

Payroll Bulk Email with Password

In order to use this, user's computer must configure with window email first ~

1. Human Resource | Maintain Employee |

Employee

Code: 001 Job Title: Active

Name: LEE CHONG WAI

891212014321

1. Key in PDF Password here

Personal Grouping Family Payroll Info. Allowance Deduction Note History Child Attachments

Gender: Male

D.O.B: 12/12/1989

Address:

Phone: Mobile:

Email: xxx@gmail.com

2. Enter Email Address

New IC: 891212-01-4321

Old IC:

Passport:

Immigration No:

Change Password

2. Payroll | Print Payslip | Choose the month End Payslip | Apply | Preview

SQL Payroll Enterprise Edition - Testing Company [2016- Unicode from PAY-0024]

File Edit View Human Resource Payroll Leave Inquiry Tools Window Help

PR.Payslip1A.Report.r3

Export to PDF file

Export to Microsoft Excel

Export to Microsoft Excel - Open XML

Export to HTML 5 Layered

Export to E-Mail Client (Batch)

Export to Text file

Export to CSV file

Export to RTF file

Export to Microsoft Excel via OLE

Export to Microsoft Word - Open XML

Export to Microsoft PowerPoint - Open XML

Export to Excel table (XML)

Export to Open Document Text

Export to Open Document Spreadsheet

Export to dBase (DBF) file

Export to HTML file

Export to HTML 4 Layered

Export to E-Mail (Native)

Export to BMP image

Export to EMF image

Export to GIF image

Export to JPEG image

Testing Company ()

NAME : 4444 (PASSPORT NO :)

DEPT : ----

SOCSCO :

EMPLOYEE NO : 00001 EPF :

Payslip For

31/12/2017

3. Click on Export to Email Client (Batch)
(This is Additional Module, may refer local Sales Agent for Add-On Module)

Allowance	Amount
4,425.00	375.00
Total Deduction	-508.75

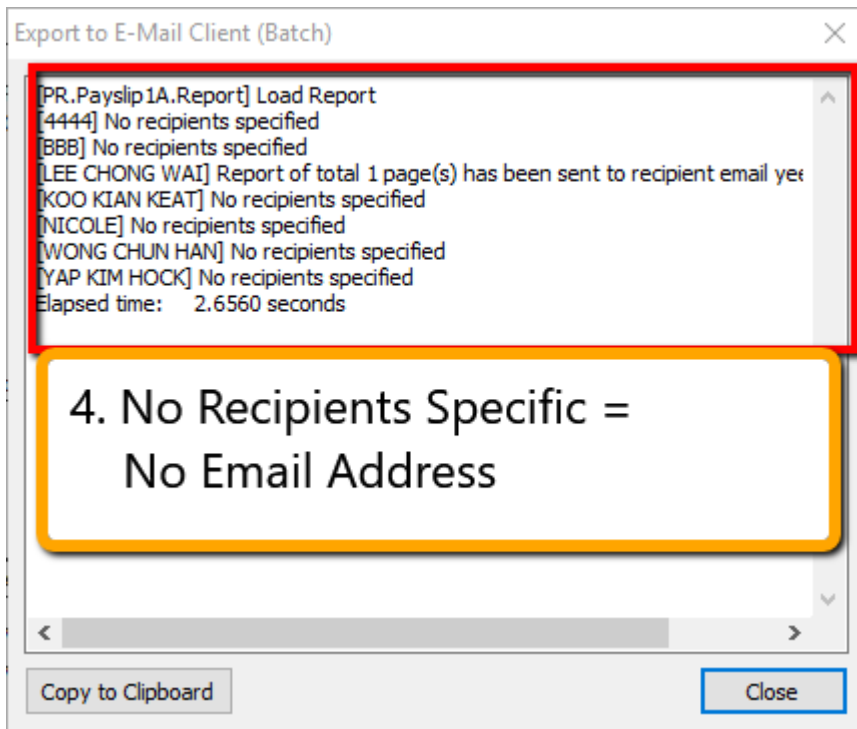
PCB	EPF ar	EPF ar	SOCSCO ar	SOCSCO ar	ES ar	ES ar
489.00	578.00	19.75	69.00	69.00		
489.00	578.00	19.75	69.00	69.00		

Net Pay RM 3,916.25

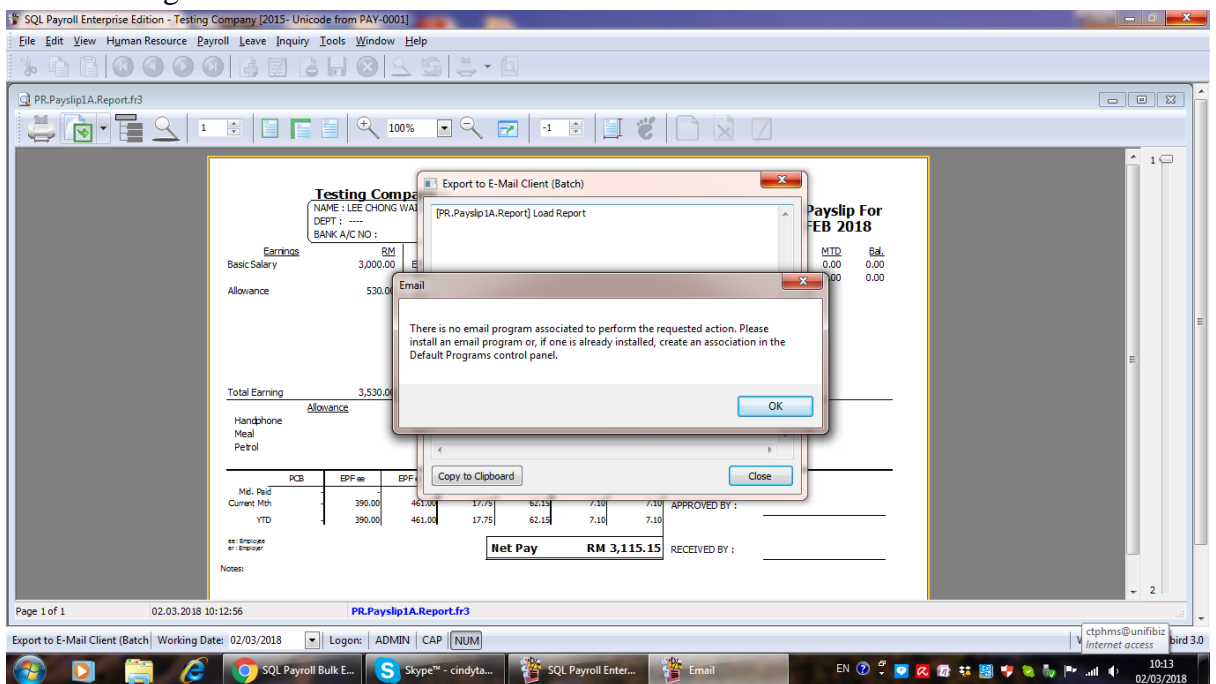
APPROVED BY : _____

RECEIVED BY : _____

* For Testing purpose, may activate the module at File | Customize Payroll Module | Ticked Batch Email



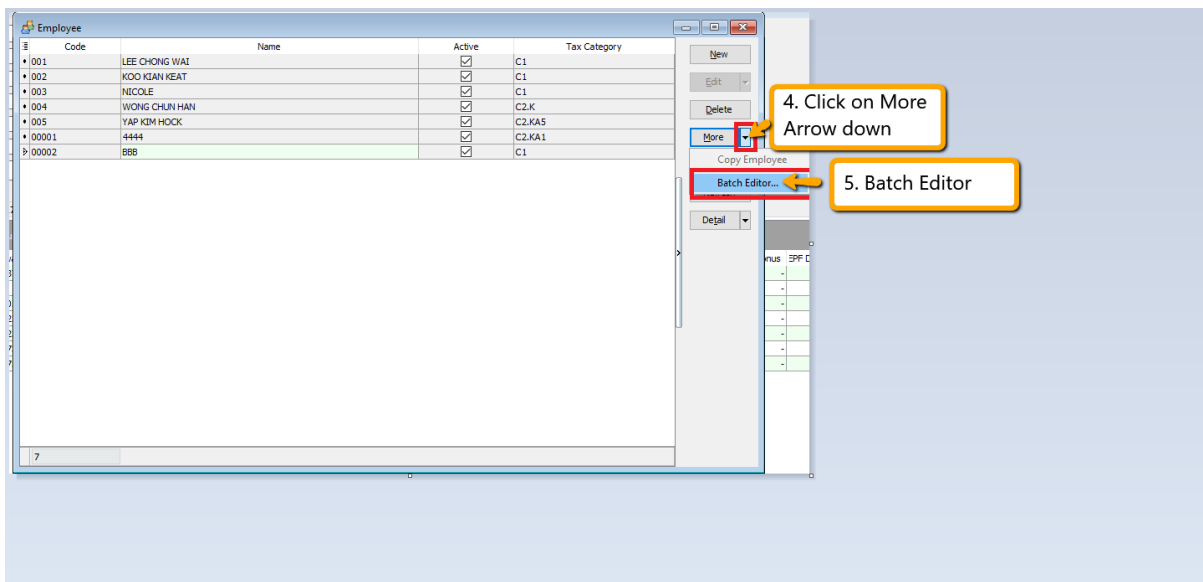
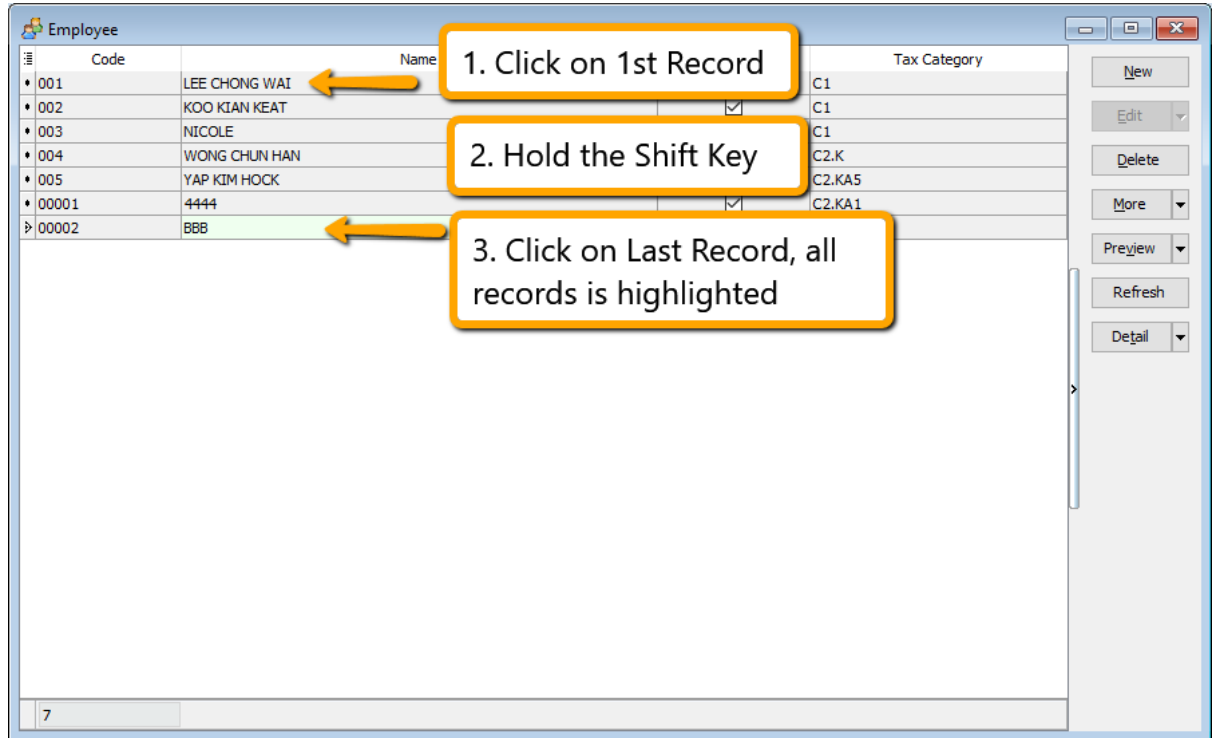
Error Message :



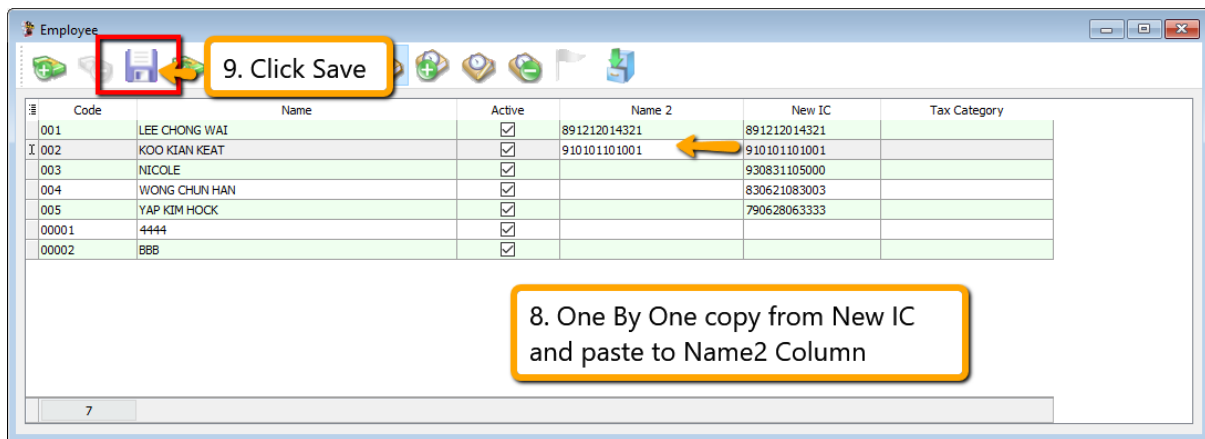
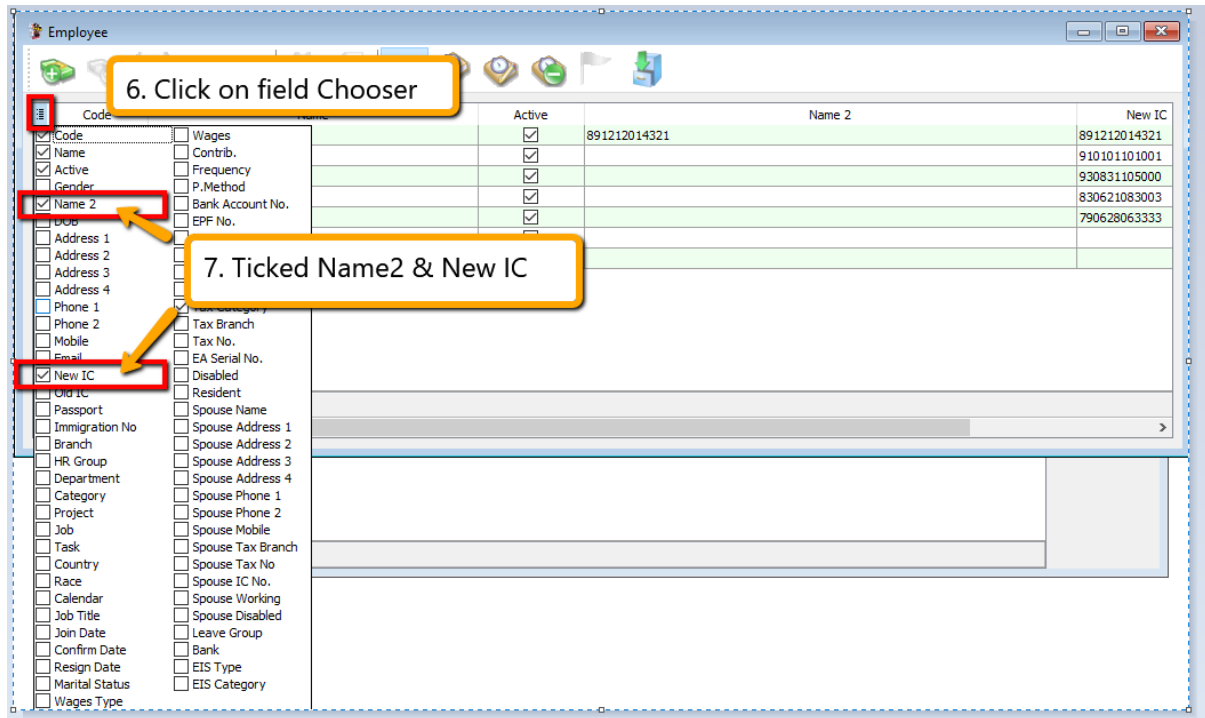
- Make sure you have configured window email ~

Easy Step To use IC as PDF Password

1. Human Resource | Maintain Employee



- Here are easy step for user one short enter the password into employee name 2



Note :

1. Not applicable for Export Email Client or Export to PDF
 - For Email Client, 10 records in one PDF, email to 1

recipient, system unable to generate password due to not sure which password should get ~