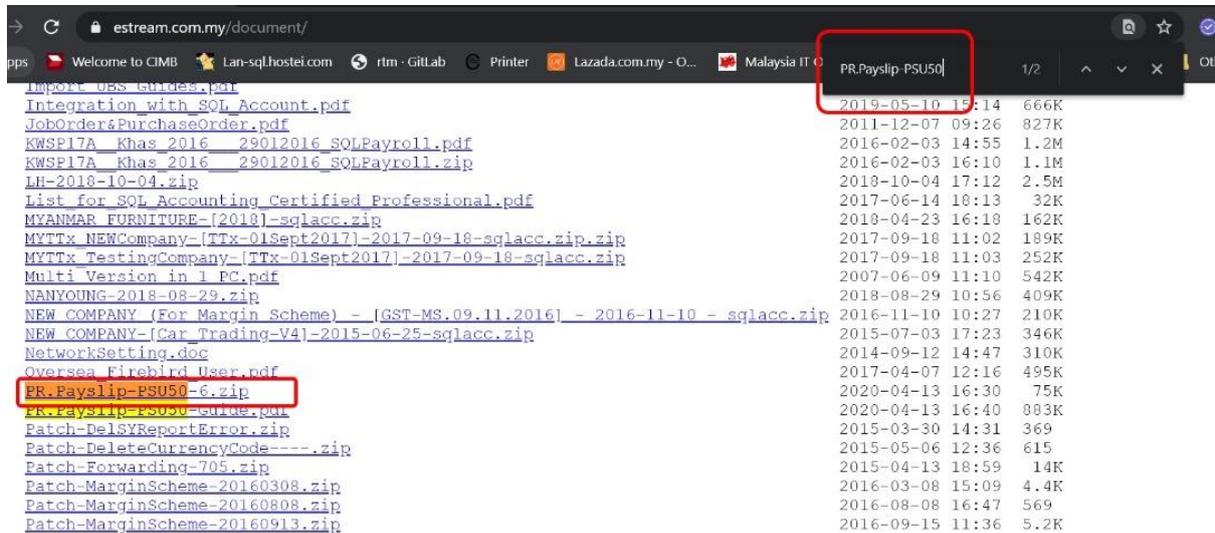


## WSP PSU 50 Report Template

Template download from: [www.sql.com.my/document](http://www.sql.com.my/document),

ctrl key +F search for PR.Payslip-PSU50



Please **unzip** the zip file & load the report into SQL database, refer: [https://cdn.sql.com.my/wp-content/uploads/2019/04/10-01-How\\_to\\_Load\\_Report-2.pdf](https://cdn.sql.com.my/wp-content/uploads/2019/04/10-01-How_to_Load_Report-2.pdf)

More details about WSP can refer Mr Song's video:

<https://www.facebook.com/ANCGroupConsultants/videos/506838369998604/>

Preview under **Print payslip**, condition for this report:

Remuneration below RM 4000 with SOCSO & EIS <> RMO & max is 200 employees

## 1. Where to set tuntutan no?

Preview report will prompt dialog box to enter

The screenshot shows the 'Payroll Payslip' interface. At the top, there are filters for Process (Month End (03.2020)), Employee, Branch, Department, Group, Category, Project, Job, Task, and Payment Type. A 'Sort By' dropdown is set to 'Employee'. Below the filters is a 'Payroll Payslip - Month End (03.2020)' preview report. A dialog box titled 'Please Claim No' is open, with the text 'Tuntutan Ke (1,2,3) : 1' and 'OK' and 'Cancel' buttons.

NAME	Wages	Allowance	Overtime	Commission	Claim	Paik	Deduction	CP
LEE CHO...	3,000.00	547.75	-	-	-	-	-	-
KOO KIA...	2,000.00	130.75	-	-	-	-	-	-
NICOLE	2,800.00	245.25	-	-	-	-	-200.00	-
WONG C...	3,200.00	730.00	-	-	-	-	-	-
YAP KIM ...	1,200.00	5.75	-	-	-	-	-	-

## 2. Where to set Pangkatan & Pendidikan?

Pangkat => Maintain Job

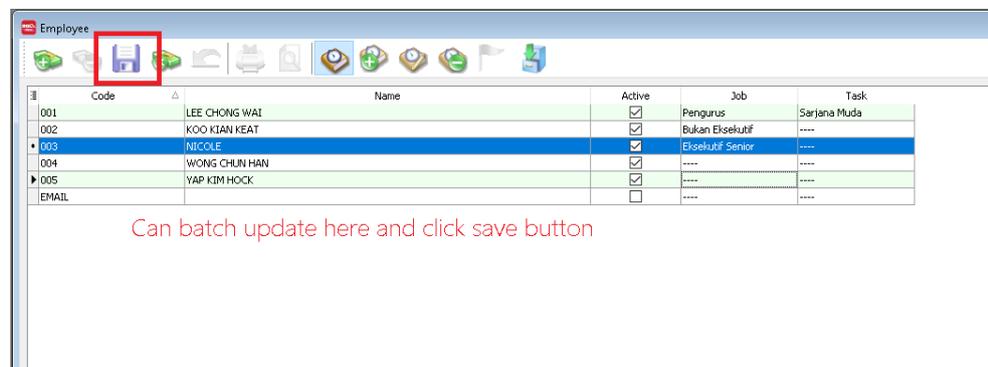
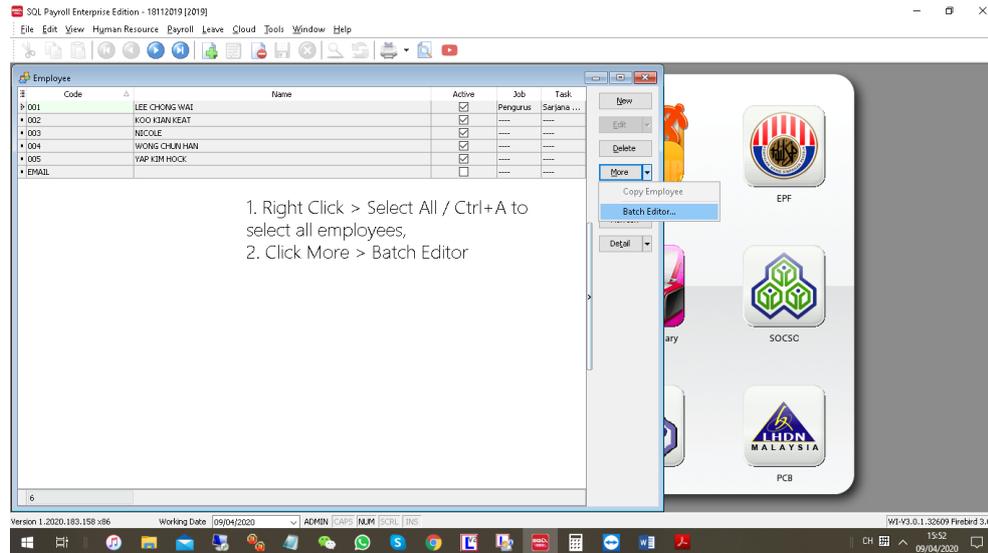
Pendidikan => Maintain Task

The screenshot shows the 'Employees' interface for employee 'LEE CHONG WAI'. The 'Job' field is set to 'Pengurus' and the 'Task' field is set to 'Sarjana Muda'. A 'Job' dialog box is open, showing a list of jobs with 'Pengurus' selected. A 'Task' dialog box is also open, showing a list of tasks with 'Sarjana Muda' selected. Below the dialog boxes, there is a note: 'Create Maintain Job & Task for PSU50 purpose'.

Code	Default Job	Description	Active
.....	Pengurus	Pengurus	<input checked="" type="checkbox"/>
.....	Elsekutf Senior	Elsekutf Senior	<input checked="" type="checkbox"/>
.....	Elsekutf Junior	Elsekutf Junior	<input checked="" type="checkbox"/>
.....	Bukan Elsekutf	Bukan Elsekutf	<input checked="" type="checkbox"/>

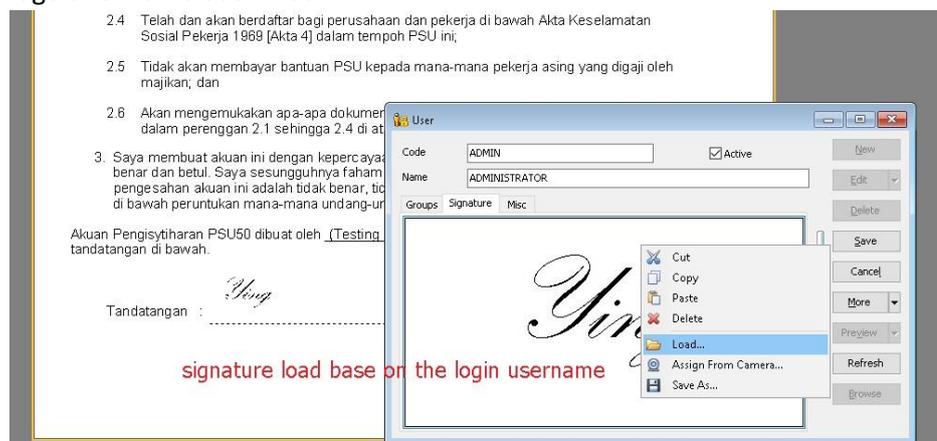
Code	Description	Active
.....	Default Task	<input checked="" type="checkbox"/>
.....	Sarjana Muda	<input checked="" type="checkbox"/>
.....	Sarjana	<input checked="" type="checkbox"/>
.....	Diploma	<input checked="" type="checkbox"/>
.....	Sijil	<input checked="" type="checkbox"/>
.....	STPM atau setaraf	<input checked="" type="checkbox"/>
.....	SPM atau setaraf	<input checked="" type="checkbox"/>
.....	PT3/PMR/SRP atau...	<input checked="" type="checkbox"/>
.....	UPSR atau setaraf	<input checked="" type="checkbox"/>

### For batch update employee's info:



### 3. Where to load page 2 Signature

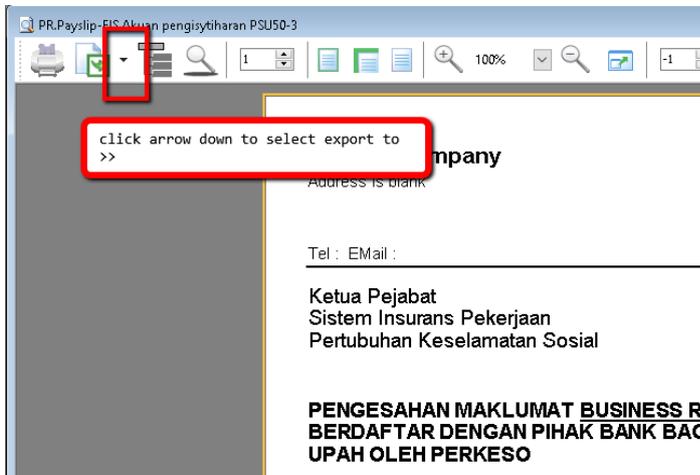
the signature is follow login user name, load the signature under Maintain user logo size max is 600 x 250



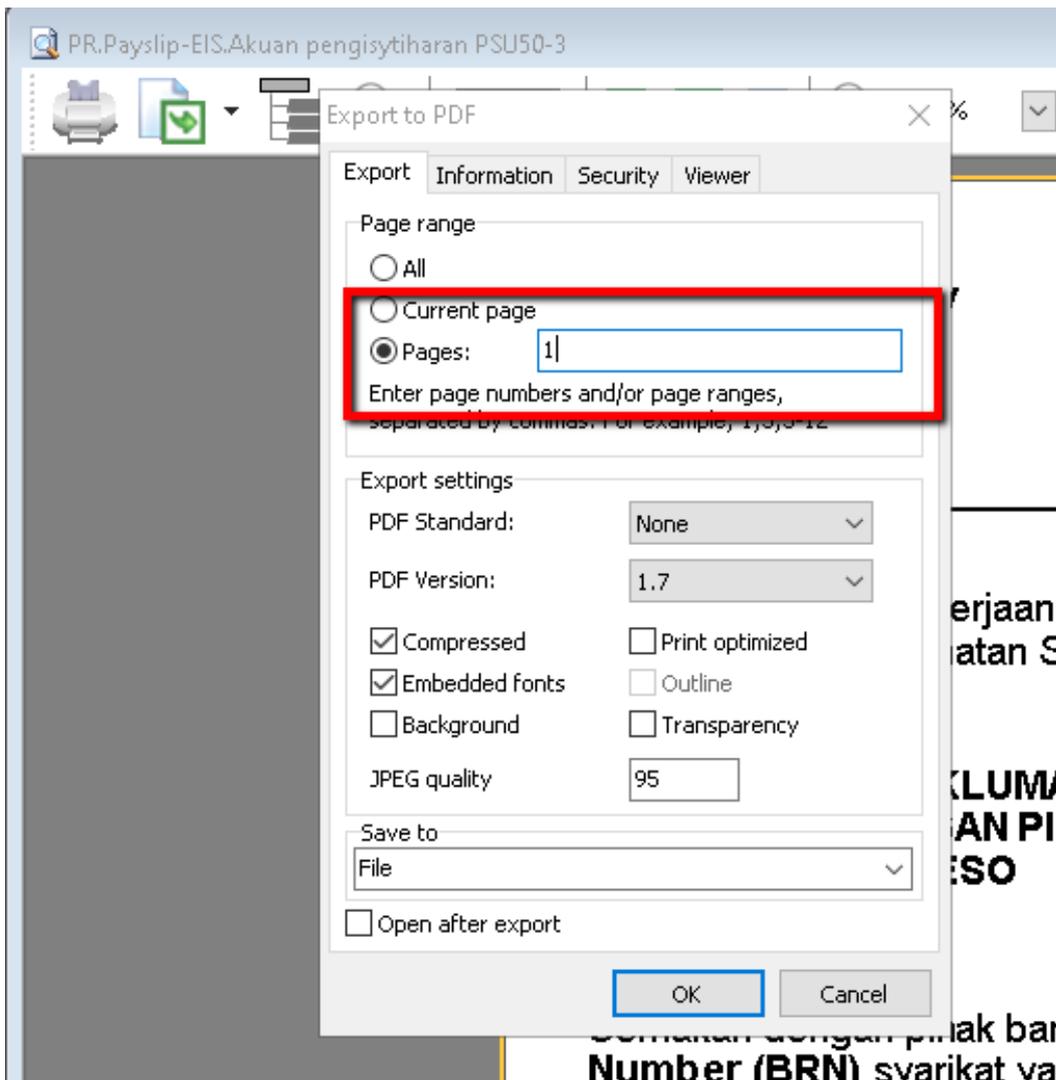
4. When export please follow....

FYI, 1<sup>st</sup> & 2<sup>nd</sup> page export to PDF, 3<sup>rd</sup> page export to excel..

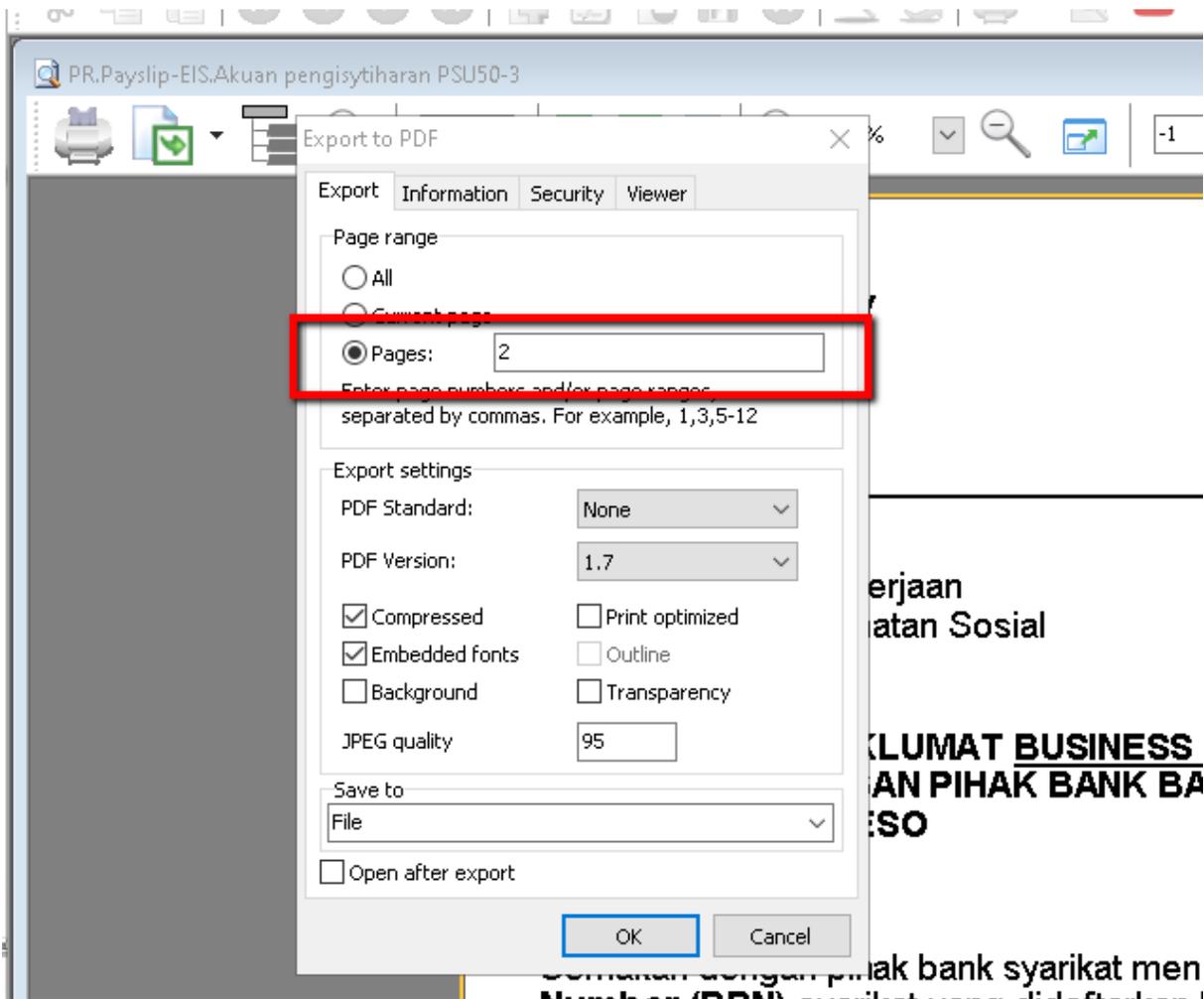
How to click export button?



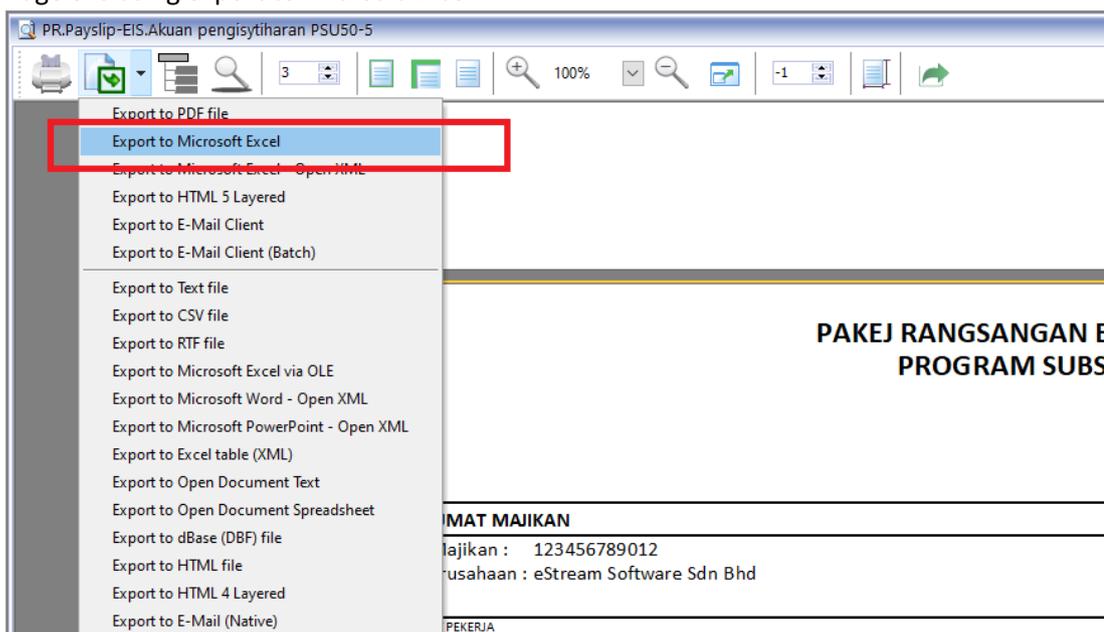
a) Export 1<sup>st</sup> page, select export to PDF, then follow below screen:



b) Then export 2<sup>nd</sup> page, use back same method, export to PDF and follow as below screen



c) Page 3 is using export to Microsoft Excel



**Export to Excel 97/2000/XP** ✕

Export Information Protection Options

Page range

All

Current page

Pages:

Enter page numbers and/or page ranges, separated by commas. For example, 1,3,5-12

Data Grouping

Like the report

All in one page

Chunks. Each chunk has (rows):

Save to

▾

Open after export

Auto create file