

# Million e-Leave Release Note

In this release dated 13/OCT/2020, you will be able to find the following enhancements from the previous versions:

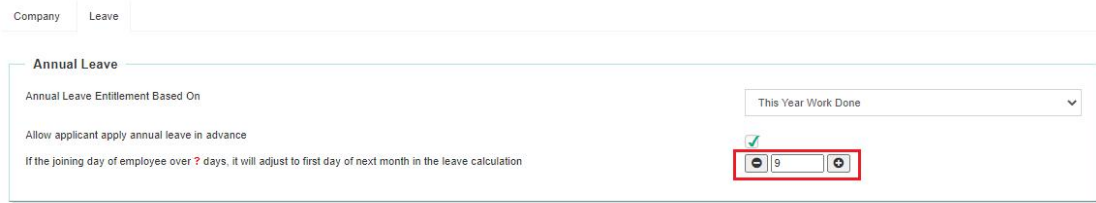
## New Enhancements : Web Browser

### 1. Leave Entitlement Setting - Cut-off Day

Setting > General > Leave > Set Cut-off Day

*If the date joined of an employee falls before the Set Cut-off Day, employee will be entitled to leave starting from the next month from date joined, however if the date joined of an employee falls after the cut-off day, employee will be entitled to leave starting from the following month from date joined*

Example:



Company Leave

**Annual Leave**

Annual Leave Entitlement Based On This Year Work Done

Allow applicant apply annual leave in advance

If the joining day of employee over ? days, it will adjust to first day of next month in the leave calculation

Company A provides 12 days of Annual Leave for employees on the first year of employment, and in this example the company has set the cut-off day on the '9th' day of the month.

### Senario A

Employee No E001 ; Join date : **8 Oct 2020.**

Employee E001 will entitle **1 day** annual leave starting from **1st October**.

### Senario B

Employee No E002 ; Join date : **13 Oct 2020.**

Employee E002 will entitle **1 day** annual leave starting from **1st November**.

# Million e-Leave Release Note

## 2. Employee Profile Picture

Employee > Add/ Edit > Choose File

*Employees will be able to upload, edit their profile picture on web browser*

**General Information**

Employee No.	<input type="text" value="E001"/>
Name	<input type="text" value="MILLION"/>
Email	<input type="text" value="million@live.com.my"/>
Picture	<input type="button" value="Choose File"/> No file chosen
Branch	<input type="text" value="PG"/>
Department	<input type="text" value="SALES"/>
Category	<input type="text" value="Nothing selected"/>

## 3. Calendar View in Safari

*Users are able to apply leave in Calendar View on IOS Safari Browser*

Dashboard / Leave - Leave Apply Listing / Apply

Leave Information

Code	Max Entitle	Entitle	B/F	Adjust	Replace	Taken	Balance
No data available in table							

Please select leave date(s).

October 2020 today < >

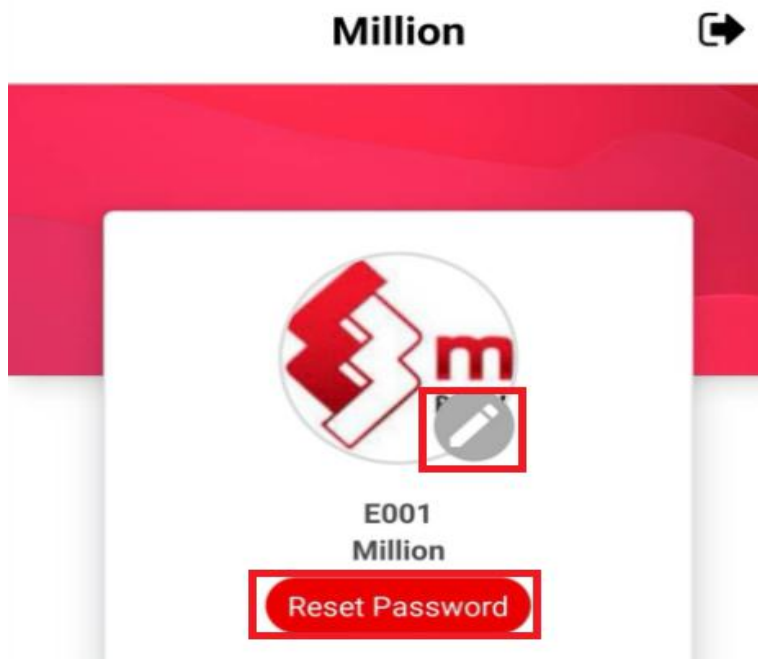
Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7

AB AM Super  
AB Gma User AB Gma User

## New Enhancements : Mobile Application

### 1. Employee Profile Picture and Password

*Users will be able to upload/ edit profile picture on their mobile application. Users may also reset your password on their mobile application.*



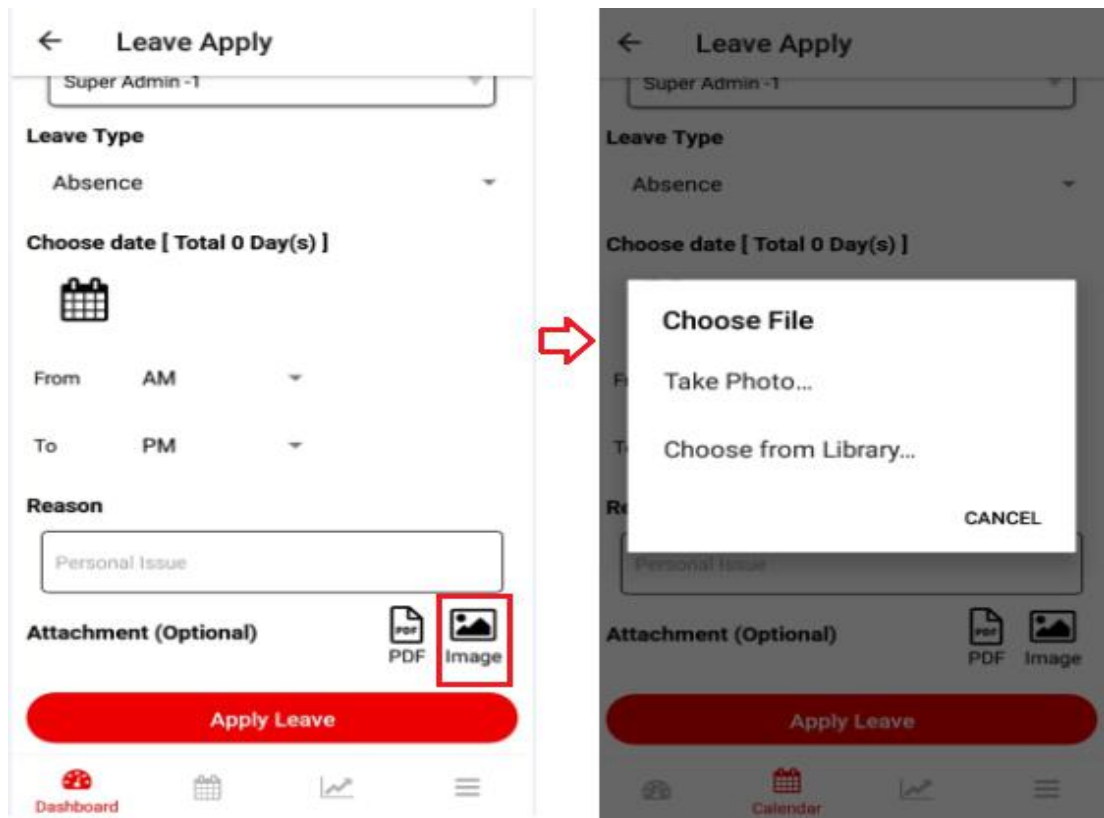
### 2. Attach Document

*Users can attach .pdf and image files when applying leave on their mobile application*



# Million e-Leave Release Note

User may also shoot the picture with phone camera



## 3. Notification

*There will be notification when admin approve, update or cancel employee leave.*

*Updated by superior*

### Notification

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#### Leave Cancelled

Million 3.00 day(s) Absence request is CANCELLED by Super Admin

🕒 2020-10-09 14:46:39

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#### Leave Approved

Million 3.00 day(s) Absence request is APPROVED by Super Admin

🕒 2020-10-09 14:45:09

*Superior receive notification when employee edit or cancellation leave*

*Edited By employee*

### Notification

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#### Leave Edit

Million 1.00 day(s) Absence request is EDITED by Million.

🕒 2020-10-12 17:52:18

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