

P7- Payroll Software

Axon's P7 Payroll is a powerful stand-alone software package designed for ease of use and comprehensive employee pay processing and reporting. It features flexible time entry, Statutory Tax Form printing, Leave calculations, Earnings / Deductions templates, employee benefits tracking, pay slip printing and with optional time clock interface.

Extremely versatile, P7 Payroll is excellent for Businesses and Industry and for Trading operations with 5 or 500 employees. P7 Payroll can maintain payroll for multiple companies at multi locations.

Powerful...

- Processes employee pay for multiple businesses.
- Network compatible.
- Windows 95, Win 98, Windows NT 4.0, Windows 2000 compatible
- Updated regularly to keep up with government regulations.

Flexible...

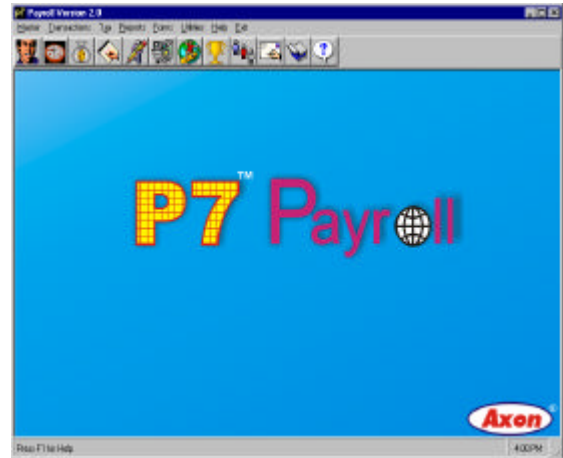
Unlimited earning and deduction categories. Overtime, Commissions, Bonus, Taxes, earnings and deductions already set up. Modify to fit your operation or create new ones.

Tracks employer - paid benefits
Handles all local taxes.

Fast...

- Pay employees based on Employee Present / Absent / Half Day (Fastest method) or Enter In time / Out time directly into the system.

- With optional import facility "read in" time transactions from time clock / time entry software.



- Automatically calculates taxes, prints monthly / quarterly tax reports, produces Provident Fund Forms and ESIC forms.
- Calculates overtime.
- Handles multiple user definable types of leave.
- Quickly change from one accounting year to another.
- Statutory Tax Form Printing with Preview before Printing

Provident Fund: - Monthly PF Report, Form 3A 1, Form 6A, Monthly Summary

ESIC: - Monthly ESIC Report, Form 6, Form 6 Challan, Form 7 (Regulation 32), Employee / Employer Contribution

Everything you want and need in a Payroll System.

- Easy to Learn, Easy to Use
- Powerful
- Flexible
- Totally Secure
- Practical

Reports

Easily set up reports to show just the information you want. For example, restrict many reports to specific employees, departments, category, grades, etc. Preview all reports before printing them, or print immediately

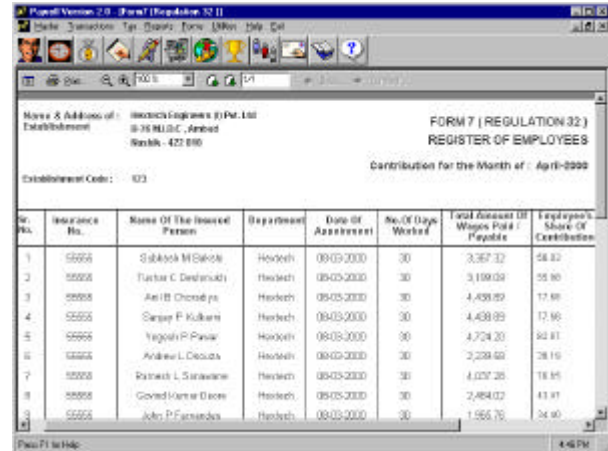
Payroll Register, Earnings Register, Deduction Register, Attendance Chart, User Selectable Pay slip Templates, Templates for Payroll entry with samples, Individual Employee Attendance details, Income Tax (Form 16), Grade Structure, Category Structure, Salary Structure, Loan Structure, Leave Structure, Loan Details, Utilities, User definable Payroll configuration

System Requirements: -

- Pentium computer(s) with 100 MHz or higher
- 32 MB RAM
- Minimum of 50 MB hard disk capacity
- VGA or better monitor and Windows 95 or higher
- A Dot Matrix, Laser or LaserJet Printer

Utilities: -

This separate module handles backing up your database files & restoring them.



Payroll Version 2.0 (Regulation 32)

Name & Address of Establishment: Electronics Engineers (P) Pvt. Ltd.
B-15 Noida, Noida - 201 301

Establishment Code: 103

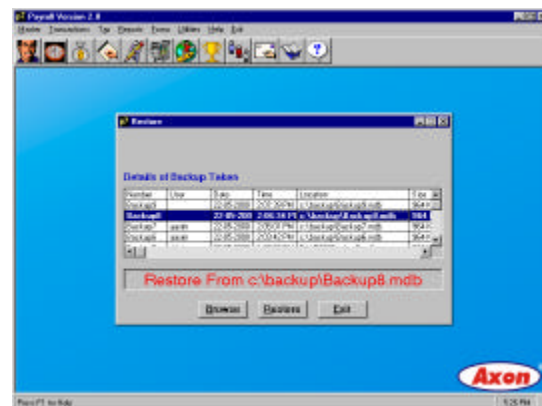
FORM 7 (REGULATION 32)
REGISTER OF EMPLOYEES

Contribution for the Month of: April-2000

Sl. No.	Insurance No.	Name Of The Insured Person	Department	Date Of Assessment	No. Of Days Worked	Total Amount Of Wages Paid / Payable	Employee's Share Of Contribution
1	55555	Subhash M. Sakshi	Headset	09-03-2000	30	3,367.32	54.82
2	55555	Tushar C. Deshmukhi	Headset	09-03-2000	30	3,189.09	55.80
3	55555	Anil B. Choudhary	Headset	09-03-2000	30	4,438.89	77.88
4	55555	Sangeet P. Kulkarni	Headset	09-03-2000	30	4,438.89	77.88
5	55555	Yogesh P. Pawar	Headset	09-03-2000	30	4,724.20	82.81
6	55555	Ankur L. Choudhary	Headset	09-03-2000	30	2,228.48	38.16
7	55555	Ramachandran L. Saravanan	Headset	09-03-2000	30	4,037.38	76.85
8	55555	Govind Kumar D. Bhat	Headset	09-03-2000	30	2,484.02	43.91
9	55555	John P. Fernandes	Headset	09-03-2000	30	1,566.75	24.90

Development using Visual Basic & Microsoft Access

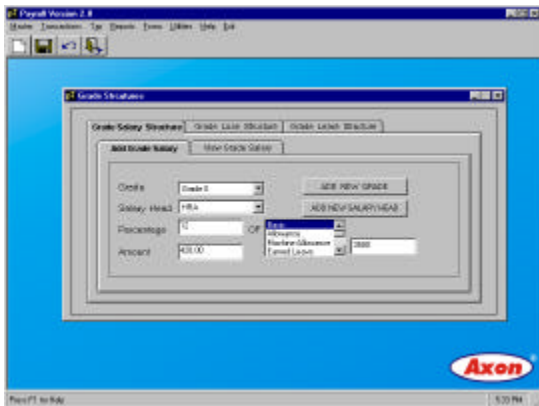
P7 – Payroll is developed using Visual Basic 6.0 & Microsoft's powerful Access database system.



Simplified Setup using Predefined Structure & Configuration

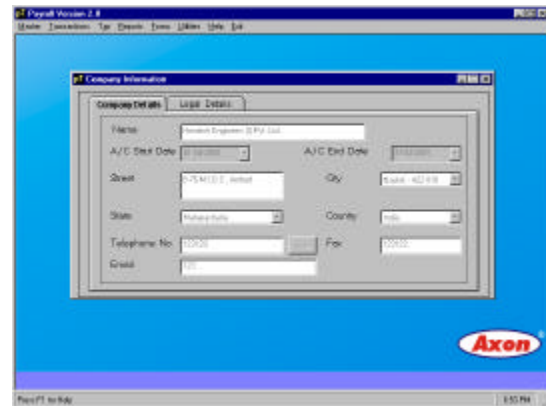
Unlimited Earning & Deductions

Depending on the organization we can define our own earning and deductions as per the grade structure. Similarly we can define weekly off, Loan & Leave Structure as per the grade structure.



Set up of Company Information

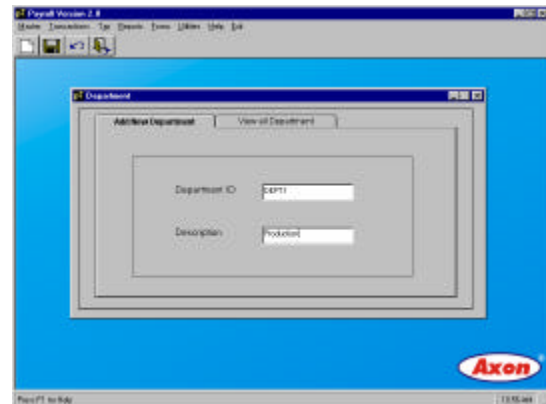
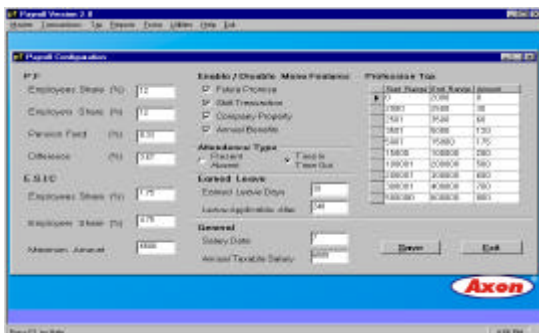
Company information setup prepared in such a way that during the loading of Payroll System we would select the company or create new company. For creation of new company templates have been provided. Using the template we can fill up the company information, and store information such as: - Name of Company, Accounting Year, Address, Phone No., legal details and other required information.



Also using the configuration module, we can setup the Profession Tax Slab, Salary Date of the Organization, Bonus Date, Bonus Percentage & Attendance type depending on the organization such as Present / Absent or Time in / Time out system. Also we can setup the Provident Fund & ESIC percentage for the Employee & Employer. Profession Tax Slab & Salary Date.

Other Required information...

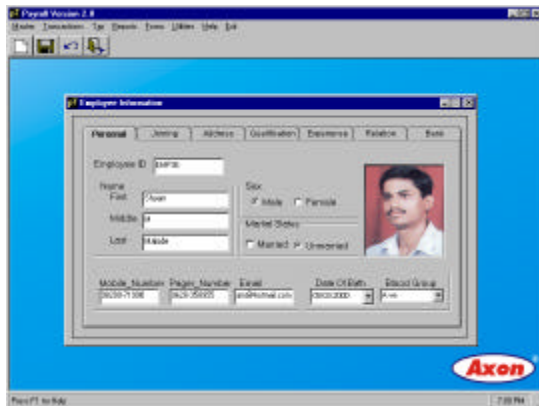
For setting up other required information such as Departments, Location, Holiday, Qualification, Leave, Loan, Grade, Grade weekly off etc. Simple forms have been provided for data entry for storing the information.



Setup of Employee Information: -

Employee Information stored in seven different tabs –

1) Personal 2) Joining 3) Address 4) Qualification 5) Experience 6) Relation 7) Bank Information.

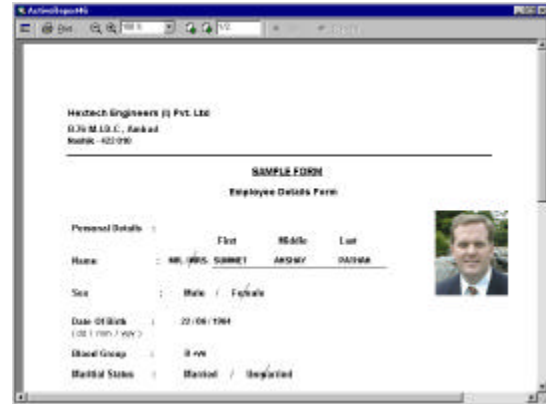


In Personal Information, enter the personal details of employee such as Name of employee, Marital Status, Photograph, Sex, Date of Birth & etc.

In Joining, enter the Joining details of employee such as joining date, department / Location / Category / Grade. Also enter Provident Fund / ESIC details of employee at the appropriate fields.

Similarly enter multiple information such as – employee Address, Qualification, Experience, Relation's & Bank.

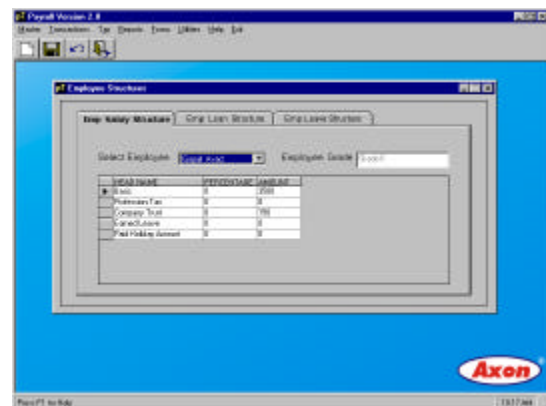
For ease of use for entry of Employee Information, Sample and Blank Templates have been provided. Print the sample and blank templates for swiftly entering the required details effortlessly.



Setup of Employee Structure

Salary / Loan / Leave structure is defined according to the grade in Grade Structure.

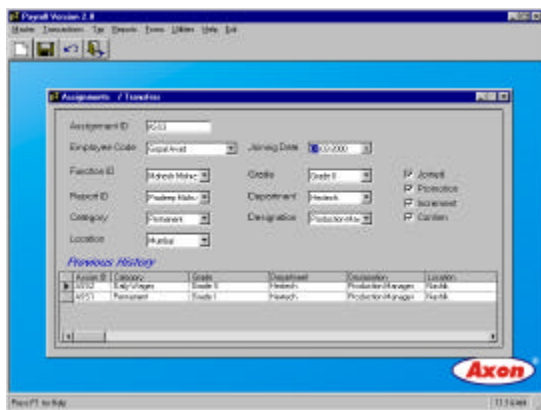
If two employee's are in same grade , there is a facility to change their Salary / Loan / Leave Structure in this module.



Tracks on Assignments:

Assignment keeps track on the employee assignments.

Method: Has employee completed the assignments. How many days / month the employee had taken to complete the assignments. If there is a change in Department / Category / Grade / Location / Designation, the updated information is stored.



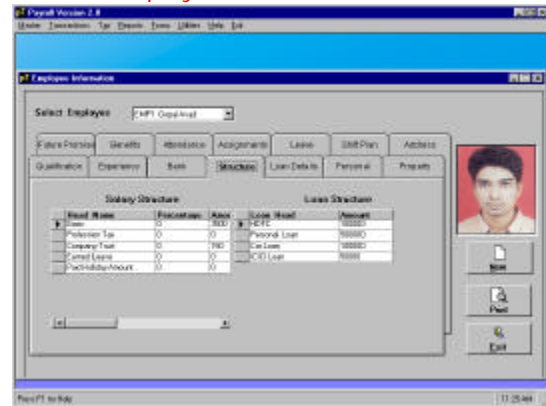
Day-To-Day Transaction : -

Using P7- Payroll system, improve efficiency as follows: -

- Fill up the Attendance Record for the employee.
- Calculates Overtime / Earned Leave / Paid Leave Automatically
- Employee Screen shot view is available at your fingertips at any time.



Employee Screen Shot View



Security Aspects: -

P7 – Payroll is a standalone package with an optional multi user network module. To ensure Confidentiality and Privacy of employee records and prevent access to the database, multi level user password protection is available. System files and some important forms such as configuration, future promise are also protected likewise.

- Users Level Security: - We can define the security as per the users access.
- Menu Level Security: - Depending on the users login we can authorize or restrict usage for accessing the menus.
- Form Level Security: - Depending on the configuration we authorize or restrict usage for accessing the important forms such as Data Management, Future promise.

Reports: -

Using P7 – Payroll System, we get useful and important reports like Transaction report, MIS Report (Statutory report as per government rules & regulation for Provident Fund & ESIC.)

Listing of Essential Reports :

1) History of Employee. : -

This report gives the total history of employee. Here we can get the Personal information, Address, Qualification, Experience, Bank, Salary Structure, Loan Structure, Leave Structure details, Loan details either pending or not, Company property if issued any, Assignments, and Attendance Details.

Qualification	Overseer	Involve	Year of Posting	Percentage
B.COM	Pass	21-03-1997	85	

Experience	Service	From	To	Company
Production Manager	01-05-1984	01-12-1998	MPLTD.	
Production Manager	01-05-1985	01-12-1998	Gopal P. Aard	

Bank	Bank Name	Branch	IFSC	Account Number
Bank of Maharashtra	Mumbai	Mumbai	101	

Address	Address	City	State	Postcode	Telephone No.
7/101, P.O. 101	Mumbai	Mumbai	400 001	022-2-333378	

2) Employee Attendance Report: -

From this report we can get the details of attendance of employee i.e. how many days he is present / absent, with details on over time if any.

3) Leave Details Report: -

From this report we can get the details of leave taken / balance along with the personal details of employee.

Leave Description	No. of Days	From Date	To Date	Days	Balance
Casual Leave	21	15-05-2008	17-05-2008	3	18
		15-05-2008	16-05-2008	2	16
		17-05-2008	17-05-2008	1	15
		17-05-2008	17-05-2008	1	14
		15-05-2008	17-05-2008	3	11
		09-05-2008	13-05-2008	5	6
		20-05-2008	21-05-2008	1.5	4.5
		21-05-2008	21-05-2008	1	3.5

4) Loan Details Report : -

From this report we can get the details of Loan taken / balance along with the personal details of employee. Details of loan installments paid are available.

5) Grade wise list Report: -

From this report we can get a list of employees corresponding to their grade.

6) Department wise list Report: -

From this report we can get a list of employees corresponding to their department.

7) Seniority Report: -

From this report we can get a list of employees corresponding to their seniority i.e. which employee is the senior most in organization or company in descending order.

Employee ID	Employee Name	Department	Joining Date	Total Experience
EMP01	Gopal P. Aard	Production	00-03-1975	33 Years
EMP02	Ramesh Chandra	Admin	01-01-2000	10 Years
EMP03	Rajesh Kumar	Production	01-01-2000	10 Years
EMP04	Arjun Kumar	Production	01-01-2000	10 Years
EMP05	Rajesh Kumar	Production	01-01-2000	10 Years
EMP06	Rajesh Kumar	Production	01-01-2000	10 Years
EMP07	Rajesh Kumar	Production	01-01-2000	10 Years
EMP08	Rajesh Kumar	Production	01-01-2000	10 Years
EMP09	Rajesh Kumar	Production	01-01-2000	10 Years
EMP10	Rajesh Kumar	Production	01-01-2000	10 Years

leave & Loan details i.e. details of loan installments repaid.

13) Pay Slip - Format III (Without Leave & Loan Details): -

This is same as format II type pay slip without leave and loan details.

14) Pay Slip - Format IV (Two Slips Per Page): -

In this type of pay slip we can print two pay slips per A4 page.

15) Salary Register: -

In this report we can print the list of employees & their salary details for the respective month. i.e. earnings , deductions & Net Salary to maintain Salary Register.

Microsoft Dynamics 2008 [Online Reports] 12/2/2008


File Edit View Tools Window Help

Salary Register

For the Month Of : April 2008

EMP ID : DIPLO	
Name : Diplo P. Diplo	Basic : 4,975.08
Days : 26	Gross Salary : 4,975.08
DEDUCTIONS	
Wages	4,975.08
Medical Allowance	1,343.80
Conveyance	758.80
City Allowance	828.80
Provisional Income Tax	8.80
Total Earnings :	8,223.08
Net Pay :	7,879.92
DEDUCTIONS	
Loan Repayment Amount	0.00
Social Security Amount	0.00
Provisional Fund	497.50
PSE	0.00
Provisional Tax	120.38
Total Deductions :	343.08
EMP ID : DIPLO	
Name : Diplo P. Diplo	Basic : 4,975.08
Days : 26	Gross Salary : 4,975.08

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Microsoft Word 2000 - Pay Slip For

File Edit Format Tools Window Help

Pay Slip For

September-2000

Hextech Engineers (Pvt) Ltd
B-76 MID.C, Ambad
Nashik - 422 010

Pay Slip For September-2000

Employee Code	Emp ID	Name	Emp P Grade
Grade	Category	Department	Designation
Grade 1	Permanent	Hextech	Asst Production Manager
P.S. No.	ESK No.		
55555	55555		

Bank Name Bank of India Ltd. Account Number 123

Basic Rate 6,219.00 Days Worked 22.0 Said and Loan 0.0 Paid Holiday 1.0

Earnings	Deductions
Basic 3,109.50	Loan Installment Amount 0.00
Grat 592.50	Union Advance Amount 0.00
Overtime 500.00	Company Trust 200.00
14DA 500.00	Profession Tax 115.00
Medical Allowance 1,040.00	Provident Fund 300.00
Paid Holiday Amount 141.00	
Production Incentive 75.00	

Paid PT Incentive 11.44

Total 11,440.00

16) Salary Transfer: -

From this report we can get list of employees who's salary is transferred to the bank.

17) Monthly Summary: -

From this report we can get list of employees with their gross salary, deductions, Net salary & Cost to Company of the respective month

18) Yearly Summary (Gross Salary, Deduction, Net Salary & Cost to Company): -

From this report we can get list of employees with their total gross salary, deduction, Net salary & Cost to Company for the respective financial accounting year of the company.

Employee Code	Name of Employee	Gross Salary	Deductions	Net Salary
EMP01	Deepak P. Smith	6,848.08	717.08	6,131.00
EMP02	SANDHIA R. Bhatnagar	3,804.08	337.37	3,466.71
EMP03	Tanuj D. Doshi	3,805.07	366.88	3,438.19
EMP04	AKHIL C. Doshi	4,203.02	344.04	3,858.98
EMP05	Sangeeta P. Bhatnagar	4,203.02	344.04	3,858.98
EMP06	Tanuj D. Doshi	5,197.12	412.00	4,785.12
EMP07	Arvind S. Doshi	2,858.08	236.42	2,621.66
EMP08	AKHIL C. Doshi	4,418.08	387.08	4,031.00
EMP09	Sandhya R. Bhatnagar	2,745.48	261.48	2,484.00
EMP10	AKHIL C. Doshi	2,718.08	212.74	2,505.34
EMP11	Sandhya R. Bhatnagar	2,805.08	89.00	2,716.08

19) Total Summary (Including PF & ESIC Value): -

From this report we can get list of employees with their total gross salary, deductions, Net salary & Cost to Company including the total Provident Fund & ESIC paid by the employee & employer for the respective financial accounting year of the company.

20) Month to Month Comparison: -

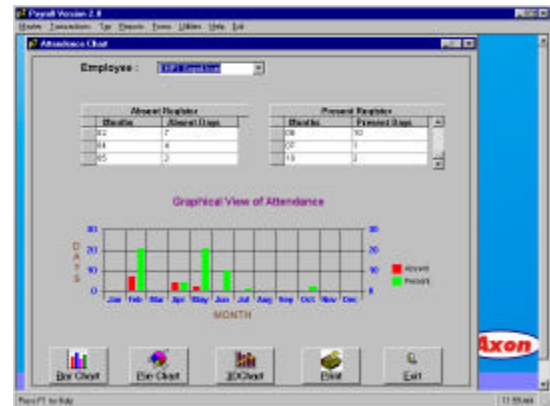
From this report we can get Month - Month comparison of employees with their respective gross salary, total deduction & net salary.

21) Attendance Register: -

From this report we can print the attendance register for the respective month

22) Attendance Chart: -

This is the graphical representation of individual employee attendance for the financial accounting year of the company. We can view the Charts in different types such as Bar Chart, Pie Chart & 3D Chart.



23) Bonus Register: -

This register maintains the list of employees who are eligible for bonus & other information related to bonus.

24) Statuary Report: -

Following report required as per Government Rules can be generated for Provident Fund & ESIC.

I) Provident Fund:

Monthly Provident Report
Form 3A – I
Form 6A
Monthly Summary

Name	Statement Balance	Repayment	Difference	PF Amount
Deepak P. Smith	6,848.08	717.08	6,131.00	6,131.00
SANDHIA R. Bhatnagar	3,804.08	337.37	3,466.71	3,466.71
Tanuj D. Doshi	3,805.07	366.88	3,438.19	3,438.19
AKHIL C. Doshi	4,203.02	344.04	3,858.98	3,858.98
Sangeeta P. Bhatnagar	4,203.02	344.04	3,858.98	3,858.98
Tanuj D. Doshi	5,197.12	412.00	4,785.12	4,785.12
Arvind S. Doshi	2,858.08	236.42	2,621.66	2,621.66
AKHIL C. Doshi	4,418.08	387.08	4,031.00	4,031.00
Sandhya R. Bhatnagar	2,745.48	261.48	2,484.00	2,484.00
AKHIL C. Doshi	2,718.08	212.74	2,505.34	2,505.34
Sandhya R. Bhatnagar	2,805.08	89.00	2,716.08	2,716.08

II) ESIC:

Monthly ESIC Report

Form 6

Form 6 Challan

Form 7 (Date Wise, Monthly)

Employee / Employer's

Contribution

Sl. No.	Employee No.	Name Of The Insured Person	Department	Date Of Appointment	No. Of Days Worked	Total Amount Of Wages Paid / Payable	Employee Share Contribution
1	50555	Sudesh M Bhatia	Hitech	30-03-2008	30	3,357.32	88.00
2	50555	Tushar C Deshmukh	Hitech	30-03-2008	30	3,799.08	99.98
3	50555	Ash G Desai	Hitech	30-03-2008	30	4,436.00	77.68
4	50555	Dhanraj P Kulkarni	Hitech	30-03-2008	30	4,436.00	77.68
5	50555	Tanish P Phadnis	Hitech	30-03-2008	30	4,724.20	83.67
6	50555	Anand L Dhanraj	Hitech	30-03-2008	30	2,230.98	38.18
7	50555	Ramesh L Soodhakar	Hitech	30-03-2008	30	4,837.20	78.65
8	50555	Ganesh Kumar Chavla	Hitech	30-03-2008	30	2,404.02	43.47
9	50555	John P Fernandez	Hitech	30-03-2008	30	1,895.70	54.45

Grade Wise: -

According to the defined Grade Structure we can print the following reports:-

Salary Structure:-

Loan Structure

Leave Structure

Telephone Directory: -

From this report we can print List of Telephone Numbers of Company, Employee & Bank.

Loan: -

Employee Wise: -

From this report we can print list of employees who have taken the loan with all details i.e. which Loan taken, Amount of Loan, Date on which loan was availed.

Paid Loans: -

From this report we can print list of employees who have repaid all loan amounts.

Pending Loan: -

From this report we can print list of employees with unpaid loan amounts.

Installment Paid: -

From this report we can print list of employees, with details on repaid installment amounts.

Income Tax: -

As per Government rule, P7- Payroll System is able to print Income Tax form (Form 16) for the Employee

Sl. No.	Employee No.	Name Of The Insured Person	Department	Date Of Appointment	No. Of Days Worked	Total Amount Of Wages Paid / Payable	Employee Share Contribution
1	50555	Sudesh M Bhatia	Hitech	30-03-2008	30	3,357.32	88.00
2	50555	Tushar C Deshmukh	Hitech	30-03-2008	30	3,799.08	99.98
3	50555	Ash G Desai	Hitech	30-03-2008	30	4,436.00	77.68
4	50555	Dhanraj P Kulkarni	Hitech	30-03-2008	30	4,436.00	77.68
5	50555	Tanish P Phadnis	Hitech	30-03-2008	30	4,724.20	83.67
6	50555	Anand L Dhanraj	Hitech	30-03-2008	30	2,230.98	38.18
7	50555	Ramesh L Soodhakar	Hitech	30-03-2008	30	4,837.20	78.65
8	50555	Ganesh Kumar Chavla	Hitech	30-03-2008	30	2,404.02	43.47
9	50555	John P Fernandez	Hitech	30-03-2008	30	1,895.70	54.45

Templates: -

If we want to add to new Company / Employee then sample & blank templates can be used. Sample Templates have been given for reference to fill up the blank form for Company / Employee.

Company: - Sample, Blank

Employee: - Sample, Blank