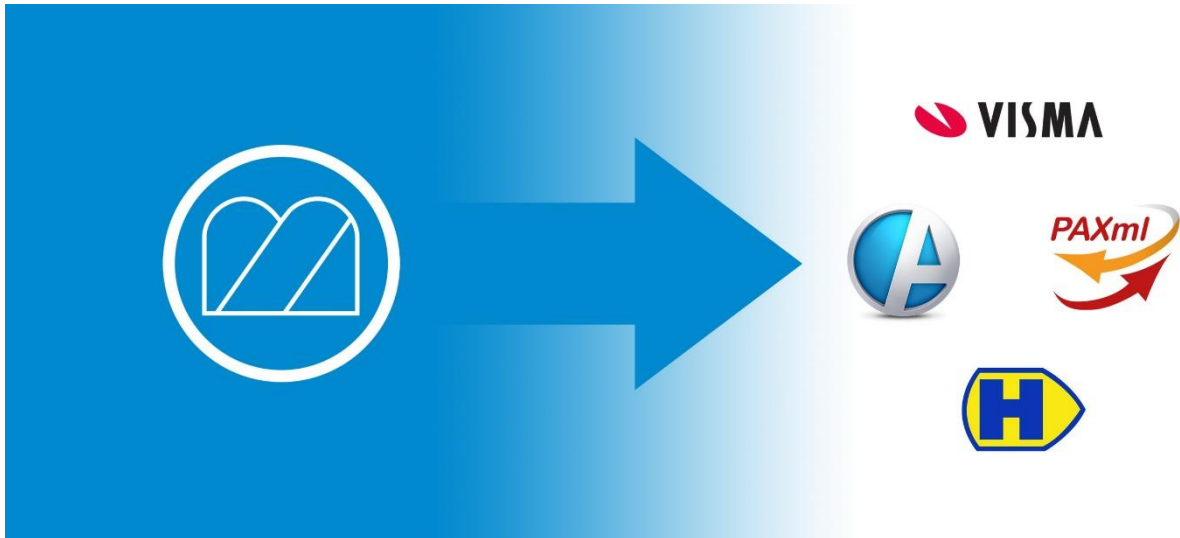


Export of Salary Basis

This is an option to the Time recording module which makes it possible to export salary basis from MONITOR to your payroll program. It is the personnel's recording items (attendance, absence, and overtime) that is exported.



Supported Payroll Programs

Plugins are included for different payroll programs. Currently, there are plugins for Visma Lön, PAXml, Agda, and HogiaLön Plus.

How Does Export of Salary Basis Work?

The actual export takes place in the Export salary basis procedure. Here you select for which personnel you want to export salary basis. You also enter time interval and configure export settings.

In connection with the export, you can choose to lock the affected recording records from adjustment. This way you prevent other users from adjusting a recording item after the salary basis has been exported.

You can also lock and unlock recording records in the Lock/unlock attendance recording items procedure. In this procedure you select for which personnel and time interval you want to lock/unlock recording records.

In the procedure Basic data – Attendance you will find settings for salary types that determine how each respective salary type should be handled during export. In this procedure you also create an export setting to the plugin for the payroll program that you use.

The salary basis is either exported to a text file or an XML file. This is determined by the plugin that you use for the payroll program.