

Salary Structure

- Introduction
 - Introduction
- Tab
 - Structure
 - Pay Heads
 - Additional Working
 - Leave
 - Permission/ On-Duty
- Document Actions
 - Validations
- Video
- Forms and Process
 - Verify salary structure Process

Introduction

Introduction

Overview

1. Salary Structure is used to mention the pay heads and the salary details for the employee.

Business Case

1. In a company salary structure is used for mention the employee salary details which is used by the HR persons.

Tab

Tab

Structure

The screenshot shows the 'Salary Structure' form in the KONECT ANALYTICS application. The form is divided into two main sections: Employee Information and Organization/Contract Information. The Employee Information section includes fields for Client (Kconnect Demo), Employee (Gayathri), Department (Delivery), AttendanceType (Attendance), Gross Salary (76,250.00), Net Salary (76,250.00), Valid from (01/08/2019), and an Active checkbox. The Organization/Contract Information section includes fields for Organization (Manufacturing Discrete), Position (Asst.Manager), Contract (dropdown), Pay Type (Monthly), Shift (dropdown), and Valid to (30/12/2020). The form is displayed in a tabbed interface with 'Salary Structure' as the active tab. The top navigation bar includes a search bar, user profile, and various utility icons. The left sidebar shows 'Favourites' and 'Recent Items' sections.

| Field | Value |
|----------------|-------------------------------------|
| Client | Kconnect Demo |
| Employee | Gayathri |
| Department | Delivery |
| AttendanceType | Attendance |
| Gross Salary | 76,250.00 |
| Net Salary | 76,250.00 |
| Valid from | 01/08/2019 |
| Active | <input checked="" type="checkbox"/> |
| Organization | Manufacturing Discrete |
| Position | Asst.Manager |
| Contract | |
| Pay Type | Monthly |
| Shift | |
| Valid to | 30/12/2020 |

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

Tab

Pay Heads

The screenshot shows the 'Salary Structure' configuration page in the KONECT ANALYTICS system. The page has a top navigation bar with the logo, search bar, and user profile. Below the navigation bar, there are tabs for 'Home (7)', 'Summary', and 'Salary Structure'. The 'Salary Structure' tab is active. On the left, there are 'Favourites' and 'Recent Items' sections. The main content area displays the configuration for a specific salary structure. The fields are as follows:

| Field | Value |
|--------------|-------------------------------------|
| Client | Konnect Demo |
| Organization | Human Resource |
| Sequence | 50 |
| RuleType | HRA-T |
| Calculation | Basic-T |
| Percentage | 40.0 |
| Amount | 4,000.00 |
| Active | <input checked="" type="checkbox"/> |

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

Tab

Additional Working

The screenshot displays the 'Additional Working' configuration page in the KONECT ANALYTICS system. The interface includes a top navigation bar with the user's name 'Prasanth P@Konnekt Demo' and a 'Log Out' option. The left sidebar shows 'Favourites' and 'Recent Items'. The main content area is titled 'Structure > Additional Working' and contains two forms. The first form, 'Overtime Pay', is for 'Konnekt Demo' and 'Ravi', with fields for '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), 'RuleType', 'OT Percentage' (0.0), 'OT Type' (Hours), 'OT Unit' (Hour), and 'Valid to' (30/12/2020). The second form, 'Compensatory off', is for 'XYZ Foundation' and 'Vivian Andrew', with fields for 'Salary Structure' (Vivian Andrew_19/01/2022_18/01/2023), 'LeaveType' (Compensatory Leave), 'Eligibility' (Monthly), 'OT Limit' (0.0), 'Type' (Compensatory off), 'Limit' (Days), and 'GT Unit' (Minute). A 'Record saved' message is visible at the top of the second form.

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.

Tab

Leave

The screenshot shows the 'Leave' configuration page in the KONECT ANALYTICS system. The interface includes a top navigation bar with the user's name 'Prasanth P@Kconnect Demo*/Kconnect Demo Admin' and a 'Log Out' button. A left sidebar contains 'Favourites' and 'Recent Items' sections. The main content area is titled 'Salary Structure' and contains the following fields:

| Field | Value |
|----------------------|-------------------------------------|
| Client | Kconnect Demo |
| Employee | Ravi |
| Eligibility | Yearly |
| Leave Limit | 12.00 |
| Valid from | 01/01/2019 |
| Active | <input checked="" type="checkbox"/> |
| Organization | Human Resource |
| LeaveType | Casual |
| LeaveDuration | Days |
| Carry Forward Leaves | 0.0 |
| Valid to | 30/12/2020 |

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

Tab

Permission/ On-Duty

The screenshot shows a software interface for setting up 'Permission/On-Duty'. At the top, there are tabs: 'Home (52)', 'Summary', 'Salary Structure', and 'Leave Type: Casual Leave'. Below the tabs is a toolbar with various icons. The main content area is titled 'Structure > Permission/On-Duty'. It contains several input fields and dropdown menus for configuring the permission. The fields are arranged in two columns. The left column includes 'Client' (Konnect Demo), 'Salary Structure' (Charlie-T_01/06/2023_30/06/2023), 'Business Partner' (Charlie-T), 'Permission Type' (Permission), 'Leave Limit' (12.00), and 'Valid from' (01/06/2023). The right column includes 'Organization' (Food Industry), 'Eligibility' (Yearly), 'Unit' (Hours), and 'Valid to' (30/06/2023). The 'Leave Limit' field has a small icon next to it. The 'Valid from' and 'Valid to' fields are date pickers.

| Field | Value |
|------------------|---------------------------------|
| Client | Konnect Demo |
| Organization | Food Industry |
| Salary Structure | Charlie-T_01/06/2023_30/06/2023 |
| Business Partner | Charlie-T |
| Permission Type | Permission |
| Eligibility | Yearly |
| Leave Limit | 12.00 |
| 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

Document Actions

Validations

Save :

1. It is used to save the records after the mandatory fields are filled.

Delete :

1. It is used to delete the records before the transactions are done.

Video

Forms and Process

Verify salary structure Process

Home (60)SummaryVerify Salary Structure ✕

Do you want to start the Process?
Verify all Salary Structures that are un-verified

☐ Run as Job

✔ OK✕ Cancel

Process Use :

Verify salary structure process is used to verify the all salary structure master data at the one time process.