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# Login page

You have to enter UserName& Password to login into the system.

**Employee Management System**

hepil  
.....

Remember Me [Forgot Password](#)

Login

**Teleysia** Networks  
ISO 9001:2008

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# Introduction to EMS

EMS is a complete solution for Employee. You have to enter all details of the employee in this software Administration gives you the facility to give authorization to particular employee group and change the password. Masters allow you to add master of expense heads, city, Country, Employee grades, Designation, Department etc. HRMS module which is used to make an employee's all detail and time sheet and time sheet approval also in this module. Travel module is work like advance request for employee and also use for expense entry. Daily Activity is used for daily work or task which is given by the office that entry store in this form. Asset module is use to register the assets, transfer the assets etc. Utility is to sync data from SAP sever, take database backup & email configuration. Reports and analytics give you the facility to view different kinds of reports that are helpful to view important information.



# Administration



Administration helps you to give authorization to different employee group and allows you to change password and to update the company details.



## Company Details

Company details help you to update all the details of the company.

A screenshot of the 'Company Detail' form in the application. The form is titled 'Company Detail' in the top right corner. It features the Teleysia logo (ISO 9001:2008 Networks) on the left. The form contains several input fields for company information: Name (Teleysia Network), Email (example@email.co), Website (www.test.com), Address1 (memnagar), Address2 (gurukul), Location (helmet chokdi), City (Ahmedabad), State (Gujarat), Country (India), Pincode (380001), Phone1 (9979978787), Phone2 (9898899099), Fax (123456789), HelpDesk Number (77777777), and HelpDesk Email (abc1@abc.com). There are 'Save' and 'Cancel' buttons at the bottom left. A file upload section with a 'Choose File' button and 'No file chosen' text is also present.

## Application License

Application License is used for companies to set the license key for the entire user. It can be changed by the Admin only.

License File  No file chosen

## Authorization

Authorization will allow you to give authorities to different employee groups, who will have access to which forms and in which mode (write, read and none).

	Full	Read Only	None
<b>Administrator</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
-- Authorization	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
-- Administrator	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
-- Company Details	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
-- Application License	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
-- Change Password	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
-- My Profile	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Masters</b>			
-- Masters	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
-- Country	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
-- State	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
-- City Grade	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>


## Change Password

You can change your existing password from here.

Change Password  
 Username  
 Current Password  
 New Password  
 Confirm Password

## My profile

My profile will allow employee to update his own personal details. My profile will require the common information about the employee. Also user can upload his own documents.

My Profile  
  
 No file chosen  
Mobile  EMP Code   
Home Phone  Name   
Email  UserName   
Security Question\*  Department   
Answer\*  Designation   
Group   
Type to Search Subject / Notes  

Subject	Reminder Date	Notes	File	Delete	Download
<input type="text" value="asd fasdf.asd test"/>	<input type="text" value="17-Apr-2015"/>	<input type="text" value="asdf asdf asdf"/>	<input type="button" value="Choose File"/> N...	<input type="button" value="Delete"/>	<input type="button" value="Download"/>
<input type="text" value="test mmm2"/>	<input type="text"/>	<input type="text" value="asd fasdfasd"/>	<input type="button" value="Choose File"/> N...	<input type="button" value="Delete"/>	<input type="button" value="Download"/>

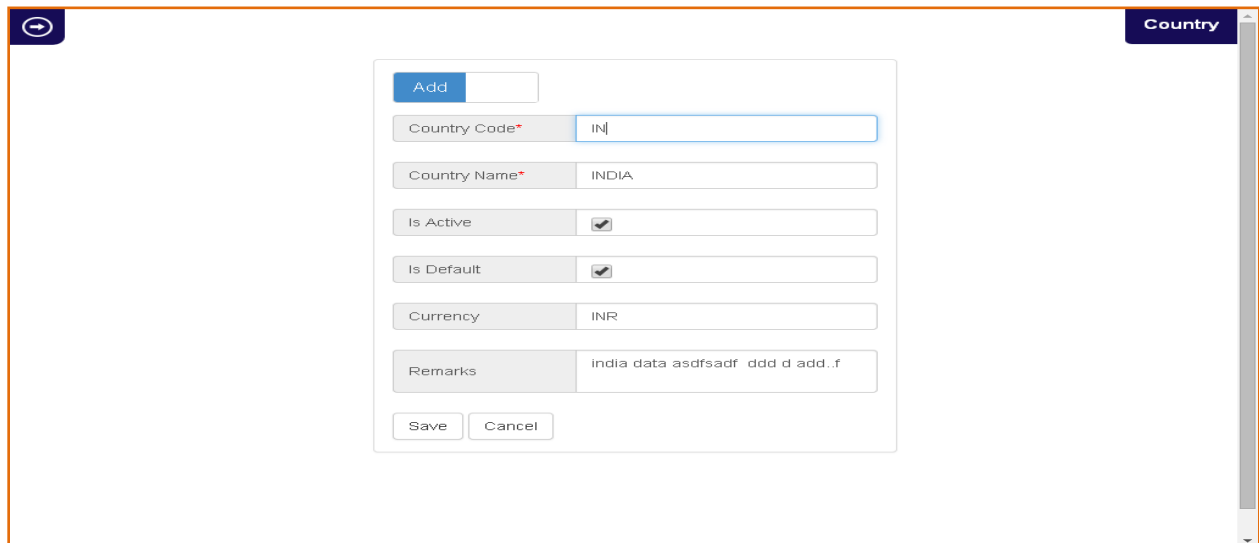
# Master

Master page will allow you to make entry in all the master pages. General Masters include masters of city, state, country, employee group and question. Master page also include Department, Designation, Series, Project, Activity, Asset group, Asset condition, Asset Type, Asset Transfer Reason, ID Proof and Approval Work Flow.



## Country

Country page will allow you to add/update a country code & name in this form.



## State

State page will allow you to add/update a State code &Name in this form.

The screenshot shows a web form for adding or updating a state. The form is titled "State" and is contained within a window with a back arrow icon. The form fields are as follows:

- Add**: A blue button.
- State Code\***: A text input field containing "GJ".
- State Name\***: A text input field containing "Gujarat".
- Is Active**: A checkbox that is checked.
- Is Default**: A checkbox that is checked.
- Select Country\***: A text input field containing "India".
- Remarks**: A text input field containing "Gujarat rsl".
- Save** and **Cancel**: Two buttons at the bottom of the form.

## City Grade

City Grade page will allow you to you can give the grade of the city like Mumbai is the metro city than it gives the 'A' grade.

The screenshot shows a web form for adding or updating a city grade. The form is titled "City Grade" and is contained within a window with a back arrow icon. The form fields are as follows:

- Add**: A blue button.
- City Grade\***: A text input field containing "B".
- Is Active**: A checkbox that is checked.
- Is Default**: A checkbox that is checked.
- Remarks**: A text input field containing "Second level metro cities".
- Save** and **Cancel**: Two buttons at the bottom of the form.

## City

City page will allow you to add/update city in this form. And state and country is also add/update in this form. You can also write remarks in this form.

The screenshot shows a web form for managing cities. The form is titled 'City' in the top right corner. It contains the following fields and controls:

- Add**: A blue button to initiate the addition of a new city.
- City Code\***: A text input field containing the value 'ADI'.
- City Name\***: A text input field containing the value 'AHMEDABAD'.
- Is Active**: A checkbox that is checked.
- Is Default**: A checkbox that is checked.
- Select State\***: A dropdown menu with 'Gujarat' selected.
- Select City Grade\***: A dropdown menu with 'A' selected.
- Remarks**: A text area containing the value 'Test data'.
- Save** and **Cancel**: Two buttons at the bottom of the form.

## Employee Grade

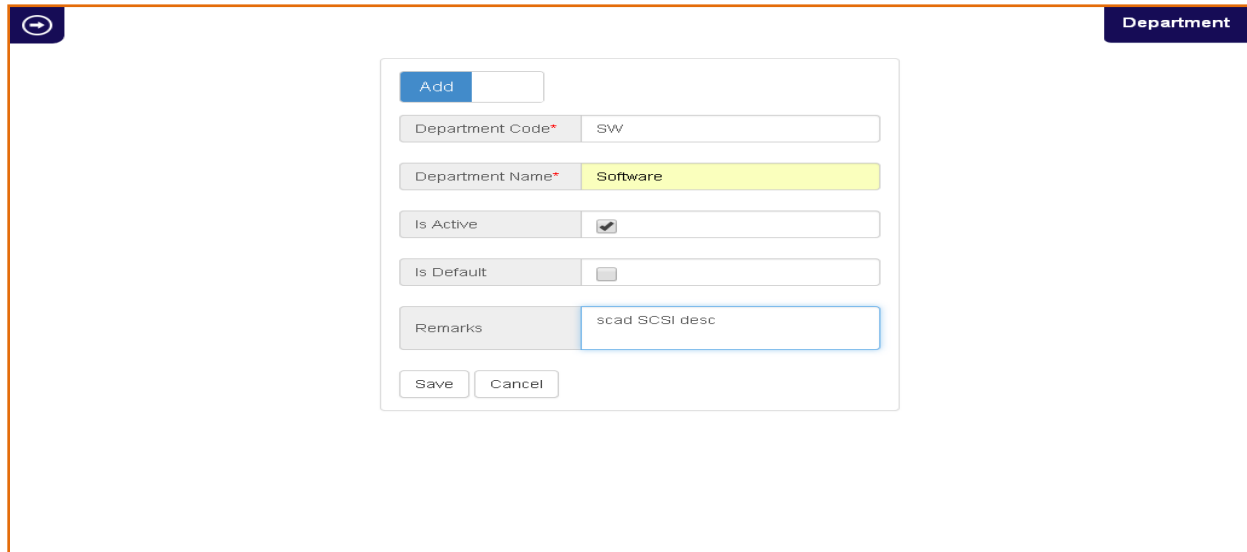
Employee Grade page will allow you can give the grade to employee. Like 'A', 'B' etc.... and you can write remarks in this form.

The screenshot shows a web form for managing employee grades. The form is titled 'Employee Grade' in the top right corner. It contains the following fields and controls:

- Add**: A blue button to initiate the addition of a new employee grade.
- Grade Code\***: A text input field containing the value 'AA'.
- Employee Grade\***: A text input field containing the value 'A1a'.
- Is Active**: A checkbox that is checked.
- Is Default**: A checkbox that is unchecked.
- Remarks**: A text area containing the value 'glassful Fm|ggh'.
- Save** and **Cancel**: Two buttons at the bottom of the form.

## Department Code

Admin can add new department in this form. And also give department code.

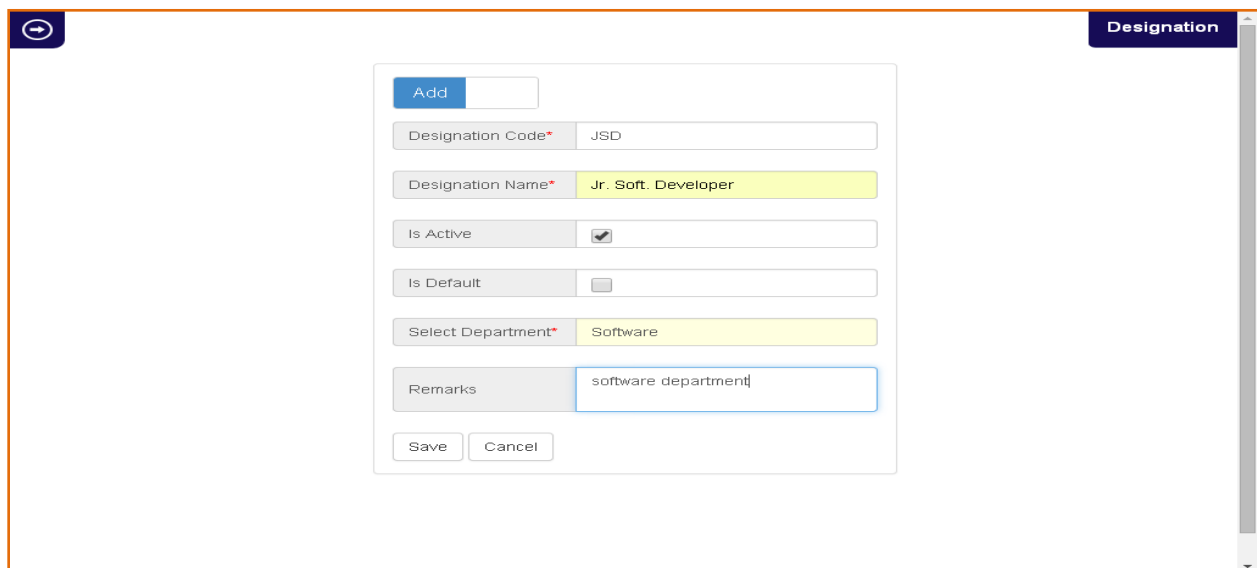


The screenshot shows a web form titled "Department" in the top right corner. The form contains the following fields and controls:

- An "Add" button followed by a text input field.
- A "Department Code\*" field with the value "SW".
- A "Department Name\*" field with the value "Software".
- An "Is Active" field with a checked checkbox.
- An "Is Default" field with an unchecked checkbox.
- A "Remarks" field with the value "scad SCSI desc".
- "Save" and "Cancel" buttons at the bottom.

## Designation

Admin can add new Designation & Designation code in this form it also write remarks in this form.



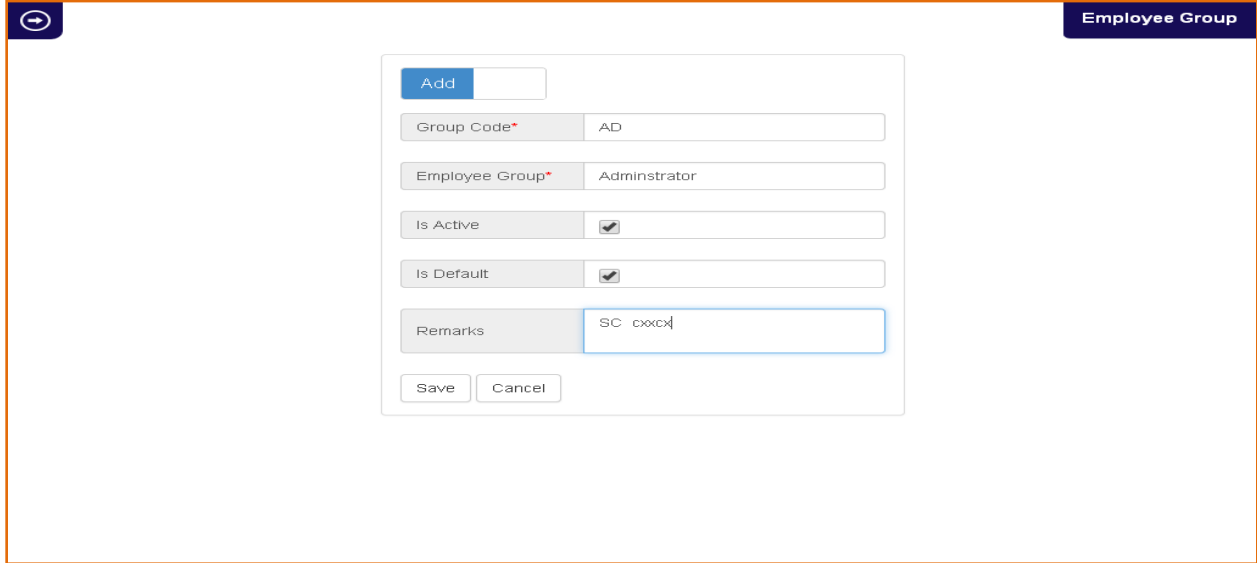
The screenshot shows a web form titled "Designation" in the top right corner. The form contains the following fields and controls:

- An "Add" button followed by a text input field.
- A "Designation Code\*" field with the value "JSD".
- A "Designation Name\*" field with the value "Jr. Soft. Developer".
- An "Is Active" field with a checked checkbox.
- An "Is Default" field with an unchecked checkbox.
- A "Select Department\*" field with the value "Software".
- A "Remarks" field with the value "software department".
- "Save" and "Cancel" buttons at the bottom.



## Employee Group

Employee group will allow you to add new employee group or update any existing employee group.

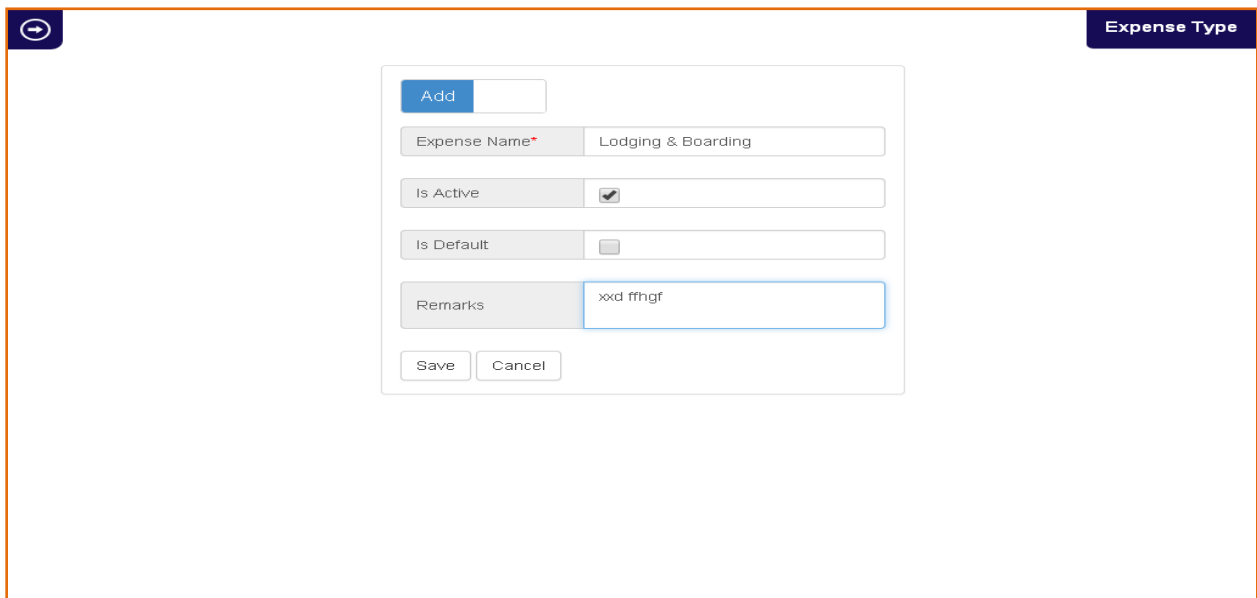


The screenshot shows a web application interface for adding a new employee group. The page title is "Employee Group". The form contains the following fields and controls:

- An "Add" button.
- A "Group Code\*" field with the value "AD".
- An "Employee Group\*" field with the value "Administrator".
- An "Is Active" checkbox, which is checked.
- An "Is Default" checkbox, which is checked.
- A "Remarks" text area containing the text "SC cxxc".
- "Save" and "Cancel" buttons at the bottom.

## Expense

Expense Type page will allow to admin adds new expense type. It can write remarks in this form for example lodging & boarding, Travel this type of Expenses admin will add in this form.

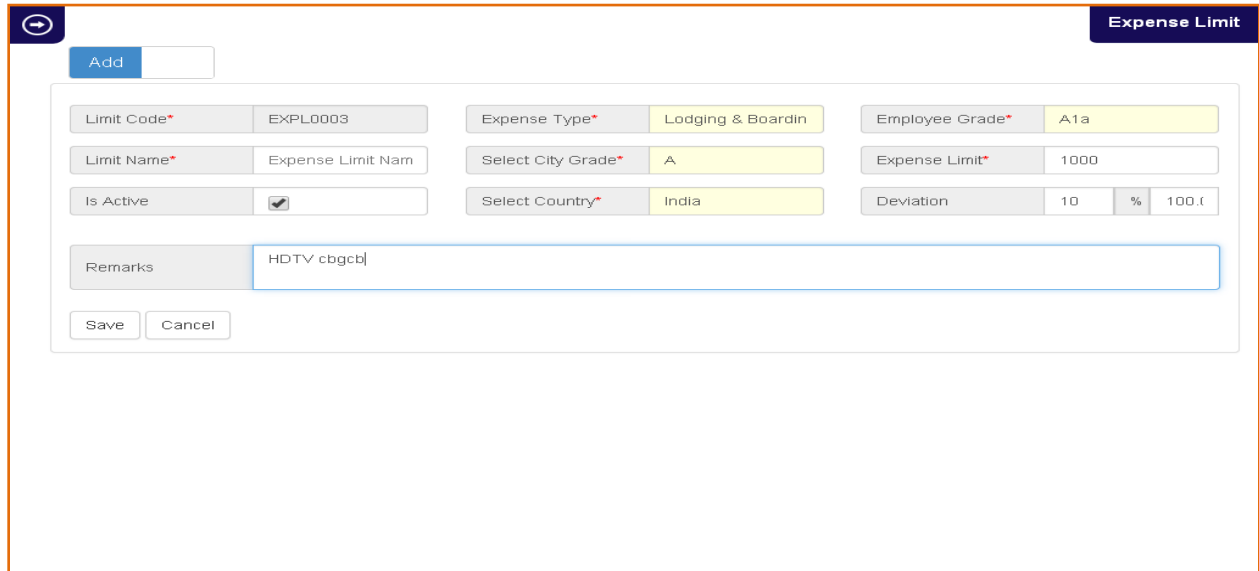


The screenshot shows a web application interface for adding a new expense type. The page title is "Expense Type". The form contains the following fields and controls:

- An "Add" button.
- An "Expense Name\*" field with the value "Lodging & Boarding".
- An "Is Active" checkbox, which is checked.
- An "Is Default" checkbox, which is unchecked.
- A "Remarks" text area containing the text "xxd ffhgf".
- "Save" and "Cancel" buttons at the bottom.

## Expense Limit

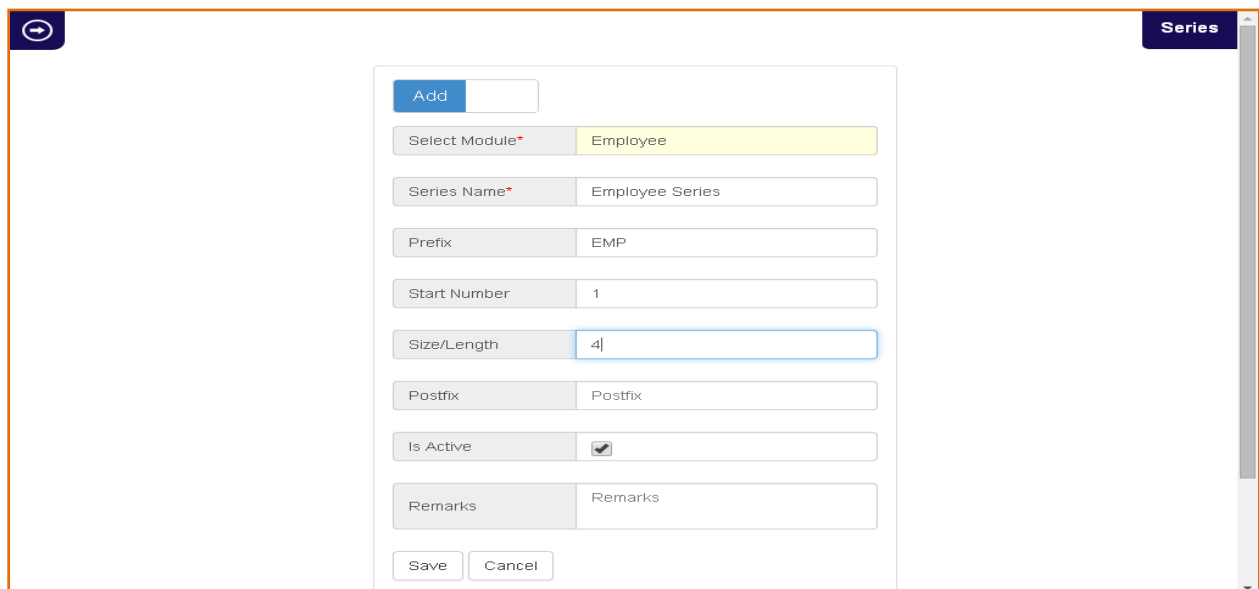
Expense Limit page will allow you can get expense till admin decide only. This page show to the expense code, expense type's etc.....



The screenshot shows the 'Expense Limit' form. At the top right is a dark blue header with the text 'Expense Limit'. Below it is a blue 'Add' button next to a small white input field. The form contains several fields: 'Limit Code\*' with value 'EXPL0003', 'Expense Type\*' with value 'Lodging & Boardin', 'Employee Grade\*' with value 'A1a', 'Limit Name\*' with value 'Expense Limit Nam', 'Select City Grade\*' with value 'A', 'Expense Limit\*' with value '1000', 'Is Active' with a checked checkbox, 'Select Country\*' with value 'India', and 'Deviation' with values '10' and '% 100.0'. There is a 'Remarks' field with the value 'HDTV cbgcb'. At the bottom are 'Save' and 'Cancel' buttons.

## Series

Admin can design the Series format for the Master entries like Project, Employee, Advance request etc. Here with the help of Prefix, Postfix & length, admin can design any type of series.



The screenshot shows the 'Series' form. At the top right is a dark blue header with the text 'Series'. Below it is a blue 'Add' button next to a small white input field. The form contains several fields: 'Select Module\*' with value 'Employee', 'Series Name\*' with value 'Employee Series', 'Prefix' with value 'EMP', 'Start Number' with value '1', 'Size/Length' with value '4', 'Postfix' with value 'Postfix', 'Is Active' with a checked checkbox, and 'Remarks' with value 'Remarks'. At the bottom are 'Save' and 'Cancel' buttons.

## Project Stage

Project stage page will show you to wherever you are in this project with help of this menu. Like if you are in the development you can see in this field. And also give the percentage and write remarks in this form.

The screenshot shows a 'Project Stage' form with the following fields and values:

- Add** button
- Project Stage\***: Development
- Is Active**:
- Is Default**:
- Stage Percentage\***: 50
- Remarks**: d\_sc ffghgffol
- Save** and **Cancel** buttons

## Project

Project page will show you to all information of the project in this form. Like project code, project name, name of the project manager, budget, and location, project manager & project in charge in this form and also give the information to actual duration in this form. Also Employee can also be added in this form, like which employee will work in this project by clicking on the Employee tab. You can also view the Availability of the selected employee.

The screenshot shows a 'Project Master' form with the following fields and values:

- Add** button
- Project Code\***: PRJ0006
- Project Name\***: EMS
- Is Active**:
- Parent Project**: Balaji
- General** / **Employee** tabs
- Approx Duration**: 01-Apr-2015 to 30-Apr-2015
- Actual Duration**: 01-Apr-2015 to 25-Apr-2015
- Project Manager\***: Hepil Doshi
- Project Incharge\***: Pratik Thummer
- Project Stage**: Testing (30 %)
- Budget**: Budget
- Location**: Ahmedabad, Gujarat, India
- Deviation**: % Amount
- Remarks**: cde ffrvccd
- Save** and **Cancel** buttons

## Activity

Activity page will show you to which type of activity are you doing. And also write the remarks in this form.

The screenshot shows a web form for adding an activity. The form is titled "Activity Type" in the top right corner. It features a blue "Add" button at the top left. Below it are several input fields: "Activity Name\*" with the value "Database Design", "Is Active" with a checked checkbox, "Is Default" with an unchecked checkbox, and "Remarks" with the value "sfbgv". At the bottom of the form are "Save" and "Cancel" buttons.

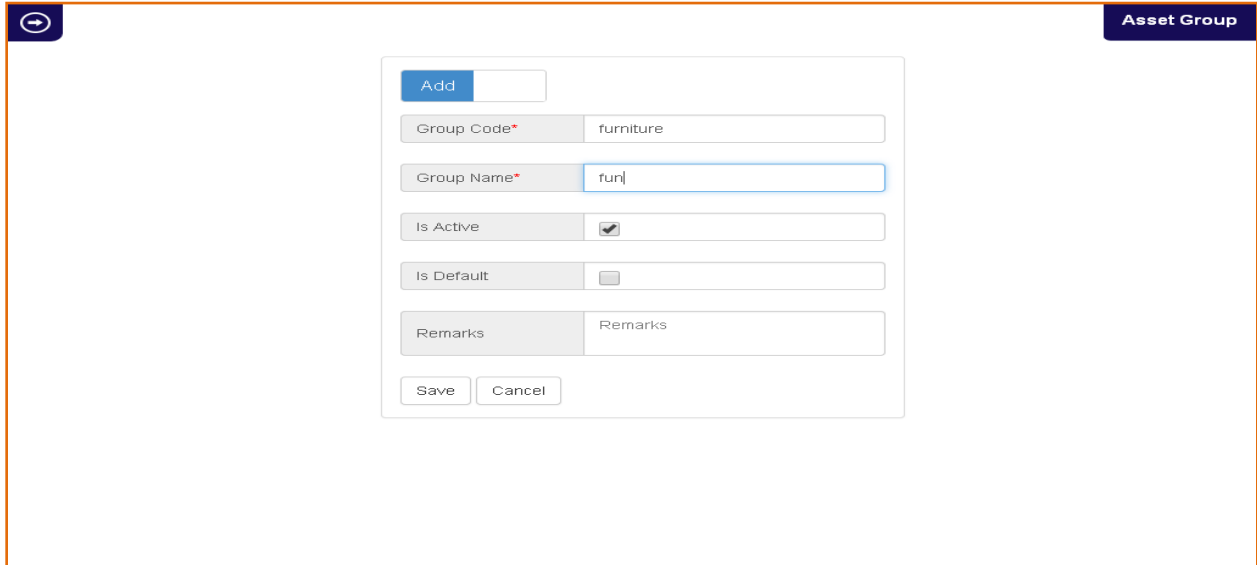
## Question

Question page will allow you to security when you can forget your password then this question will help you.

The screenshot shows a web form for adding a question. The form is titled "Question" in the top right corner. It features a blue "Add" button at the top left. Below it are several input fields: "Question\*" with the value "what is your current city?", "Is Active" with a checked checkbox, "Is Default" with an unchecked checkbox, "Question Type\*" with a dropdown menu set to "Security", and "Remarks" with the value "fgdsdfgmfdsv". At the bottom of the form are "Save" and "Cancel" buttons.

## Asset Group

Asset group will allow you to add new Asset group or update any existing Asset group. And also give the Asset Code.

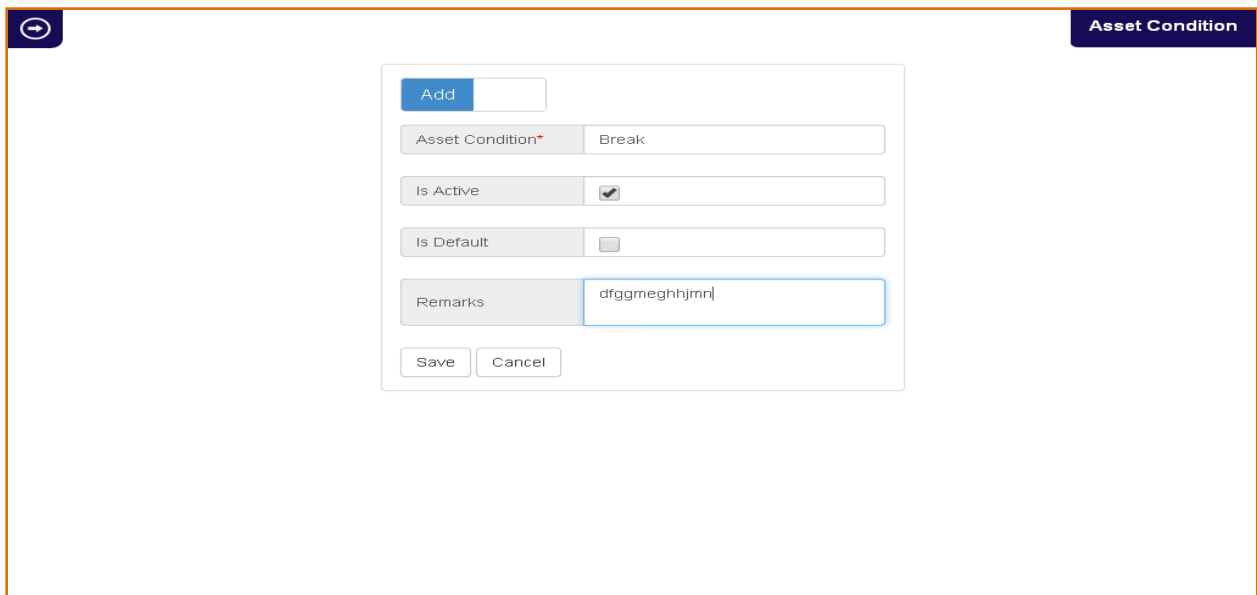


The screenshot shows a web application interface for adding a new Asset Group. The page has a dark blue header with a back arrow icon on the left and the text "Asset Group" on the right. The main content area contains a form with the following fields:

- Add**: A blue button.
- Group Code\***: A text input field containing "furniture".
- Group Name\***: A text input field containing "fun|".
- Is Active**: A checkbox that is checked.
- Is Default**: A checkbox that is unchecked.
- Remarks**: A text input field containing "Remarks".
- Save** and **Cancel**: Two buttons at the bottom of the form.

## Asset Condition

Asset Condition will help you to whenever your asset is Break, working and non-working this all entries doing in this page.

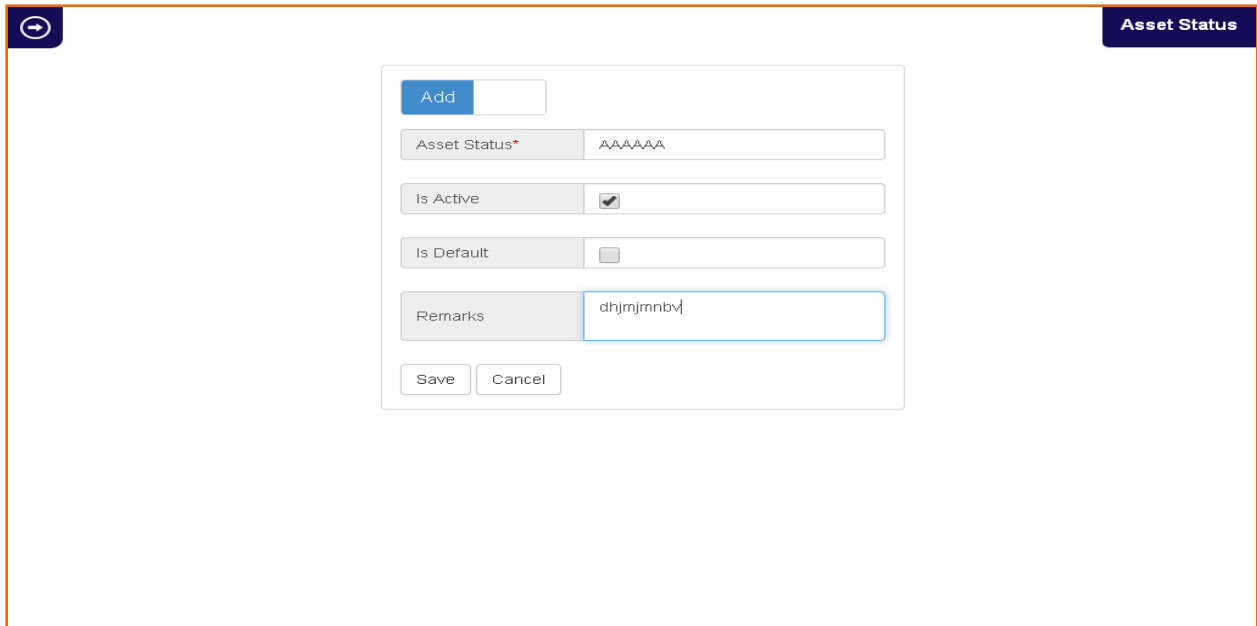


The screenshot shows a web application interface for adding a new Asset Condition. The page has a dark blue header with a back arrow icon on the left and the text "Asset Condition" on the right. The main content area contains a form with the following fields:

- Add**: A blue button.
- Asset Condition\***: A text input field containing "Break".
- Is Active**: A checkbox that is checked.
- Is Default**: A checkbox that is unchecked.
- Remarks**: A text input field containing "dfggmeghhjmn|".
- Save** and **Cancel**: Two buttons at the bottom of the form.

## Asset Status

Asset Status page will helps you to Add Asset status in this form.

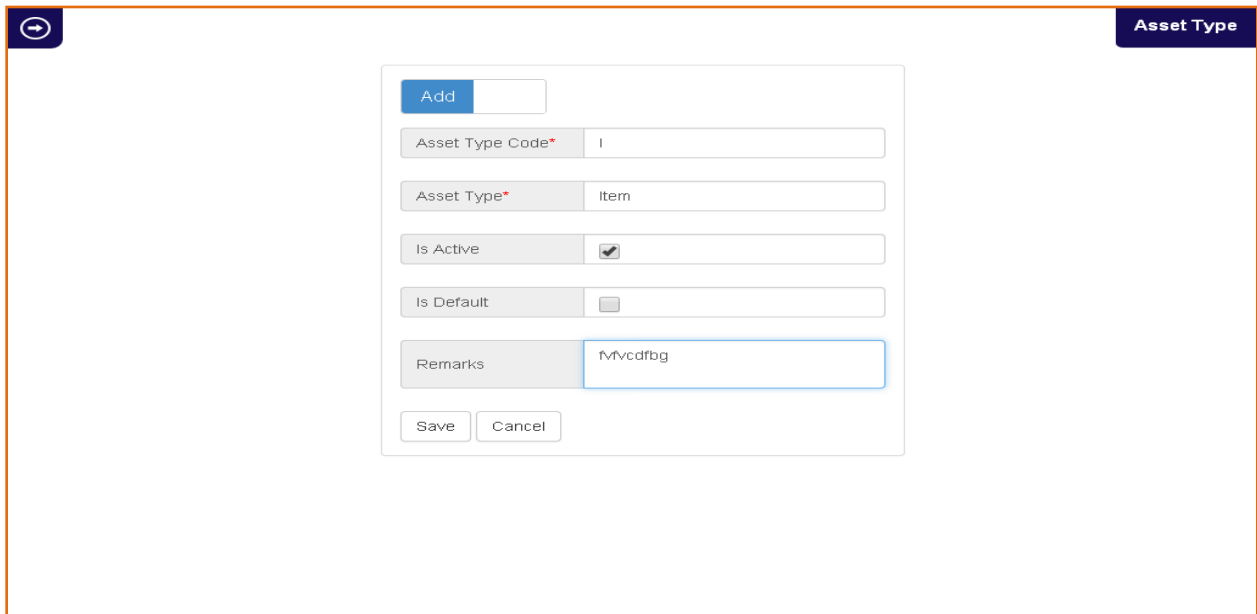


The screenshot shows a web form titled "Asset Status" in the top right corner. The form contains the following fields and controls:

- An "Add" button at the top left of the form area.
- An "Asset Status\*" field with the value "AAAAAA".
- An "Is Active" field with a checked checkbox.
- An "Is Default" field with an unchecked checkbox.
- A "Remarks" field with the value "dhjrmjmbv|".
- "Save" and "Cancel" buttons at the bottom of the form.

## Asset Type

You can add Asset type in this form and also give asset code.

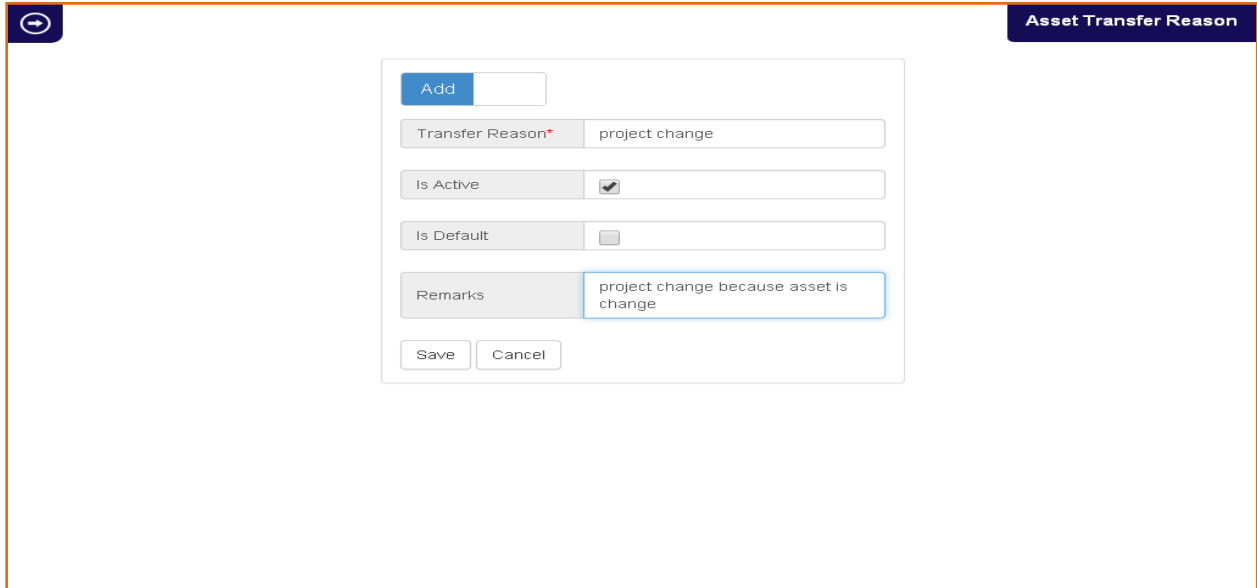


The screenshot shows a web form titled "Asset Type" in the top right corner. The form contains the following fields and controls:

- An "Add" button at the top left of the form area.
- An "Asset Type Code\*" field with the value "I".
- An "Asset Type\*" field with the value "Item".
- An "Is Active" field with a checked checkbox.
- An "Is Default" field with an unchecked checkbox.
- A "Remarks" field with the value "fvcdfbg".
- "Save" and "Cancel" buttons at the bottom of the form.

## Asset Transfer Reason

Asset Transfer Reason page will allow you to when you are transfer the Asset than you have to give the reason. This type of entry will do in this form. And you have to write the remarks in this form.

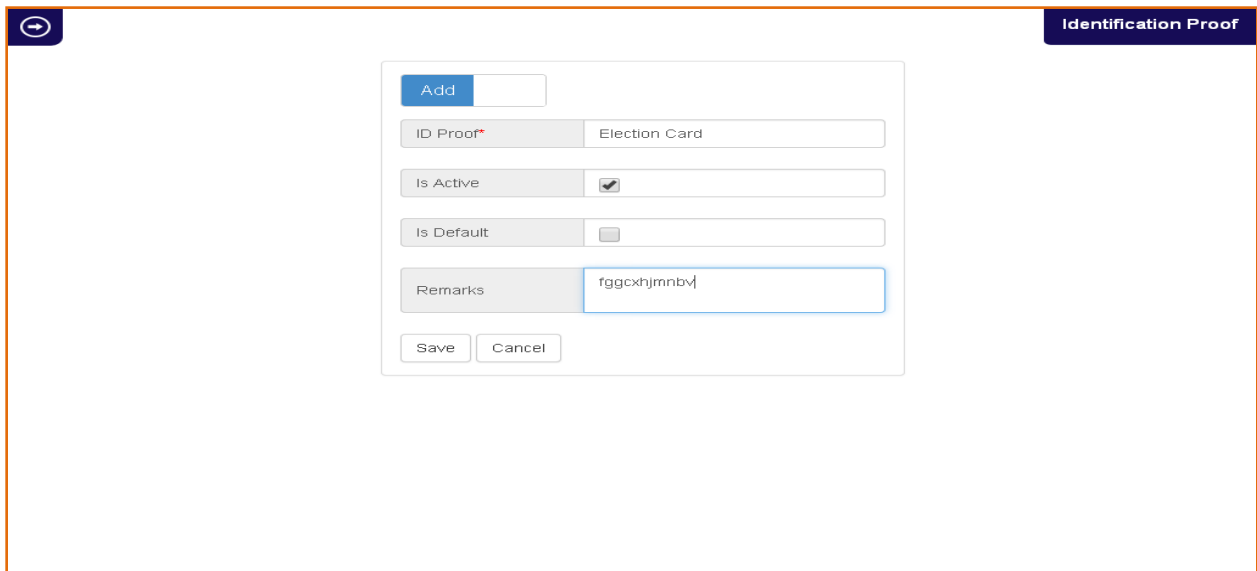


The screenshot shows a web form titled "Asset Transfer Reason" in a dark blue header. The form contains the following fields and controls:

- An "Add" button in a blue box.
- A "Transfer Reason\*" field with the value "project change".
- An "Is Active" field with a checked checkbox.
- An "Is Default" field with an unchecked checkbox.
- A "Remarks" field with the value "project change because asset is change".
- "Save" and "Cancel" buttons at the bottom.

## ID Proof

ID Proof page will helps admin to add new id proof in this form.



The screenshot shows a web form titled "Identification Proof" in a dark blue header. The form contains the following fields and controls:

- An "Add" button in a blue box.
- An "ID Proof\*" field with the value "Election Card".
- An "Is Active" field with a checked checkbox.
- An "Is Default" field with an unchecked checkbox.
- A "Remarks" field with the value "fggcxhjmnbv|".
- "Save" and "Cancel" buttons at the bottom.

## Approval Workflow

Admin can create/update workflow on any module either Advance Request or Expense Entry. Here admin can set the condition and approver.

For ex, if any expense entry amount is < 1000 hen approver is ABC,

AND if any expense entry amount is > 1000 hen approver is XYZ

Etc... Like this admin can decide multiple criteria for approval.

Now based on this approval, approver is able to see the entries to approve the request.

←Approval WorkFlow

Document Code\*

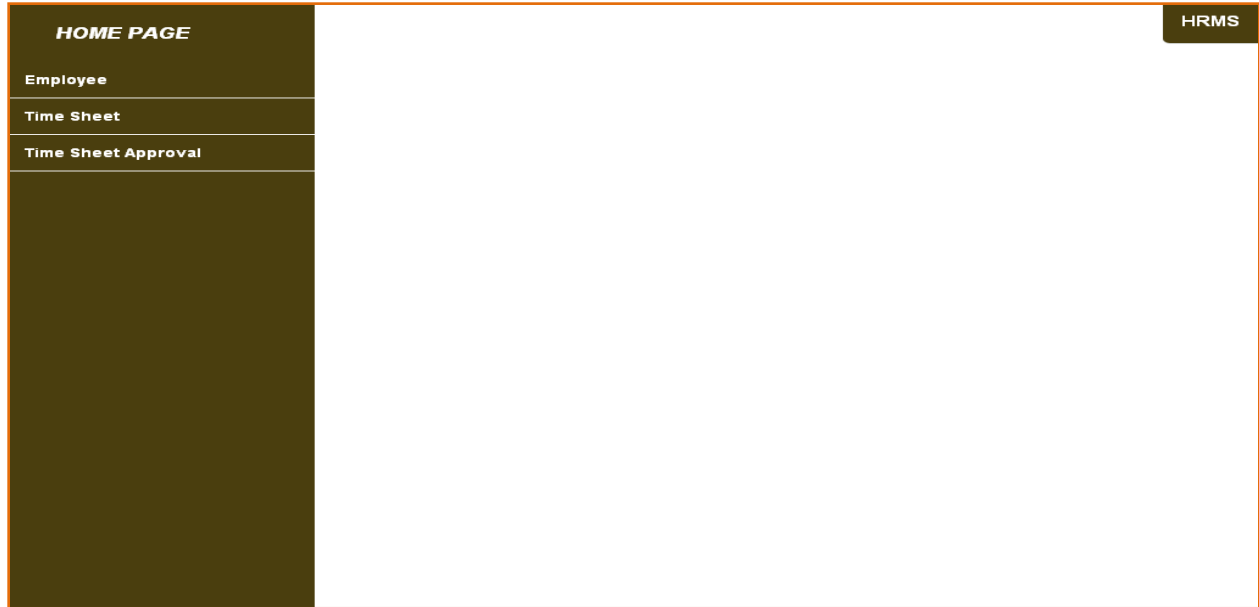
Module\*

Fields	Operator	Value	Condition	Operator	Value	Approver	Condition	Delete
Amou ▼	> ▼	<input type="text" value="0"/>	AND ▼	<= ▼	<input type="text" value="5000"/>	<input type="text" value="EMP0003"/>	THEN ▼	<input type="button" value="Delete"/>
Amou ▼	> ▼	<input type="text" value="0"/>	AND ▼	<= ▼	<input type="text" value="5000"/>	<input type="text" value="EMP0004"/>	FINIS ▼	<input type="button" value="Delete"/>
Amou ▼	> ▼	<input type="text" value="5000"/>	AND ▼	<= ▼	<input type="text" value="2000000C"/>	<input type="text" value="EMP0001"/>	OR ▼	<input type="button" value="Delete"/>
Amou ▼	> ▼	<input type="text" value="5000"/>	AND ▼	<= ▼	<input type="text" value="2000000C"/>	<input type="text" value="EMP0003"/>	THEN ▼	<input type="button" value="Delete"/>
Amou ▼	> ▼	<input type="text" value="5000"/>	AND ▼	<= ▼	<input type="text" value="2000000C"/>	<input type="text" value="EMP0004"/>	FINIS ▼	<input type="button" value="Delete"/>



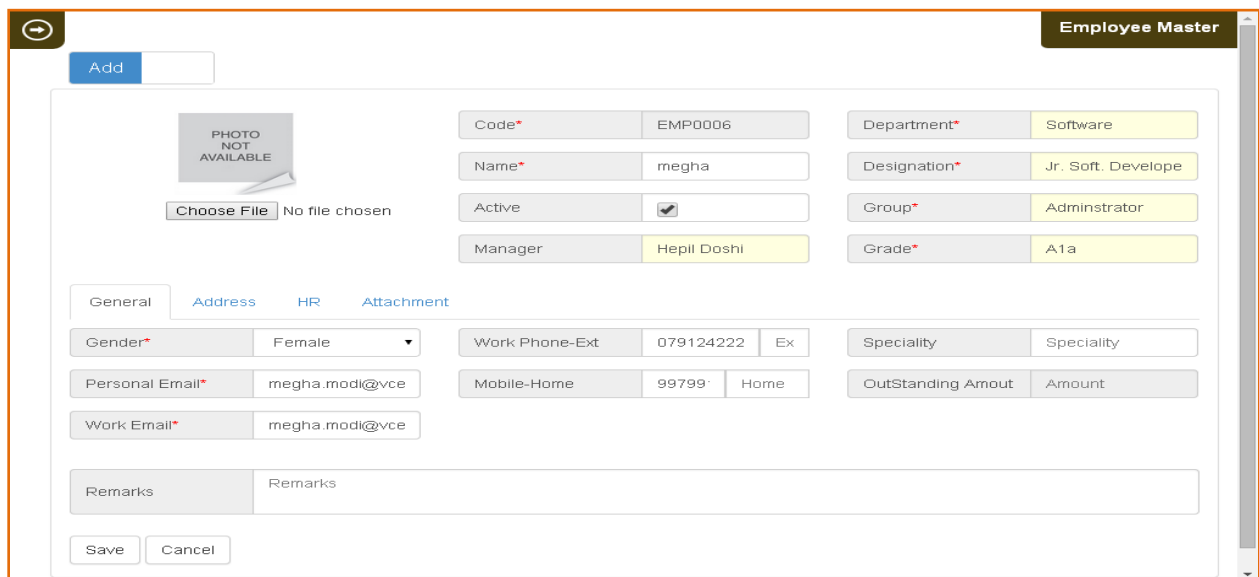
# HRMS

HRMS includes the employee master. It allows you to enter the details of employees and update existing one. Employee master will allow you to enter the details of the new employee or update the information of existing employees. And Time Sheet will allow to you daily fill up the entry and approver will approve the timesheet.



## Employee

Employee master will allow you to enter the details of the new employee or update the information of existing employees. First tab (general) will require the common information about the employee. Employee code will be auto generated.



Second tab (address) will require the information about the employee's present and permanent address.

**Employee Master**

PHOTO NOT AVAILABLE  
Choose File No file chosen

Code*	EMP0006	Department*	Software
Name*	megha	Designation*	Jr. Soft. Develop
Active	<input checked="" type="checkbox"/>	Group*	Adminstrator
Manager	Hepil Doshi	Grade*	A1a

General | **Address** | HR | Attachment

**Present Address** Copy >> **Permanent Address**

Address1*	shubham tenament	Address1	shubham tenament
Address2	sabarmati	Address2	sabarmati
Location (Area)	subhash bridge	Location (Area)	subhash bridge
City*	Ahmedabad	City	Ahmedabad
Pincode	381235	Pincode	381235
State*	Gujarat	State	Gujarat
Country*	India	Country	India

Third tab (HR) will require the information related to HR department as well as other mandatory details also.

**Employee Master**

PHOTO NOT AVAILABLE  
Choose File No file chosen

Code*	EMP0006	Department*	Software
Name*	megha	Designation*	Jr. Soft. Develop
Active	<input checked="" type="checkbox"/>	Group*	Adminstrator
Manager	Hepil Doshi	Grade*	A1a

General | Address | **HR** | Attachment

Birth Date*	10-Mar-2015	Security Question*	What is your petn	ID Proof*	Election Card
Joining Date*	13-Oct-2014	Security Answer	.....	ID Number*	6788765432
BloodGroup*	O+	User Name*	megha	Reliving Date	
		Password*	.....		

Reliving Remarks

Save Cancel

Forth tab (Attachment) is used to attach the documents of the employee.

**Employee Master**

Add

PHOTO NOT AVAILABLE  
Choose File No file chosen

Code\* EMP0006  
Name\* megha  
Active   
Manager Hepil Doshi

Department\* Software  
Designation\* Jr. Soft. Developer  
Group\* Administrator  
Grade\* A1a

General Address HR **Attachment**

Type to Search Subject / Notes

Add Row

Subject	Reminder Date	Notes	File	Delete	Download
degree certificate	31-Jul-2015	DFSGHFHGBV	Choose File N...		

Save Cancel

## Time Sheet

Time Sheet page will allow you to daily work of employee will do in this form and you can also add which project on work you have to entry in this form and remarks is compulsory .If you can't write remarks then this day will be your leave consider. If any expense entry is approved then entry will be done automatically here in the disabled format, also any task entry is done, then also entry will be done automatically in the disabled format.

**Time Sheet**

Employee Code EMP0002  
Employee Name SUPERUSER

Total Days 30  
Leaves 26  
Billable Days 4

Month April  
Year 2015  
Status Open  
Is Submit

Type to Search

Date	Day	Project	Site	Location/Activity	Remarks
01-Apr-2015	Wednesday	balaji		support	
02-Apr-2015	Thursday	EMS		development	
03-Apr-2015	Friday	Vadilal		testing	
04-Apr-2015	Saturday	Search Project			
05-Apr-2015	Sunday	Search Project			Sunday
06-Apr-2015	Monday	Search Project			

## Timesheet Approval

Timesheet Approval page will show you all the timesheets of the subordinate employees. Here also you can view the timesheets based on search criteria. And approver will approve it with the proper decision and remarks.

←Time Sheet Approval

Month\*

Year\*

Status

Generate

Decision\*

Update

Department

Group

Grade

Remarks\*

Type to Search

Select	Details	Emp.Code	Emp Name	Total Days	Leave	Billable Days	Decision	Remarks
--------	---------	----------	----------	------------	-------	---------------	----------	---------

Save  Cancel

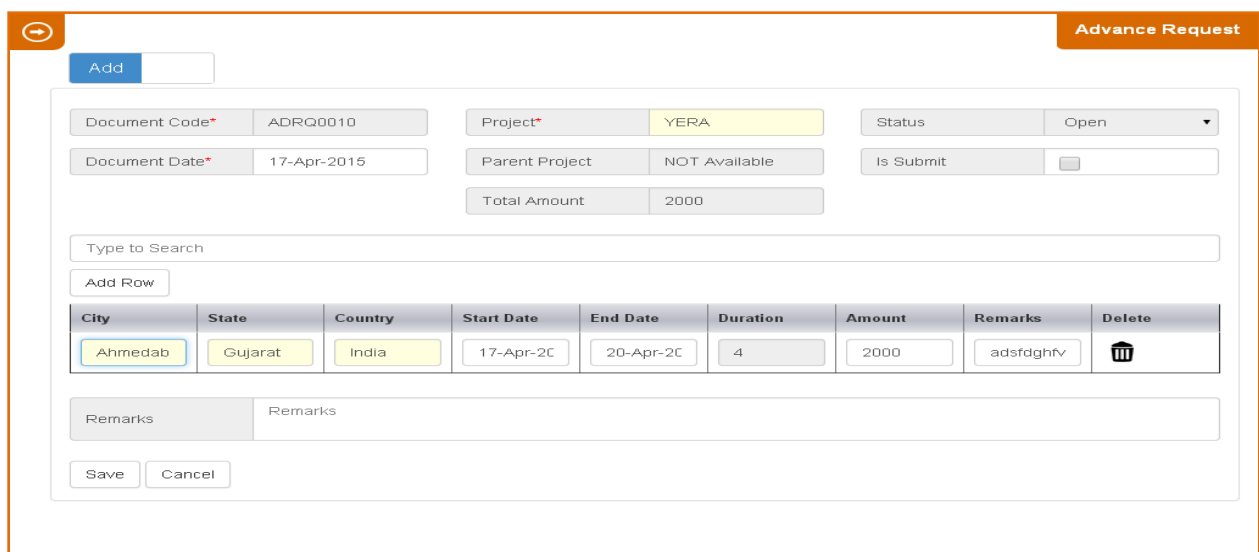
# Travel

Travel module is used to do entry for the employee's advance request & expense entry. When any employee is going to the client side for any project, he has to make entry for his expense using this module.



## Advance Request

Advance Request will used to when any employee will going to the client side for any project then employee do the request for advance payment this form is used for advance payment. And you have to give all details of the project and which city you will go and how many rupees you require. When user will submit the form, then it will be display to the approver based on Approval Workflow, and mail will be sent to the approver so that he may know that any advance request is submitted.



## Advance Approval

Advance Approval page will be used when an employee makes an advance request. This request is shown in this page. If an advance request is not approved, this request will return. This page gives the options: approved, modify, hold, rejected. The Approver can view the details of the request by clicking on the Details image. Here, the Approver will take a proper decision and fill in the remarks corresponding to the entry. When clicking on Submit, the data will be saved & mail will be sent automatically to the requester with the given details.

The screenshot shows the 'Advance Approval' interface. At the top, there is a 'Decision\*' dropdown menu set to 'Approved' and a 'Remarks\*' text field. Below these are 'Update', 'Save', and 'Cancel' buttons. A search bar labeled 'Type to Search' is present above a table of requests.

Select	Details	Emp.Cod e	Emp Name	Emp. OutStand	Project	Parent Project	Duration	Amount	Status	Decision	Remarks
<input checked="" type="checkbox"/>		EMP0005	Sukanya Kabira	-2165.0000	Hello World	EMS	3	1733.0000	InProcess		<input type="text"/>
<input type="checkbox"/>		EMP0005	Sukanya Kabira	-2165.0000	Hello World	EMS	2	1300.0000	InProcess		<input type="text"/>
<input type="checkbox"/>		EMP0005	Sukanya Kabira	-2165.0000	YERA		7	833.0000	InProcess		<input type="text"/>
<input type="checkbox"/>		EMP0004	Hepil Doshi		EMS		3	800.0000	InProcess		<input type="text"/>
<input type="checkbox"/>		EMP0005	Sukanya Kabira	-2165.0000	EMS		11	1300.0000	Open		<input type="text"/>
<input type="checkbox"/>		EMP0005	Sukanya Kabira	-2165.0000	EMS		11	1300.0000	Open		<input type="text"/>

## Expense Entry

Expense Entry page will show you all details of the project which date you have to go, which type of your expense lodging, boarding, travel you fill up in this page. Which mode do you go: bus, train, air, auto, bike, car. This type you select in this page and write the total amount you want to describe.

The screenshot shows the 'Expense Entry' interface. At the top, there is an 'Update' button. Below it are several input fields: 'Document Code\*' (value: 1), 'Expense Amount' (value: 2000), 'Status' (dropdown: Open), 'Document Date\*' (value: 08-Apr-2015), 'OutStanding Amount', and 'Claimable Amount' (value: 2000). A search bar labeled 'Type to Search' is present above an 'Add Row' button.

Type	Project	Site	Date	Mode	Description	Source	Destination	Start Kms	End Kms	Total Kms	Amount	Remarks	Delete
Lod	Balk	Site	17-4		Des	Sou	Des	Star	End	Tot:	200	<input type="text"/>	

Below the table, there is a 'Remarks' text field and a file upload section with 'Select File' and 'Choose File' buttons (No file chosen). At the bottom, there are 'Save' and 'Cancel' buttons.



## Expense Approval

Expense Approval page will show when you request to the expense how many rupees give you to the company this entry have do in this page. Approver can view the details of request by clicking on Details image.

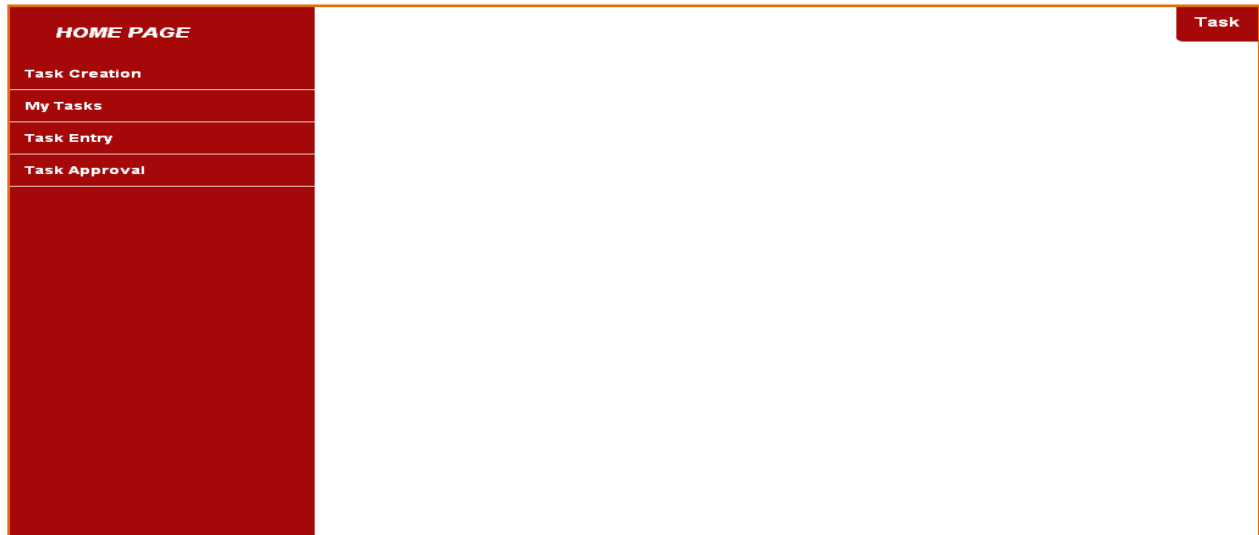
Here approver will take select proper decision and fill the remarks corresponding to the entry. When click on Submit, data will be saved & mail will be send automatically to the requester with the given details.

The interface includes a dropdown menu for 'Decision\*' set to 'Approved' and a text field for 'Remarks\*' containing 'hhjgdfd'. An 'Update' button is located below these fields. A search bar with the placeholder 'Type to Search' is positioned above the table. The table contains 8 rows of expense requests.

Select	Details	Emp.Code	Emp Name	Req. Date	Expense	OutStanding Amt	Claimable	Status	Decision	Remarks
<input checked="" type="checkbox"/>		EMP0003	Pratik Thummer	12-Apr-2015	2250.0000	1000.0000	1250.0000	Open		<input type="text"/>
<input type="checkbox"/>		EMP0005	Sukanya Kabira	13-Apr-2015	3600.0000	-2165.0000	5765.0000	Open		<input type="text"/>
<input type="checkbox"/>		EMP0005	Sukanya Kabira	14-Apr-2015	700.0000	-2165.0000	2865.0000	InProcess		<input type="text"/>
<input type="checkbox"/>		EMP0005	Sukanya Kabira	14-Apr-2015	700.0000	-2165.0000	2865.0000	InProcess		<input type="text"/>
<input type="checkbox"/>		EMP0003	Pratik Thummer	14-Apr-2015	900.0000	1000.0000	-100.0000	InProcess		<input type="text"/>
<input type="checkbox"/>		EMP0005	Sukanya Kabira	03-Apr-2015	2700.0000	-2165.0000	4865.0000	Open		<input type="text"/>
<input type="checkbox"/>		EMP0005	Sukanya Kabira	03-Apr-2015	2700.0000	-2165.0000	4865.0000	Open		<input type="text"/>

# Daily Activity

Daily Activity is a type of module in which employee can do its daily task entry. As well as one employee can create the task for its subordinates, and subordinates can view and make task entry. After submitting the task entry, project manager of the corresponding project will approve its task entry.



## Task Creation

Task Creation page allow you to create task for the day. Manager will assign the task to any user and that user will complete his work based on this task. You have to give details of your employee code employee name which date you have to start the task and how many time you take in this task and remarks entry also in this page.

The screenshot shows the "Task Creation" form. It includes several input fields: "Task Code\*" (TSK0002), "Project\*" (YERA), "Parent Project" (NOT Available), "Subject\*" (dfcxasdvs), "Task Date" (16-Apr-2015), "Start Date" (16-Apr-2015), "End Date" (16-Apr-2015), "Total Days" (1), and "Description" (dbvcfsdghjnbvc). Below these is a search bar and an "Add Row" button. A table displays the task details for employee "Pratik" on "16-Apr".

Emp. Code	Emp Name	Site	Start Date	End Date	Start Time	End Time	Days	Hours	Remarks	Delete
EMP00	Pratik	Site	16-Apr	16-Apr	11:00:	11:00:	1	0.0		

## My Task

Employee can view the task which is assign to him. User can view the task details by clicking on the link, and make the task entry.

The screenshot shows a web interface titled "My Tasks". At the top right, there is a red button labeled "My Tasks". Below the title bar is a search input field with the placeholder text "Type to Search". Below the search field is a table with the following data:

Edit	Task Date	Project	Parent Project	Subject	Description
TSK0001	10-Apr-2015	EMS	N/A.	test subj	test data

## Task Entry

Task Entry page will allow you to do task entry. Which date you start the task and which date you completed task this entry do in this page. Here user can do the task entry corresponding to the assigned task, or he can also do the individual entry. When user will do the entry, it will automatically done entry in the timesheet for the corresponding month-year. When user will submit this, it will go to the approver, (approver will be the project master of the project).

The screenshot shows a web interface titled "Task Entry". At the top right, there is a red button labeled "Task Entry". Below the title bar is an "Add" button. Below the "Add" button is a form with the following fields:

- Task Entry Code\*: TSK0012
- Project\*: Adhishree
- Status: Open
- Site: [Empty]
- Parent Project: EMS
- Is Submit: [Checked]

Below the form is a search input field with the placeholder text "Type to Search". Below the search field is an "Add Row" button. Below the "Add Row" button is a table with the following data:

Activity	Start Date	End Date	Start Time	End Time	Days	Hours	Description	Status	Remarks	Delete
Databa	16-Apr	16-Apr	11:00:0	11:00:0	1	0.0		--		

Below the table are "Save" and "Cancel" buttons.

## Task Approval

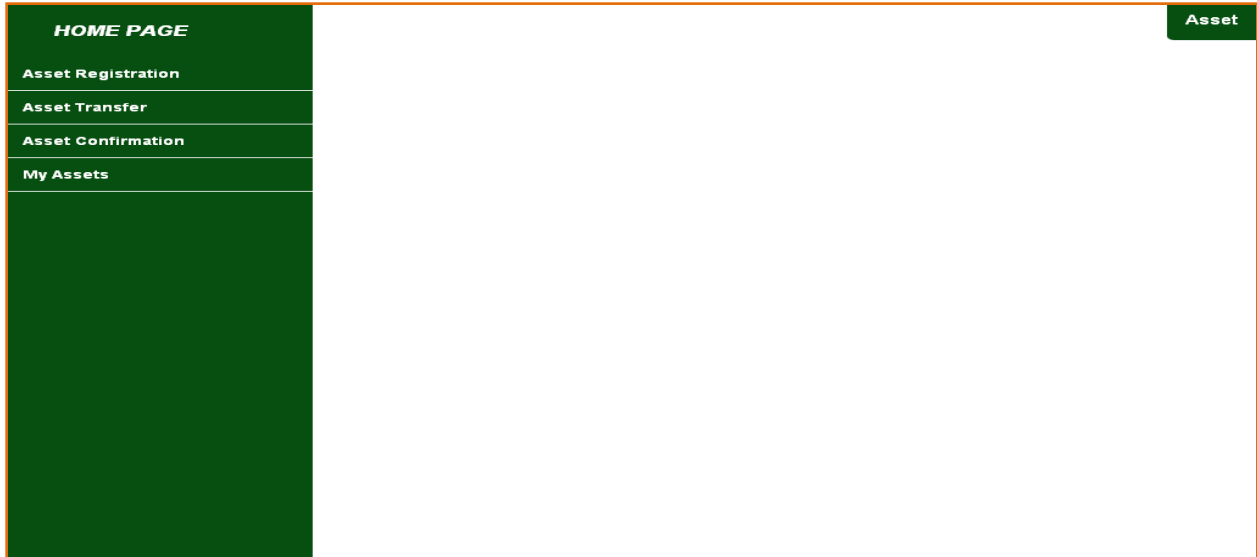
Task Approval page will allow you to when you completed the task then your project manager will approval the task this entry do in this page. Approver can view the details of request by clicking on Details image.

Here approver will take select proper decision and fill the remarks corresponding to the entry. When click on Submit, data will be saved & mail will be send automatically to the requester with the given details.

The screenshot shows a web interface for 'Task Approval'. At the top right, there is a red header with the text 'Task Approval'. Below this, there is a form with two input fields: 'Decision\*' with a dropdown menu showing 'Approved' and 'Remarks\*' with a text input containing 'dfggmnbvdc'. Below these fields are 'Update' and 'Save' buttons. A search bar with the placeholder 'Type to Search' is also present. Below the search bar is a table with the following columns: 'Select', 'Details', 'Emp.Code', 'Emp Name', 'Project', 'Parent Project', 'Status', 'Decision', and 'Remarks'. At the bottom of the form area, there are 'Save' and 'Cancel' buttons.

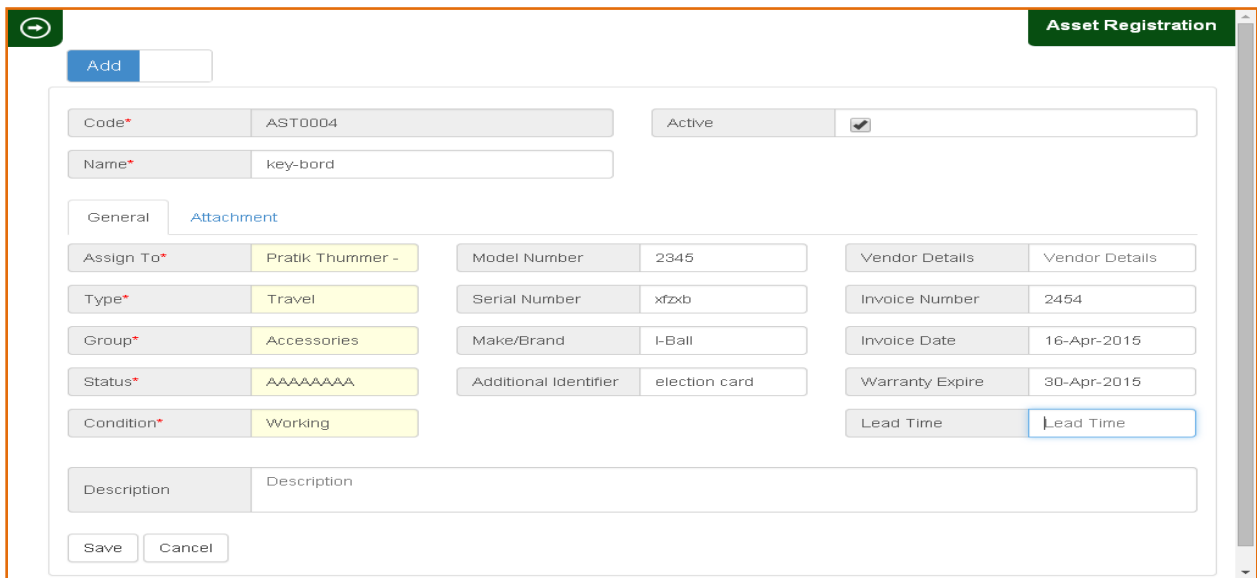
# Assets

Asset module is used to register the assets, assign to any user, and transfer the assets which are currently hold by the user. Also user can confirm the assets which are assign to him or transfer to him. Also he will confirm all assets which are holding by him from My Assets.



## Asset Registration

Asset Registration page will allow admin to register the asset with the necessary information, and its type, group, condition, status etc. and it will be assign to any employee.



Second tab (Attachment) this form will used to attach the asset documents like bill, user manual etc.

The screenshot shows the 'Asset Registration' form with the 'Attachment' tab selected. The form includes fields for 'Code\*' (AST0006) and 'Active' (checked). Below these are tabs for 'General' and 'Attachment'. A search bar is present with the text 'Type to Search Subject / Notes'. An 'Add Row' button is located above a table with columns: Subject, Reminder Date, Notes, File, Delete, and Download. The 'File' column contains a 'Choose File' button. The 'Delete' column has a trash icon, and the 'Download' column has a download icon. 'Save' and 'Cancel' buttons are at the bottom left.

## Asset Transfer

Asset Transfer page will allow you to if you don't have need asset then you can transfer this asset to employee and give the transfer reason, status and select the name of the user, to whom you want to transfer the asset. You can provide the shipping details also if required. Also you can attach the documents if required.

The screenshot shows the 'Asset Transfer' form. It features several input fields: 'Transfer Code\*' (AST-TF0005), 'Asset Code\*' (Search Code), 'Model Number', 'Document Date\*' (16-Apr-2015), 'Asset Name\*', 'Serial Number', 'Make/Brand', and 'Additional Identifier'. Below these are tabs for 'General' and 'Attachment'. The 'General' tab is active, showing fields for 'Transfer To\*' (Sukanya Kabira - EMP0005), 'Status\*' (Search Status), 'Transfer Reason\*' (project change), 'Shipping Criteria', 'Transfer Date' (16-Apr-2015, 11:00:00), 'Docket Number', 'Condition\*' (Search Condition), 'Shipping Date' (02-Apr-2015, 11:00:00), and 'Remarks' (wgrhryjhgrfsdsA). 'Save' and 'Cancel' buttons are at the bottom left.



## Asset Confirmation

Asset confirmation page will display all the assets like which are assigning to him from the asset register or it will be transfer by any other user. Here you can also view all the information about its details by clicking on history icon. Also user can also download the documents which are attached to the asset on the time of registration or on the time of transfer.

Select	Asset Code	Asset Name	Confirm. Date	Confirm Time	Condition	Status	Remarks	Attachment	History
<input type="checkbox"/>	AST0004	Chair	20-Apr-:	11:00:00	Search :	Search :		Choose F	
<input type="checkbox"/>	AST0001	Keyboard	20-Apr-:	11:00:00	Search :	Search :		Choose F	

Save Cancel

## My Assets

My Asset page will display all the assets which are holding by him. (I.e. assets which are currently having to the login employee). Here you can also view all the information about its details by clicking on history icon. Also user can also download the documents which are attached to the asset on the time of registration or on the time of transfer.

Select	Asset Code	Asset Name	Confirm. Date	Confirm Time	Condition	Status	Remarks	Attachment	History
No Rows found.									

Save Cancel

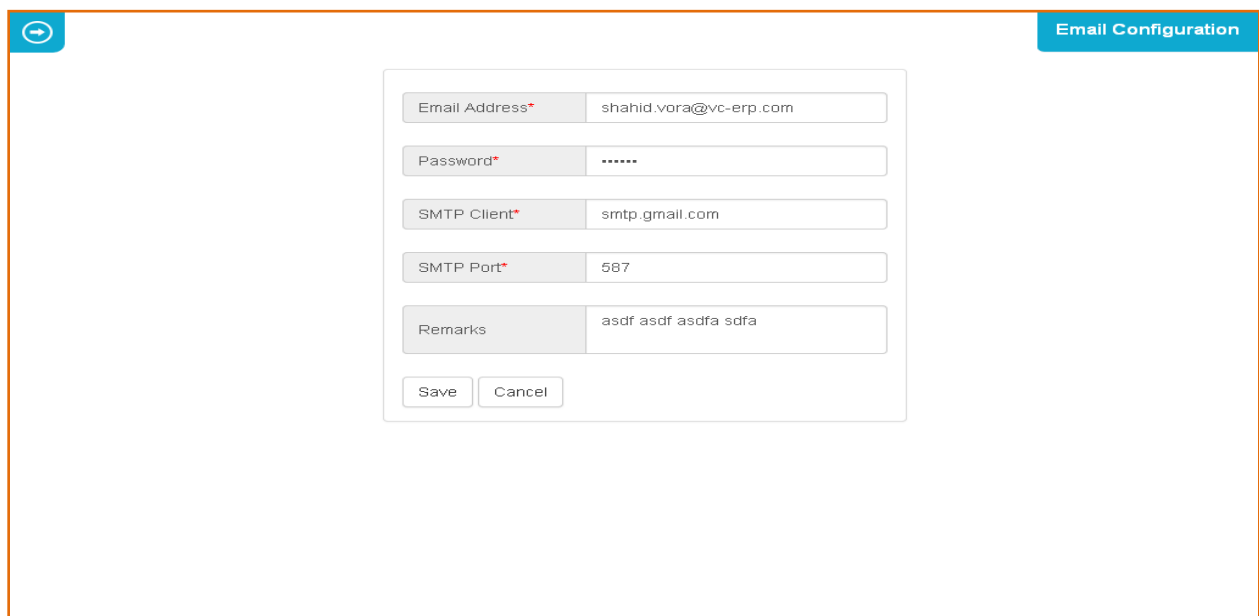
# Utility

Utility module is used to configure system related information. Admin can set the Email Settings, can take Database backup manually, also he can add multiple assets using excel file upload, in the specific format downloaded from the utility module.



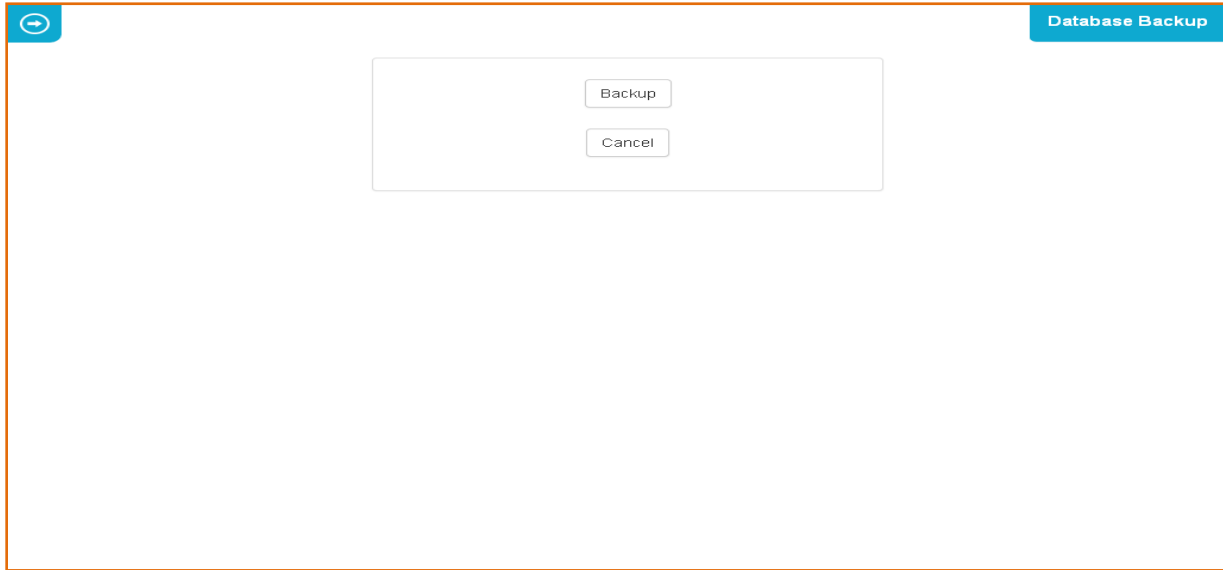
## Email Configuration

Email Configuration page will help you to you set email address in this page and all mail are configure with this mail address. All the emails which are sent by system, it will use this email configuration.



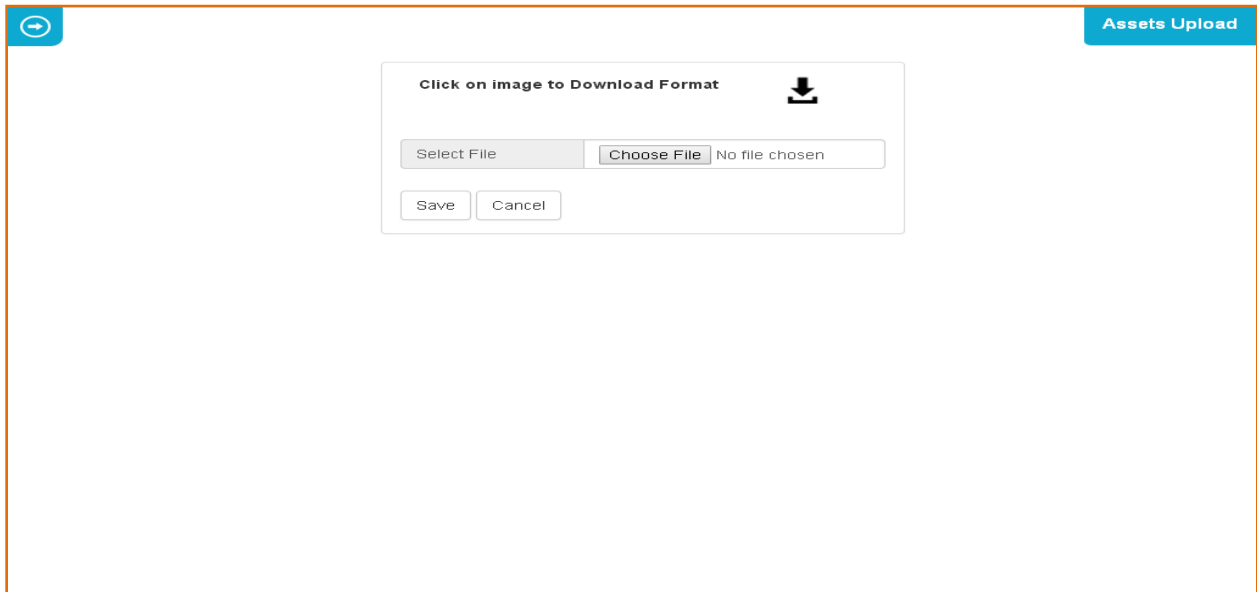
## Database Backup

Database Backup page will allow it take all backup of your database.



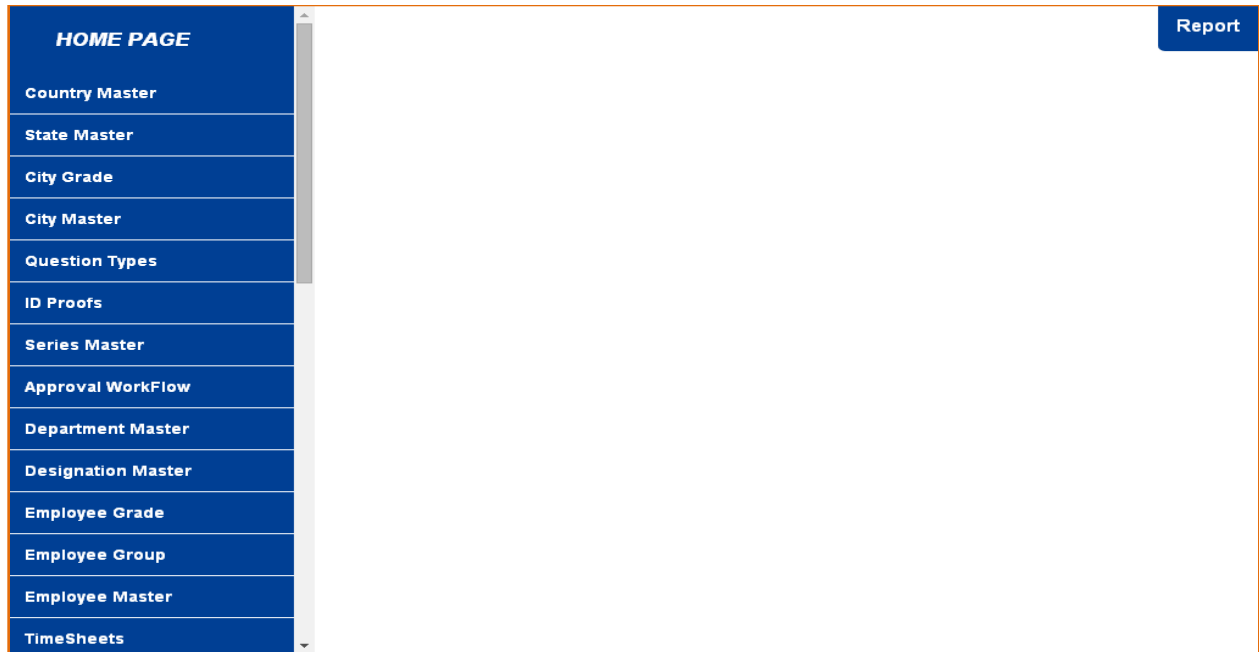
## Assets Upload

Assets Upload master it used to upload the Assets. Also it can add multiple assets using excel file upload in the specific format downloaded from the same page.



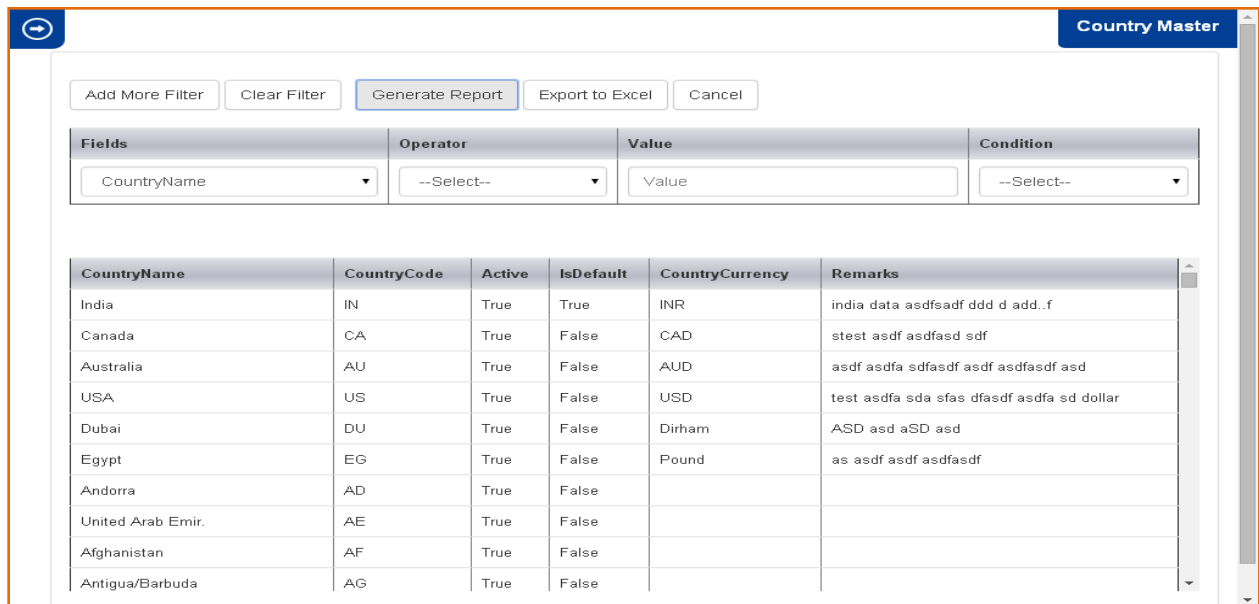
# Report & Analytics

This will show you all the reports which are useful at transaction level as well as master level.



## Country Master

Country Master Report will display all the records with all fields from the Country Master. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table.



## State Master

State Master Report will display all records will all fields from the State Master. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table.

Fields	Operator	Value	Condition
StateName	--Select--	Value	--Select--

StateName	StateCode	CountryName	Remarks	Active	IsDefault
Gujarat	GJ	India		True	True
Maharashtra	MH	India	de sdf asdf asdfasdf asdfasdf	True	False
California	CA	USA	asd fasdf asdf a US State	True	False
New York	NY	USA	Ny state of US asdf asdf	True	False
Kerala	KE	India	asdf aSD asd AS asdf asdf	True	False
Panjab	PB	India	asdf asdf asdfa sdfasdf	True	False
Andhra Pradesh	AP	India		True	False
Assam	AS	India		True	False
Bihar	BH	India		True	False
Chhattisgarh	CG	India		True	False

## City Grade

City Grade Master Report will display all the records will all fields from the City Grade Master. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table.

Fields	Operator	Value	Condition
CityGradeName	--Select--	Value	--Select--

CityGradeName	Remarks	Active	IsDefault
A	First Metro City Grades	True	True
B	Second level metro cities	True	False

## City Master

City Master Report will display all records will all fields from the City Master. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table.

City Master

Add More Filter Clear Filter Generate Report Export to Excel Cancel

Fields	Operator	Value	Condition
CityName	--Select--	Value	--Select--

CityName	CityCode	CityGradeName	StateName	CountryName	Remarks	Active	IsDefault
Ahmedabad	ADI	A	Gujarat	India	test data	True	True
Rajkot	RJ	A	Gujarat	India	as fasdf asdfa	True	False
Surat	ST	B	Gujarat	India	asf dasd fasdfa asdf asdf asdfa sdf	True	False
Vadodara	VD	A	Gujarat	India		True	False
Mumbai	MB	A	Maharashtra	India	metro city added sadfasdfa. a.sdf.as.df	True	False
Pune	PU	B	Maharashtra	India		True	False
Nagpur	NG	A	Maharashtra	India		True	False

## Question Type

Question Type Master Report will display all the records will all fields from the Question Type Master. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table.

Question Types

Add More Filter Clear Filter Generate Report Export to Excel Cancel

Fields	Operator	Value	Condition
QuestionName	--Select--	Value	--Select--

QuestionName	QuestionType	Remarks	Active	IsDefault
What is your petname ?	Security		True	False
What is your Native Place	Security		True	False
Which is your current city ?	Security	asdf asdfasd fasdf asdf asdfasdfasd asdf asdf asdf asdf asdf asd	True	False



## ID Proofs

ID Proofs Master Report will display all the records will all fields from the ID Proofs Master. Also it has 'Export to Excel' functionality for the records displaying in Table.

Fields	Operator	Value	Condition
IDProofName	--Select--	Value	--Select--

IDProofName	Remarks	Active	IsDefault
Passport	passport	True	False
Election Card	asdf asdf asdf	True	False
PAN Card	pan card asdf asdf asdf	True	False
Driving License	driving license	True	False

## Series Master

Series Master Report will display all the records will all fields from the Series Master. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table.

Fields	Operator	Value	Condition
SeriesName	--Select--	Value	--Select--

SeriesName	MenuName	Remarks	Prefix	Postfix	StartNumber	SizeLength	Active
Employee Series	Employee	Employee Series	EMP		1	4	True
Project Series	Project	Project Series	PRJ		1	4	True
Activity Series	Activity	Activity Series	ACT		1	4	True
Advance Request Series	Advance Request	Advance Request Series	ADRQ		1	4	True
Approval Workflow Series	Approval WorkFlow	Approval Workflow Series	APW		1	4	True
ExpenseEntry Series	Expense Entry	ExpenseEntry Series	EXP		1	4	True
Task Creation	Task Creation	Task Creation	TSK		1	4	True
Task Entry	Task Entry	Task Entry	TSKE		1	4	True
Asset Registration	Asset Registration	Asset Registration	AST		1	4	True
Asset Transfer	Asset Transfer	Asset Transfer	AST-TF		1	4	True

## Approval Workflow

Approval Workflow Reports will display all the records from Approval workflow. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table. User can also view the nested records by clicking on View link from the first column of the table.

Fields	Operator	Value	Condition
ApprovalWorkFlowCode	--Select--	Value	--Select--

Details	ApprovalWorkFlowCode	MenuName	Operation	Active
<a href="#">View</a>	APW0001	Advance Request	Any	True
<a href="#">View</a>	APW0002	Expense Entry	Any	True

## Department Master

Department Master Report will display all the records will all fields from the Department Master. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table.

Fields	Operator	Value	Condition
DepartmentName	--Select--	Value	--Select--

DepartmentName	DepartmentCode	Remarks	Active	IsDefault
Administrator	AD	asd fasdf asdfa	True	True
Software	SW	asdf asdf asdf	True	True
ABC	AB	asdf asdf asdfa	True	False
General	-2	General Department	True	False
Sales	1	Sales Department	True	False
Production	2	Production Department	True	False
Accounting	3	Accounting Department	True	False
Service	4	Customer Service	True	False
Purchase	5	Procurement Department	True	False
Logistic	6	Logistic Department	True	False

## Designation Master

Designation Master Report will display all the records will all fields from the Designation Master. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table.

Designation Master

Add More Filter Clear Filter Generate Report Export to Excel Cancel

Fields	Operator	Value	Condition
DesignationName	--Select--	Value	--Select--

DesignationName	DesignationCode	DepartmentName	Remarks	Active	IsDefault
Sr. Software Developer	SSD	Software	asdf asdf asdfas df asdf asd	True	True
Designer	DSG	Software	asdf asdf asdf asdf asdf asdf a	True	False
Tester	TST	Software	tester position asdf asdfa	True	False
Clerk	CLK	Administrator	asdf asdf asdf asd	True	False
Jr. Soft. Developer	JSD	Software	asdf a asdf asdf a	True	False

## Employee Grade

Employee Grade Master Report will display all the records will all fields from the Employee Grade Master. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table.

Employee Grade

Add More Filter Clear Filter Generate Report Export to Excel Cancel

Fields	Operator	Value	Condition
EmpGradeName	--Select--	Value	--Select--

EmpGradeName	GradeCode	Remarks	Active	IsDefault
G1a	GA	asdf asdfa sdf	True	True
A1a	AA	asd fasdf asdf asdfasa sdfa	True	False

## Employee Group

Employee Group Master Report will display all the records with all fields from the Employee Group Master. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table.

Employee Group

Add More Filter Clear Filter Generate Report Export to Excel Cancel

Fields	Operator	Value	Condition
EmpGroupName	--Select--	Value	--Select--

EmpGroupName	GroupCode	Remarks	Active	IsDefault
Administrator	AD	Administrator	True	True
Finance	FN	finance group added	True	False
CFO	1	CFO	True	False

## Employee Master

Employee Master Reports will display all the records from employee Master. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table. User can also view the nested records by clicking on View link from the first column of the table and here also user is able to have 'Export to Excel' functionality.

Employee Master

Add More Filter Clear Filter Generate Report Export to Excel Cancel

Fields	Operator	Value	Condition
Name	--Select--	Value	--Select--

Details	EmpCode	Name	UserName	Gender	BirthDate	JoiningDate	BloodGroup	EmpGroupName	EmpGradeName	Department
<a href="#">View</a>	EMP0003	Pratik Thummer	pratik	M	04-Jun-1985	06-Mar-2015	O+	Administrator	A1a	Software
<a href="#">View</a>	EMP0004	Hepil Doshi	hepil	M	20-Mar-1984	04-Jan-2015	B+	Administrator	G1a	Software
<a href="#">View</a>	EMP0005	Sukanya Kabira	sukanya	F	04-Mar-2015	15-Apr-2015	AB-	CFO	A1a	Software

## Time Sheet

Time Sheet Reports will display all the records from Time Sheet. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table. User can also view the nested records by clicking on View link from the first column of the table.

Fields	Operator	Value	Condition
--Select--	--Select--	Value	--Select--

Details	EmpCode	Name	Year	Month	MonthDays	Leaves	BillableDays	EmpGroupName	EmpGradeName	DesignationName
<a href="#">View</a>	EMP0003	Pratik Thummer	2015	4	30	19	11	Adminstrator	A1a	Sr. Software Developer
<a href="#">View</a>	EMP0004	Hepil Doshi	2015	4	30	25	5	Adminstrator	G1a	Sr. Software Developer
<a href="#">View</a>	EMP0005	Sukanya Kabira	2015	4	30	21	9	CFO	A1a	Sr. Software Developer
<a href="#">View</a>	EMP0005	Sukanya Kabira	2015	6	30	25	5	CFO	A1a	Sr. Software Developer
<a href="#">View</a>	EMP0005	Sukanya Kabira	2015	8	31	19	12	CFO	A1a	Sr. Software Developer
<a href="#">View</a>	EMP0005	Sukanya Kabira	2015	7	31	24	7	CFO	A1a	Sr. Software Developer

## Time Sheet Approval

Time Sheet Approval Reports will display all the records from Time Sheet Approval. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table. User can also view the nested records by clicking on View link from the first column of the table.

Fields	Operator	Value	Condition
--Select--	--Select--	Value	--Select--

Details	EmpCode	Name	Year	Month	Decision	Remarks
<a href="#">View</a>	EMP0005	Sukanya Kabira	2015	4	Modify	asdf asd test 123

## Project Stages

Project Stages Master Report will display all the records will all fields from the Project Stage Master. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table.

The screenshot shows the 'Project Stages' report interface. At the top right, there is a blue header with the text 'Project Stages'. Below the header, there are several buttons: 'Add More Filter', 'Clear Filter', 'Generate Report', 'Export to Excel', and 'Cancel'. Below these buttons is a filter section with four columns: 'Fields', 'Operator', 'Value', and 'Condition'. The 'Fields' column has a dropdown menu with 'ProjectStagePercentage' selected. The 'Operator' column has a dropdown menu with '--Select--' selected. The 'Value' column has a text input field with 'Value' entered. The 'Condition' column has a dropdown menu with '--Select--' selected. Below the filter section is a data table with the following columns: 'ProjectStageName', 'ProjectStagePercentage', 'Remarks', 'Active', and 'IsDefault'. The table contains three rows of data:

ProjectStageName	ProjectStagePercentage	Remarks	Active	IsDefault
Development	50.00	asdf asdf asdfaed f	True	False
Database Design	40.00	database completion	True	False
Testing	30.00	test project data asdf	True	False

## Project Master

Project Master Reports will display all the records from Project Master. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table. User can also view the nested records by clicking on View link from the first column of the table and here also user is able to have 'Export to Excel' functionality.

The screenshot shows the 'Project Master' report interface. At the top right, there is a blue header with the text 'Project Master'. Below the header, there are several buttons: 'Add More Filter', 'Clear Filter', 'Generate Report', 'Export to Excel', and 'Cancel'. Below these buttons is a filter section with four columns: 'Fields', 'Operator', 'Value', and 'Condition'. The 'Fields' column has a dropdown menu with 'ProjectName' selected. The 'Operator' column has a dropdown menu with '--Select--' selected. The 'Value' column has a text input field with 'Value' entered. The 'Condition' column has a dropdown menu with '--Select--' selected. Below the filter section is a data table with the following columns: 'Details', 'ProjectCode', 'ProjectName', 'ApproxStartDate', 'ApproxEndDate', 'ActualStartDate', 'ActualEndDate', 'ProjectStageName', and 'ProjectMana'. The table contains five rows of data:

Details	ProjectCode	ProjectName	ApproxStartDate	ApproxEndDate	ActualStartDate	ActualEndDate	ProjectStageName	ProjectMana
<a href="#">View</a>	PRJ0001	EMS	09-Apr-2015	18-Apr-2015	23-Apr-2015	30-Apr-2015	Database Design	Hepil Doshi
<a href="#">View</a>	PRJ0002	YERA	11-Feb-2015	28-Feb-2015	10-Apr-2015	22-Apr-2015	Development	Hepil Doshi
<a href="#">View</a>	PRJ0003	Balaji	16-Apr-2015	17-Apr-2015	21-Apr-2015	24-Apr-2015	Database Design	Hepil Doshi
<a href="#">View</a>	PRJ0004	Hello World	13-Apr-2015	15-Apr-2015	13-Apr-2015	17-Apr-2015	Development	Hepil Doshi
<a href="#">View</a>	PRJ0005	Adhishree	04-Apr-2015	08-Apr-2015	20-Apr-2015		Database Design	Hepil Doshi

## Advance Request

Advance Request Reports will display all the records from Advance Request. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table. User can also view the nested records by clicking on View link from the first column of the table.

Advance Request

Add More Filter Clear Filter Generate Report Export to Excel Cancel

Fields	Operator	Value	Condition
--Select--	--Select--	Value	--Select--

Details	DocumentNo	DocumentDate	ProjectName	RequestBy	Status	Amount	Remarks	Active
<a href="#">View</a>	ADRQ0001	10-Apr-2015	EMS	Pratik Thummer	Approved	2500.0000	as dfasdf	True
<a href="#">View</a>	ADRQ0002	14-Apr-2015	Hello World	Sukanya Kabira	InProcess	1733.0000	sfasd fasdf asdfa sd	True
<a href="#">View</a>	ADRQ0003	14-Apr-2015	Hello World	Sukanya Kabira	InProcess	1300.0000	s fsd fsadf asd	True
<a href="#">View</a>	ADRQ0004	14-Apr-2015	EMS	Sukanya Kabira	Approved	1100.0000	dfgsdf gsdg	True
<a href="#">View</a>	ADRQ0005	14-Apr-2015	YERA	Sukanya Kabira	InProcess	833.0000	sdfg sdfgsdf	True
<a href="#">View</a>	ADRQ0006	14-Apr-2015	EMS	Sukanya Kabira	Approved	900.0000	asfasd fsad	True
<a href="#">View</a>	ADRQ0007	14-Apr-2015	EMS	Hepil Doshi	InProcess	800.0000	SDFSD	True
<a href="#">View</a>	ADRQ0008	15-Apr-2015	EMS	Sukanya Kabira	Open	1300.0000	sdf asdfasf	True
<a href="#">View</a>	ADRQ0009	15-Apr-2015	EMS	Sukanya Kabira	Open	1300.0000	sdf asdfasf	True
<a href="#">View</a>	ADRQ0010	20-Apr-2015	Balaji	Pratik Thummer	Open	500.0000	a sdf asdf asdf	True

## Advance Request Approval

Advance Request Approval Reports will display all the records from Advance Request Approval. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table. User can also view the nested records by clicking on View link from the first column of the table.

Advance Request Approval

Add More Filter Clear Filter Generate Report Export to Excel Cancel

Fields	Operator	Value	Condition
--Select--	--Select--	Value	--Select--

DocumentNo	DocumentDate	ProjectName	RequestedBy	Amount	Decision	Remarks	Active
ADRQ0001	10-Apr-2015	EMS	Pratik Thummer	2500.0000	Approved	as df asdf asdf	True
ADRQ0004	14-Apr-2015	EMS	Sukanya Kabira	1100.0000	Approved	asdfasdfas test	True
ADRQ0006	14-Apr-2015	EMS	Sukanya Kabira	900.0000	Approved	asdfasdfas test	True

## Expense Type

Expense Type master Report will display all the records from Expense Type Master. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table.

The screenshot shows the 'Expense Types' report interface. At the top right, there is a blue header with the text 'Expense Types'. Below the header, there are five buttons: 'Add More Filter', 'Clear Filter', 'Generate Report', 'Export to Excel', and 'Cancel'. The main area contains a filter section with four columns: 'Fields', 'Operator', 'Value', and 'Condition'. The 'Fields' column has a dropdown menu with 'ExpenseName' selected. The 'Operator' column has a dropdown menu with '--Select--' selected. The 'Value' column has a text input field with 'Value' entered. The 'Condition' column has a dropdown menu with '--Select--' selected. Below the filter section is a table with the following data:

ExpenseName	Remarks	Active	IsDefault
Travel	asdf asdf asdf asdfa sdfasfd	True	False
Lodging & Boarding	asdf asdf a	True	False
Material E.	asdfasfdasd	True	False

## Expense Limit

Expense Type master Report will display all the records from Expense Type Master. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table.

The screenshot shows the 'Expense Limit' report interface. At the top right, there is a blue header with the text 'Expense Limit'. Below the header, there are five buttons: 'Add More Filter', 'Clear Filter', 'Generate Report', 'Export to Excel', and 'Cancel'. The main area contains a filter section with four columns: 'Fields', 'Operator', 'Value', and 'Condition'. The 'Fields' column has a dropdown menu with 'ExpenseLimitCode' selected. The 'Operator' column has a dropdown menu with '--Select--' selected. The 'Value' column has a text input field with 'Value' entered. The 'Condition' column has a dropdown menu with '--Select--' selected. Below the filter section is a table with the following data:

ExpenseLimitCode	ExpenseLimitName	ExpenseName	CityGradeName	CountryName	EmpGradeName	ExpenseLimit	Deviation	Amo
EXPL001	travel allowance	Travel	A	India	G1a	5000.0000	0.1600	800.C
EXPL002	travel allowance123 456	Travel	A	India	A1a	10000.0000	0.0700	700.C



## Expense Entry

Expense Entry Reports will display all the records from Expense Entry. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table. User can also view the nested records by clicking on View link from the first column of the table.

Expense Entries

Add More Filter Clear Filter Generate Report Export to Excel Cancel

Fields	Operator	Value	Condition
<input type="text" value="--Select--"/>	<input type="text" value="--Select--"/>	<input type="text" value="Value"/>	<input type="text" value="--Select--"/>

Details	ExpenseEntryCode	DocumentDate	EmpCode	Name	EmpGroupName	EmpGradeName	DepartmentName	Designation
<a href="#">View</a>	EXP0001	10-Apr-2015	EMP0003	Pratik Thummer	Adminstrator	A1a	Software	Sr. Software Developer
<a href="#">View</a>	EXP0002	12-Apr-2015	EMP0005	Sukanya Kabira	CFO	A1a	Software	Sr. Software Developer
<a href="#">View</a>	EXP0003	18-Apr-2015	EMP0003	Pratik Thummer	Adminstrator	A1a	Software	Sr. Software Developer
<a href="#">View</a>	EXP0004	13-Apr-2015	EMP0005	Sukanya Kabira	CFO	A1a	Software	Sr. Software Developer
<a href="#">View</a>	EXP0005	14-Apr-2015	EMP0005	Sukanya Kabira	CFO	A1a	Software	Sr. Software Developer
<a href="#">View</a>	EXP0006	14-Apr-2015	EMP0005	Sukanya Kabira	CFO	A1a	Software	Sr. Software Developer

## Expense Entry Approval

Expense Entry Approval Reports will display all the records from Expense Entry. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table. User can also view the nested records by clicking on View link from the first column of the table.

Expense Entry Approval

Add More Filter Clear Filter Generate Report Export to Excel Cancel

Fields	Operator	Value	Condition
<input type="text" value="--Select--"/>	<input type="text" value="--Select--"/>	<input type="text" value="Value"/>	<input type="text" value="--Select--"/>

Details	ExpenseEntryCode	DocumentDate	EmpCode	Name	Amount	Decision	Remarks
<a href="#">View</a>	EXP0001	10-Apr-2015	EMP0003	Pratik Thummer	1500.0000	Approved	sadf asdf 222 asd test asdfasdt
<a href="#">View</a>	EXP0002	12-Apr-2015	EMP0005	Sukanya Kabira	2500.0000	Approved	asdfasdfas test
<a href="#">View</a>	EXP0005	14-Apr-2015	EMP0005	Sukanya Kabira	500.0000	Approved	asdfasdfas test
<a href="#">View</a>	EXP0011	15-Apr-2015	EMP0005	Sukanya Kabira	1165.0000	Approved	asdfasdfas

## Activity Master

Activity Master Report will display all the records with all fields from the Activity Master. Also it has 'Export to Excel' functionality for the records displaying in Table.

Fields	Operator	Value	Condition
ActivityName	--Select--	Value	--Select--

ActivityName	Remarks	Active	IsDefault
Development	test development ww vss	True	False
Database Design	db designa vsfasdf as	True	False
Testing	projeket testing	True	False

## Task

Task Reports will display all the records from Task. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table. User can also view the nested records by clicking on View link from the first column of the table.

Fields	Operator	Value	Condition
--Select--	--Select--	Value	--Select--

Details	TaskCode	TaskDate	ProjectName	Subject	Description	StartDate	StartTime	EndDate	EndTime	DurationDays	DurationHo
<a href="#">View</a>	TSK0001	10-Apr-2015	EMS	test subj	test data	08-Apr-2015	09:00:00	09-Apr-2015	10:00:00	2	25.0
<a href="#">View</a>	TSK0002	20-Apr-2015	Adhishree	test subj	as dfasd asdf asdfas	20-Apr-2015	09:00:00	20-Apr-2015	09:00:00	1	0.0
<a href="#">View</a>	TSK0003	20-Apr-2015	Adhishree	test wwv test	ghndfghdfg	20-Apr-2015	10:00:00	20-Apr-2015	10:00:00	1	0.0

## Task Entry

Task Entry Reports will display all the records from Task. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table. User can also view the nested records by clicking on View link from the first column of the table.

Fields	Operator	Value	Condition
--Select--	--Select--	Value	--Select--

Details	TaskEntryCode	CreatedDate	ProjectName	Site	TaskCode	TaskDate	Status	Name	Active
<a href="#">View</a>	TSKE0001	10-Apr-2015	EMS	Ahmedabad			Approved	Pratik Thummer	True
<a href="#">View</a>	TSKE0002	10-Apr-2015	YERA	Ahmedabad			Approved	Pratik Thummer	True
<a href="#">View</a>	TSKE0003	13-Apr-2015	Hello World	Ahmedabad			Open	Sukanya Kabira	True
<a href="#">View</a>	TSKE0004	14-Apr-2015	Balaji	Mumbai			InProcess	Sukanya Kabira	True
<a href="#">View</a>	TSKE0005	14-Apr-2015	Balaji	Mumbai			InProcess	Sukanya Kabira	True
<a href="#">View</a>	TSKE0006	14-Apr-2015	Hello World	Ahmedabad			InProcess	Sukanya Kabira	True
<a href="#">View</a>	TSKE0007	14-Apr-2015	EMS	Mumbai			InProcess	Pratik	True

## Task Entry Approvals

Task Entry Approval Reports will display all the records from Task Entry Approval. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table. User can also view the nested records by clicking on View link from the first column of the table.

Fields	Operator	Value	Condition
--Select--	--Select--	Value	--Select--

Details	TaskEntryCode	Name	Decision	Remarks
<a href="#">View</a>	TSKE0001	Pratik Thummer	Approved	asdfasdfs
<a href="#">View</a>	TSKE0002	Pratik Thummer	Approved	asdfasdfs
<a href="#">View</a>	TSKE0009	Sukanya Kabira	Approved	asdfasdfs
<a href="#">View</a>	TSKE0010	Sukanya Kabira	Approved	as dfa sd fa
<a href="#">View</a>	TSKE0008	Sukanya Kabira	Approved	asdfasdfs test

## Asset Group

Asset Group Master Report will display all the records will all fields from the Asset Group Master. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table.

Fields	Operator	Value	Condition
AssetGroupName	--Select--	Value	--Select--

AssetGroupName	AssetGroupCode	Remarks	Active	IsDefault
Furniture	FUN	furniture group added asdf asdfa sdf asdfasdf	True	False
Computer	CMP	asd fasdf asdf asdfa s	True	False
Items	100		True	False
J.B. Printers	101		True	False
Rainbow Printers	102		True	False
Accessories	103		True	False
Servers	104		True	False
PC	105		True	False
Storage	106		True	False
FG_FAST FOOD	107		True	False

## Asset Condition

Asset Condition Master Report will display all the records will all fields from the Asset Condition Master. Also it has 'Export to Excel' functionality for the records displaying in Table.

Fields	Operator	Value	Condition
AssetConditionName	--Select--	Value	--Select--

AssetConditionName	Remarks	Active	IsDefault
Working	asdf asdf asdfa asdf asdf asdf asdf	True	False
Brake	a sasdf asdf asdf asdf	True	False
Non-Working	not working condition, and not brake.	True	False

## Asset Status

Asset Status Master Report will display all the records will all fields from the Asset Status Master. Also it has 'Export to Excel' functionality for the records displaying in Table.

AssetStatusName	Remarks	Active	IsDefault
AAAAAAA	asdf asdf asdf asdf asdf asdf asdf	True	False
BBBBBB	as dfasd fasdf asd	True	False
CCCCC	as dfasd fasdf asdf	True	False

## Asset Types

Asset Types Master Report will display all the records will all fields from the Asset Types Master. Also it has 'Export to Excel' functionality for the records displaying in Table.

AssetTypeName	AssetTypeCode	Remarks	Active	IsDefault
Labor	L	Labor	True	False
Items	I	Item	True	False
Travel	T	Travel	True	False

## Asset Transfer Reason

Asset Transfer Reason Master Report will display all the records will all fields from the Asset Transfer Reason Master. Also it has 'Export to Excel' functionality for the records displaying in Table.

Fields	Operator	Value	Condition
AssetTransferReasonName	--Select--	Value	--Select--

AssetTransferReasonName	Remarks	Active	IsDefault
test1123 4444	sad fasd fasdf asdf asdfa sdfasdf 444444	True	False
project change	project change so asset change	True	False
seating change	seating arnrgment changes	True	False

## Asset Registrations

Asset Registration Reports will display all the records from Asset Registrations. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table. User can also view the nested records by clicking on View link from the first column of the table.

Fields	Operator	Value	Condition
--Select--	--Select--	Value	--Select--

Details	AssetCode	AssetName	AssetTypeName	AssetGroupName	AssetConditionName	AssetStatusName	Brand	ModelNumber
<a href="#">View</a>	AST0001	Keyboard	Items	Accessories	Working	AAAAAAAA		
<a href="#">View</a>	AST0002	Mouse	Items	Accessories	Non-Working	AAAAAAAA	HP	HP-2342
<a href="#">View</a>	AST0003	Table	Labor	Computer	Non-Working	BBBBBB		
<a href="#">View</a>	AST0004	Chair	Items	Computer	Working	BBBBBB	asdaSD	sd234
<a href="#">View</a>	AST0005	Scanner	Items	Computer	Non-Working	BBBBBB	Canon	HP-AA8786

## Asset Transfers

Asset Transfers Reports will display all the records from Asset Transfers. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table. User can also view the nested records by clicking on View link from the first column of the table.

Fields	Operator	Value	Condition
--Select--	--Select--	Value	--Select--

Details	AssetTransferCode	AssetTransferDate	AssetName	TransferBy	TransferTo	TransferDate	TransferTime	AssetTransferReason
<a href="#">View</a>	AST-TF0001	10-Apr-2015	Keyboard	Hepil Doshi	Pratik Thummer	10-Apr-2015	11:30:00	project change
<a href="#">View</a>	AST-TF0002	12-Apr-2015	Table	Pratik Thummer	Sukanya Kabira	12-Apr-2015	17:00:00	project change
<a href="#">View</a>	AST-TF0003	14-Apr-2015	Mouse	Hepil Doshi	Pratik Thummer	14-Apr-2015	17:00:00	test1123 4444
<a href="#">View</a>	AST-TF0004	16-Apr-2015	Mouse	Pratik Thummer	Sukanya Kabira	16-Apr-2015	10:00:00	project change
<a href="#">View</a>	AST-TF0005	16-Apr-2015	Mouse	Sukanya Kabira	Pratik Thummer	16-Apr-2015	11:00:00	project change
<a href="#">View</a>	AST-TF0006	16-Apr-2015	Mouse	Pratik Thummer	Hepil Doshi	16-Apr-2015	12:00:00	test1123 4444

## Asset Confirmation

Asset Confirmation Reports will display all the records from Asset Confirmation. Also you can give the filter criteria from the header of the report page. Also it has 'Export to Excel' functionality for the records displaying in Table. User can also view the nested records by clicking on View link from the first column of the table.

Fields	Operator	Value	Condition
--Select--	--Select--	Value	--Select--

Details	AssetCode	AssetName	ConfirmDate	ConfirmTime	ConfirmBy	AssetConditionName	AssetStatusName	Remarks
<a href="#">View</a>	AST0001	Keyboard	10-Apr-2015	09:30:00	Hepil Doshi	Non-Working	BBBBB	xcv
<a href="#">View</a>	AST0002	Mouse	10-Apr-2015	09:30:00	Hepil Doshi	Non-Working	AAAAAAAAA	asdf
<a href="#">View</a>	AST0003	Table	12-Apr-2015	17:00:00	Pratik Thummer	Non-Working	BBBBB	
<a href="#">View</a>	AST0003	Table	13-Apr-2015	09:00:00	Pratik Thummer	Working	CCCCC	asdfsdfas test
<a href="#">View</a>	AST0002	Mouse	04-Sep-2015	16:00:00	Hepil Doshi	Non-Working	BBBBB	sdf asdf
<a href="#">View</a>	AST0002	Mouse	09-Apr-2015	16:00:00	Hepil Doshi	Non-Working	AAAAAAAAA	asdf
<a href="#">View</a>	AST0002	Mouse	16-Apr-2015	10:00:00	Pratik Thummer	Working	BBBBB	sdf asdf
<a href="#">View</a>	AST0002	Mouse	16-Apr-2015	11:00:00	Sukanya Kabira	Non-Working	BBBBB	sdf asdf

# Thank you