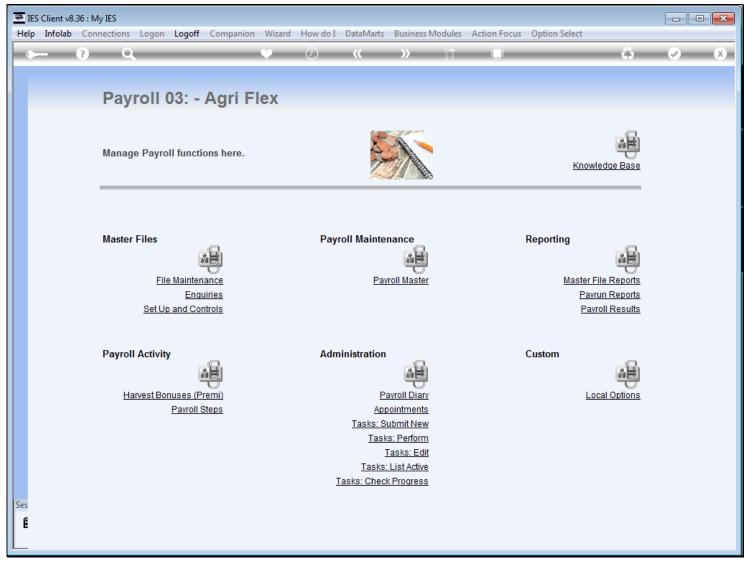
Slide 12 - Slide 12



Slide notes

And we can choose whether to print 1, 2 or 3 Payslips per print page.

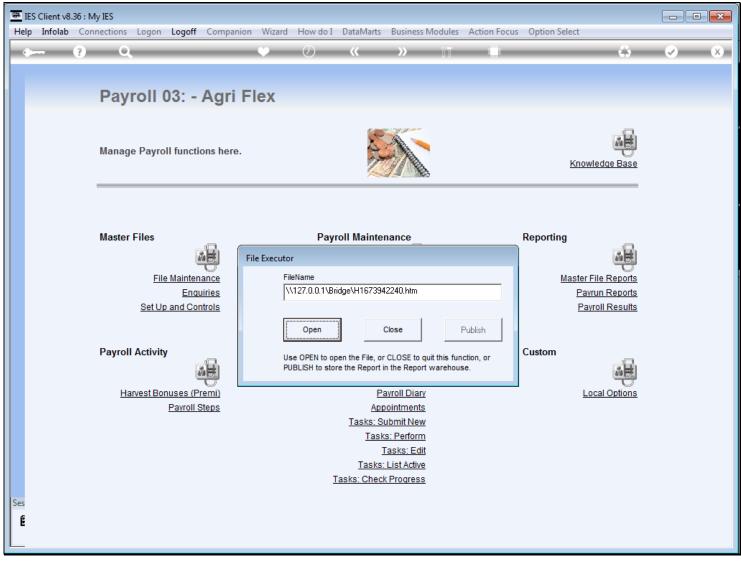
Slide 13 - Slide 13



Slide 14 - Slide 14

IES Client v8.36 : My IES Help Infolab Connections Logon Logoff Compa	anion Wizard How do I DataMarts Business Modules Action Focu	s Option Select	
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Payroll 03: - Agr	i Flex		
Manage Payroll functions her	e.	Knowledge Base	
Master Files	Payroll Maintenance	Reporting	
File Maintenance Enquiries Set Up and Controls	File Executor FileName \\\127.0.0.1\Bridge\H1673942240.htm	Master File Reports Pavrun Reports Pavroll Results	
Payroll Activity	Open Close Publish Use OPEN to open the File, or CLOSE to quit this function, or PUBLISH to store the Report in the Report warehouse. Payroll Diary	Custom	
Payroll Steps	<u>Appointments</u> <u>Tasks: Submit New</u> <u>Tasks: Perform</u> <u>Tasks: Edit</u>	Locar Options	
Ses	<u>Tasks: List Active</u> <u>Tasks: Check Progress</u>		

Slide 15 - Slide 15



Slide 16 - Slide 16

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			GUMMY HOOPS	INC.							
			Slip Gaji 31st Octob	er							
	NIK	1004	PENDAPATAN		Total Pendapatan	4,397,102					
	Nama Karyawan Status Karyawan	Chan Lisa Nancy KBT	Upah Pokok	2,347,742	Jam Lembur	44.50					
	Status Tanggung		Tunjangan Kerajinan	108,000							
	No. Jamsostek Divisi	04J30417044 01	Tunjangan Natura Jamsostek Perusahan	0 106,587	POTONGAN						
	Jabatan / Gang	01	Upah Lembur	463,006	Jamsostek Karyawan	153,542					
	Tanggal	29/10/2013	Premi Tetap	810,000	PPH 21	206,767					
	Tgl. Masuk Kerja	09/08/2004	Premi Panen Premi Other	0 100,000	Potongan Lainnya Sebelun Membayar	12,000 816,000					
			Medical	0							
			Bonus Pendapatan Lainnya	0 105,000	Total Potongan	1,188,309					
			PPH 21	206,767	Total Upah	3,208,793					
			GUMMY HOOPS Slip Gaji 31st Octob								
	NIK Nama Karyawan	1005 Reed Robert Michael	PENDAPATAN		Total Pendapatan	3,757,970					
	Status Karyawan	KBT	Upah Pokok	1,741,935	Jam Lembur						
	Status Tanggungan No. Jamsostek Divisi	04J30417051 01	Tunjangan Kerajinan Tunjangan Natura	186,000	POTONGAN						
	Divisi Jabatan / Gang	01	Jamsostek Perusaha Upah Lembur	n 79,084 0	Jamsostek Karyawa	n 113,923					
	Tanggal	29/10/2013	Premi Tetap	1,350,000	PPH 21	178,951					
	Tgl. Masuk Kerja	09/08/2004	Premi Panen Premi Other	0 150,000	Potongan Lainnya Sebelun Membayar	0					
			Medical	0							
			Bonus Pendapatan Lainnya	0	Total Potongan	292,874					
			PPH 21	178,951	Total Upah	3,465,097					

Slide notes

It may well look like the report has all the Payslips on one page when we view it, but when we print, the Report automatically knows how many Payslips to print per page, according to our previous selection.

Slide 17 - Slide 17

Slide 18 - Slide 18

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		29/10/2013	Premi Tetap	0		45,000					
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			Premi Other	0	/	ar O					
			Medical	0							
			Bonus	0		45,000					
			Pendapatan Lainr								
			PPH 21	45,000	Total Upah	900,000					
			GUMMY HOOPS Slip Gaji 31st Octol								
	NIK Nama Karyawan	1007 Hill Walter James	PENDAPATAN		Total Pendapatan	3,019,713					
	Status Karyawan	KHL	Upah Pokok	1,567,742	Jam Lembur						
	Status Tanggungan		Tunjangan Kerajinan	72,000	Jean Cemper						
	No. Jamsostek	04J30417077	Tunjangan Natura	120,000	POTONGAN						
	Divisi	01	Jamsostek Perusahan		. erenenn						
	Jabatan / Gang	01	Upah Lembur	0	Jamsostek Karyawa	n 102,530					
	Tanggal	29/10/2013	Premi Tetap	945,000	PPH 21	143,796					
	Tgl. Masuk Kerja	09/08/2004	Premi Panen	0	Potongan Lainnya	0					
			Premi Other	100,000	Sebelun Membayar	0					
			Medical	0		-					
			Bonus	0	Total Potongan	246,326					
			Pendapatan Lainnya	0							
			PPH 21	143,796	Total Upah	2,773,387					
			GUMMY HOOPS	INC.							
			Slip Gaji 31st Octol								
	NIK	1101	PENDAPATAN		Total Pendapatan	3,738,985					
	Nama Karyawan	Wilson Laura									
	Status Karyawan	KHL		1,741,935	Jam Lembur	27.50					
	Status Tanggunga		Tunjangan Kerajinan	72,000							
	No. Jamsostek	04J30418737	Tunjangan Natura	0	POTONGAN						
	Divisi	01	Jamsostek Perusahan	79,084							
	Jabatan / Gang	01	Upah Lembur	317,919	Jamsostek Karyawan						
	Tanggal	29/10/2013		1,350,000	PPH 21	178,047					
	Tgl. Masuk Kerja	19/10/2004	Premi Panen	0	Potongan Lainnya	0					
			Premi Other	0	Sebelun Membayar	0					
			Medical	0							