Maintain History Type



2. Browse Screen

🎬 History	Туре			- • •
∃ Coo	le	Description	Active	New
	Defau	Ilt History Type		
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			n	Delete
			>	
				<u> </u>
			5	<u>M</u> ore ▼
				Preview -
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3. Entry Screen

🎬 History Type	:		
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Description	REVISE		Edit ▼
	Active	Set as Default	Delete
		· · · · · · · · · · · · · · · · · · ·	Save
			Cancel
		U	More 🗸
			Preview 💌
			Browse

Changes History

1. Only affect in EDITING Employee.

2. Changes on any highlighted fields of the maintain employee as shown below						
7. Changes on any highlighted heigs of the maintain employee as shown below	2	Changes		of the measure in	a manda waa a	a chaun halam
	Ζ.	Changes o	indified fields	or the maintain	employee a	s snown below.

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vaine. 009									
Category	Family Da	well To fee Alle							Delete
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will trigger the **Changes History** screen on upon **Save**.

		Description	Туре	
6	Ξ	Group : Allowance		
		Entitled to P01 with rate 800.00		100
6	Ð	Group : Deduction	10	29.
		Entitled to D01 with rate 77.00		
6	Ξ	Group : Main		
		Revise Wages from 3,000.00 to 3,300.00		
6	Ð	Group : More		
		Revise Branch from to B01		
		Revise Department from to D01		
		Revise Job from to Executive		

You can change the History Type and Description for each row,

r c	hanges History: 009 - 009		
Sel	ect item to add into employee history :		
3	Description	Туре	I
6	Group : Allowance		
	Entitled to P01 with rate 800.00		
6	Group : Deduction		
	Entitled to D01 with rate 77.00		
6	🗄 Group : Main		
I	Revise Wages from 3,000.00 to 3,300.00	REVISE	
6	Group : More		
	Revise Branch from to B01		
	Revise Department from to D01		
	Revise Job from to Executive		
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Click **Checked All** to select all rows.

1	5	Description	Type	
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Ĩ		Entitled to P01 with rate 800.00		1
Ī	-	Group : Deduction		
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		Group : More		
		Revise Branch to B01	REVISE	V
		Revise Department to D01	REVISE	V
I		Revise Job to Executive	REVISE	V

Click **OK** to append into **Employee History**.

Code:	009		Job Title	e:					Active		New
Name:	009										Edit
											Delete
Personal	Category	Family	Payroll Info	Allowance	Deduction	Note	History	Attachments			Save
88											Connel
🗄 Po	st Date		Гуре				Descriptio	n			Cancel
26/08/	2008		1	Entitled to D01	with rate 77	7.00					More
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26/08/	2008	REVISE		Revise Branch	to B01					>	
26/08/	2008	REVISE		Revise Departi	ment to D01						Browse
26/08/	2008	REVISE		Revise Job to I	Executive						