

# Tab

- Structure
- Pay Heads
- Additional Working
- Leave
- Permission/ On-Duty

# Structure

The screenshot shows the 'Structure' form in the KONECT ANALYTICS system. The form is titled 'Salary Structure' and contains various fields for employee and organizational information. The fields are organized into two columns. The left column includes Client (Kconnect Demo), Employee (Gayathri), Department (Delivery), Attendance Type (Attendance), Gross Salary (76,250.00), Net Salary (76,250.00), Valid from (01/08/2019), and an Active checkbox. The right column includes Organization (Manufacturing Discrete), Position (Asst Manager), Contract (dropdown), Pay Type (Monthly), Shift (dropdown), and Valid to (30/12/2020). The interface includes a top navigation bar with 'Home (7)', 'Summary', and 'Salary Structure' tabs, and a sidebar with 'Favourites' and 'Recent Items' sections.

## Critical Fields

1. Attendance Type : It is used to select the attendance type.(Refer Attendance Type Master)
2. Valid From : The Valid From date indicates the first day of a date range
3. Valid To : The Valid To date indicates the last day of a date range
4. Shift : Used to select the shift from the list.
5. Pay Type : Used to select the pay type from the list.(Daily,Monthly,Hourly,Weekly)
6. Contract : It is used to mention the contact name.(Refer Contract Master)

## Critical & onetime setup fields

1. Organization Field : This Field is used to select the organization which you are going to process the document.
2. Employee : Used to mention the Employee name.A Business Partner is anyone with whom you transact. This can include Vendor, Customer, Employee or Salesperson
3. Department : Used to mention the department of this Employee.(Refer Department Master)
4. Position : Used to mention the Position of this Employee.(Refer Position Master)

**Non-Critical Fields**

**Zoom condition's**

**Customization**

# Pay Heads

The screenshot displays the 'Salary Structure' configuration interface. The top navigation bar includes the 'KONNECT ANALYTICS' logo, a search bar with 'salary str', and user options like 'Feedback', 'Profile', 'Preference', 'Change Role', and 'Log Out'. The main content area is titled 'Structure > Pay Heads' and contains the following fields:

- Client:** Kconnect Demo
- Organization:** Human Resource
- Sequence:** 50
- RuleType:** HRA-T
- Calculation:** Basic-T
- Percentage:** 40.0
- Amount:** 4,000.00
- Active:**

## Critical Fields

1. Amount : It is used to mention the Rule type Amount.
2. Percentage : It used to mention the percentage of Amount from the basic pay amount.(This is only present when the calculation is available)

## Critical & onetime setup fields

1. Rule Type : It is used to select the rule type.(Refer Rule Type Master)

## Non-Critical Fields

1. Sequence : The Sequence indicates the order of records

## Zoom condition's

## Validation

# Additional Working

The screenshot displays the 'Additional Working' configuration form in the Konnect Analytics system. The form is organized into two main sections. The top section is for 'Overtime Pay' configuration, and the bottom section is for 'Compensatory off' configuration. Both sections include fields for Client, Employee, and Organization. The top section also includes fields for Sequence, OT Pay Calculation, Grace Time, OT Limit, OT Rate, Valid from, OT Percentage, OT Type, OT Unit, and Valid to. The bottom section includes fields for Salary Structure, Leave Type, Eligibility, OT Limit, Limit, and GT Unit. The form is currently showing the 'Compensatory off' configuration.

Field	Value
Client	Konnnect Demo
Employee	Ravi
Sequence	10
OT Pay Calculation	
Grace Time	
OT Limit	0.0
OT Rate	0.0
Valid from	01/01/2019
Organization	Human Resource
Type	Overtime Pay
Rule Type	Over Time
Rule Type	
OT Percentage	0.0
OT Type	Hours
OT Unit	Hour
Valid to	30/12/2020

  

Field	Value
Client	XYZ Foundation
Salary Structure	Vivian Andrew_19/01/2022_18/01/2023
Employee	Vivian Andrew
Leave Type	Compensatory Leave
Eligibility	Monthly
OT Limit	0.0
Organization	MainHQ
Type	Compensatory off
Limit	Days
GT Unit	Minute

## Critical Fields

1. Type : It is used to select the additional work type from the list.(Ex : Compensatory off,Overtime Pay)
2. Leave Type : This is used to mention the compensatory leave type.(Refer Leave Type Master) This is present only when compensatory is selected

## Critical & onetime setup fields

1. OT Pay Calculation : It is used to select the pay calculation type.

2. OT Percentage : Used to mention the OT percentage.

## Non-Critical Fields

1. Eligibility : It is used to mention the Eligibility type from the list.(Ex : Monthly,Weekly,Yearly). This is present only when compensatory is selected
2. Limit : Used to mention the limit from list.(Ex : Days,Hours,Months)
3. OT Limit : This is used to mention the limit value.
4. Sequence : The Sequence indicates the order of records
5. Rule Type : Used to mention the rule types from the list.
6. Grace Time : Used to mention the grace time.
7. OT Rate : Used to mention the OT rate.
8. OT Unit : Used to mention the OT unit.

## OT and Comp Off Concept:

**1)** OT can be calculated based on additional working hours from working hours

**2)** Comp Off can be calculated based on the hour if the additional working hours meet 4 hours it will automatically raise comp off for half a day it can be viewed in the Leave status window as comp off 0.5 days.

If the below-mentioned config is activated if there is any LOP it will automatically replace with comp off and we can see the reference in the Comp off Leave status window description.

**Note: We can maintain OT or Comp off we cant maintain both simultaneously.**

## System Configuration from Konnect

**KA\_OTREQUEST** - Check OT request for Employee if it is yes then it will consider OT

**KA\_COMPOFF\_FIRST\_PRIORITY** - CompOff is given high priority (LOP will be replaced with Compoff) for employee.



# Leave

The screenshot shows the 'Salary Structure' configuration page for 'Leave' in the Konnect Analytics system. The page is divided into two main sections for configuration. The left section includes fields for Client (Konnect Demo), Employee (Ravi), Eligibility (Yearly), Leave Limit (12.00), Valid from (01/01/2019), and an Active checkbox. The right section includes fields for Organization (Human Resource), Leave Type (Casual), Leave Duration (Days), Carry Forward Leaves (0.0), and Valid to (30/12/2020). The interface includes a top navigation bar with user information and a sidebar with navigation options.

## Critical Fields

1. Eligibility : This is used to mention the eligibility of the leave.(Yearly,Monthly,Weekly)
2. Leave Duration : Used to mention the leave duration.(Hours,Days,Months)

## Critical & onetime setup fields

1. Leave Type : Used to mention the Leave type from the leave type master.

## Non-Critical Fields

1. Leave Limit : Used to mention the leave limit according to the eligibility.
2. Carry Forward Leaves : Used to mention the carry forward leaves.this leaves will move to the next calendar year.

## Zoom condition's

## Validation

# Permission/ On-Duty

The screenshot shows a web application interface for configuring a 'Permission/On-Duty' record. The browser tabs include 'Home (52)', 'Summary', 'Salary Structure', and 'Leave Type: Casual Leave'. The breadcrumb navigation is 'Structure > Permission/On-Duty'. The form fields are as follows:

Field Name	Value
Client	Konnect Demo
Organization	Food Industry
Salary Structure	Charlie-T_01/06/2023_30/06/2023
Business Partner	Charlie-T
Permission Type	Permission
Leave Limit	12.00
Eligibility	Yearly
Unit	Hours
Valid from	01/06/2023
Valid to	30/06/2023

## Critical Fields

1. Permission Type : This field is used to mention the Type of the Permission like Permission or On-Duty.
2. Leave Limit : It is used to mention the leave limit data , it is an integer data.
3. Eligibility : It is used to mention the Leave limit type it can be Yearly , Monthly, Weekly.

## Critical & onetime setup fields

1. Organization Field : This Field is used to select the organization which you are going to process the document.
2. Unit : Unit field is used to Mention Unit of the duration , It can be Hours or Minutes.

**Non-Critical Fields**

**Zoom condition's**