END-MAR 2016 PAYSLIP ADVICE EMPLOYEES : EDIA PERIOD HOURSI DAYS DEDUCTIO DEMO PTE LTD 726.95 A 8/0 RS / DAYS RATE TOTAL EARNINGS EMPLOYEE CPF CHINESE DEV'T ASST. FUND 250.00 80.00 -727.50 YTD Balanc TOTAL DEDUCTIONS Current 3,152.50 3,880.00 3,152.50 3,880.00 3,630.00 3,880.00 617.0 3,152.50 3,630.00 NETT PAY SGD GROSS WAGE 617.00 729 726.00 CPFWAGE EMPLOYER CPF OVEE CPF

TIMES PaySlip Generating Payslips from TIMES Payroll User Guide for Administrators

Times Software Pte Ltd

28th March, 2016

Release 4.0



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Chapter 1. Introduction

TIMES PaySlip is a web-based solution that allows your employees to access and download their payslip (with security password) via an online portal. It sends pay-slip electronically to all employees, lowering postage, printing and processing costs, eliminating inefficient manual processing and increasing back office staff productivity. It helps minimize operational cost as it move towards a paperless working environment.

This guide explains the method to generate payslips from TIMES Payroll (web application) in order to be accessible in TIMES PaySlip.

Product Support and Inquiries

For technical assistance or inquiry on our products, please contact us via our hotline (65) **6295 1998**.

Alternatively, you can send us an email to the following email addresses:

For support and assistance, please email to support@timesoftsg.com.sg.

For product inquiry, please email to sales@timesoftsg.com.sg.



Chapter 2. First time logging into the TIMES Payroll System

Open your internet browser and enter the URL address to access the TIMES Solution portal login web page, example: *http://www.myportal.com/esolution/EntLogin.aspx*

An example of the login page is shown below.

	Times pro	vides the fo	llowing E-A	pplication t	o assist HR jol	b:
TIMES SOFTWARE		<u>1</u>				
	E-Leave	E-Claim	E-HR	E-Training	E-Attendance	<u>E-Payroll</u>
Times Software offers comprehens corporations.	ive integrated	l suite of Pay	roll and HR	solutions de	signed specific	ally for small, medium and large
Contraction of the					Login to eSol	lution!
					User ID:	
1.1					Password	
	1:				Company	tsent 🔻
a x	Enter				Period	2016 V 03 V E V
Den 1	~				Profile	DEFAULT V
	0				Login	
TEP 107						

- 1. Click on the "Company" drop-down list to see a list of available companies and choose the one that you want to access to.
- 2. Key in your login id at "User ID".
- 3. Key in your password at "Password".
- 4. Choose your profile at "Profile".
- 5. Choose "Period" if you want to access a different payroll period.
- 6. Click the **Login** button to login into the system.

To effectively use this guide, ensure that you are given the role of Administrator or access to the **Payroll Report** for the company that you are logging into.



Chapter 3. Viewing and Printing the Payslip

PAYROLL REPORT	^
 Allowance/Deduction CPF Max Report NPL/Shift/OT/RESTDAY NSP Report Pay History Payroll Report Payslip Pivot Table Report 	

PAYSLIP PARAMETER			
Employee From/To		Special/Bonus	Payslip Message From
Employee From	T	Included Bonus	Employee
Employee To	T	🔍 🗌 Included Special	Global Setup
Select Pay Period — Mid Month End Month Special Period Bonus Period	Sort Payslip By Employee No SELECTION	Filter By MVC Option	MVC v ount? yment Amt? tdracc2
Full Month	Period Selection	201603 🔻	Juless
O Mid and End	Company Selection	▼	punt?
Week 1	Query Selection	ALL V	ît In Kind?
Week 3 Week 4	Please select the company.		OK / Employee
Week 5	Division+Empr	Pay Date Sum Up Same Allowance?	Print Cost Center? Print NRIC/FIN/EMP PASS?
		Print Rate?Hide Overtime Period?	Payslip size: 5.5" 🔻
COMPANY SELECT -	ALL QUERY SELECT - A	I	
EXPORT TO P	DF		

- 2. Choose payroll period in "Period Selection".
- 3. Choose company in "Company Selection".
- 4. Choose query in "Query Selection".
- 5. Click the ok button.



PAYSLIP PARAMETER			
Employee From/To Employee From Employee To Select Pay Period	HOD2 HOD2	Special/Bonus Included Bonus Included Special	Payslip Message From Employee Global Setup
 Mid Month End Month Special Period Bonus Period Full Month Mid and End Week 1 Week 2 Week 3 Week 4 Week 5 	 Employee No Name Dept# Cost Center Category Dept+Cate+EmpNo Comp+Dept+EmpNo Dept+Sect+Branch Dept+EmpNo# Division+EmpNo# 	MVC Option Print SDF Amount? Print Annual Leave? Print Sick Leave? Print Occupation? Print Category? Print Category? Print Item Line? Print Certified True Copy Print CPF Type Pay Date Sum Up Same Allowance?	MVC Print FWL Amount? Print Bank Payment Amt? Print Emp's Address? Print MSO? Print YTD Amount? Include Benefit In Kind? Print Zero Pay Employee Dot Matrix? Print Cost Center? Print NRIC/FIN/EMP PASS?
COMPANY SELECT - 123	QUERY SELECT - ALL	Print Rate? Hide Overtime Period? GENERATE E-PAYSLIP	Payslip size: 5.5" ▼

- 6. Select the "Employee From/To". Click 🖾 to search for the employees.
- 7. Select the "Pay Period".
- 8. Set the payslip sorting at "Sort Payslip By" and filters at "Filter By".
- 9. Ensure the correct payslip paper size is set at "Payslip size".
- 10. Enter the "Pay Date".
- 11. Click EXPORT TO PDF to preview the payslip.

Payslip_03_2016.pdf		1 / 1				¢	Ŧ	ē	^
	TYU PTE LTD NAME : HELEN	PAYSLIP ADVI	CE PAYSLIP FOR EMPLOYEE#	: 01-02-2016 to 29-02-2016 : 0505055	Pay Date : 29-02-2016				I.
	DEPT : NONE DESCRPTION HOURS DAYS BASIC WAGE	EARNINGS 5,000.00	DESCRIPTION CDAC EMPLOYEE CPP	HOURS DAYS	DEDUCTIONS -1.50 -1,000.00				
	SA	M	PL	E					
	TOTAL EAPHINGS	5,000.00		TOTAL DEDUCTIONS	-1,001.50			•	Ľ
	снео з	3,998.50	Nett Pay Gross Wage CPF Wage Employee CPF Employer CPF	NETT PAY CURRENT Y.T.D 3,998.50 3,998.50 5,000.00 5,000.00 5,000.00 5,000.00 1,000.00 1,000.00 850.00 850.00	3,998.50			+	



Chapter 4. Generating payslips for TIMES PaySlip



PAYSLIP PARAMETER	ł		
Employee From/To Employee From Employee To	▼	Special/Bonus Payslip	Message From nployee obal Setup
Select Pay Period —	Sort Payslip By	Filter By MVC Option MVC	Y
 End Month Special Period 	SELECTION		yment Amt?
 Bonus Period Full Month 	Period Selection	201603 ¥	ddress?
Mid and End	Company Selection	Υ	punt?
Week 2	Query Selection	ALL	ît In Kind?
O Week 3 Week 4	Please select the company.	ОК	/ Employee
Week 5		Pay Date Prin	nt Cost Center? nt NRIC/FIN/EMP PASS?
		Print Rate? Payslip = Hide Overtime Period?	size: 5.5" ▼
COMPANY SELECT -	ALL QUERY SELECT - A	1	
EXPORT TO P	DF		

- 2. Choose payroll period in "Period Selection".
- 3. Choose company in "Company Selection".
- 4. Choose query in "Query Selection".
- 5. Click the ok button.



PAYSLIP PARAMETER			
PAYSLIP PARAMETER Employee From/To Employee From Employee To Select Pay Period Mid Month End Month Special Period Bonus Period Full Month Mid and End Week 1 Week 2 Week 2 Week 3 Week 4 Week 5	HOD2 STAFF2 Sort Payslip By Employee No Name Dept# Cost Center Category Dept+Cate+EmpNo Comp+Dept+EmpNo Dept+Sect+Branch Dept+EmpNo# Division+EmpNo# Division+EmpNo#	Special/Bonus Included Bonus Included Special Filter By MVC Option Print SDF Amount? Print Annual Leave? Print Sick Leave? Print Occupation? Print Category? Print Category? Print Item Line? Print Certified True Copy Print CPF Type Pay Date	Payslip Message From Employee Global Setup MVC Print FWL Amount? Print Bank Payment Amt? Print Emp's Address? Print MSO? Print YTD Amount? Include Benefit In Kind? Print Zero Pay Employee Dot Matrix? Print Cost Center?
COMPANY SELECT - 123	QUERY SELECT - ALL	 Sum Up Same Allowance? Print Rate? Hide Overtime Period? 	Print NRIC/FIN/EMP PASS?
EXPORT TO PDF	PAYSLIP PASSWO	RD GENERATE E-PAYSLIP	VIEW E-PAYSLIP CLEAR E-PAYSLIP

- 6. Select the "Employee From/To". Click 🖾 button to search for the employees.
- 7. Select the "Pay Period".
- 8. Set the payslip sorting at "Sort Payslip By" and filters at "Filter By".
- 9. Ensure the correct payslip paper size is set at "Payslip size".
- 10. Enter the "Pay Date".
- 11. Click the GENERATE E-PAYSLIP button to generate employees' payslips into TIMES PaySlip system.

Succes	55	×
V	Generate E-Payslip Process Completed.	
	ОК	



Chapter 5. Listing Report of Generated Payslips for TIMES PaySlip



PAYSLIP PARAMETER			
Employee From/To	▼	Special/Bonus Special/Bonus Included Bonus Included Special	Payslip Message From Employee Global Setup
Select Pay Period	Sort Payslip By	Filter By	MVC T
Special Period Bonus Period Full Month	SELECTION Period Selection	201603 ¥	yment Amt? ddress?
Mid and End Week 1	Company Selection Query Selection	ALL T	punt? ît In Kind?
Week 3 Week 4	Please select the company.		OK / Employee
Week 5		Pay Date Pay Date Sum Up Same Allowance?	Print Cost Center? Print NRIC/FIN/EMP PASS?
		Print Rate?Hide Overtime Period?	Payslip size: 5.5" ▼
EXPORT TO PDF	ALL QUERY SELECT - AI		

- 2. Choose payroll period in "Period Selection".
- 3. Choose company in "Company Selection".
- 4. Choose query in "Query Selection".
- 5. Click the ok button.



PAYSLIP PARAMETER Employee From/To Employee From Employee To	HOD2 V 🖸	Special/Bonus Included Bonus Included Special	Payslip Message From Employee Global Setup
Select Pay Period Mid Month End Month Special Period Bonus Period Full Month Mid and End Week 1 Week 2 Week 2 Week 3 Week 4 Week 5	Sort Payslip By Employee No Name Dept# Cost Center Category Dept+Cate+EmpNo Comp+Dept+EmpNo Dept+Sect+Branch Dept+EmpNo# Division+EmpNo#	Filter By MVC Option Print SDF Amount? Print Annual Leave? Print Sick Leave? Print Occupation? Print Category? Print Category? Print Item Line? Print Certified True Copy Print CPF Type Pay Date Sum Up Same Allowance?	MVC Print FWL Amount? Print Bank Payment Amt? Print Emp's Address? Print MSO? Print YTD Amount? Include Benefit In Kind? Print Zero Pay Employee Dot Matrix? Print Cost Center? Print NRIC/FIN/EMP PASS?
COMPANY SELECT - 123 EXPORT TO PDF	QUERY SELECT - ALL PAYSLIP PASSWO	Print Rate? Hide Overtime Period? GENERATE E-PAYSLIP	Payslip size: 5.5" ▼ VIEW E-PAYSLIP CLEAR E-PAYSLIP

6. Click on the VIEW E-PAYSLIP button to see a list of employees who have their payslips generated into TIMES PaySlip system based on the selected payroll period.

E-PAYSLIP LISTING					×
Sort By	EMPLOYEE NO				
Search	Type to search here		\wp		
EMPLOYEE NO		EMPLOYEE	NAME	CYCLE	
HOD2	RENE			E	-
HOG2	JOAN			E	
STAFF2	STAFF 2			E	
					4
Company Selected:	123	Query Selected:	ALL	Count: 3	



Chapter 6. Deleting TIMES PaySlip Generated Payslips



PAYSLIP PARAMETER	l		
Employee From/To		Special/Bonus	Payslip Message From
Employee To		Included Bonus	 Employee Global Setup
Select Pay Period —	Sort Payslip By	Filter By MVC Option	MVC T
 End Month Special Period 	SELECTION		ount?
Bonus Period	Period Selection	201603 ¥	ddress?
Mid and End Week 1	Company Selection	T	punt?
Week 2	Query Selection	ALL V	ît In Kind?
Week 3 Week 4	Please select the company		OK / Employee
O Week 5	Unvision+Empi	Pay Date Pay Date Sum Up Same Allowance?	Print Cost Center? Print NRIC/FIN/EMP PASS?
		Print Rate?Hide Overtime Period?	Payslip size: 5.5" 🔻
COMPANY SELECT -	ALL QUERY SELECT - A	a	
EXPORT TO P	DF		

- 2. Choose payroll period in "Period Selection".
- 3. Choose company in "Company Selection".
- 4. Choose query in "Query Selection".
- 5. Click the ok button.



Employee From HOD2 Included Bonus Payslip Message From Employee To STAFF2 Included Bonus Employee Select Pay Period Sort Payslip By Filter By Mid Month Employee No Name Special Period Sort Payslip By Filter By Mid Month Employee No Nuc Option Special Period Dept# Print SDF Amount? Sonus Period Cost Center Print SDF Amount? Full Month Dept# Cost Center Full Month Opet+Cate+EmpNo Print Sick Leave? Week 1 Opet+Sect+Branch Print Category? Week 2 Dept+Sect+EmpNo# Print CPF Type Week 5 Division+EmpNo# Print CPF Type Division+EmpNo# Print CPF Type Dot Matrix? Pay Date Print NIC/FIN/EMP PASS? Print Rate? Payslip size: 5.5" T Hide Overtime Period? 20UERY SELECT - ALL	PAYSI ID PARAMETER			
Mid and End Dept+Cate+EmpNo Week 1 Comp+Dept+EmpNo Dept+Sect+Branch Dept+EmpNo# Dept+EmpNo# Dept+EmpNo# Week 5 Division+EmpNo# Print CPF Type Dot Matrix? Pay Date Print NRIC/FIN/EMP PASS? Print Rate? Payslip size: 5.5" ▼ Hide Overtime Period? COMPANY SELECT - 123	PAYSLIP PARAMETER Employee From/To Employee From Employee To Select Pay Period Mid Month End Month Special Period Bonus Period Full Month	HOD2 STAFF2 Sort Payslip By Employee No Name Dept# Cost Center Category	Special/Bonus Included Bonus Included Special Filter By MVC Option Print SDF Amount? Print Annual Leave? Print Sick Leave? Print Occupation?	Payslip Message From Employee Global Setup MVC Print FWL Amount? Print Bank Payment Amt? Print Emp's Address? Print MSO?
COMPANY SELECT - 123 QUERY SELECT - ALL	 Bonus Period Full Month Mid and End Week 1 Week 2 Week 3 Week 4 Week 5 	 Cost Center Category Dept+Cate+EmpNo Comp+Dept+EmpNo Dept+Sect+Branch Dept+EmpNo# Division+EmpNo# 	 Print Sick Leave? Print Occupation? Print Category? Print Item Line? Print Certified True Copy Print CPF Type Pay Date Sum Up Same Allowance? 	 Print Emp's Address? Print MSO? Print YTD Amount? Include Benefit In Kind? Print Zero Pay Employee Dot Matrix? Print Cost Center? Print NRIC/FIN/EMP PASS?
	COMPANY SELECT - 123	QUERY SELECT - ALL	Print Rate? Hide Overtime Period?	Payslip size: 5.5" ▼

- 6. Select the "Employee From/To". Click 🖾 button to search for the employees.
- 7. Select the "Pay Period".
- 8. Click on the CLEAR E-PAYSLIP button to delete the employees' payslips that were generated into TIMES PaySlip system.

Mywebsite says:		×	
Delete ePayslip for : 201602E? QUERY: ALL			
Prevent this page from creating additiona	l dialogs.		
	ОК	Cancel	

Succes	55	×
\checkmark	Clear E-Payslip Process Completed.	
		ОК



Chapter 7. Payslip Password

7.1 Accessing the Payslip Password pop-up window

PAYROLL REPORT	*
 Allowance/Deduction CPF Max Report NPL/Shift/OT/RESTDAY NSP Report Pay History Payroll Report Payslip Pivot Table Report 	

PAYSLIP PARAMETER	l				
Employee From/To		Sp	ecial/Bonus	Payslip Messag	e From
Employee From	•		Included Bonus	Employee	
Employee To	T] 🔍 🕴 🖸	Included Special	Global Set	up
Select Pay Period Mid Month End Month Special Period Bonus Period Full Month Mid and End Week 1 Week 2 Week 3 Week 4 Week 5	Sort Payslip By Employee No SELECTION Period Selection Company Selection Query Selection Please select the company.	201603 V ALL	Filter By MVC Option Pay Date Pay Date Sum Up Same Allowance	МVС Х ОК Ргіпt Cost (?? Ргіпt NRIC/	v ount? yment Amt? ddress? ount? it In Kind? / Employee Center? FIN/EMP PASS?
COMPANY SELECT -	ALL QUERY SELECT - AI	1	 Print Rate? Hide Overtime Period? 	Payslip size: 5	.5" ▼
EXPORT TO P	DF				

- 2. Choose payroll period in "Period Selection".
- 3. Choose company in "Company Selection".
- 4. Choose query in "Query Selection".
- 5. Click the ok button.



PAYSLIP PARAMETER			
Employee From/To Employee From Employee To	HOD2 HOD2 STAFF2 Sort Payslin By	Special/Bonus Included Bonus Included Special	Payslip Message From Employee Global Setup
Mid Month End Month Special Period Bonus Period Full Month Mid and End Week 1 Week 2 Week 3 Week 4 Week 5	 Employee No Name Dept# Cost Center Category Dept+Cate+EmpNo Comp+Dept+EmpNo Dept+Sect+Branch Dept+EmpNo# Division+EmpNo# 	MVC Option Print SDF Amount? Print Annual Leave? Print Sick Leave? Print Occupation? Print Category? Print Item Line? Print Certified True Copy Print CPF Type Pay Date Sum Up Same Allowance?	MVC V Print FWL Amount? Print Bank Payment Amt? Print Emp's Address? Print MSO? Print YTD Amount? Include Benefit In Kind? Print Zero Pay Employee Dot Matrix? Print Cost Center? Print NRIC/FIN/EMP PASS?
COMPANY SELECT - 123	QUERY SELECT - ALL	Print Rate? Hide Overtime Period?	Payslip size: 5.5" V
EXPORT TO PDF	PAYSLIP PASSWO	ORD GENERATE E-PAYSLIP	VIEW E-PAYSLIP CLEAR E-PAYSLIP

6. Click on the PAYSLIP PASSWORD button to access the **Payslip Password** pop-up window.

- Employee(s)						
Employee	All	\$				
Password						
Generate	Reset 🔵 Release Lock 🔵 Ema	il				
	conort Number					
NRIC/FIN/Pa Strong Pass	issport Number vord					
NRIC/FIN/Pa Strong Pass	issport Number vord					
NRIC/FIN/Pa Strong Pass	issport Number word					
NRIC/FIN/Pa Strong Pass	vord					



7.2 Generating Payslip Password

PAYSLIP PASS	WORD		×				
Employee(s)							
Employee	All	\$					
Password	Password						
💿 Generate 🔵	Reset 🔵 Release Lock 🔵 Email						
NRIC/FIN/Pa Strong Passv	 NRIC/FIN/Passport Number Strong Password 						
COMPANY SELECTION	COMPANY SELECTION - 123 QUERY SELECTION- All						
Generate	Export to PDF	Export to Excel					

- 1. At the Payslip Password pop-up window, choose "Employee".
- 2. Choose Generate radio button for "Password".
- 3. Choose whether to generate employees' payslip passwords based on their *NRIC/FIN/Passport Number* or *Strong Password*.

A strong password uses different types of characters to increase security. It generates 8 character password and contains a combination of four of the following categories:

- Upper Case Letters (A, B, C, etc.)
- Lower Case Letters (a,b,c, etc.)
- Numeric (1,2,3, etc.)
- Special / Non-Alphabetic Characters (!, @, #, etc.)
- 4. Click the Generate button to generate the passwords.

Mywebsite say	S.	×		
Confirm Generate	payslip password?			
Prevent this pa	ge from creating additional dialogs.			
	ОК	Cancel		
PAYSLIP PASS	WORD			×
Employee(s)				
Employee	All	Password G	enerate successful.	



7.3 Viewing Payslip Password

PAYSLIP PASS	WORD		×			
Employee(s)	All	\$				
Password Generate	Password © Generate Reset Release Lock Email					
NRIC/FIN/Pa Strong Passv	ssport Number /ord					
COMPANY SELECTION -	COMPANY SELECTION - 123 QUERY SELECTION- All					
Generate	Export to PDF	Export to Excel				

1. At the Payslip Password pop-up window, choose "Employee".

2.	Click on either	Export to PDF	button to view the employees' payslip password i	
	a pdf document	t or Export to Excel	button to view them in an excel document.	



7.4 Reset Password to a Manually Entered Password

All	\$	
eset 🔵 Release Lock 🔵 Email		
23 QUERY SELECTION- All		
Export to PDF	Export to Excel	
1	All Reset Release Lock Email	All Reset Release Lock Email QUERY SELECTION- All Export to PDF Export to Excel

- 1. At the Payslip Password pop-up window, choose "Employee".
- 2. Choose Reset radio button for "Password".
- 3. Enter the password at "New Password".
- 4. Click Reset button to reset employees' payslip passwords to the manually entered

password.

Mywebsite say	/s: ×	
Confirm Reset pay	/slip password?	
Prevent this pa	age from creating additional dialogs.	
	OK Cancel	
PAYSLIP PASS	WORD	×
Employee(s)		
Employee	All Reset Password successful.	



7.5 Release User Login Lock to View Online Payslip

The user can be barred from accessing his or her online payslip in TIMES PaySlip system if the user entered incorrect password to view the payslip multiple times in succession. The function "Release Lock" can release this password lock and allow the user to re-attempt to enter his or her password to view the payslip.

PAYSLIP PASSW	ORD		×
Employee(s)	All	\$	
Password Generate R	eset 💿 Release Lock 🔵 Email		
Release Lock			
COMPANY SELECTION - T	SPL QUERY SELECTION- AII		
Release Lock	Export to PDF	Export to Excel	

- 1. At the Payslip Password pop-up window, choose "Employee".
- 2. Choose Release Lock radio button for "Password".
- 3. Click on Release Lock button to release the password lock from the employee(s).

Mywebsite say	S:				х	
Confirm Release Lo	ock payslip password?					
		ОК		Cancel		
PAYSLIP PASSWO	RD					
— Employee(s)						
Employee All		\$	Release	lock succes	sful.	



7.6 Sending Payslip Password to Users via Email

mpio/oc(o)				
Employee	All			
assword				
🔵 Generate 🔵 Res	set 🔵 Release Lock 💿 Email			
		7		
Subject	Your Online Payslip Password	Max 50		
Attached is your online payslip password. The password to open the PDF document attachment is your birth date - in the format				
Body Message	Attached is your online payslip password. The password to open the PDF document attachment is your birth date - in the format			
Body Message	Attached is your online payslip password. The password to open the PDF document attachment is your birth date - in the format YYYYYMMDD. Please delete this email after reading.	2 Max 500		
Body Message	Attached is your online payslip password. The password to open the PDF document attachment is your birth date - in the format YYYYYMMDD. Please delete this email after reading.	2 Max 500		

- 1. At the Payslip Password pop-up window, choose "Employee".
- 2. Choose Email radio button for "Password".
- 3. Enter the email subject and message.
- 4. Click on Email button to send the email to users.

Mon 28/03/2016 03:02 PM noreply@administrator.myportal.com Your Online Payslip Password Subject To Employee
Message 2 00002.PDF (479 KB)
Attached is your online payslip password. The password to open the PDF document attachment is your birth date - in the format YYYYMMDD. Please delete this email after reading.
Body Message

5. The password to open the PDF attachment is the employee's birth date – in the format **YYYYMMDD**.

Adobe Reader	54 00002 (0000002) pdf (SECURED) - Adobe Reader								
	File Edit View Wi	dow Help							
	🗁 Open 🛛 🍇	1 ち 🕼	۵ 🗎	8 🖂	I / 1	• •	1195 -	8	Tools
Password X V0002 (0000002) pdf' is protected. Please enter a Document Open Password. Enter Password: OK Cancel	E TIM Pays	ES SOFT	WARE rd Listing	PTE LTD			Print Date : 24/7/2015 User ID : MASTER		
	EMP	10	EMP NAME				PASSWORD)	
	00002		CHRIS TAN				\$1234507D		
						_			