



Payentry Time Management Version 1.54

The current release includes the following changes:

Development Tags

New Functionality:

- Add Additional Amounts
- Added Additional Amount Data to the Employee Timecard Report
- Added Additional Amounts to Punch or Hours for Global Edits
- Added an 'Add Amount' Button to the Timecard Table
- Added New 'Can Add Amount' Privilege
- Added New Additional Amount Summary Section on Timecard
- Added New Amount Fields to the Add Punch Dialog
- Added New Amount Fields to the Kiosk Clock
- Added New Amount Fields to the Punch In / Out Button
- Added New Pay Type Attribute

Bug Fixes and Updates:

- Fixed - 'Undefined NaN' Issue on Time Off Calendar for Firefox Users
- Fixed - Overnight Department Change Issue
- Fixed - Supervisor Comment Overwriting Employee Time Off Comment
- Removed the 'Go To Payroll' Button
- Updated the 'Send Hours to Payroll' Process to Support Additional Amounts

Development Tags

Add Additional Amounts (TM-31)

In this release, we will be adding new functionality called 'Additional Amounts.' This functionality will allow employee's to record dollar amounts that should be recorded as part of the payroll process. For example, an employee receiving tips as part of

their compensation could record that when punching in or out. That information will then be carried into NextGen as part of the payroll export process.

In order to utilize this functionality, two setup steps are required:

1. Add at least one pay type with the 'Additional Amount' property set to true. The pay type code must match an earning code that exists in NextGen.
2. Add the new 'Can Add Amount?' privilege to the appropriate security role in order for employees to see the new fields.

Confirm Punch In/Out [X]

Hello Evan!
Please confirm the below information, then click Submit

Employee:

Time:

Date:

Job Code:

State:

City:

College:

Notes:

Amount type:

Additional amount:

Last punch was Wednesday, September 28 08:00:00 AM

Added Additional Amount Data to the Employee Timecard Report (TM-78)

The Employee Timecard report has been updated to include additional amount data when appropriate.


1. A new 'Amount' column will be displayed in the report output
 - o If additional amount data has been added to the timecard, the dollar amount will be displayed in this column
2. A new 'Amount' column will be displayed in the summary section

Added Additional Amounts to Punch or Hours for Global Edits (TM-62)

When adding a punch or hours through the global edits page, users will now be able to add an additional amount value as part of that process.

Operation Type: Add Punch ▼

Add Punch Form

Day: * 

Punch time: *

Job: ▼

Transfer:

Notes:

Amount type: ▼

Additional amount:

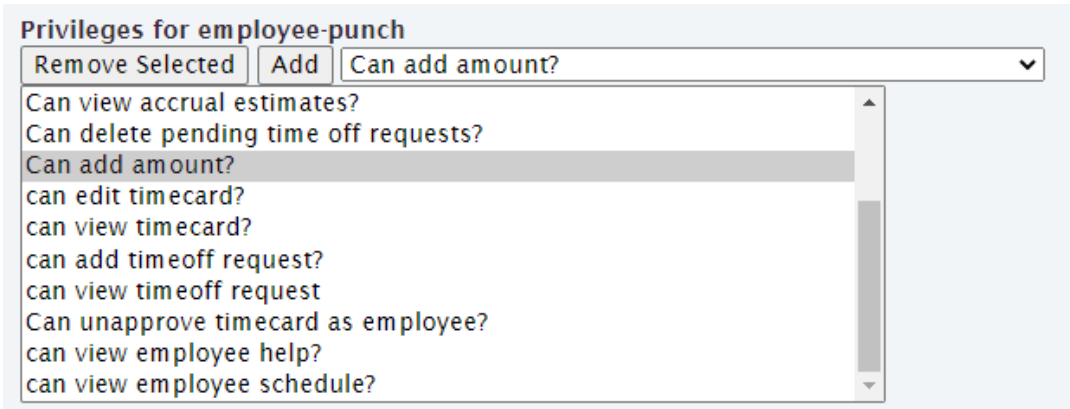
Added an 'Add Amount' Button to the Timecard Table (TM-16)

Added an 'Add Amount' button to the Timecard table on the Timecard tab. This gives users the ability to input informational records such as additional amounts, for example: cash and credit tips earned by an employee. Additional amounts can be added separately from a punch record.

Timecard details									
Date	In	Inf.	Type	Departmer	Job	Out	Inf	Type	T
Mon Oct 24, 20	8:00a <input type="button" value="Add Notes"/>		IN		[001] Sales	4:00p <input type="button" value="Add Notes"/>		OUT	8.0
Tue Oct 25, 20	8:00a <input type="button" value="Add Notes"/>		IN		[001] Sales	4:00p <input type="button" value="Add Notes"/>		OUT	8.0
Wed Oct 26, 20	9:39a <input type="button" value="Add Notes"/>	LI	IN	[Bentley] Ben			MP	-	0.0
Thu Oct 27, 20		AB	-				AB	-	7.0
Fri Oct 28, 202		AB	-				AB	-	7.0

Added New 'Can Add Amount' Privilege (TM-65)

A new security privilege has been added called 'Can Add Amount?' If an employer would like employees to be able to add additional amounts when punching in or out, this privilege will need to be added to that particular security role.



Added New Additional Amount Summary Section on Timecard (TM-18)

If utilizing the new additional amount functionality, users will be able to see a summary view of additional amount data added for a given pay period. This summary view will be visible on an employee's timecard.

Additional Amount Summary:		
	CashTip	TOTAL
Week 1: 10/22 - 10/23	\$0.00	\$0.00
Week 2: 10/24 - 10/28	\$0.00	\$0.00
<u>TOTALS</u>	<u>\$0.00</u>	<u>\$0.00</u>

Added New Amount Fields to the Add Punch Dialog (TM-19)

Two new fields have been added to the Add Punch dialog on the Timecard page: Amount type and Additional amount. The Amount type drop-down menu displays all pay types that are indicated to be an 'additional amount' (this can be done on the Admin > Pay Type page). The Additional amount field is where you input a dollar value. The additional amounts are included in the payroll export process.

Note that these fields will only appear if two conditions are met:

1. At least one pay type exists where the 'Additional Amount' field has been set to true.

2. The currently logged in user has the 'Can add amount?' privilege associated with their role.

The screenshot shows a dialog box titled "Add Punch". It contains the following fields and controls:

- Day: ***: A text input field with a calendar icon to its right.
- Punch time: ***: A text input field.
- Job:**: A dropdown menu.
- Transfer:**: A checkbox.
- Notes:**: A large text area.
- Amount type:**: A dropdown menu.
- Additional amount:**: A text input field.

At the bottom right of the dialog are two buttons: "Save" and "Cancel".

Added New Amount Fields to the Kiosk Clock (TM-21)

Two new fields have been added to the Kiosk Clock for punching in and out: Amount Type and Additional Amount. The Amount type drop-down menu displays all pay types that are indicated to be an 'additional amount' (this can be done on the Admin > Pay Type page). The Additional amount field is where you input a dollar value. The additional amounts are included in the payroll export process. Note that these fields will only appear if two conditions are met:

1. At least one pay type exists where the 'Additional Amount' field has been set to true (Admin > Pay Type).
2. The employee clocking in or out has the 'Can add amount?' privilege associated with their role.

Added New Amount Fields to the Punch In / Out Button (TM-20)

Two new fields have been added to the dialog for the Punch In/Out button: Amount type and Additional amount. The Amount type drop-down menu displays all pay types that are indicated to be an 'additional amount' (this can be done on the Admin > Pay Type page). The Additional amount field is where you input a dollar value. The additional amounts are included in the payroll export process. Note that these fields will only appear if two conditions are met:

1. At least one pay type exists where the 'Additional Amount' field has been set to true.
2. The currently logged in user has the 'Can add amount?' privilege associated with their role.

Add Punch ✕

Employee:

Punch Time:

Punch Date:

Punch Type: ▼

Job Code: ▼

State: ▼

City: ▼

College: ▼

Notes:

Amount Type: ▼

Additional Amount:

Last punch was Wednesday, October 26 08:00:00 AM

Added New Pay Type Attribute (TM-64)

On the Pay Types screen, a new 'Additional Amount' column has been added. If this attribute is set to true, employees will be able to add dollar amounts associated with that pay type when punching in or out.

Add Paytype [X]

Code: * [Text Input]

Payroll code: * [Text Input]

Description: * [Text Input]

Count for ot:

Paid time:

Quantity:

Payrate multiplier: * 1.0 [Text Input]

Allow time off:

Company accrual: [Dropdown Menu]

Additional amount:

[Save] [Cancel]

Fixed - 'Undefined NaN' Issue on Time Off Calendar for Firefox Users (TM-71)

Previously, Firefox users would see 'Undefined NaN' when changing months on the time off calendar. This issue has been resolved.

Fixed - Overnight Department Change Issue (TM-60)

Previously, under certain circumstances, changing the department associated with an overnight timecard detail would result in additional (incorrect) timecard detail records being added. This issue has been resolved.

Fixed - Supervisor Comment Overwriting Employee Time Off Comment (TM-73)

Under certain circumstances, a supervisor comment added to an employee's time off request would overwrite the employee comment. This issue has been resolved.

Removed the 'Go To Payroll' Button (TM-59)

The 'Go To Payroll' button has been removed from the application.

Updated 'Send Hours to Payroll' to Support Additional Amounts (TM-61)

The Send Hours to Payroll process has been updated to include support for new additional amount data.

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Note: Previous release notes can be found on our webhelp site: [Here](#).

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