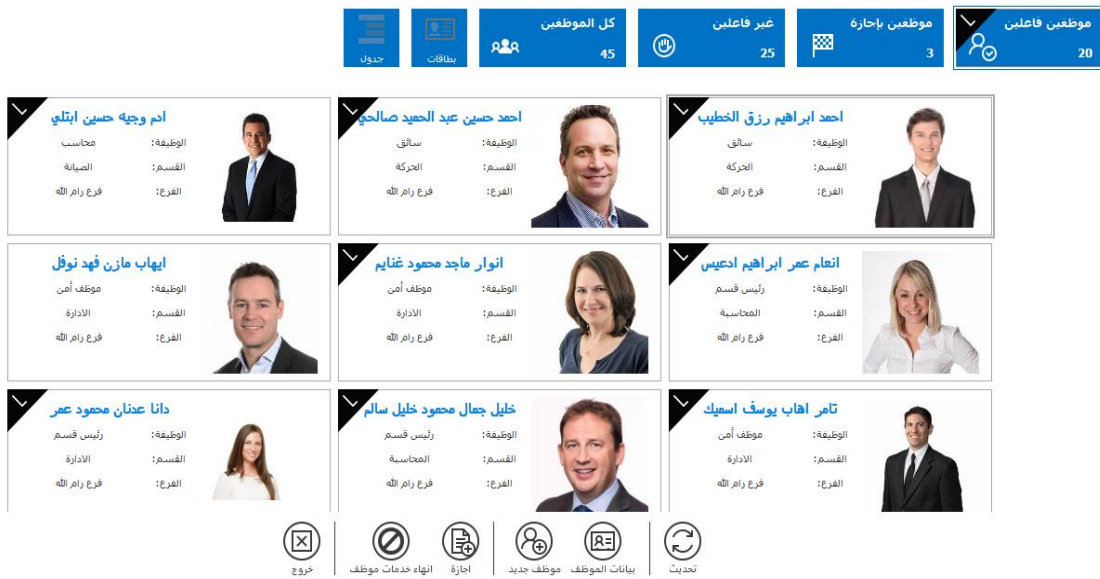


Time attendance, payroll, archiving and Self-Service system

General features of the system:

- The system works under a Windows environment based on the .Net. programming language
- The System is Client \ Server application
- MS SQL Server database
- Arabic\English
- Multi-user and multi-authorization.
- Exporting reports to different formats, such as, Excel, PDF, Word, image, text, and sending them easily via e-mail through the system

3.Screen shots\ Arabic English



كل الموظفين 45

غير فاعلين 25

موظفين بإجازة 3

موظفين فاعلين 20

احمد وجيه حسين ابنتلي
الوظيفة: محاسب
القسم: الضيافة
الفرع: فرع رام الله

احمد حسين عبد الحميد صالح
الوظيفة: سائق
القسم: الحركة
الفرع: فرع رام الله

احمد ابراهيم رزق الخطيب
الوظيفة: سائق
القسم: الحركة
الفرع: فرع رام الله

ايهاب مازن فهد نوفل
الوظيفة: موظف أمن
القسم: الادارة
الفرع: فرع رام الله

انوار ماجد محمود غنايم
الوظيفة: موظف أمن
القسم: الادارة
الفرع: فرع رام الله

اتعام عمر ابراهيم ادعيس
الوظيفة: رئيس قسم
القسم: المحاسبية
الفرع: فرع رام الله

دانا عدنان محمود عمر
الوظيفة: رئيس قسم
القسم: الادارة
الفرع: فرع رام الله

خليل جمال محمود خليل سالم
الوظيفة: رئيس قسم
القسم: المحاسبية
الفرع: فرع رام الله

تامر اهاب يوسف اسميك
الوظيفة: موظف أمن
القسم: الادارة
الفرع: فرع رام الله

خروج

انهاء خدمات موظف

اجازة

موظف جديد

بيانات الموظف

تحديث

كل الموظفين 45
غير فاعلين 25
موظفين بإحتارة 3
موظفين فاعلين 20

الحالة	سنوات الخدمة	الفرع	الدائرة	الوظيفة	رقم الموبايل	الموظف	الرقم الوظيفي
=	6 سنة و 0 شهر	فرع رام الله	الحركة	سائق	0598415263	احمد ابراهيم رزق الخطيب	2
فعال	11 سنة و 11 شهر	فرع رام الله	الحركة	سائق	0598117501	احمد حسين عبد الحميد صالح	3
فعال	5 سنة و 11 شهر	فرع رام الله	الصيانة	محاسب	0599635874	ادم وحيه حسين ابىلى	4
فعال	12 سنة و 11 شهر	فرع رام الله	المحاسبة	رئيس قسم	0597505020	انعام عمر ابراهيم ادعيس	6
فعال	13 سنة و 11 شهر	فرع رام الله	الادارة	موظف أمن	0598412536	انوار ماحد محمود غنايم	7
محجاز	14 سنة و 11 شهر	فرع رام الله	الادارة	موظف أمن	0599635241	ابيهاب مازن فهد نوفل	8
فعال	15 سنة و 11 شهر	فرع رام الله	الادارة	موظف أمن	0599951357	تامر اهاب يوسف اسميك	9
فعال	16 سنة و 11 شهر	فرع رام الله	المحاسبة	رئيس قسم	0599852147	خليل جمال محمود خليل سالم	10
فعال	17 سنة و 11 شهر	فرع رام الله	الادارة	رئيس قسم	0569852145	دانا عدنان محمود عمر	11
فعال	18 سنة و 11 شهر	فرع رام الله	الصيانة	محاسب	0569851247	رينس احمد صالح ابو شريفة	12
فعال	19 سنة و 11 شهر	فرع رام الله	الصيانة	محاسب	0598412563	ساحدة مازن حسين شحادة	13


خروج
انهاء خدمات موظف
اجارة
موظف جديد
بيانات الموظف
تحديث

Employee profile:

Employee Data
Save F3
New F6

Active **Osama Mohammad** Employee 1

Basic Information
Contact Information
Job Information
Salary Information
Vacation
Document
Employee Custody



Gender: Male

Identity Card: 987868768

Birth Data: 06-04-1985

Marital Status: Married

Total Childrens: 4

Has Driving License

Expiry Date: 05-04-2021

Calculation Policy: FixedSalary

Calendar x Employee Shift Plan x Attendant Shift Report x

Report Options

Osama Mohammad

From 01-07-2021 To 31-07-2021

Department Branch Position

Active Employees Only

Detailed Grouped

Group By Employee Name

Report Options

Allowance is considered

Attendance Period =0 in Vacation Day

Vacation on Off Day if included in Vacation

Show Overtime Leaves Details

Auto Fit

Show Attendance Data

الموظفين الذين لهم حركات فقط

Add Vacation

Date	Day	Edit	Att. Status	From	To	Rest	Required Period	From	To	Period	Net Attendance Hours	Before Att.	After Att.	Total Overtime
14-07-2021	Wednesday		Attendance	09:00	19:00	0	10:00	08:04	17:08	09:04	07:12	00:00		00:00
15-07-2021	Thursday		Absents	09:00	19:00	0	10:00				00:00			
16-07-2021	Friday		Holidays	00:00	00:00	0	00:00				00:00			
17-07-2021	Saturday		Attendance	09:00	19:00	0	00:00	13:10	13:10	00:00	22:33	00:00		00:00
18-07-2021	Sunday		Attendance	09:00	19:00	0	00:00	13:19	13:19	00:00	-00:00	00:00		00:00
19-07-2021	Monday			09:00	19:00	0	00:00				00:00			
20-07-2021	Tuesday			09:00	19:00	0	00:00				00:00			
21-07-2021	Wednesday		Absents	09:00	19:00	0	10:00				00:00			
22-07-2021	Thursday		Absents	09:00	19:00	0	10:00				00:00			
23-07-2021	Friday		Holidays	00:00	00:00	0	00:00				00:00			
24-07-2021	Saturday		Absents	09:00	19:00	0	10:00				00:00			
25-07-2021	Sunday		Absents	09:00	19:00	0	10:00				00:00			
26-07-2021	Monday		Absents	09:00	19:00	0	10:00				00:00			
27-07-2021	Tuesday		Absents	09:00	19:00	0	10:00				00:00			
28-07-2021	Wednesday		Absents	09:00	19:00	0	10:00				00:00			
29-07-2021	Thursday		Absents	09:00	19:00	0	10:00				00:00			
30-07-2021	Friday		Holidays	00:00	00:00	0	00:00				00:00			
31-07-2021	Saturday		Trans. Error	09:00	19:00	0	10:00		02:13		00:00			
						0	220:0			22:4	42:45	0:0	6:0	
Period 31				Attendance 5		0	220:0			22:4	42:45	0:0	6:0	6:0
				Vacations 4										
				Holidays 5										
				Absents 18										

Employee Self Service :

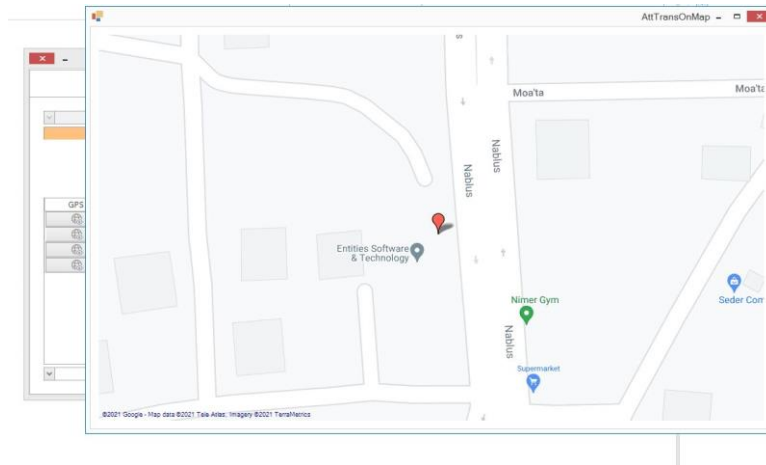
- This application is designed to meet the need to facilitate the linking of employees to the company's administrative system and to activate communication between them.

Among its features:

- It allows the field employee to make a transaction remotely (Check in, Check Out, Leaves,) through a smart application that records the transactions and links it with the geographical location of the place from which the transaction was entered.
- Allows the employee to create a request on his own (such as a request for leave, vacation). The request reaches the personnel officer for approval or rejection.
- A mutual internal memorandum system between the work crews aimed at conveying information or an internal request among the crew members, following up on this request in terms of completion, noticing the

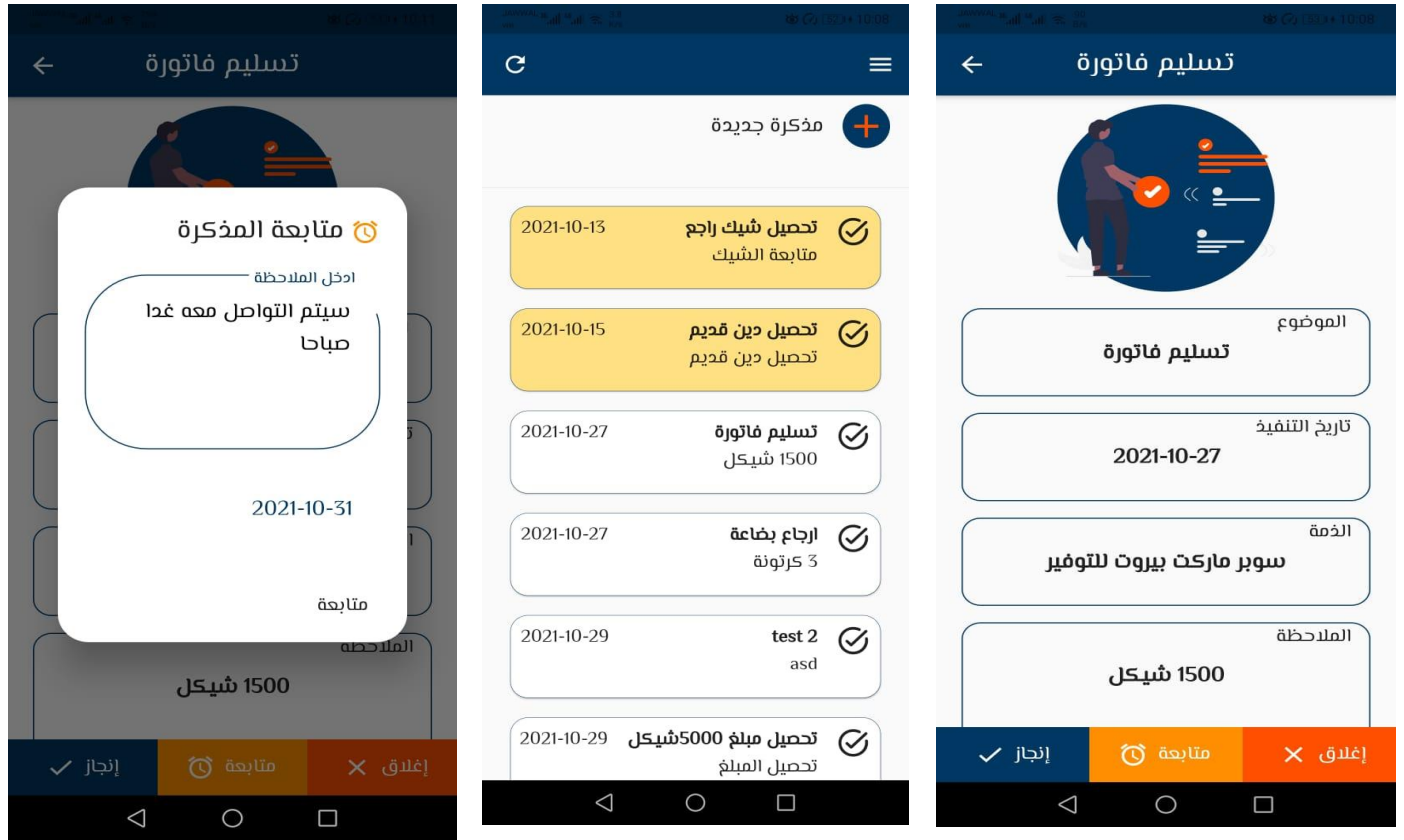
person assigned to the task, the possibility of setting a new date for it or transferring it to another employee, and following up the sequence of the memorandum.

Field transaction is easily rendered into a map:



Some screen shots from mobile application:





1. Table of System Items

#	Module	Description
1	Basic time and leaves management system	Identification of employees and their data
		System constants and the definition of branches, departments, jobs and functional data
		Reading working hours - automatic entry for new employees
		Several methods of processing: fixed shift / daily hours required / on the hour / proof of attendance / fixed salary
		Shift management system (scheduling work hours and holidays for each employee for several years)
		Hours reports (according to shifts - according to the number of hours required - working hours - clock movements - departures - overtime hours - hours of delays (detailed and aggregated and according to department, branch, department and job title)
		Leave management: Defining types of leaves, entering individual and group vacations, vacation reports, printing and archiving vacations, balancing and adjusting leave balance
		Enter the method of calculating the salary for each employee (shift, hours required, on the hour, fixed, proof of presence), with the option of making the overtime/deduction or not making it according to the employee
2	payroll management system / requires the presence of the previous module. And Archiving system	Enter the percentage of overtime, delays, overtime, holidays, transportation, and bank account data for each employee
		Calculating the salary through the salary report and printing the salary slip for each employee containing all the aggregate data, vacations and financial data for the employee
		Processing departures, delays, deductions from salary or vacations, or ignoring them in case they exceed the allowed ceiling for each employee.
		Issuing the saved payroll statement, the aggregation stage, preparing the bank's book, and adding custom columns from the reality of the report by building a new equation
		The system serves the process of archiving documents, building classifications and tabs, and linking them with system files, such as identities images, work contracts, certificates, alerts, and everything related to employees or bonds, such as vacation movements, and ease of review, search and filtering for any documents by type, dates, or associated bond code.

3	Self-service system for employees through mobile / Require Online server	<ul style="list-style-type: none"> • It allows the field employee to make a transaction remotely (Check in, Check Out, Leaves,) through a smart application that records the transactions and links it with the geographical location of the location from which the transaction was entered. <p>Managing appointments and tasks and activating communication between crew members / central screen for the administrator</p> <p>The price includes mobile self-service activation for 20 employees</p>
4	Add a new user. New License	<p>Activation of a new device for an additional HR employee) / includes installing the system on a new computer and training the responsible employee to use the system.</p>