



MICRODOT SOFTWARE
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LogOn



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Incognito



PATIENT LIST - Goo...



:: UGVCL BILL INFO...



:: UGVCL BILL INFO...



LogOn



New Tab

VISITOR LOGIN PAGE

Swarnim Startup & Innovation University



2023-2024



User Name..



Your Password

[Forgot password ?](#)

Login



Address



EN



9:50 AM

11-Jul-24



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ID PASSWORD

Swarnim Startup & Innovation University



2023-2024



1214

.....

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LogOn



ssiu.qualcampus.com/Account/Authenticate/bpER2z0dwqKaOPfkgjV12H3OJ5KmqAoey2W8WcUIPRI...



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:: UGVCL BILL INFO...



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OTP VERIFICATION

Swarnim Startup & Innovation University



Kindly input the OTP sent to your registered mobile number and email to confirm your identity

527991

Login



Index



VISITOR MODULE PAGE



ssiui.qualcampus.com/ModuleList/Index



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Swarnnim Startup and Innovation University



Ritu



Search...

AY → 2023-2024

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Employee Profile



Employee Attendance



Approval



Self Service

Request to

Academics

Accreditation

Communication

HR

Other

Setup



Notices



Committee
Management



MOM



Front Office



HRMS



Task Manager



Visitor



Facility
Management



Master Admin

https://ssiui.qualcampus.com/Home/Index/60018



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11-Jul-24



https://ssiu.qualcampus.com/Das



VISITOR MODULE HOME PAGE



ssiu.qualcampus.com/Dashboard_Visitor?Module_Id=50018



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LogOn



New Tab



Swarnnim Startup and Innovation University



Ritu



Search...

Master Data



Visitor Entry



Institute Directory



Visitor Reports



Welcome to Visitor Module

AY → 2023-2024

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Address



EN



9:54 AM

11-Jul-24



Create



VISITOR DETAILS



ssiu.qualcampus.com/Visitor_Visit/Create



Incognito



PATIENT LIST - Goo... :: UGVCL BILL INFO... :: UGVCL BILL INFO... LogOn New Tab



Swarnnim Startup and Innovation University



Ritu

Search...

Master Data

Visitor Entry

1

Visitors Visit

Institute Directory

Visitor Reports

Visitor Visit > Create

Save

Clear Form

VISITOR DETAILS

Visitor Type *

Select...

Purpose *

Select...

Other Purpose

Visitor Card No. *

Mobile No. *

Email ID

Visitor ID Proof

Select...

Visitor ID Proof No.

Institute *

Select...

Department

Out Time

Out Date

In Time

9:56:40

Address

Visit Code

Vehicle Make

1 + No of People

Material Carried

Floor

Select...



Gate No.

Address

EN

9:56 AM

11-Jul-24

**Swarnnim Startup and Innovation University**

Bhoyan Rathod, Opposite IFFCO, Near ONGC WSS, Adalaj Kalol Highway, Gandhinagar, Gujarat - 382420.

Phone No. : Website : <https://www.swarnnim.edu.in/> Email ID : registrar@swarnnim.edu.in**Visitor Type Wise Details**

Institute : Swarnnim Startup and Innovation University

Visitor Type: Candidate

From Date : 01-07-2024

To Date : 10-07-2024

Sr. No.	Floor Name	Visitor Name	Organization	Address	Date	Employee Name	Mobile No	Number Of Persons	In Time	Out Time	Vehcile No.	Vehicle Type
1.		Aryan Vegda			03-07-2024	Gautam Kumar	8320192447		12:10:00			
2.		Karan Chouhan	SSiu		03-07-2024	Mayuri Hebatpuriya	8320967989		12:45:00			
3.		Suman Rathod	SSIU		03-07-2024	Mayuri Hebatpuriya	9624287101		12:45:00			
4.		Sameer yadav	Bsc It		03-07-2024	Devika Pradipsing Nakoriya	9173250060		13:17:58			
5.		Krishna Rajput	Bsc It		03-07-2024	Devika Pradipsing Nakoriya	9898307302		13:19:02			
6.		Dhruvi Chaudhary	Bpt		03-07-2024	Shikha Shalini	7861921021		13:23:07			
7.		Patel Janvi vijay kumar	Bsc Nursing		03-07-2024	Shikha Shalini	7862010110		12:50:00			
8.		Bhati KinjalBen kiran Bhai	BSC Nursing		03-07-2024	Shikha Shalini	7600763285		12:50:00			
9.		Manish Chouhan	B. Tech		03-07-2024	Gautam Kumar	8849587713		15:09:37			
10.		Madhavi	B.tech		03-07-2024	Gautam	6352120743		15:20:30			

VISITOR LIST



Swarnnim Startup and Innovation University

Ritu

Search...

Master Data

Visitor Entry

Visitors Visit

Institute Directory

Visitor Reports

Visitor List

Add New

10 entries

Search

Show / hide columns

Actions	Institute	Visitor Type	Visitor Name	Date	In Time	Status
Edit Details Delete Print	Swarnnim Startup and Innovation University	Visitors	Shrusti	10 Jul 2024	16:28:00.0000000	PENDING
Edit Details Delete Print	Swarnnim Startup and Innovation University	Visitors	Sneha Gori	10 Jul 2024	16:25:40.0000000	PENDING
Edit Details Delete Print	Swarnnim Startup and Innovation University	Candidate	Raval Purva	10 Jul 2024	16:24:09.0000000	PENDING
Edit Details Delete Print	Swarnnim Startup and Innovation University	Candidate	Zala Mandeepsingh	10 Jul 2024	16:21:30.0000000	PENDING
Edit Details Delete Print	Swarnnim Startup and Innovation University	Visitors	Kalpesh Darji	10 Jul 2024	16:20:02.0000000	PENDING
Edit Details Delete Print	Swarnnim Startup and Innovation University	Candidate	Neel Jaiswal	10 Jul 2024	16:10:03.0000000	PENDING
Edit Details Delete Print	Swarnnim Startup and Innovation University	Visitors	Dhruv Chauhan	10 Jul 2024	16:05:28.0000000	PENDING
Edit Details Delete Print	Swarnnim Startup and Innovation University	Visitors	yasin	10 Jul 2024	15:59:25.0000000	PENDING
Edit Details Delete Print	Swarnnim Startup and Innovation University	Visitors	Abhinav Shah	10 Jul 2024	15:55:59.0000000	PENDING
Edit Details Delete Print	Swarnnim Startup and Innovation University	Candidate	Vansh Rathod	10 Jul 2024	12:35:00.0000000	PENDING

Address

9:55 AM
11-Jul-24



ERP SOFTWARE SCREENSHOT

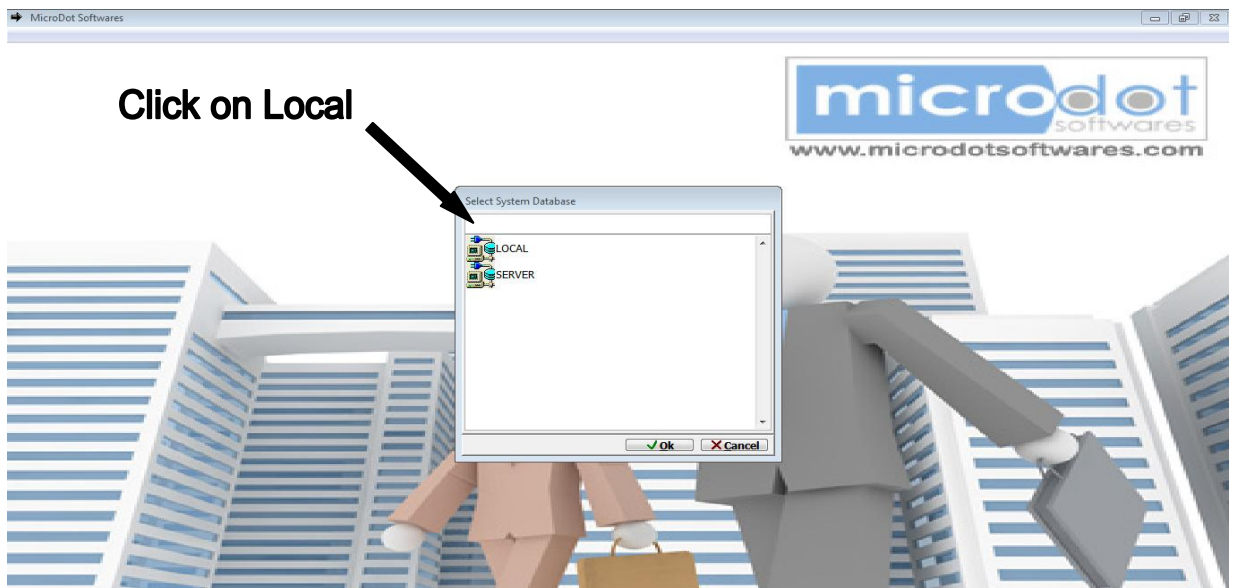
1.



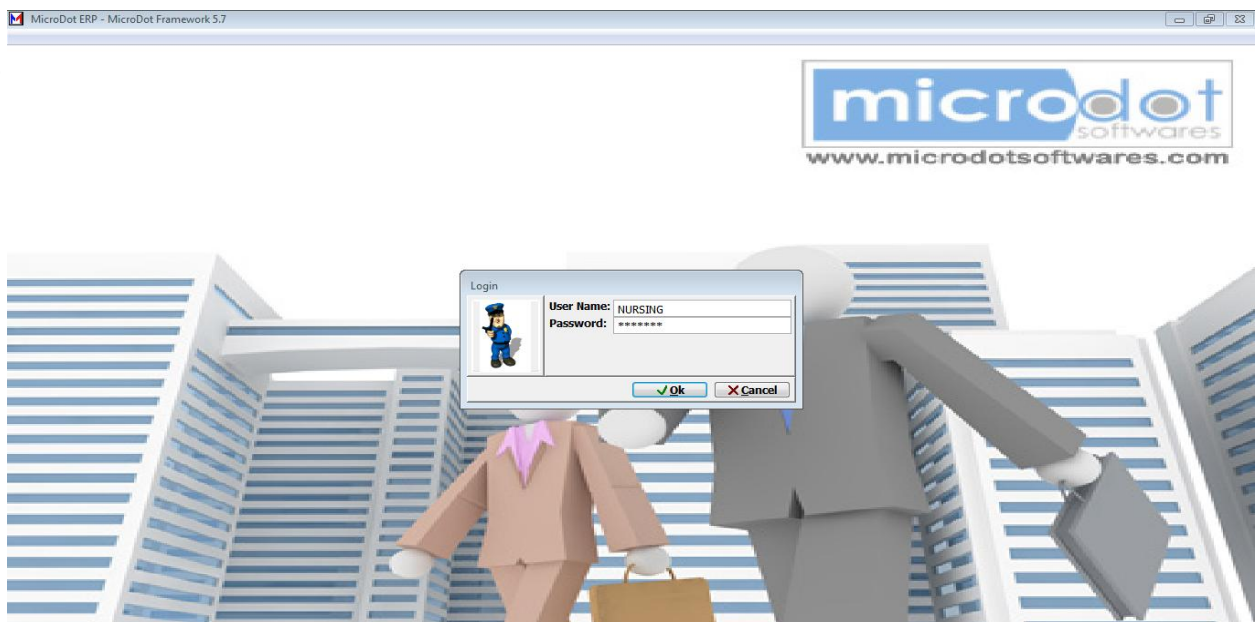
Double click on this Software logo on your Computer Desktop.

2. Open this page >

Click on Local



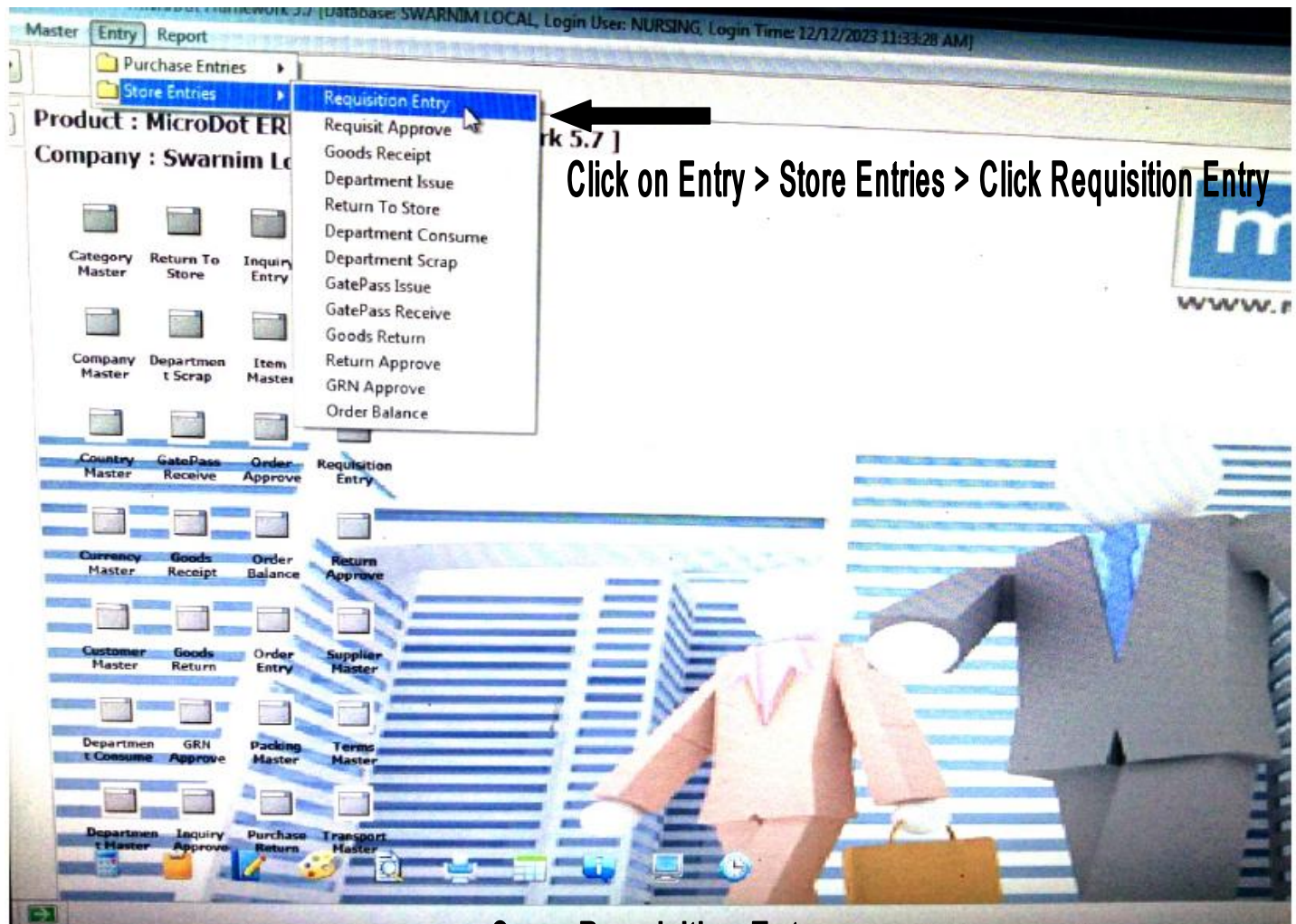
3. Open this Page >



Open this page ↓



1. New Indent Generate Process following all image:-



Open Requisition Entry page

[illegible]

2. How to Process on this page for indent [Department name Search and add]

1. Click on Department Box

2. Open This Page

3. Type your Department Name

The screenshot shows the 'Department' selection dialog box. The main form in the background has fields for 'Request No:', 'Department:', and 'Document:'. The 'Department:' field is highlighted with a red box. An arrow points from this field to the 'Department' dialog box. Inside the dialog, there is a list of departments on the left and a table of department details on the right. The 'Arihant Institute of Nursing' is selected in the list. An arrow points from the selected item in the list to the table. Another arrow points from the table to the 'Ok' button at the bottom right of the dialog. A fourth arrow points from the 'Department' field in the main form to the 'Filter Field' dropdown in the dialog.

Department:

Filter Field: Department Name **Filter Value:**

Selected Value: Arihant Institute of Nursing

Department Name	Manager
Aarihant Homoeopathy College & Hospital	Principal
Aarihant Homoeopathy Hospital	
Account Section	
Administration	Directorate
Admission	Admission HOD
Agriculture Library	Librarian
Arihant Ayurvedic College & Hospital	Principal
Arihant Ayurvedic Hospital	
Arihant General Hospital	Dr. Chandrakant
Arihant Institute of Nursing	Principal
Arihant School Of Pharmacy	
Ayurvedic Library	Librarian
Business Library	Librarian
Center Of Excellence	HOD
Central Store	
Dead Stock and Scrape	
Dr. Jikisha Jain	
Exam Section	
H.O Office	
Health Science Administration	

Total Records: 54

Buttons: New, Open, View, Ok, Cancel

4. Click on your Department name and press 5. OK

6. After filled show like this page

[illegible]

3. How to add Required items on this page

2. Unlock Row

3. Click on row and open this box

4. Type Item name and Search and add item

The screenshot shows the 'Requisition Entry' form. At the top, there are buttons for 'Save', 'Undo', 'Delete', 'Find', 'Print', 'Other', and 'Exit'. Below these are fields for 'Request No:', 'Department:', and 'Document:'. The 'Request No.' field contains '0224/23-24' and the 'Department' field contains 'Arihant Institute of Nursing'. A table with columns 'Item Name', 'Detail', 'Unit', and 'Quantity' is visible. An arrow points to the 'Add' button at the bottom left. Another arrow points to the 'Item Name' search dialog box, which is open and shows a list of items: 'A4 Size Envelope', 'A4 Size Paper', 'A4 Size Plastic Folder', and 'A4 Size Sticker Sheet'. The 'Filter Field' is set to 'Item Name' and the 'Filter Value' is 'A4'. The 'Total Records' are 4390. The 'Add' button is highlighted with a green checkmark.

Item Name	Detail	Unit	Quantity
A4 Size Envelope			
A4 Size Paper			
A4 Size Plastic Folder			
A4 Size Sticker Sheet			

Item Name	Item Alias	Code
A4 Size Envelope	A4 Size Envelope	4817
A4 Size Paper		48025790
A4 Size Plastic Folder		3926101
A4 Size Sticker Sheet		58451

1. First Click on add and unlock Row

5. Add Required Qty

6. See your last time indent date and qty.

The screenshot shows the 'Requisition Entry' form. At the top, there are buttons for 'Save', 'Undo', 'Delete', 'Find', 'Print', 'Other', and 'Exit'. Below these are fields for 'Request No:', 'Department:', and 'Document:'. The 'Request No.' field contains '0224/23-24' and the 'Department' field contains 'Arihant Institute of Nursing'. A table with columns 'Item Name', 'Detail', 'Unit', 'Quantity', 'Remark', 'Reason', 'Last Purchase Date', 'Last Purchase Qty', 'Closing Stock', and 'Cancel' is visible. An arrow points to the 'Add' button at the bottom left. Another arrow points to the 'Item Name' search dialog box, which is open and shows a list of items: 'A4 Size Envelope', 'A4 Size Paper', 'A4 Size Plastic Folder', and 'A4 Size Sticker Sheet'. The 'Filter Field' is set to 'Item Name' and the 'Filter Value' is 'A4'. The 'Total Records' are 4390. The 'Add' button is highlighted with a green checkmark.

Item Name	Detail	Unit	Quantity	Remark	Reason	Last Purchase Date	Last Purchase Qty	Closing Stock	Cancel
A4 Size Paper		Pkt	10.00			11/10/2023 12:00:00	2.00	0.00	Y/N

4. Same Process add Required other stationary Items

5. All add items record data insert in Document box (Note*all items record data make a single PDF file)

3. Click on for Print your Indent copy.

1. Click on Document Box for add Record data file of PDF file.
WHERE SAVE IN YOUR COMPUTER .

MicroDot ERP - MicroDot Framework 5.7 [Database: SWARNIM LOCAL, Login User: NURSING, Login Time: 12/09/2023 11:33:28 AM]

File Master Entry Report

Requisition Entry

New Edit Delete Find Print Other Exit

Search for Finding Existing Records:
0164/23-24

Request No: 0164/23-24
Department: Arihant Institute of Nursing
Document: \\172.16.5.11\swarnim\Files\PN0X1Z0D\NEW DOC 09-16-2023 ...

Request Date: 15/09/2023 12:00:00
Person: MR. AMIT VYAS
Remark: Admin : For Office Work And Inspection Work

Item Name	Detail	Unit	Quantity	Remark	Reason	Last Purchase Date	Last Purchase Qty	Closing Stock	Cancel
A4 Size Paper		Pkt	2.00			22/08/2023 12:00:00	2.00	0.00	Y/N
Student Attendance Register		NOS	15.00			01/06/2023 12:00:00	30.00	0.00	Y/N
Ball Pen	BULE	NOS	24.00	Blue		01/07/2023 12:00:00	20.00	0.00	Y/N
Ball Pen	RED	NOS	20.00	Red		01/07/2023 12:00:00	20.00	0.00	Y/N
White Board Marker Blue		NOS	8.00			31/05/2023 12:00:00	8.00	0.00	Y/N
White Board Marker Black		NOS	8.00			31/05/2023 12:00:00	8.00	0.00	Y/N
Whiteboard Marker Ink	BLACK	NOS	8.00	Black		31/05/2023 12:00:00	10.00	0.00	Y/N
Simple Register 3 Quire		NOS	20.00			21/03/2023 12:00:00	30.00	0.00	Y/N
Cello Tape 3" Inch		NOS	3.00			01/07/2023 12:00:00	2.00	0.00	Y/N
Spring File		NOS	25.00			/ / : : AM	0.00	0.00	Y/N
Box File		NOS	5.00			21/03/2023 12:00:00	10.00	0.00	Y/N
Stamp Pad Ink		NOS	1.00			21/03/2023 12:00:00	1.00	0.00	Y/N
Highlighter Pens		NOS	4.00			21/03/2023 12:00:00	3.00	0.00	Y/N
A4 Size Plastic Folder		NOS	10.00			21/03/2023 12:00:00	50.00	0.00	Y/N
Faculty Attendance Register		NOS	5.00			27/04/2023 12:00:00	5.00	0.00	Y/N
Pendle		NOS	5.00			16/12/2022 12:00:00	10.00	0.00	Y/N

Add Remove

Request Show Stock For: Show Doc. View

Click on this after save view all insert save record data

5. Insert Record data file then Click on SAVE then complet your Indent Process

6. Your indent Process checked approval statement

1. Example of Indnet Copy (print)

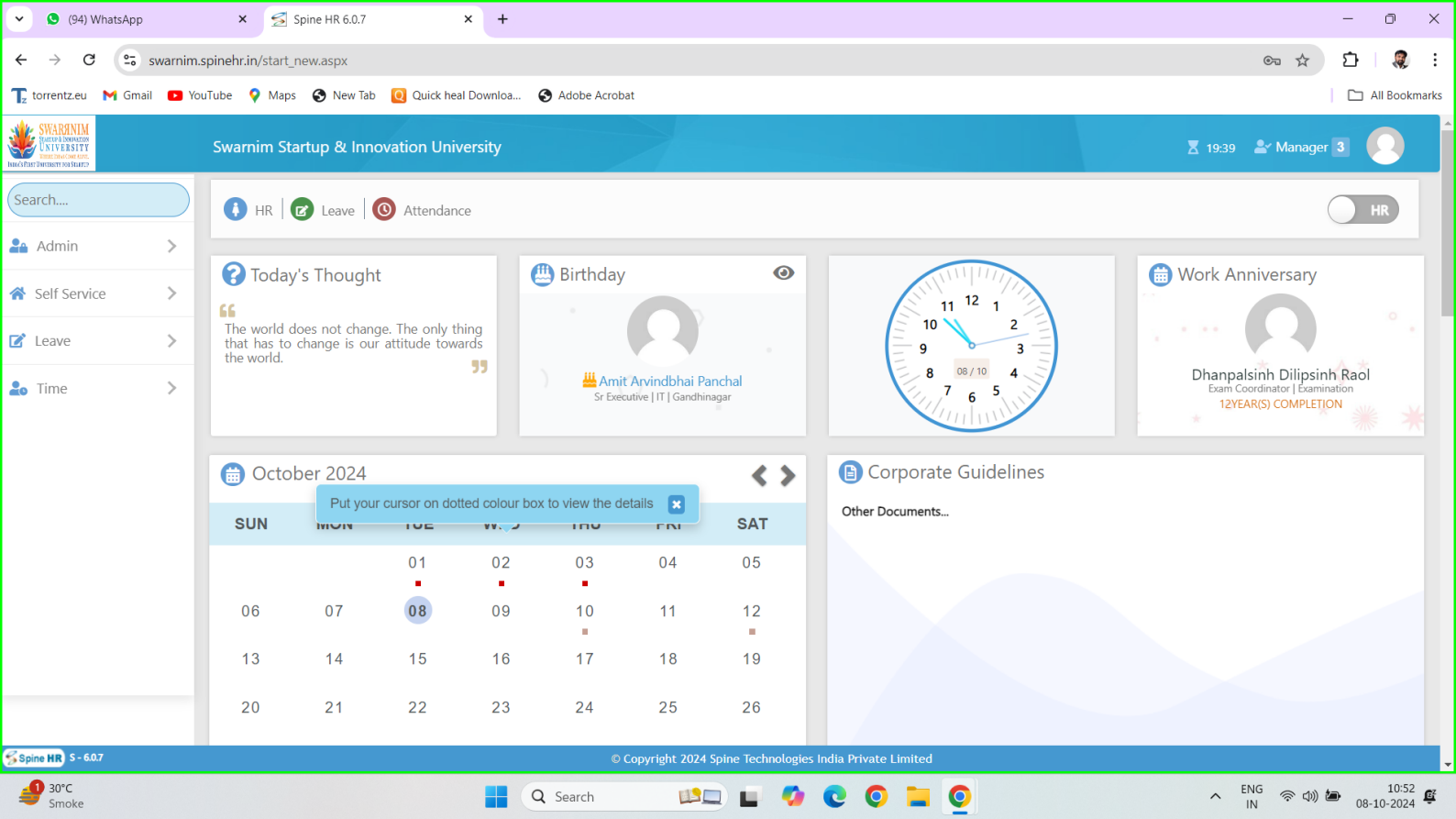
2. Remember Your Indent No.

SWARNIM UNIVERSITY							Request No. : 0164/23-24
CAMPUS Bhoyan Rathod, Opposite IFFCO, Near ONGC WSS, Adalaj							Date : 15/09/2023
REQUISITION SLIP							Department Arihant Institute of Nursing
Sr. No.	Item	Unit	Required Qty.	Last Issue Date	Last Issue Qty	CL Stock	Remarks (If any)
1	A4 Size Paper	Pkt	2.00	22/08/2023	2.00	0.00	Admin : For Office Work And Inspection Work Principal : Ok Approval Its Urgent In Inspection Work ACD DIRECTOR: OK APPROVAL REGISTRAR: RECOMMENDED ADM DIRECTOR: Ok Approval PROVOST: Ok Approval
2	Student Attendance Register	NOS	15.00	01/06/2023	30.00	0.00	
3	Ball Pen BLUE	NOS	24.00	01/07/2023	20.00	0.00	
4	Ball Pen RED	NOS	20.00	01/07/2023	20.00	0.00	
5	White Board Marker Blue	NOS	8.00	31/05/2023	8.00	0.00	
6	White Board Marker Black	NOS	8.00	31/05/2023	8.00	0.00	
7	Whiteboard Marker Ink BLACK	NOS	8.00	31/05/2023	10.00	0.00	
8	Simple Register 3 Quire	NOS	20.00	21/03/2023	30.00	0.00	
For SWARNIM UNIVERSITY							
Prepared by NURSING 16/09/2023 04:37:04 PRINCIPAL 20/09/2023 03:59:35 ACDDIRECTOR 22/09/2023 03:45:46 REGISTRAR 29/09/2023 12:58:25 PM ADMDIRECTOR 29/09/2023 01:00:57 PROVOST 06/10/2023 02:20:03 VP 11/10/2023 12:52:45 PRESIDENT							

3. Print your indent and look here for indent process cycle. show last approved person name last is President. then your materials will arrive.



SPINE HR SOFTWARE
SCREENSHOT



Swanim Startup & Innovation University

19:39 Manager 3



HR | Leave | Attendance

HR

Today's Thought

The world does not change. The only thing that has to change is our attitude towards the world.

Birthday



Amit Arvindbhai Panchal
Sr Executive | IT | Gandhinagar



Work Anniversary



Dhanpalsinh Dilipsinh Rao
Exam Coordinator | Examination
12YEAR(S) COMPLETION

October 2024

SUN	MON	TUE	WED	THU	FRI	SAT
		01	02	03	04	05
06	07	08	09	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26

Corporate Guidelines

Other Documents...

Swarnim Startup & Innovation University



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UNIVERSITY
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With
Gulshan Grover

Apply Now

Login

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Login As

User Name *

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Login

Forgot password ?

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Events and Announcements

Details Not Available

Notification

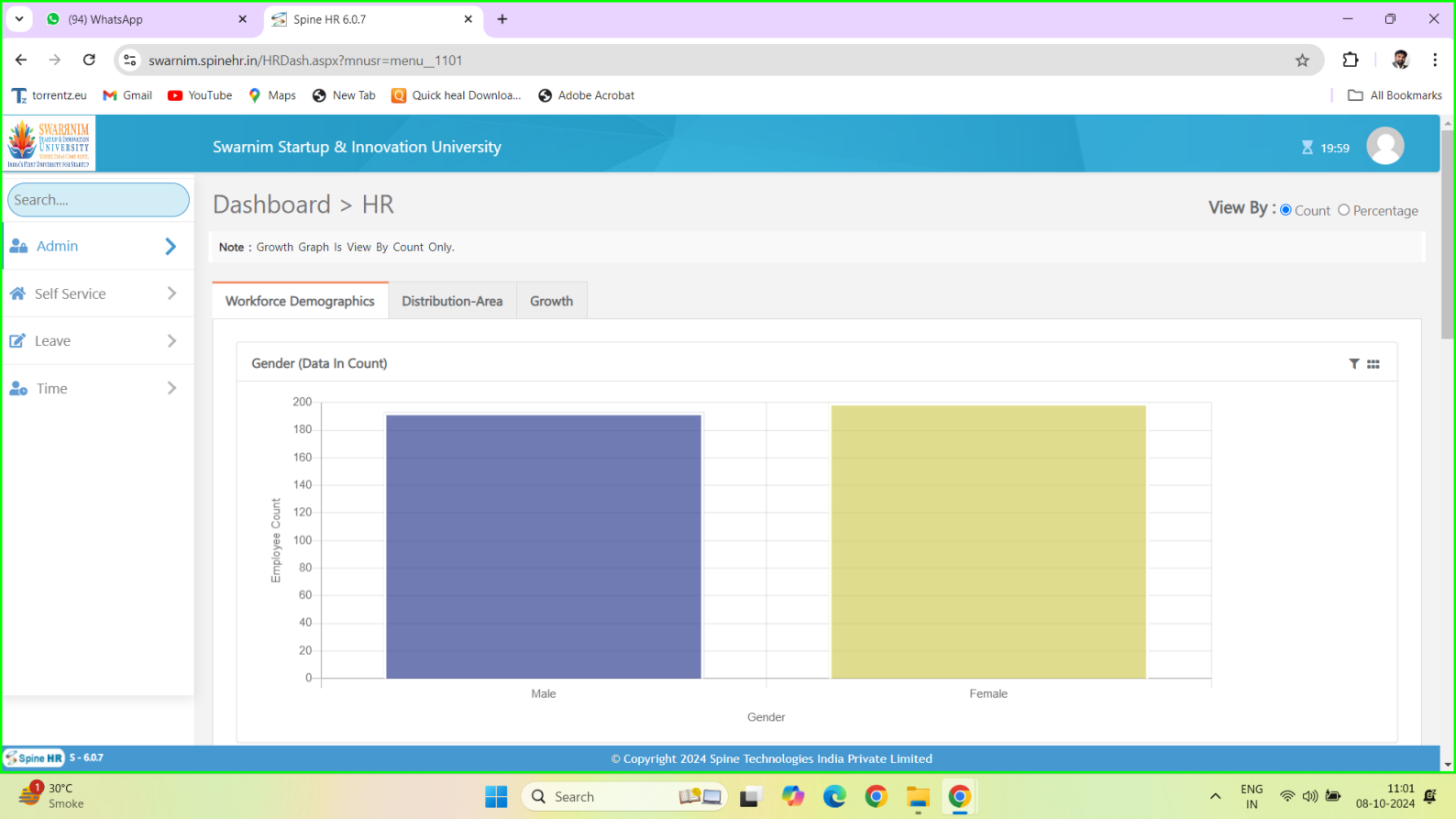
Clear All

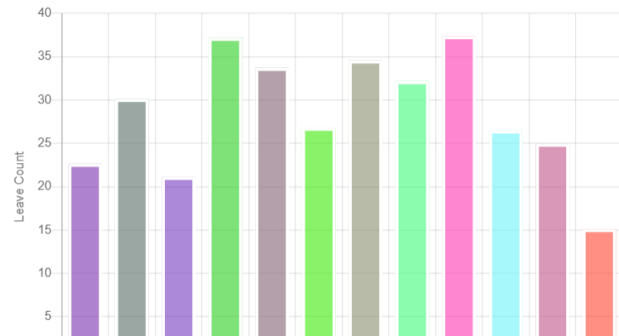
- | | |
|---|---|
| Yogita Babubhai Ribadiya-1675 Added In Your Team. [04-Oct-24] For Leave Application, Attendance, SwipeRequest, OTApproval, Short Time Off |  |
| Avinash Patel-1672 Added In Your Team. [24-Sep-24] For Leave Application, Attendance, SwipeRequest, OTApproval, Short Time Off |  |
| Avinash Patel-1672 Added In Your Team. [24-Sep-24] For Leave Application, Attendance, SwipeRequest, OTApproval, Short Time Off |  |
| Tapas Raval-1580 Added In Your Team. [23-Sep-24] For Leave Application, Attendance, SwipeRequest, OTApproval, Short Time Off |  |
| Ashish Vyas-1671 Added In Your Team. [21-Sep-24] For Leave Application, Attendance, SwipeRequest, OTApproval, Short Time Off |  |
| Darshan Dilipkumar Gupta-1669 Added In Your Team. [20-Sep-24] For |  |

 Image for the Day



 Poll of the Day





(94) WhatsApp

Spine HR 6.0.7

←

→

↺

swarnim.spinehr.in/ADM/DataFilter.aspx?mnusr=menu__1201

☆

🔖

👤

⋮

📄

torrentz.eu

📧

Gmail

📺

YouTube

📍

Maps

🖨

New Tab

🔍

Quick heal Downloa...

📄

Adobe Acrobat

All Bookmarks

SWARNIM

STARTUP & INNOVATION UNIVERSITY

WISDOM BEGETS GREAT IDEAS.

INNOVATION UNIVERSITY FOR REALITY

Swarnim Startup & Innovation University

🕒 19:58

👤

Search....

👤 Admin

➤

🏠 Self Service

➤

📄 Leave

➤

🕒 Time

➤

ESS Config > Data Filter

Specify Data Filter For Month & Year

Show Leave Details From

January

▼

2022

▼

Show Loan Details From

January

▼

2022

▼

Show Reimbursements Details From

January

▼

2022

▼

Show Salary Payslip From

January

▼

2022

▼

Show Salary Summary From

January

▼

2022

▼

Show IncomeTax Projection From

January

▼

2022

▼

Note: Following Data Filter will be applicable only on list view.

Show Leave Adjustment/Encashment Details From

January

▼

2023

▼

Show Assets Entry From

January

▼

▼

Show Expense Details From

January

▼

2022

▼

Spine HR S - 6.0.7

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📈 NIFTY

+0.49%

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🔍 Search

📖

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⬆

ENG IN

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🔋

11:02

08-10-2024

🔔

(94) WhatsApp

Spine HR 6.0.7

swarnim.spinehr.in/ADM/EditFieldSelection.aspx?mnusr=menu__1202

torrentz.eu

Gmail

YouTube

Maps

New Tab

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Adobe Acrobat

All Bookmarks

SWARNIM

STARTUP & INNOVATION UNIVERSITY

BRIDGE THE GAP BETWEEN EDUCATION AND INDUSTRY

Swarnim Startup & Innovation University

19:54

Search....

Admin

Self Service

Leave

Time

ESS Config > Template Configuration

Select Page : Contact Details

Available fields :

Father's Name

Spouse Name

Marital Status

PAN Number

Children (For CED)

Alt.Email

Bank A/c Number

UAN No

City Name

District Name

State Name

pincode

Personal Phone No.

Selected Fields :

Aadhar No.

Local Address 1

Local Address 2

Local Address 3

Local Address 4

Residence Tel No.

Permanent Address 1

Permanent Address 2

Permanent Address 3

Permanent Address 4

Office Tel No.

Extension Tel No.

Mobile Tel No.

E-Mail

Permanent PinCode

Save

Cancel

Spine HR S - 6.0.7

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31°C

Smoke

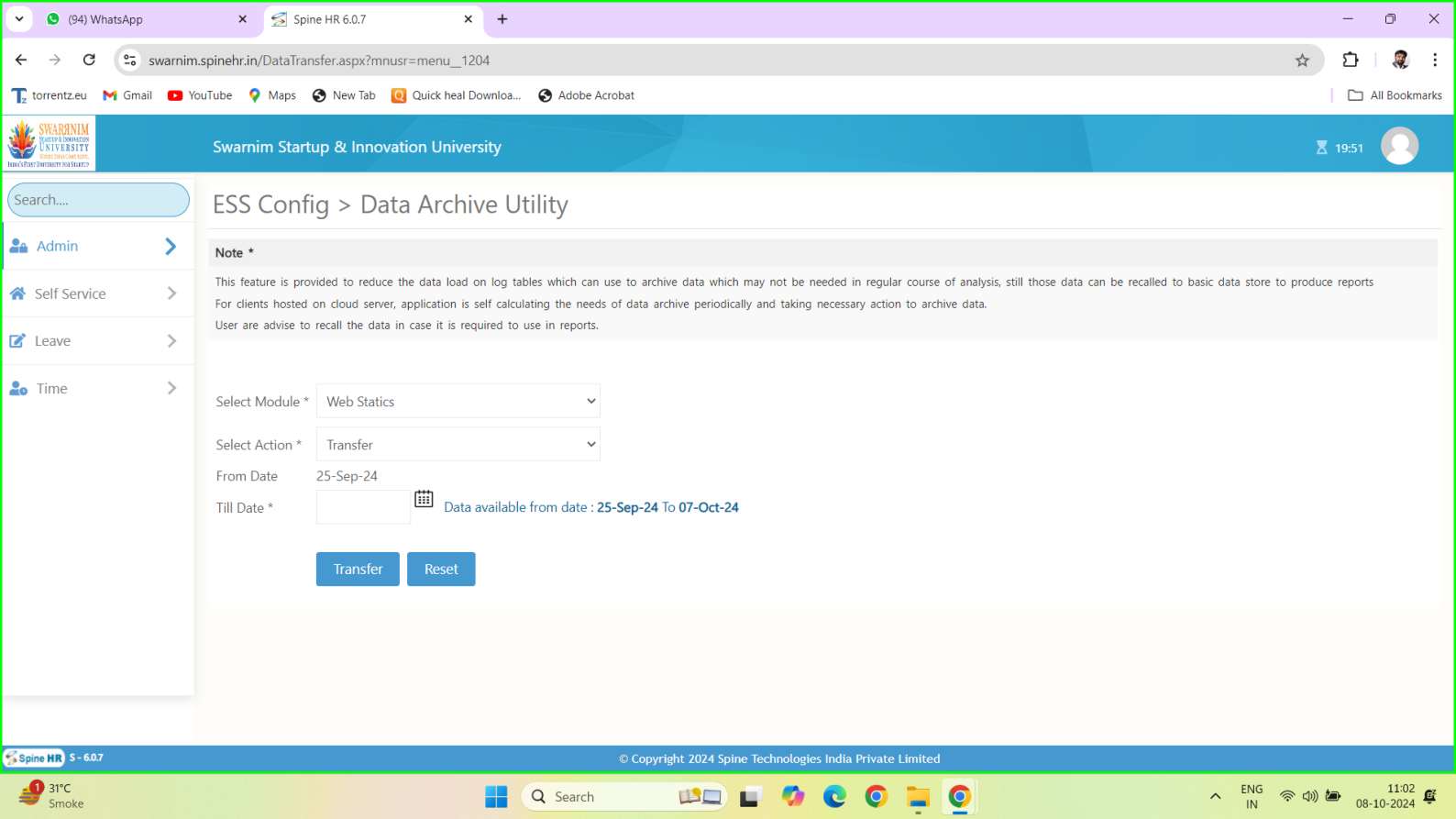
Search

ENG

IN

11:02

08-10-2024



Search....

- 👤 Admin

➤
- 🏠 Self Service

➤
- 📄 Leave

➤
- 🕒 Time

➤

ESS Config > Data Archive Utility

Note *

This feature is provided to reduce the data load on log tables which can use to archive data which may not be needed in regular course of analysis, still those data can be recalled to basic data store to produce reports For clients hosted on cloud server, application is self calculating the needs of data archive periodically and taking necessary action to archive data. User are advise to recall the data in case it is required to use in reports.

Select Module *

Web Statics

▼

Select Action *

Transfer

▼

From Date

25-Sep-24

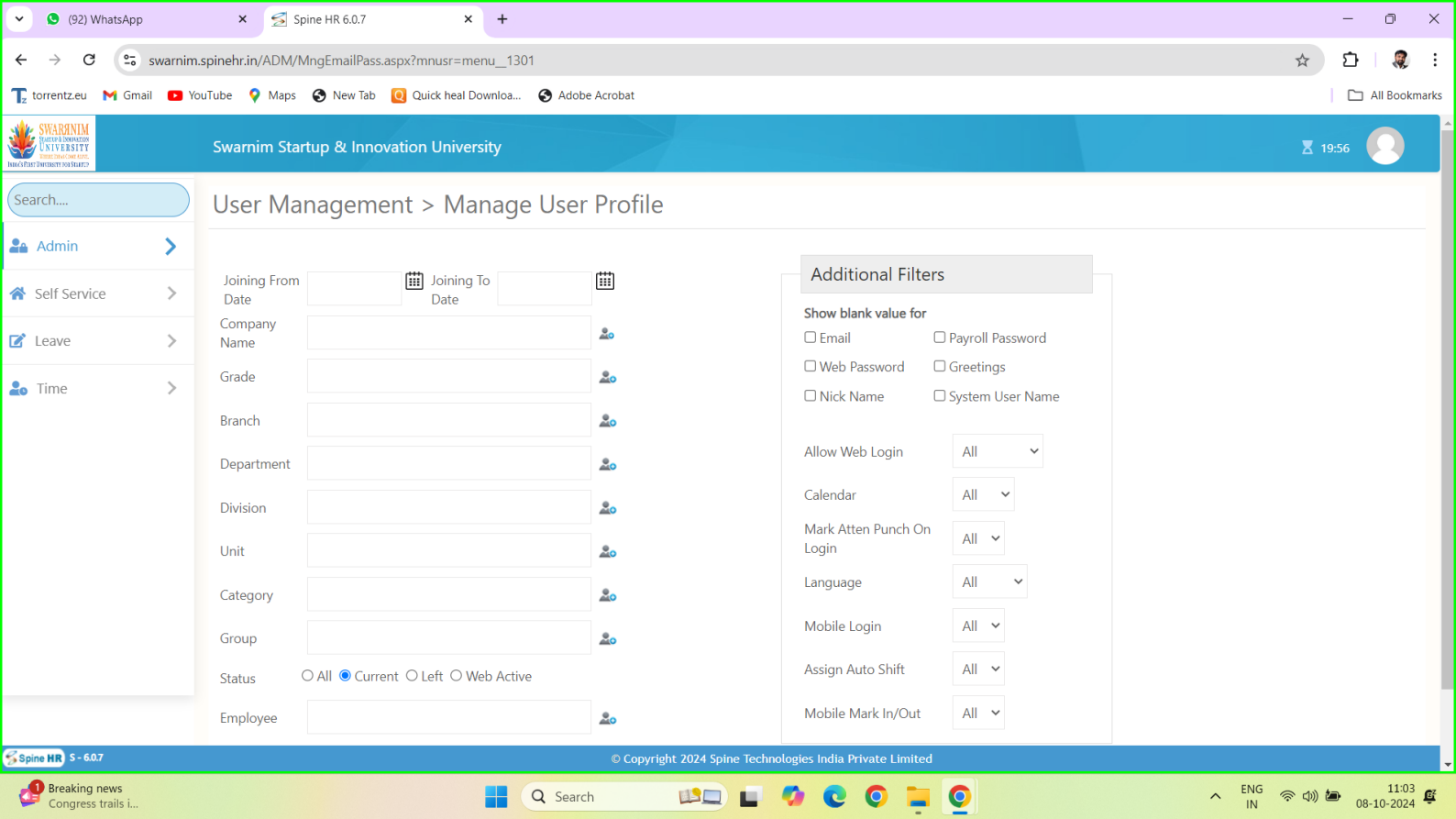
Till Date *

📅

Data available from date : 25-Sep-24 To 07-Oct-24

Transfer

Reset



(92) WhatsApp

Spine HR 6.0.7

swarnim.spinehr.in/ADM/OtherWebSetup.aspx?mnusr=menu__1302

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All Bookmarks

SWARNIM

STARTUP & INNOVATION UNIVERSITY

BRIDGE THE GAP BETWEEN EDUCATION AND INDUSTRY

Swarnim Startup & Innovation University

19:48

Search....

Admin

Self Service

Leave

Time

User Management > Assign User Group - Category

Grade

Branch

Department

Division

Unit

Category

Group

Status

All

Current

Left

Web Active

Employee

Additional filters

Joining From Date

Joining To Date

Spine HR S - 6.0.7

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Breaking news

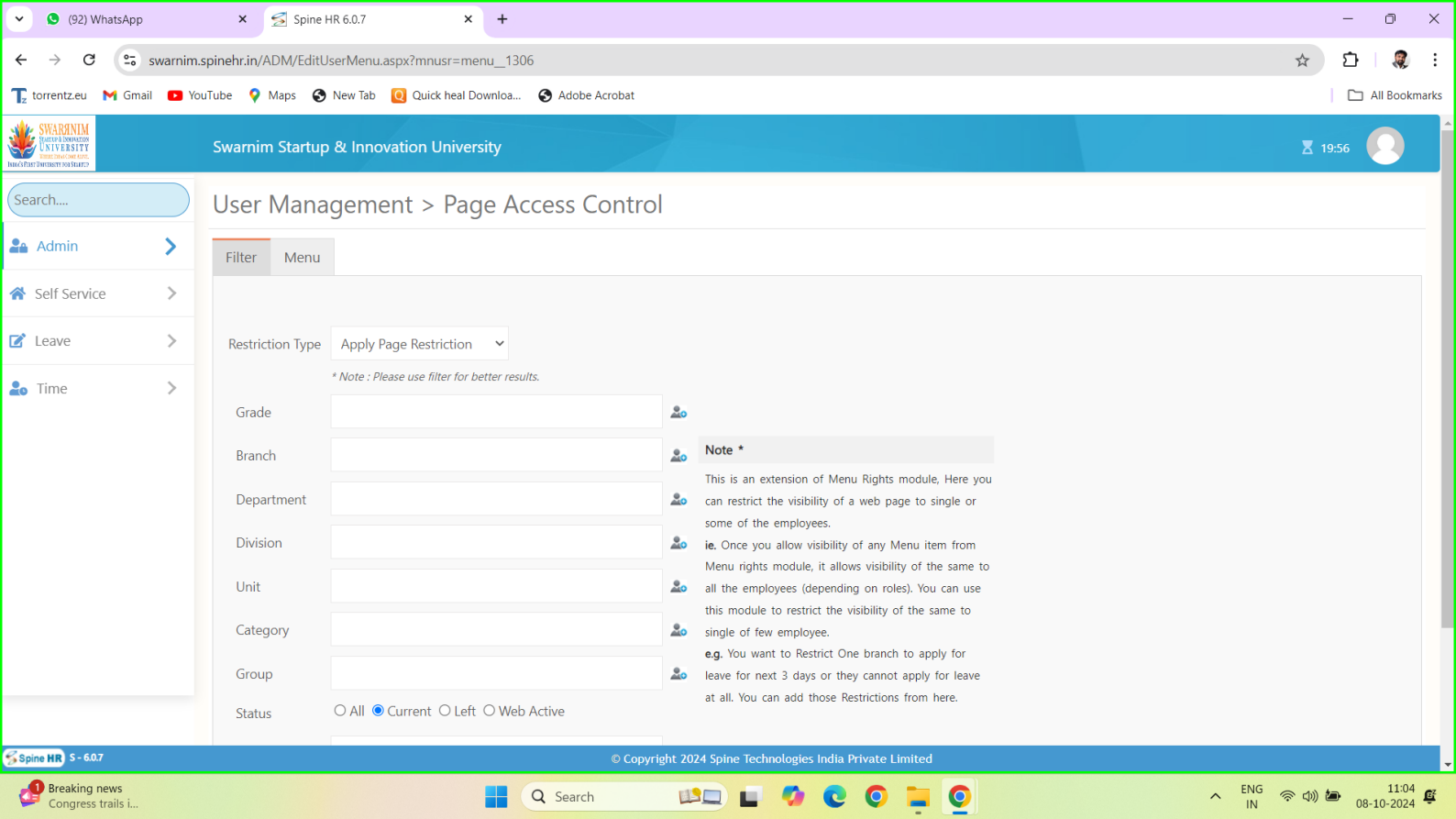
Congress trails i...

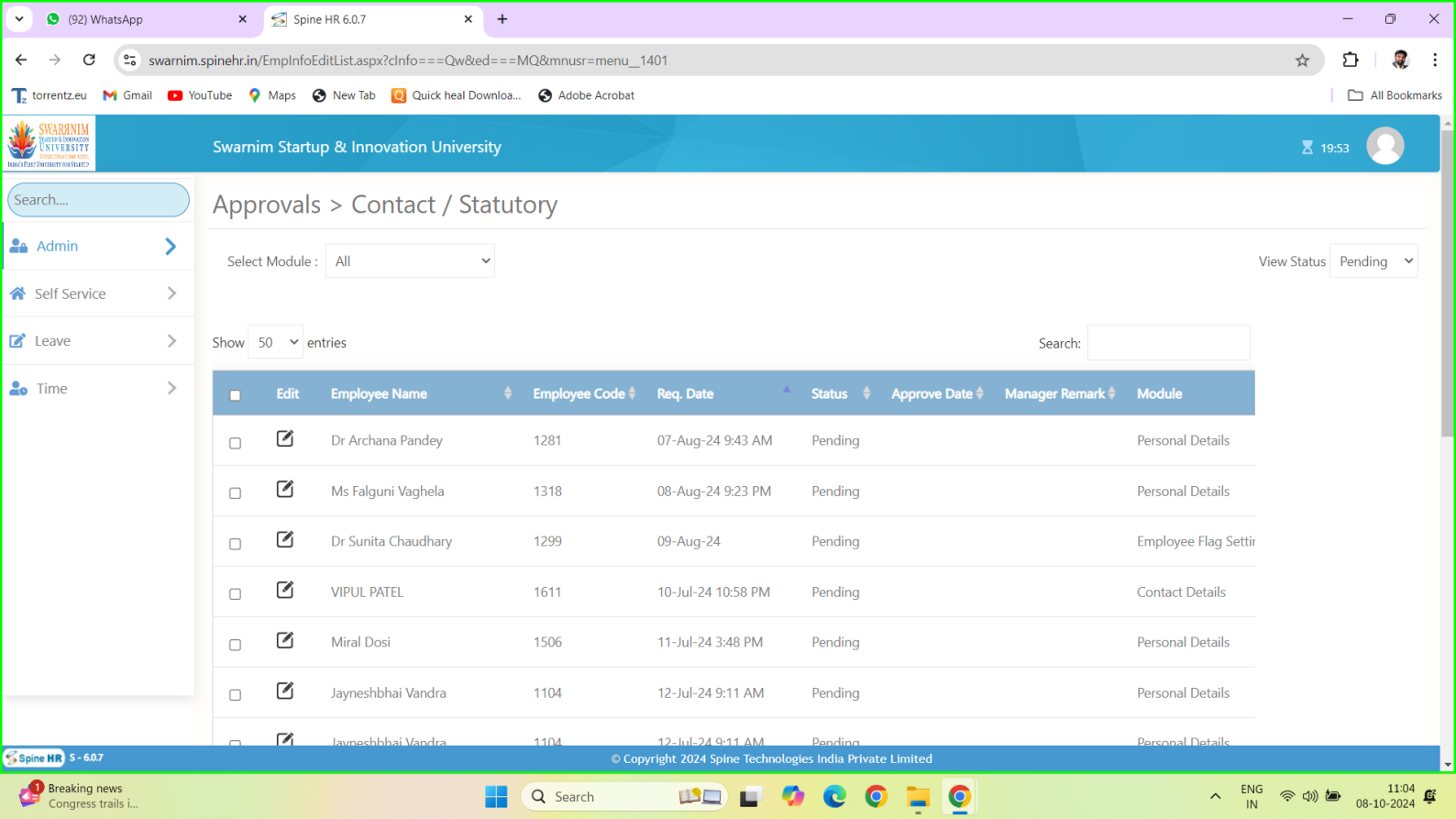
ENG

IN

11:03

08-10-2024





Approvals > Contact / Statutory

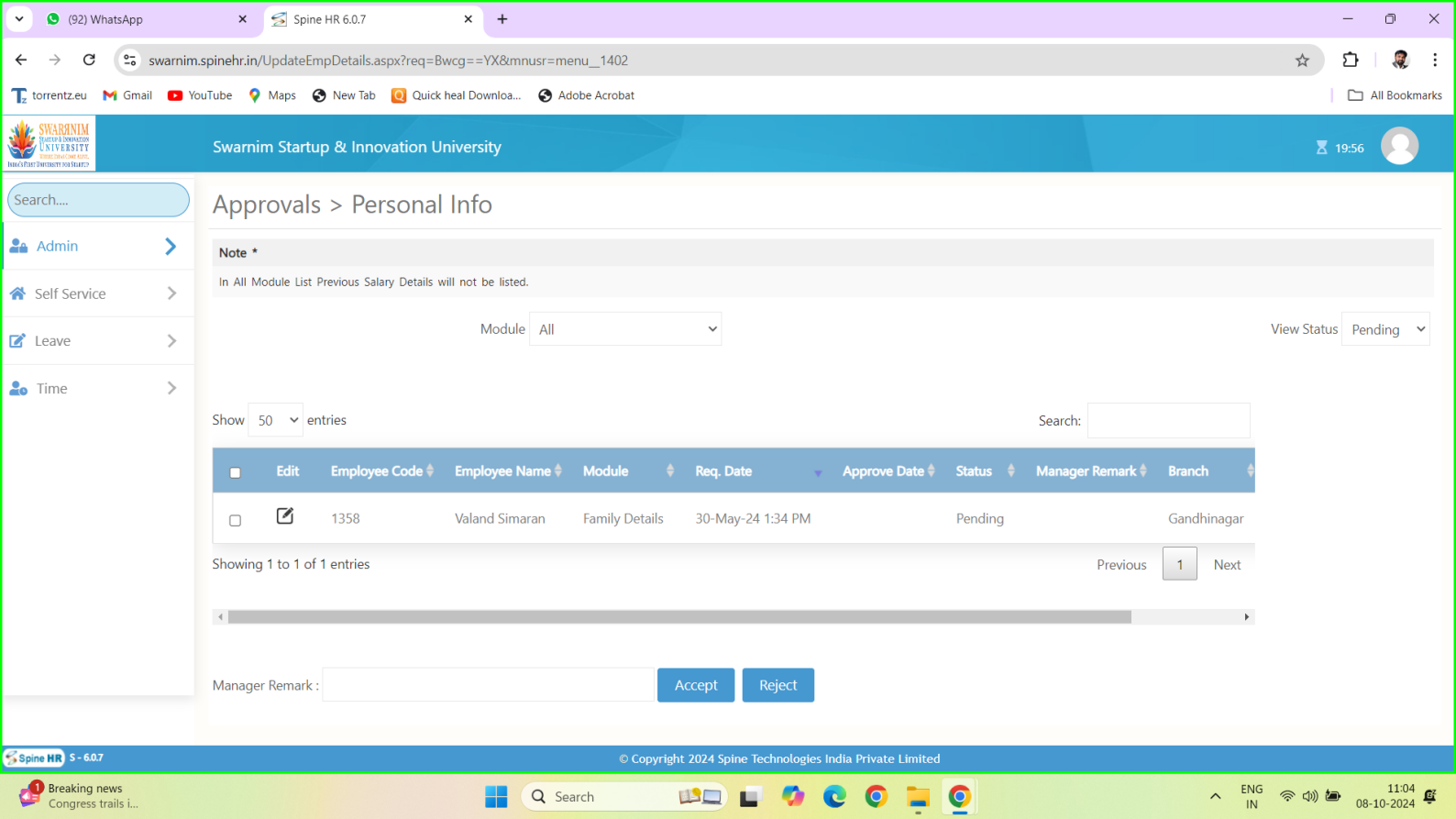
Select Module : All

View Status Pending

Show 50 entries

Search:

☐	Edit	Employee Name	Employee Code	Req. Date	Status	Approve Date	Manager Remark	Module
☐		Dr Archana Pandey	1281	07-Aug-24 9:43 AM	Pending			Personal Details
☐		Ms Falguni Vaghela	1318	08-Aug-24 9:23 PM	Pending			Personal Details
☐		Dr Sunita Chaudhary	1299	09-Aug-24	Pending			Employee Flag Settir
☐		VIPUL PATEL	1611	10-Jul-24 10:58 PM	Pending			Contact Details
☐		Miral Dosi	1506	11-Jul-24 3:48 PM	Pending			Personal Details
☐		Jayneshbhai Vandra	1104	12-Jul-24 9:11 AM	Pending			Personal Details
☐		Jayneshbhai Vandra	1104	12-Jul-24 9:11 AM	Pending			Personal Details



(92) WhatsApp

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📄 torrentz.eu

📧 Gmail

📺 YouTube

📍 Maps

🌐 New Tab

📄 Quick heal Downloa...

📄 Adobe Acrobat

📁 All Bookmarks



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EDUCATION AND INDUSTRY

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⌚ 19:55

👤

Search....

👤 Admin

➤

🏠 Self Service

➤

📄 Leave

➤

👤 Time

➤

Approvals > Tax Declaration

Type

Approve Tax Declaration

▼

From April *

2024

To March

2025

Grade

👤

Branch

👤

Department

👤

Division

👤

Unit

👤

Category

👤

Group

👤

Status

☐ All

☒ Current

☐ Left

☐ Web Active

Employee Name

👤

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📰 Breaking news
Congress trails i...

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🔍 Search

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ENG IN

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🕒 11:05
08-10-2024

🔔

Approvals > Publish / Unpublish - Single

- For Month
September - 2024

Action For
☒ Publish
☐ UnPublish

Company Name

Grade

Branch

Department

Division

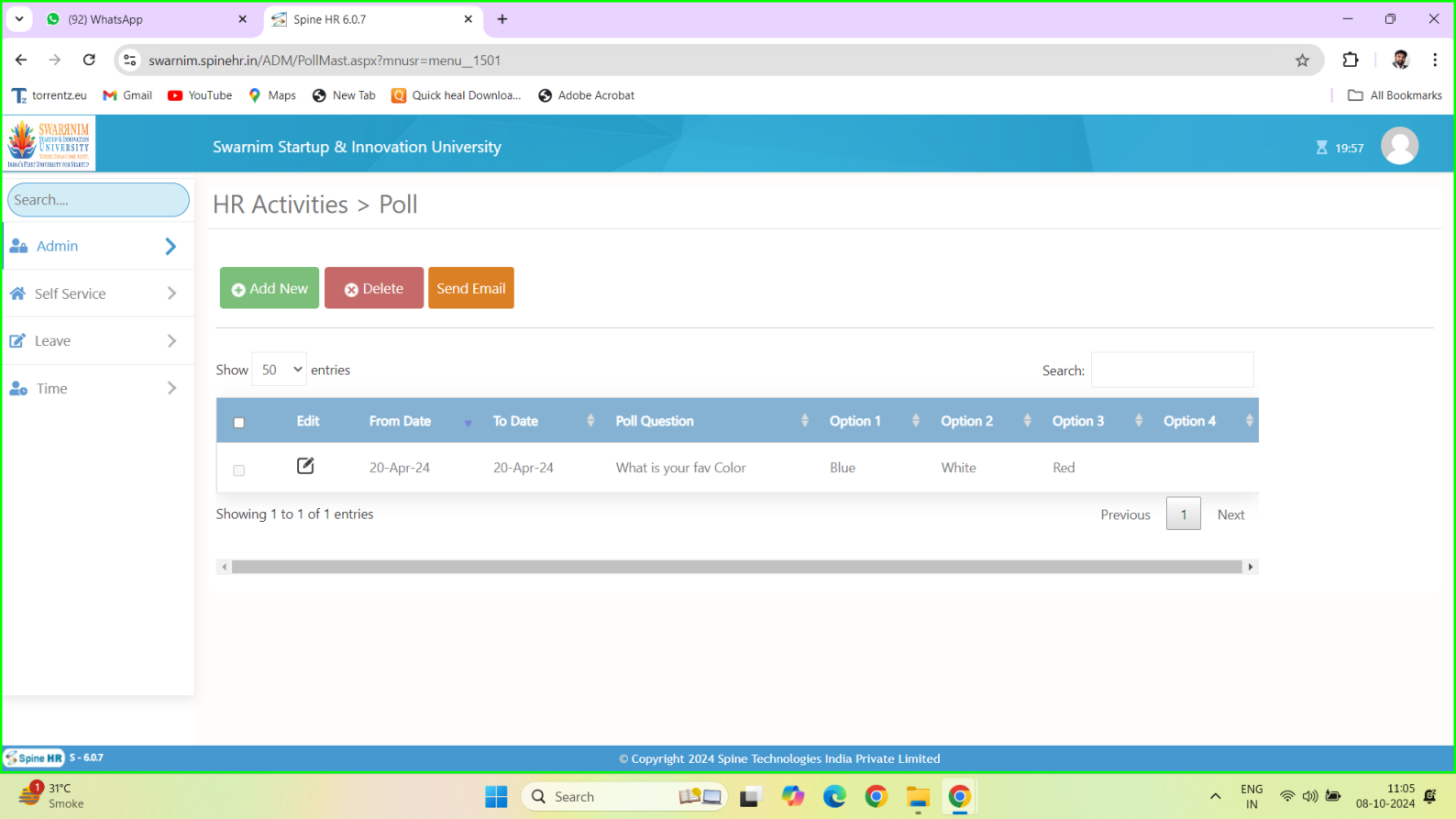
Unit

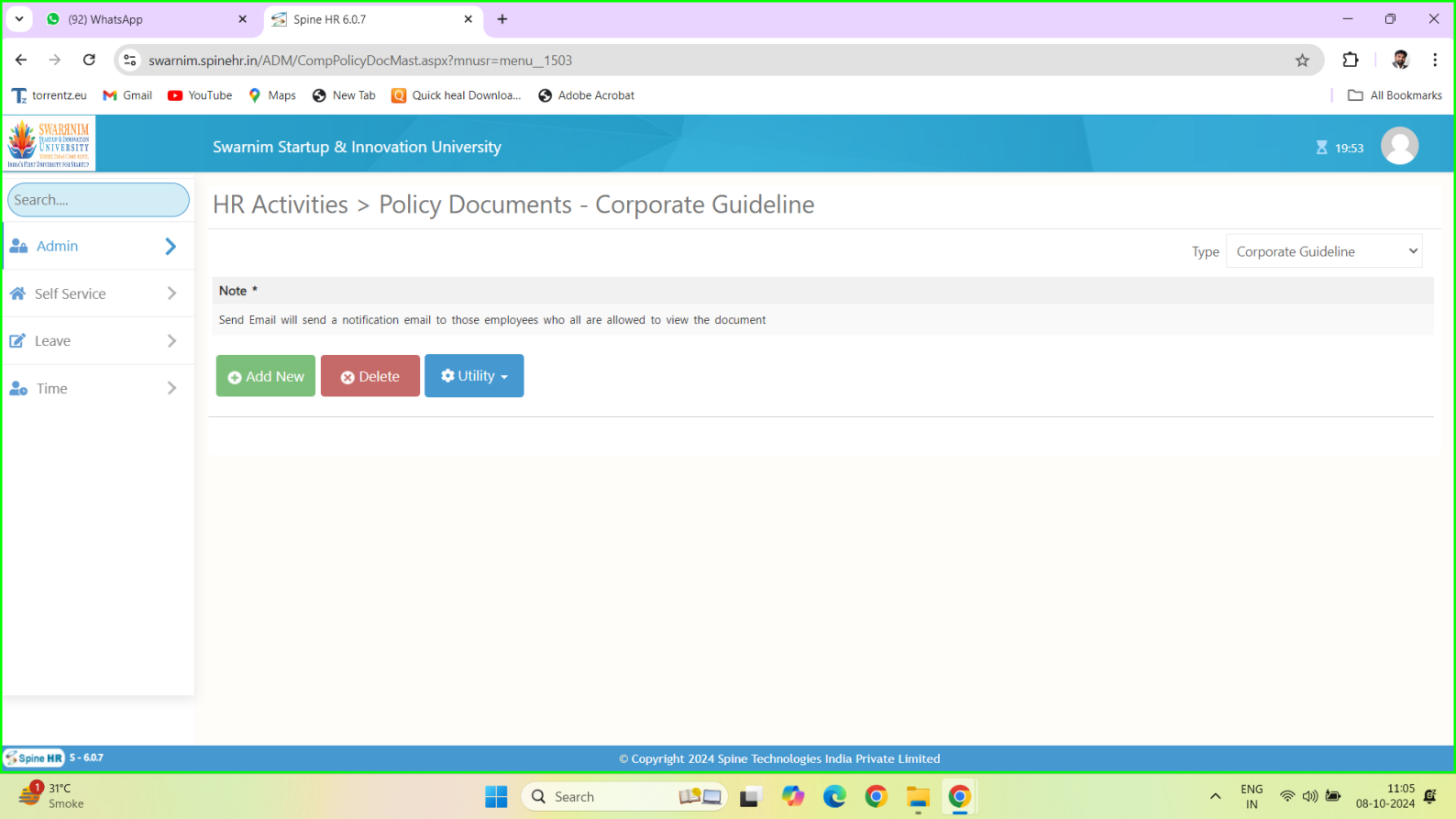
Category

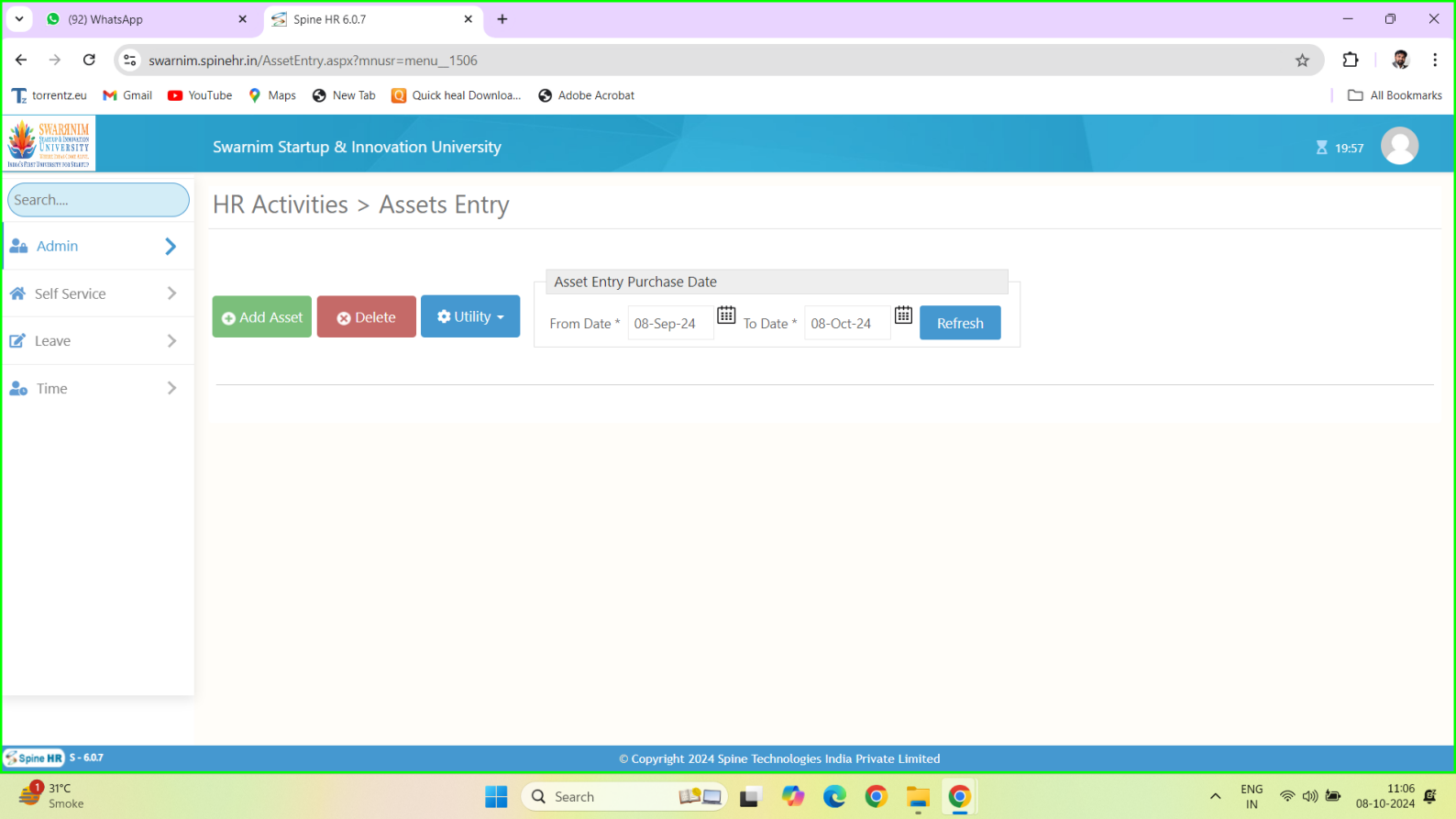
Group

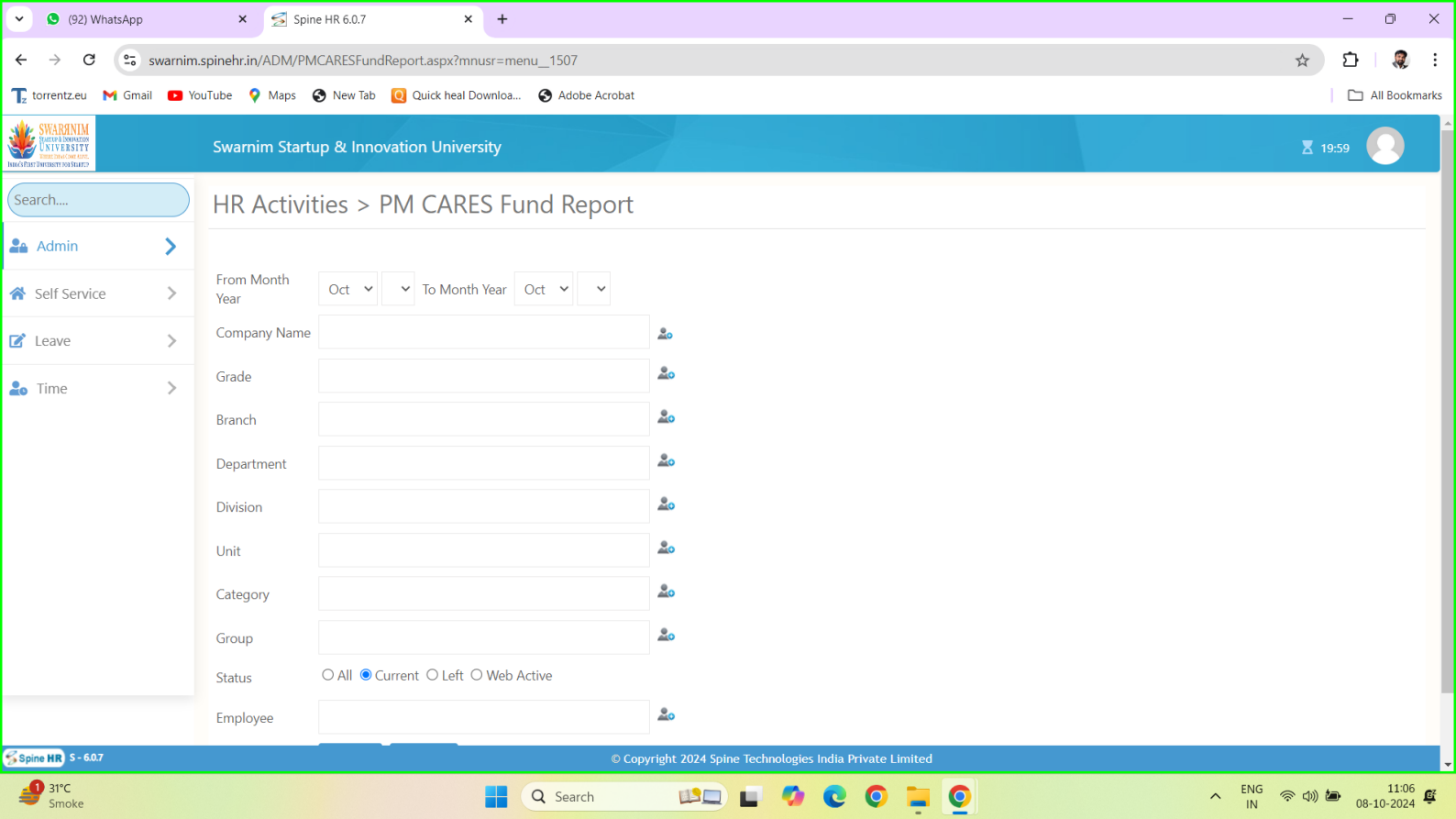
Batch

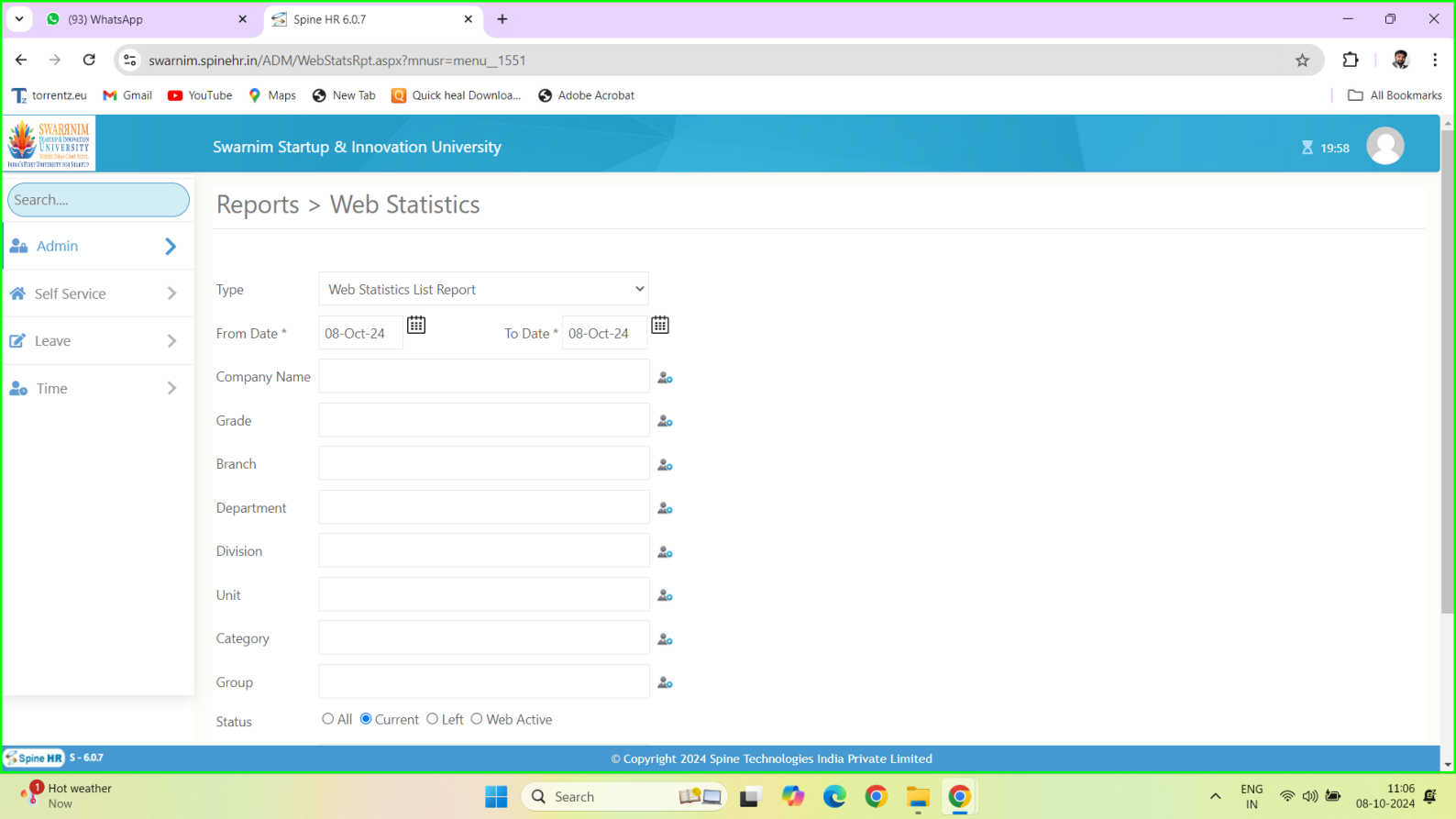
Status
☐ All
☒ Current
☐ Left
☐ Web Active

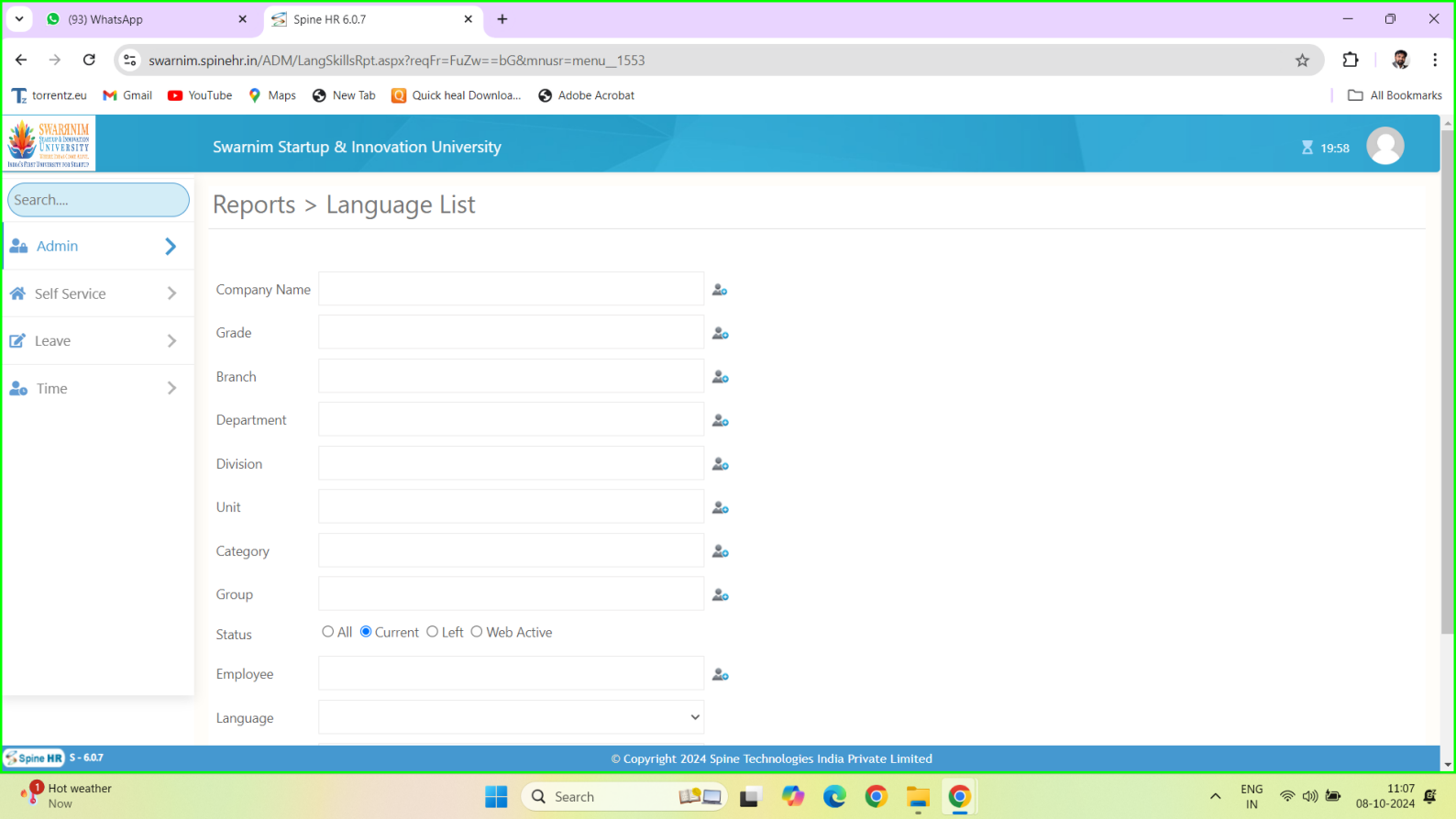


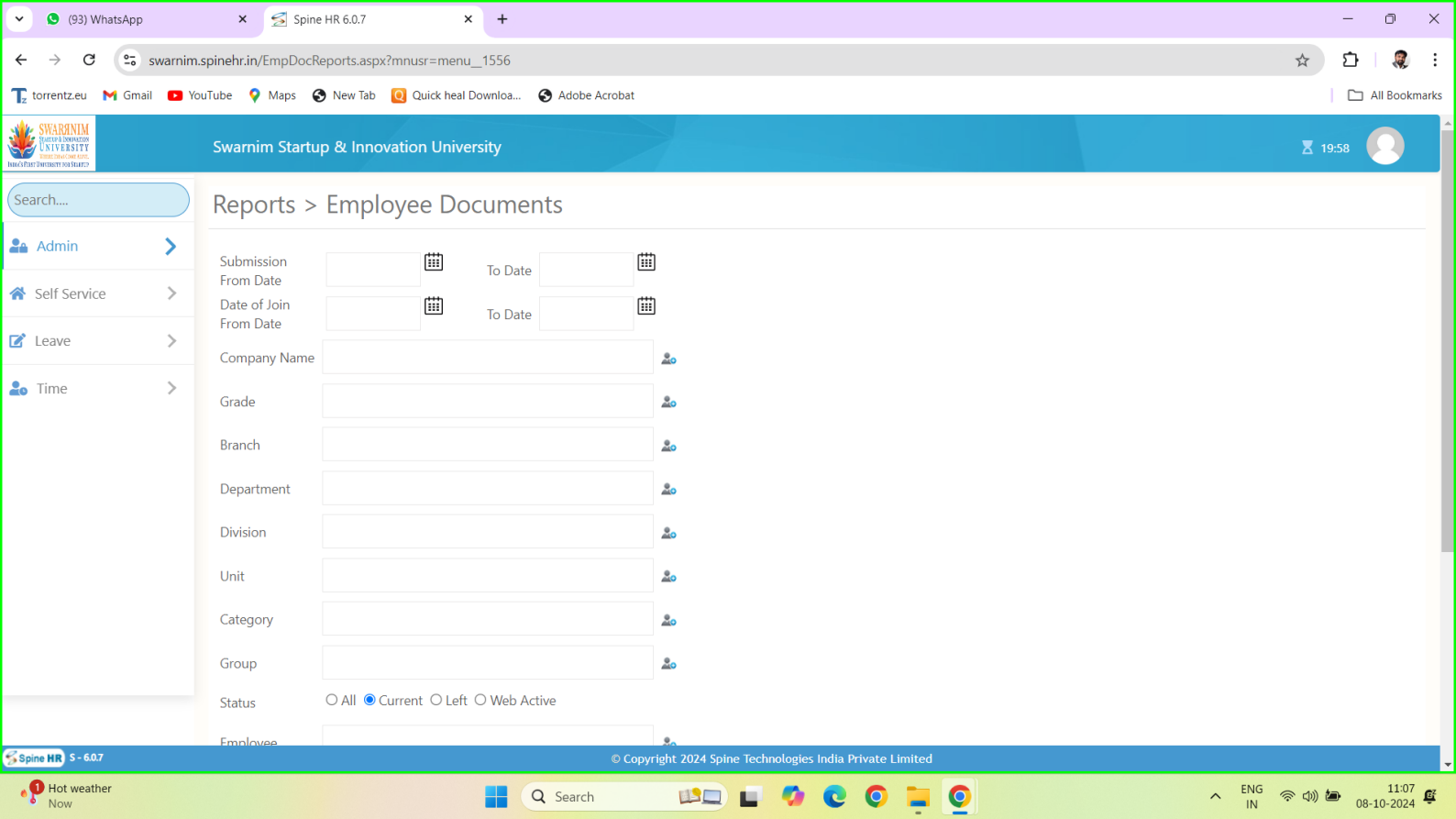


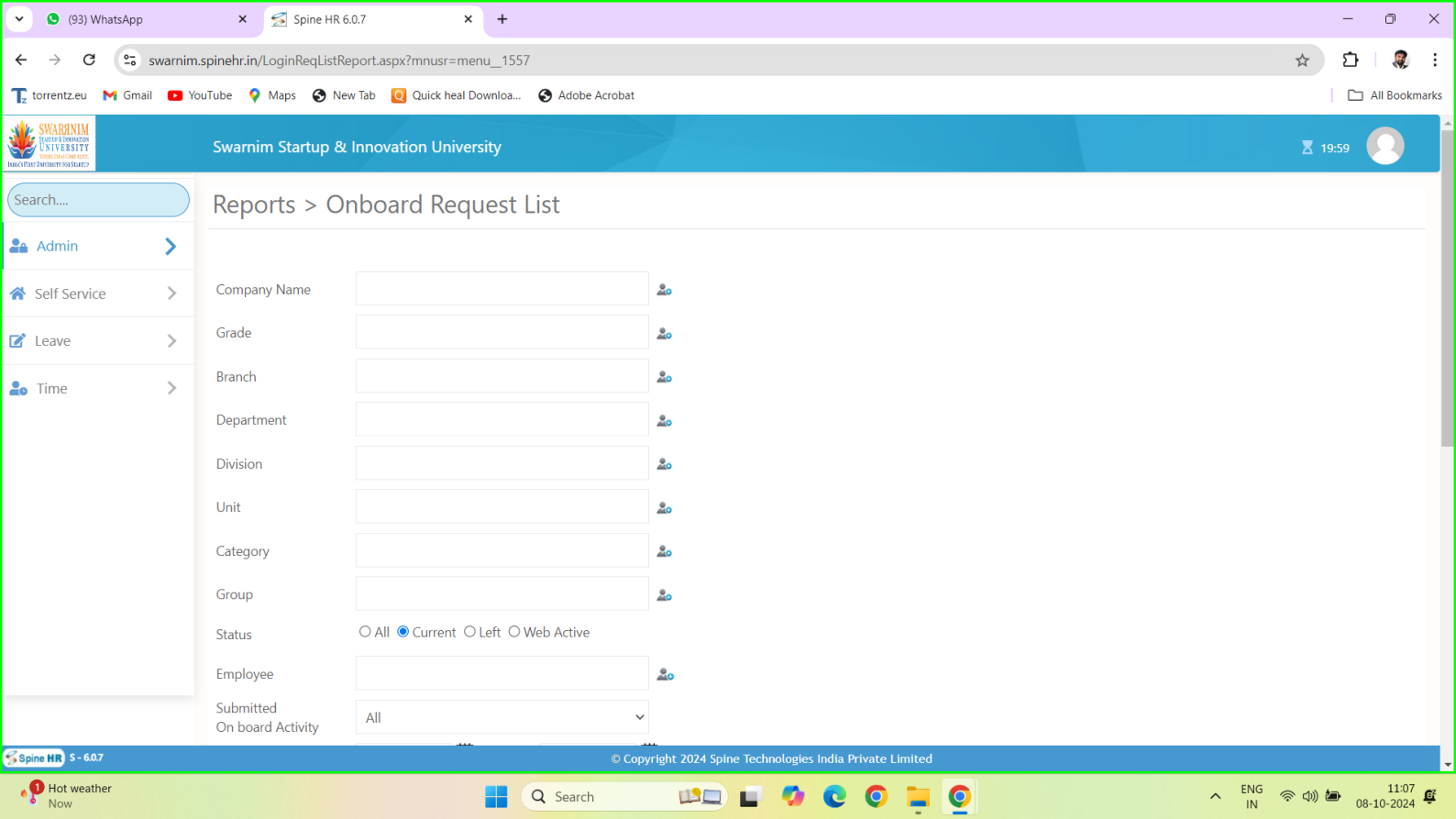


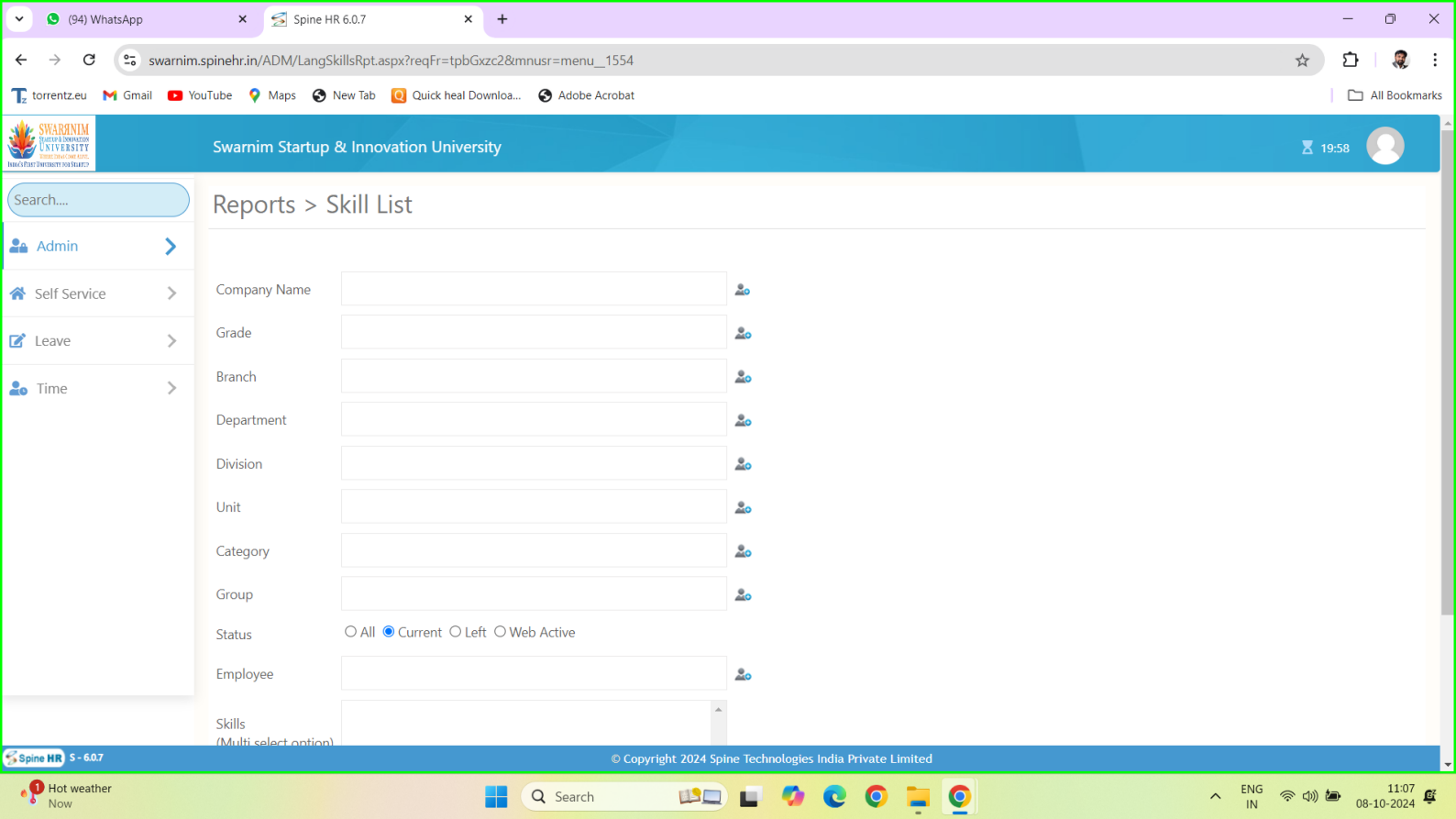


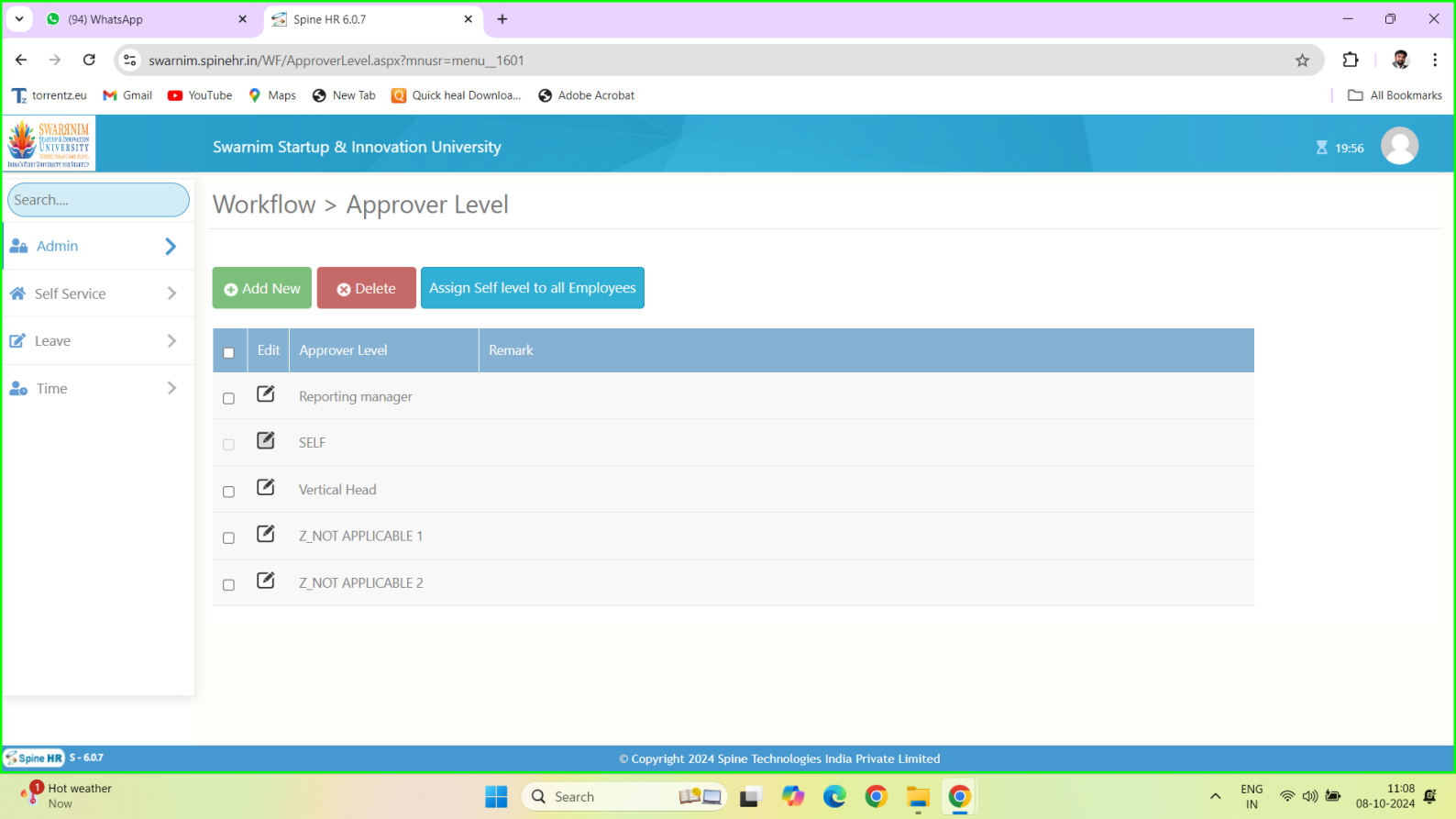


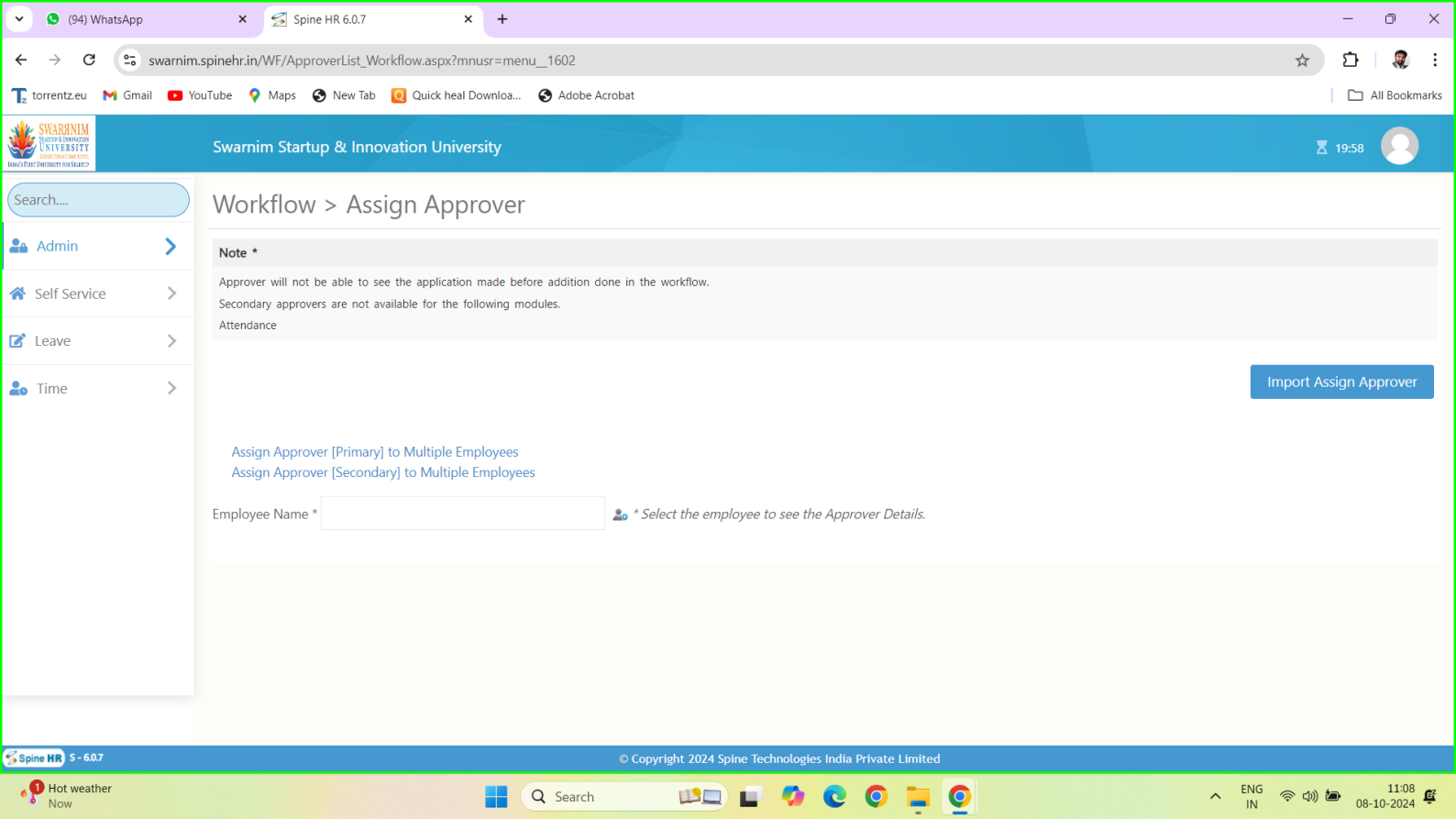


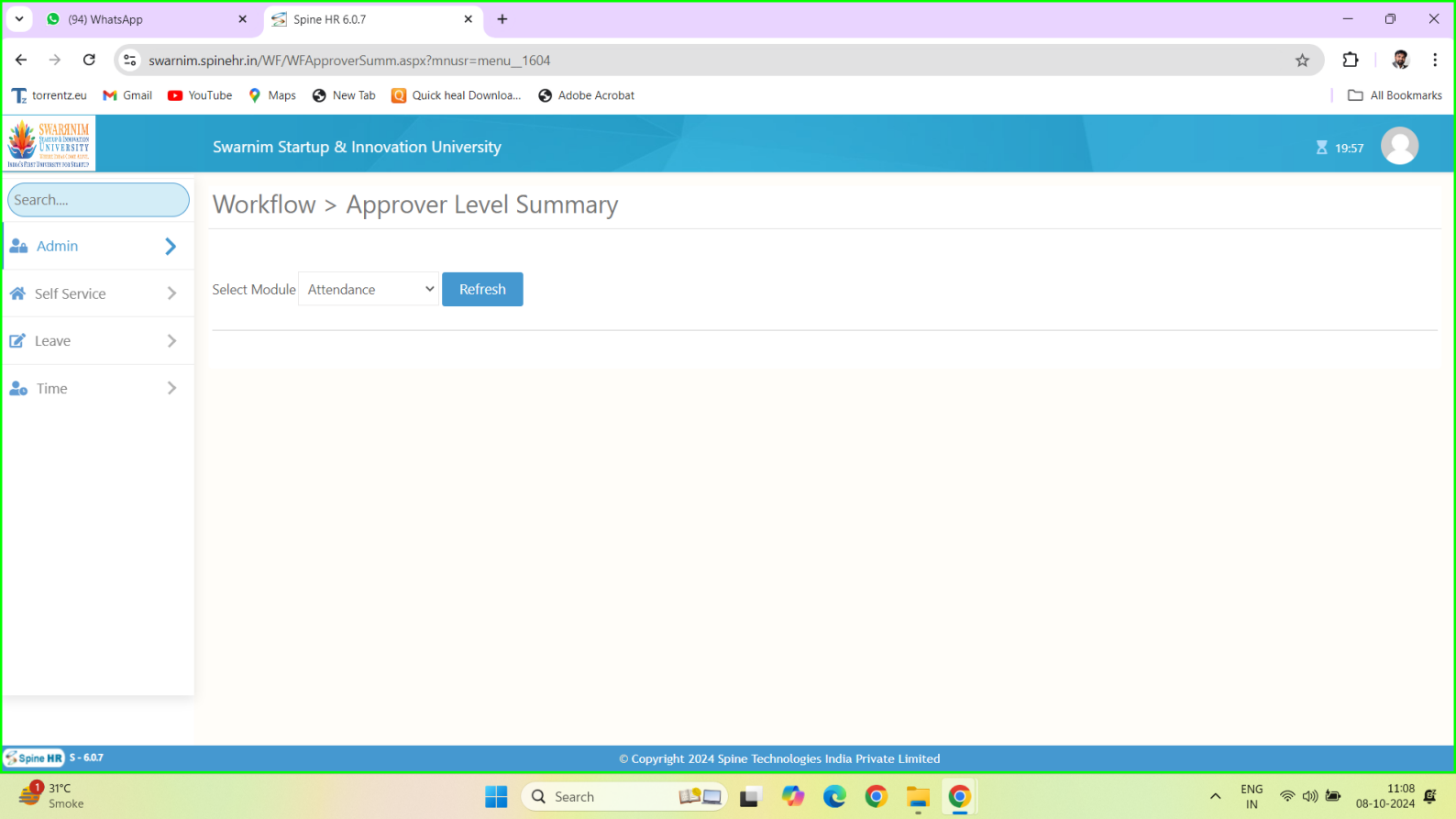


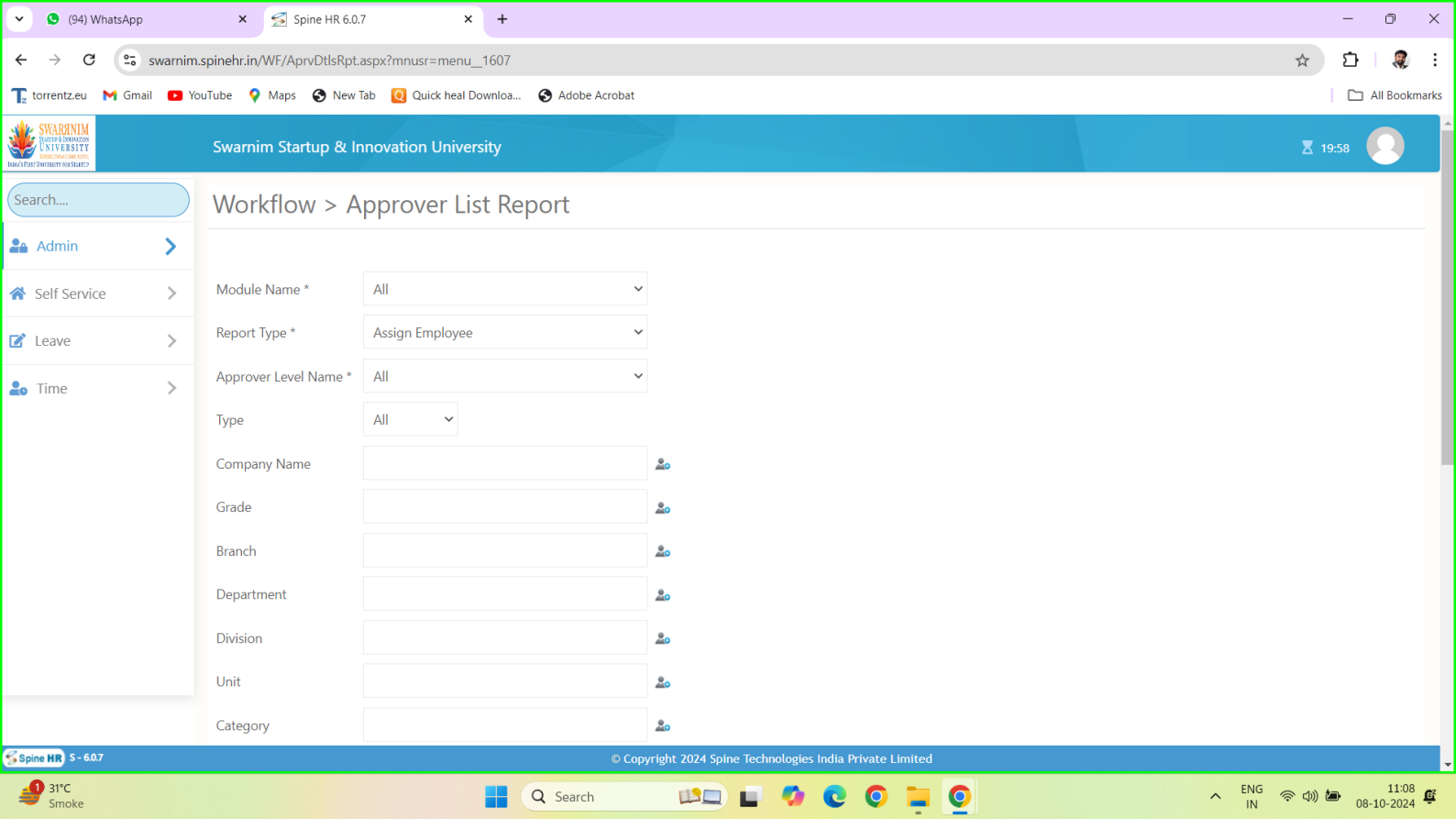












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Search....

Admin

Self Service

Leave

Time

Workflow > Application Status Count

Module

All

From Date

To Date

Grade

Branch

Department

Division

Unit

Category

Group

Status

All

Current

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Web Active

Spine HR

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31°C

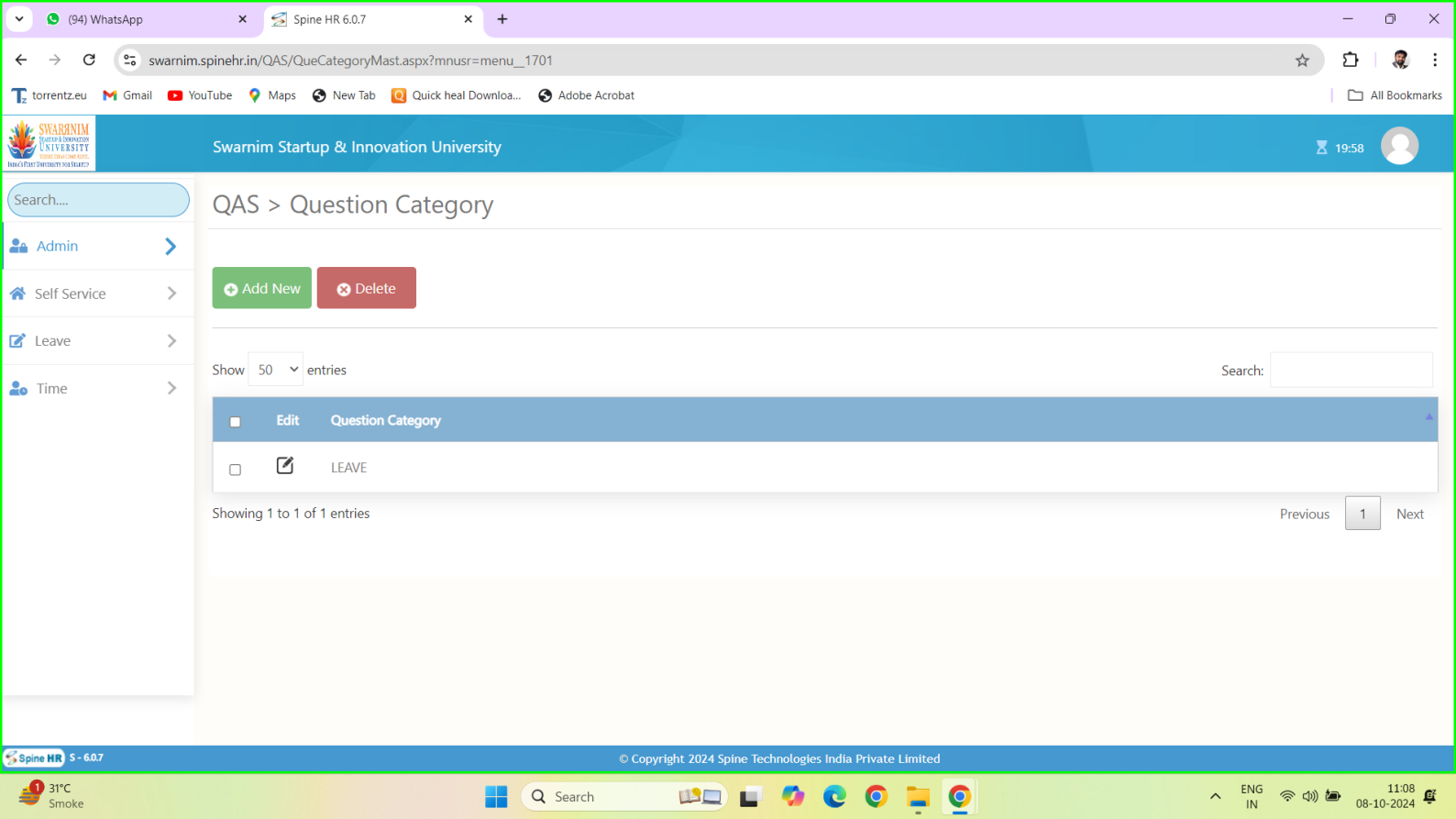
Smoke

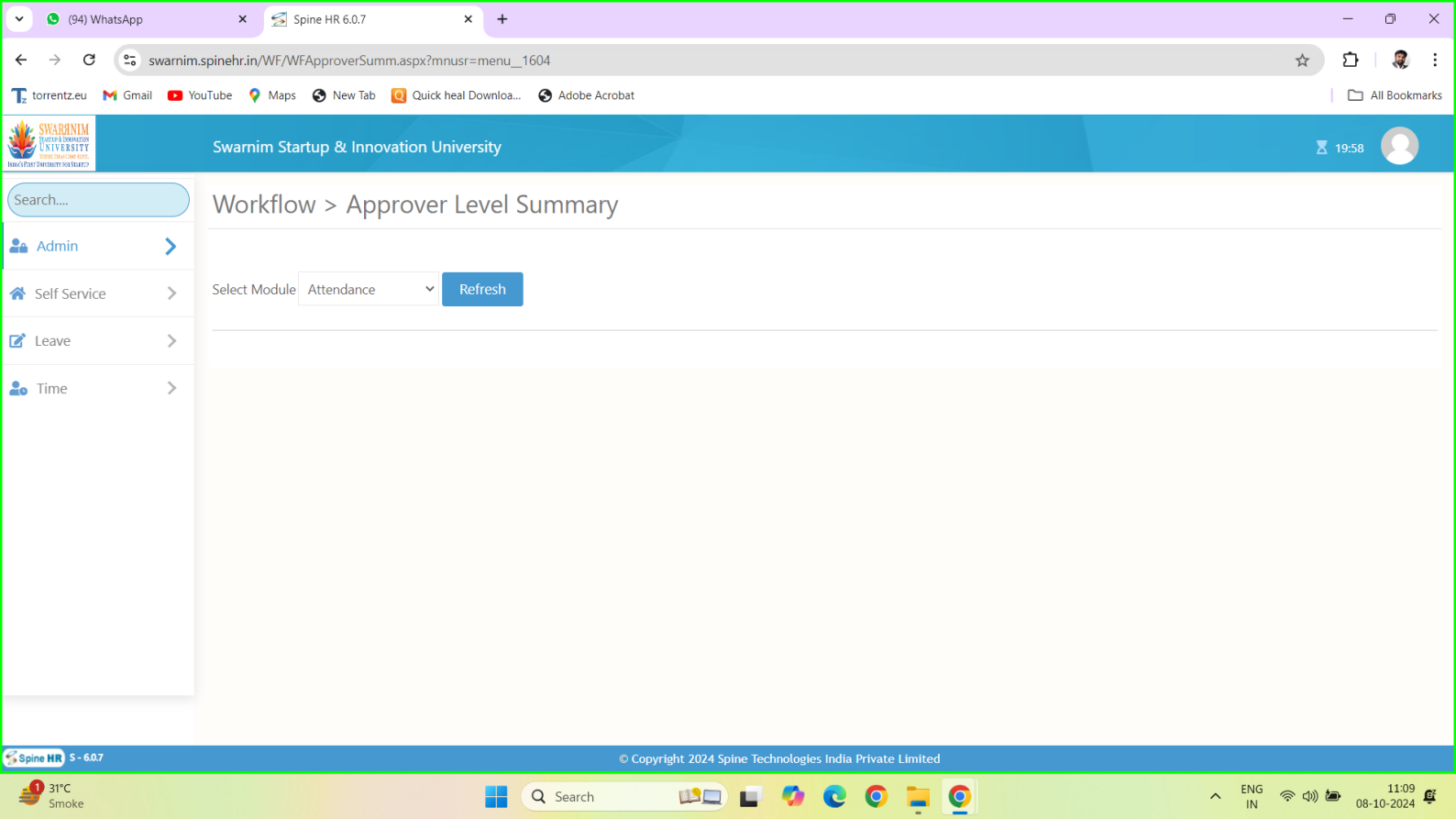
ENG

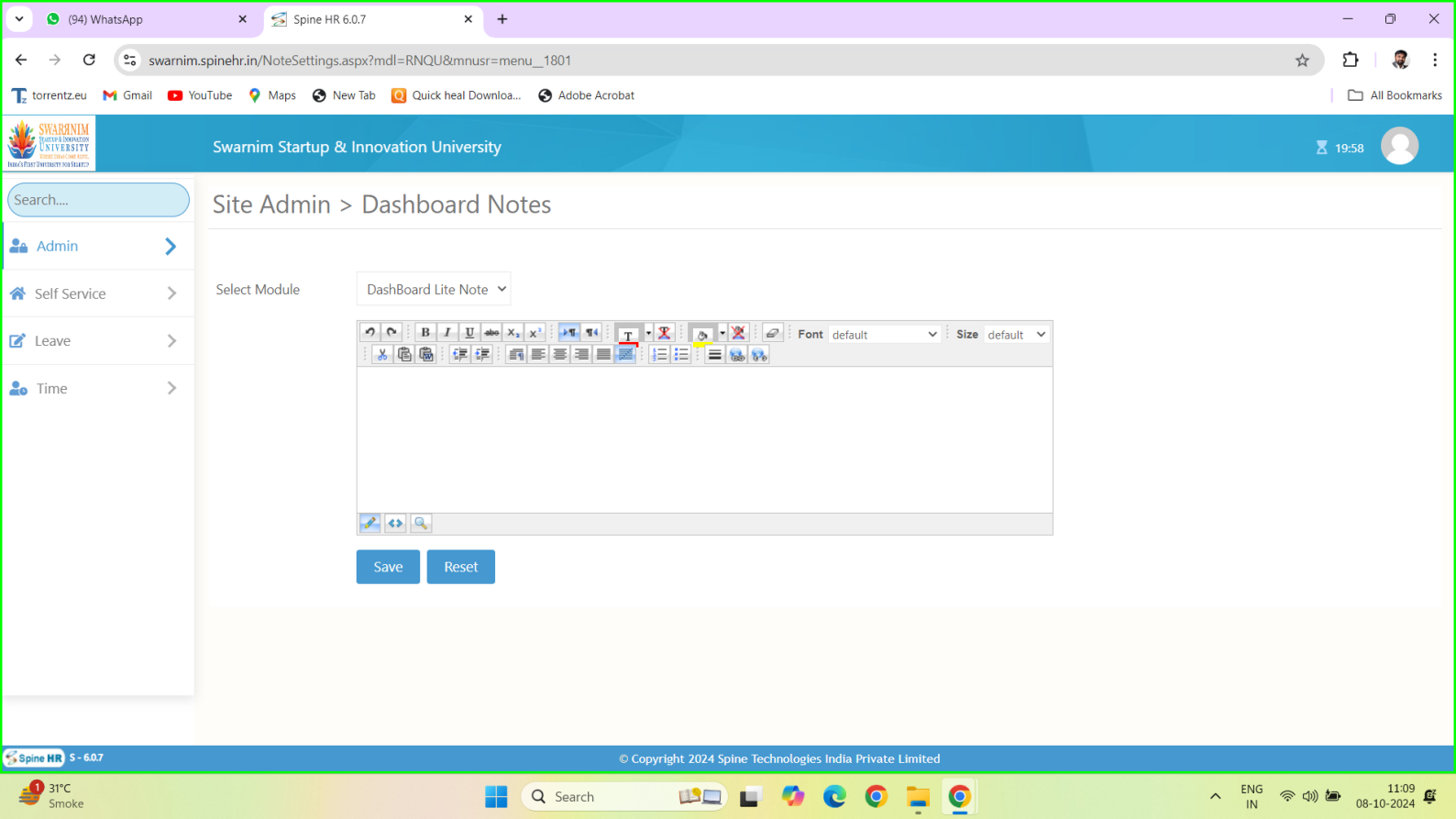
IN

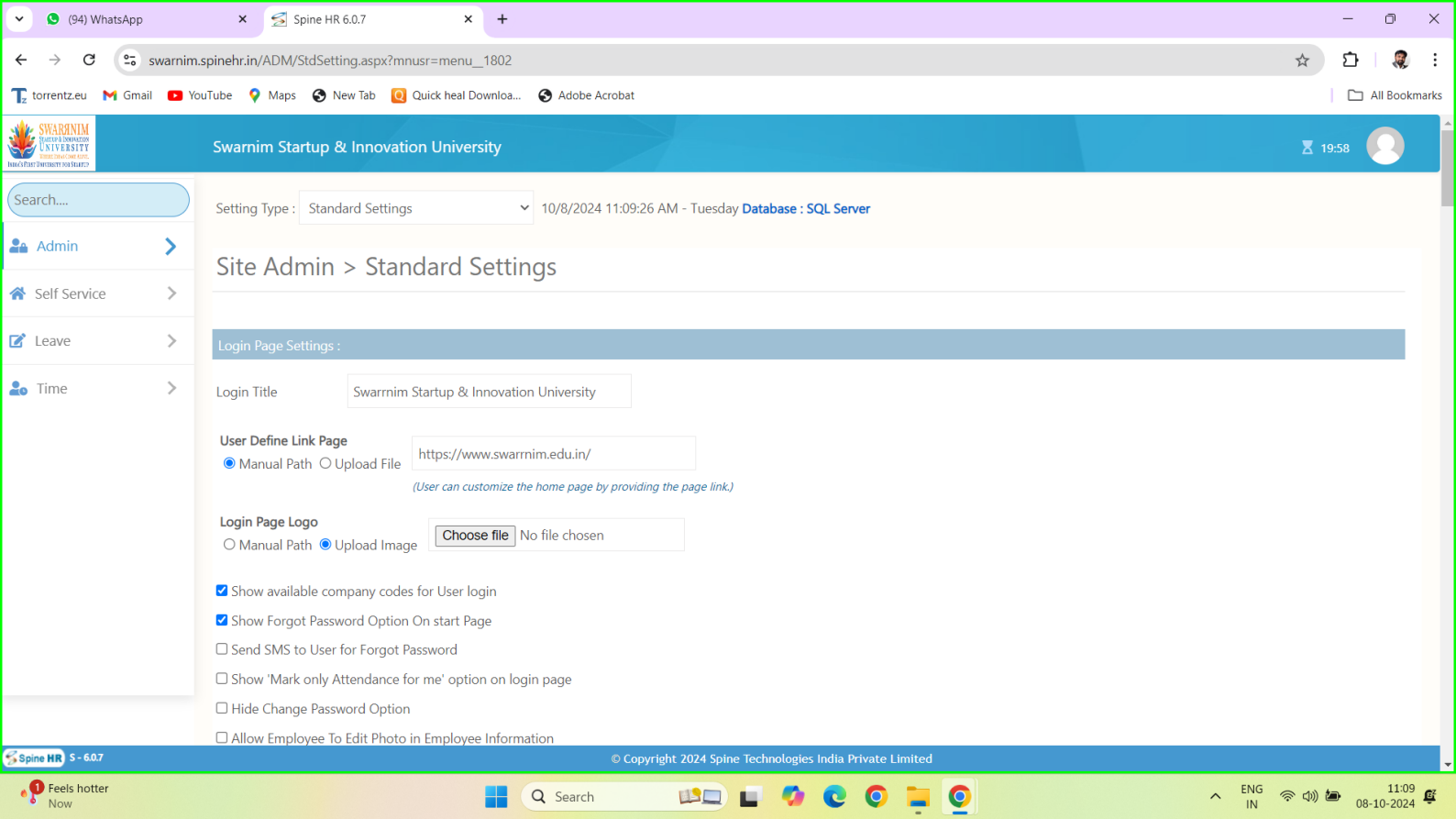
11:08

08-10-2024









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BANGALORE

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Search....

Admin >

Self Service >

Leave >

Time >

View > Employment

Employee Details

Name:	Upendra L Patel	Code:	1319
Fathers Name:		Spouse Name:	
Date of Birth:	21-Jul-1981	Gender:	Male
Joining Date:	16-May-2012	Confirmation Dt:	16-May-2012
Grade:	Employee_NonAcademic	Designation:	
Branch:	Gandhinagar	Division:	
Department:	Administration	Category:	
Unit:			
UAN:		PRAN:	

Spine HR S - 6.0.7

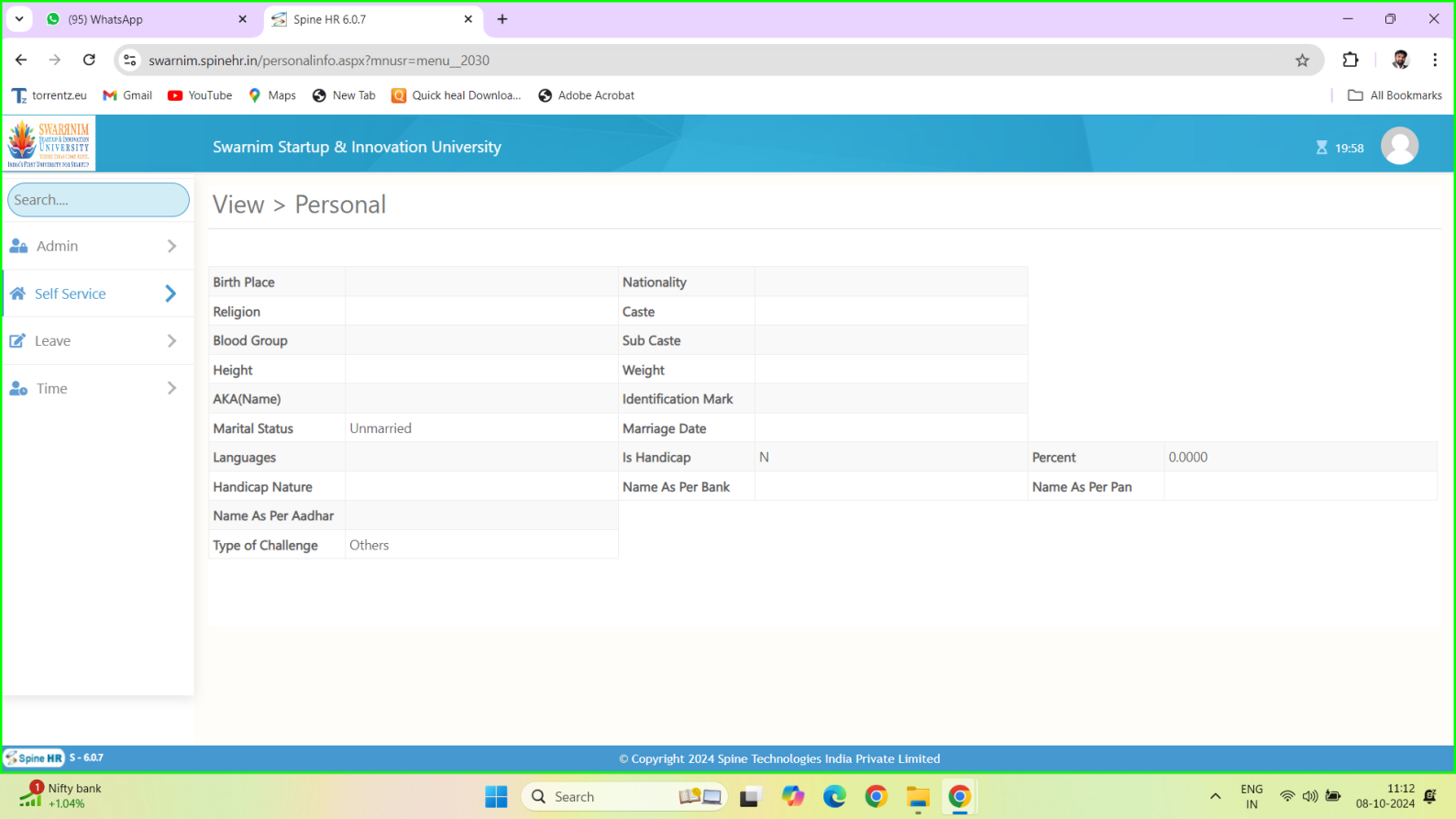
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31°C
Smoke

Search

ENG
IN

11:12
08-10-2024



Search....

- 👤 Admin

>
- 🏠 Self Service

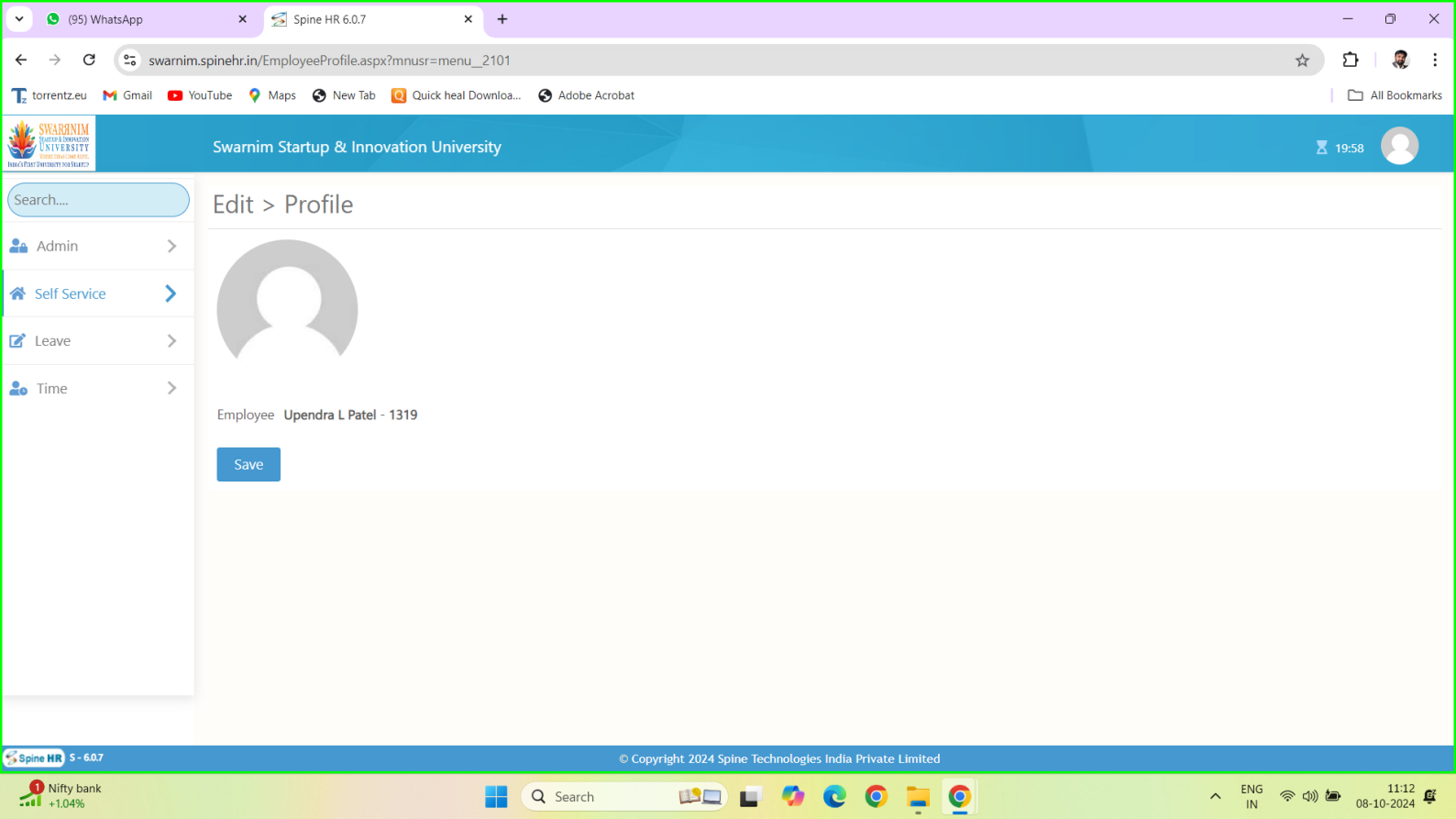
>
- 📄 Leave

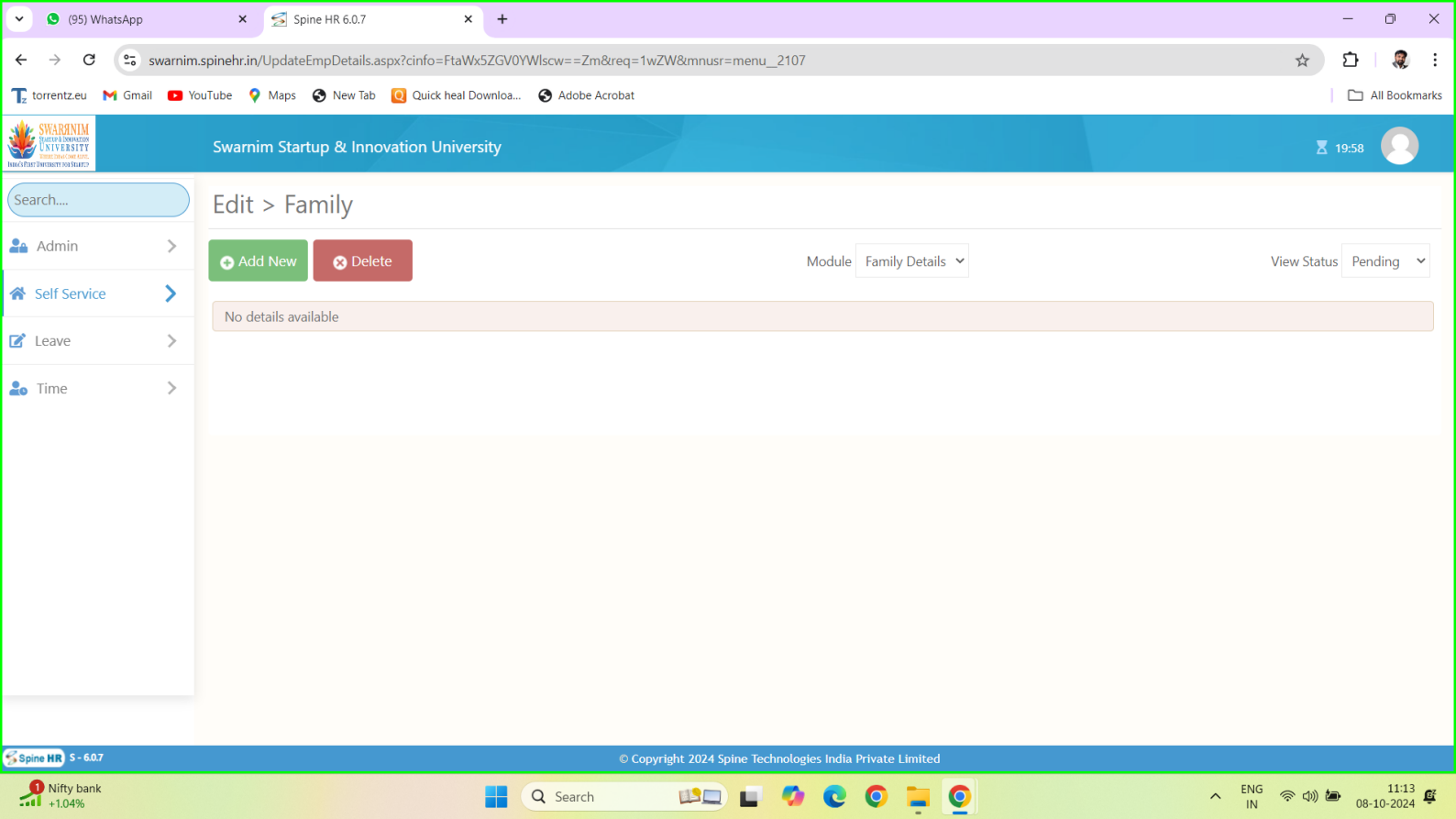
>
- 👤 Time

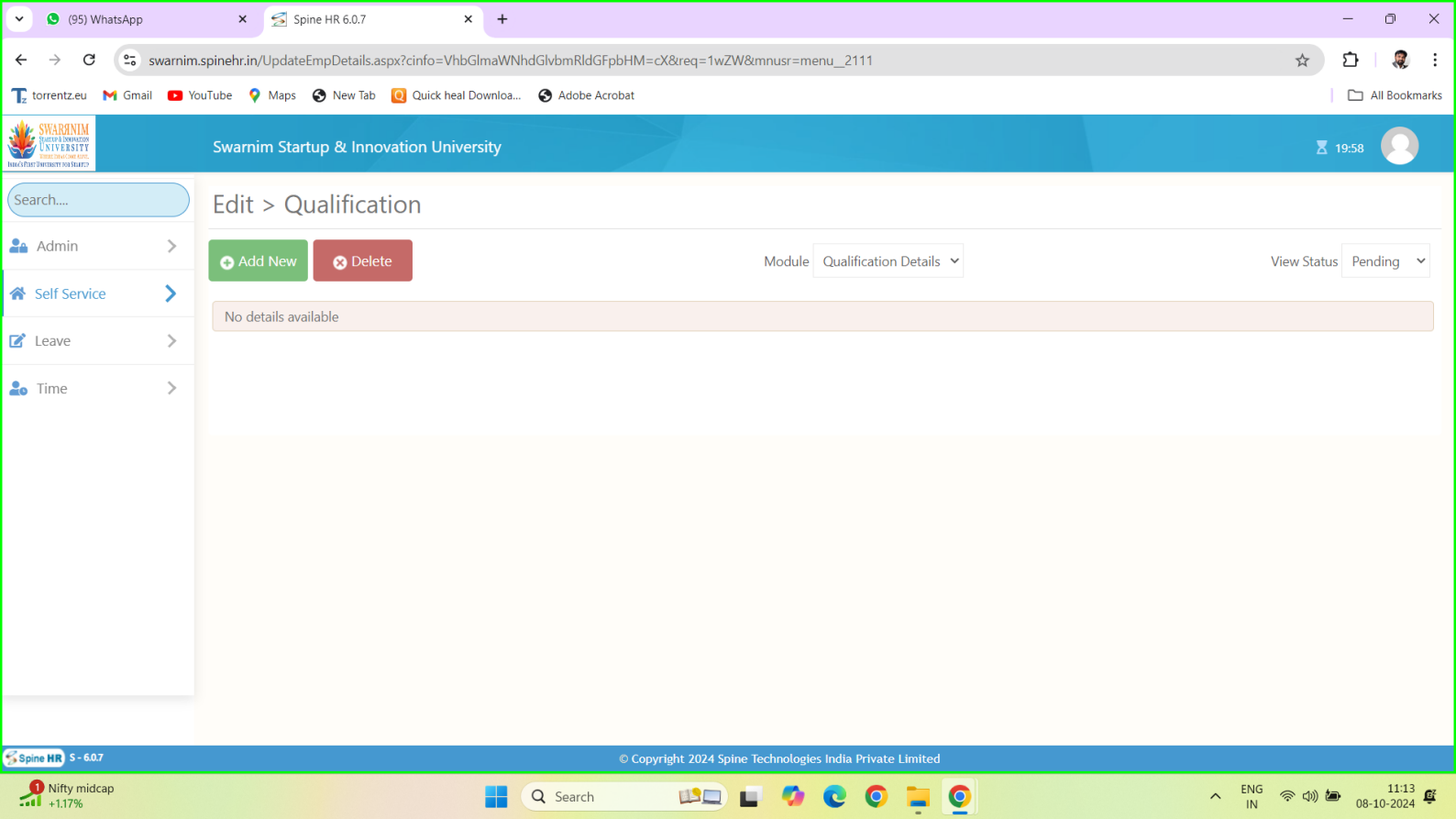
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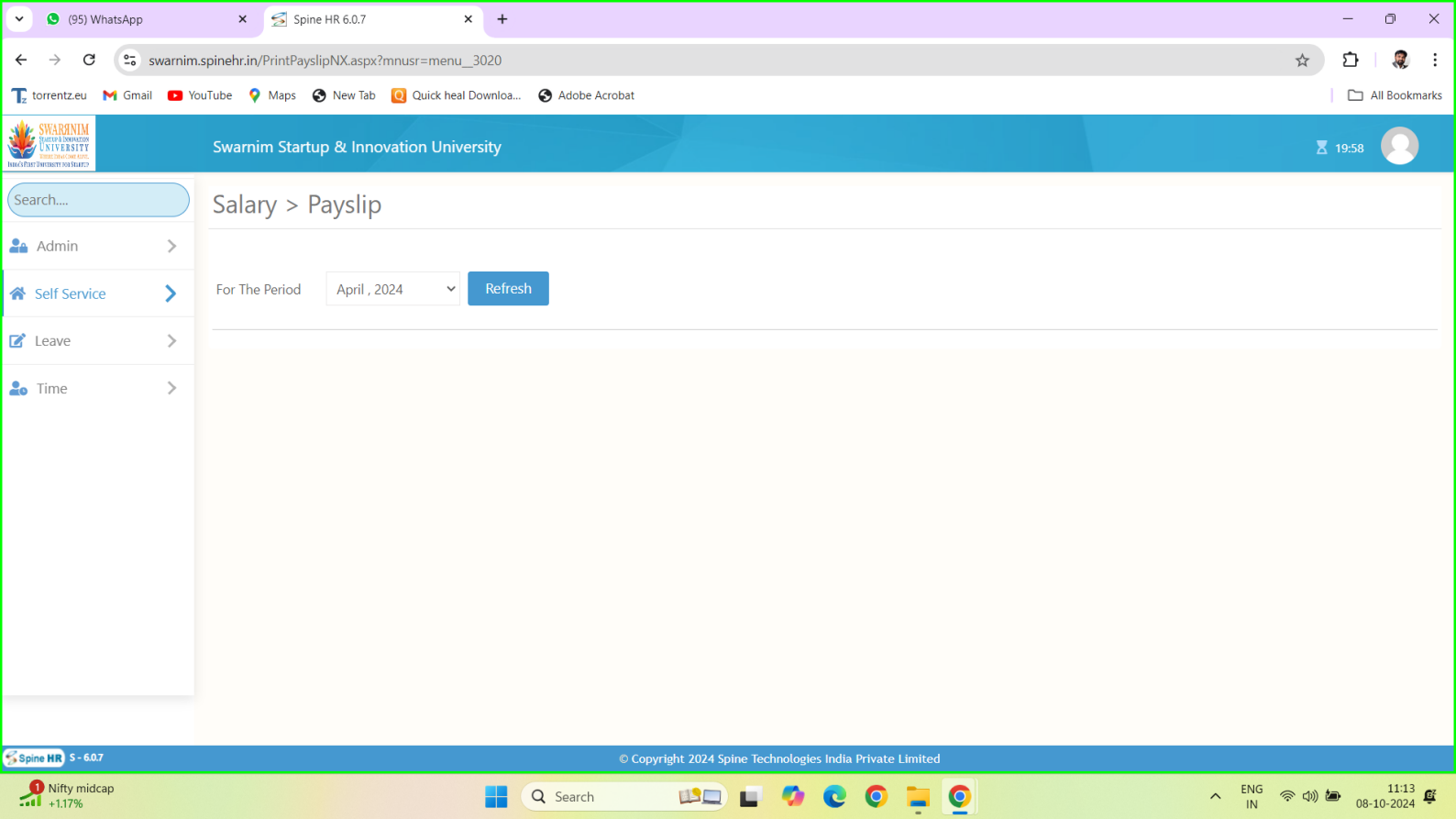
View > Personal

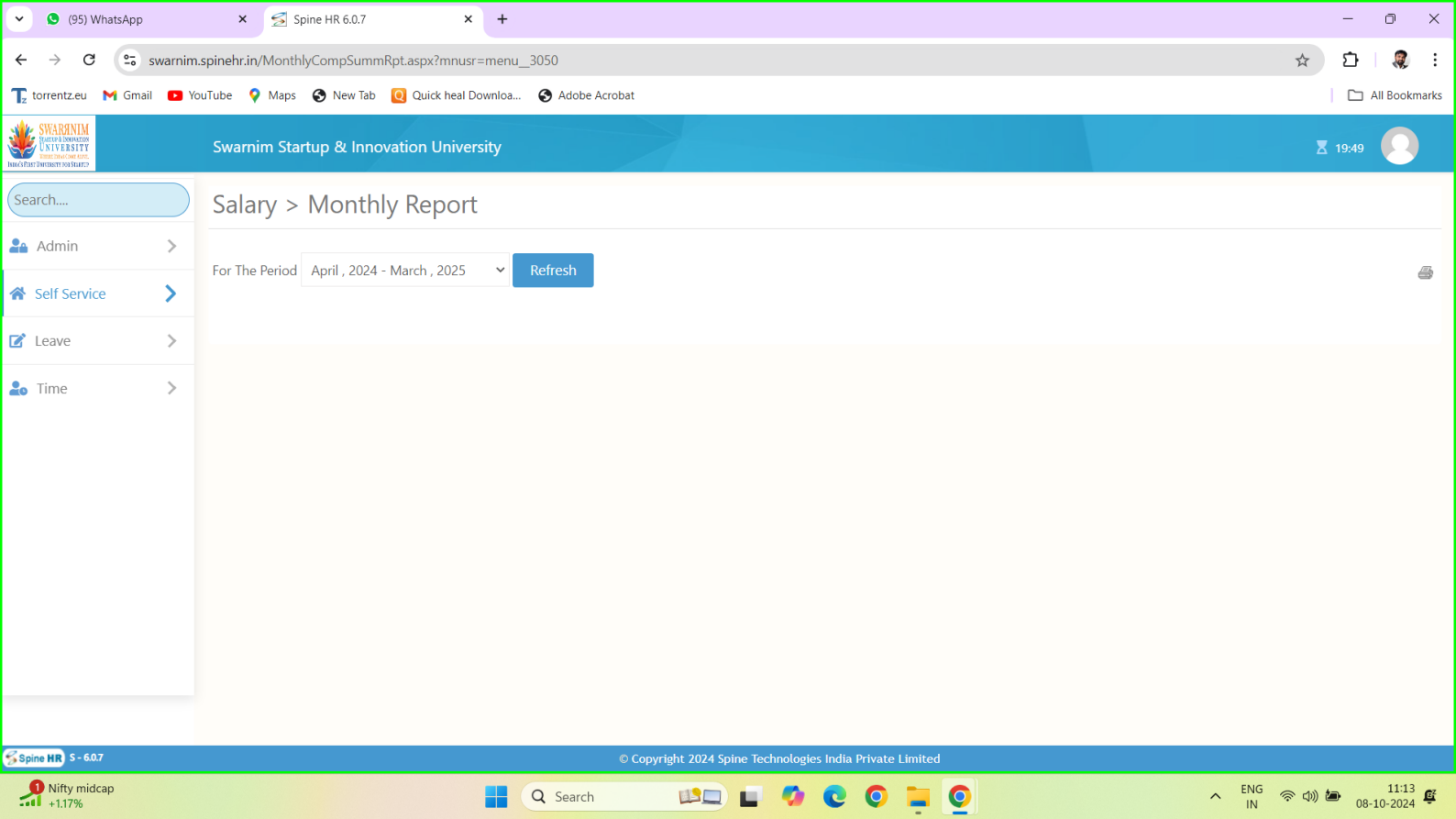
Birth Place		Nationality	
Religion		Caste	
Blood Group		Sub Caste	
Height		Weight	
AKA(Name)		Identification Mark	
Marital Status	Unmarried	Marriage Date	
Languages		Is Handicap	N
Handicap Nature		Name As Per Bank	
Name As Per Aadhar		Name As Per Pan	
Type of Challenge	Others		

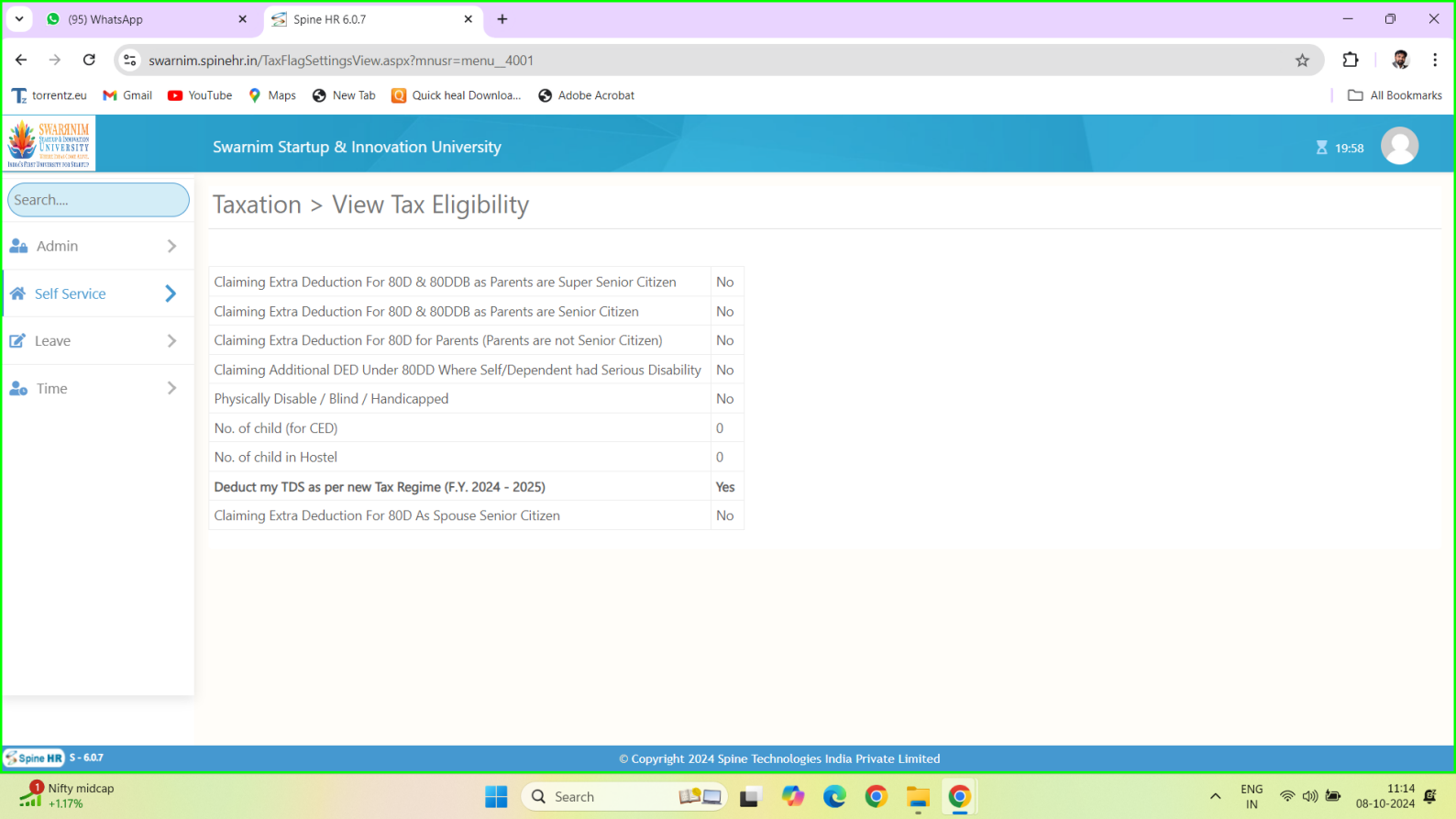




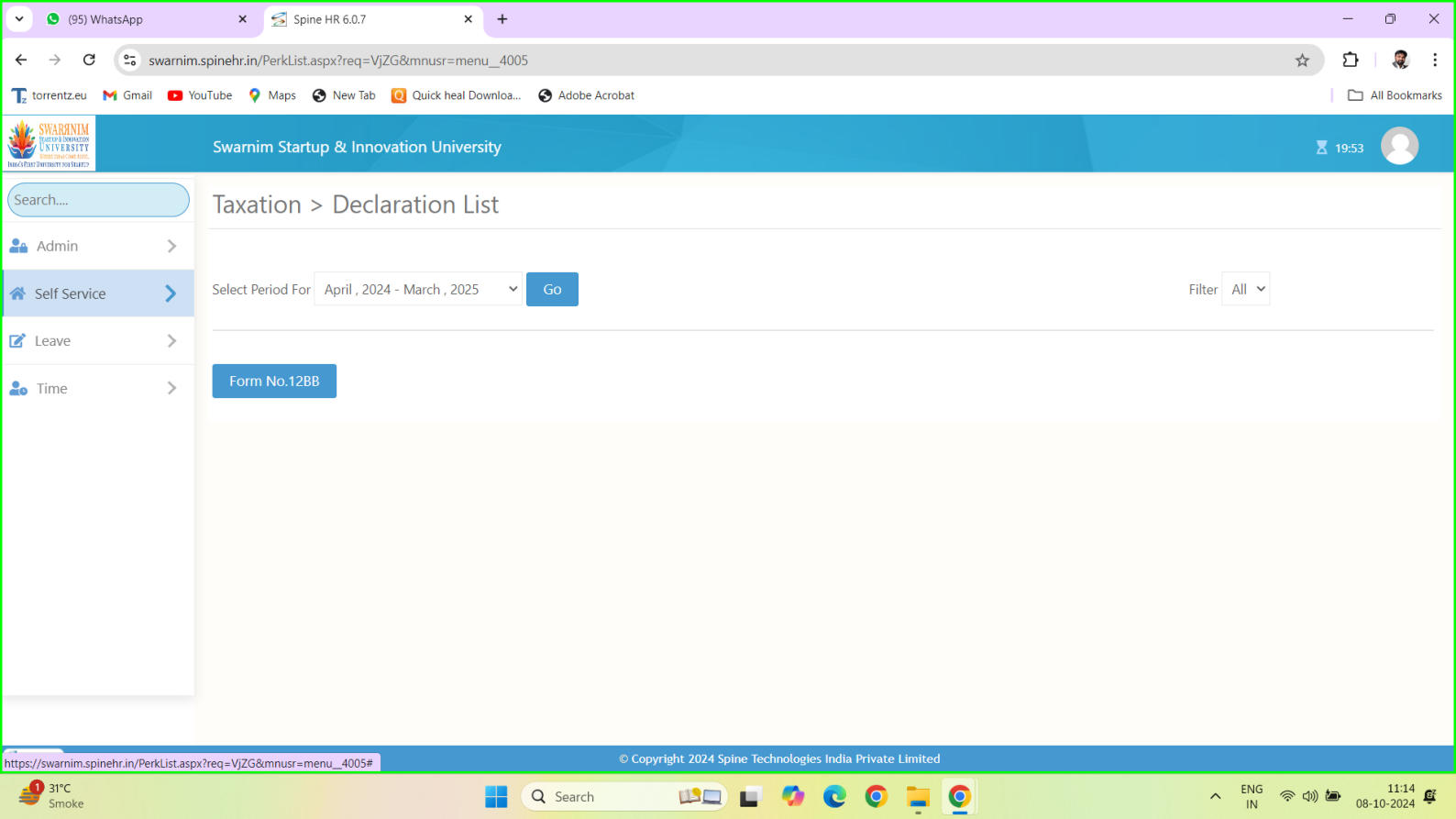


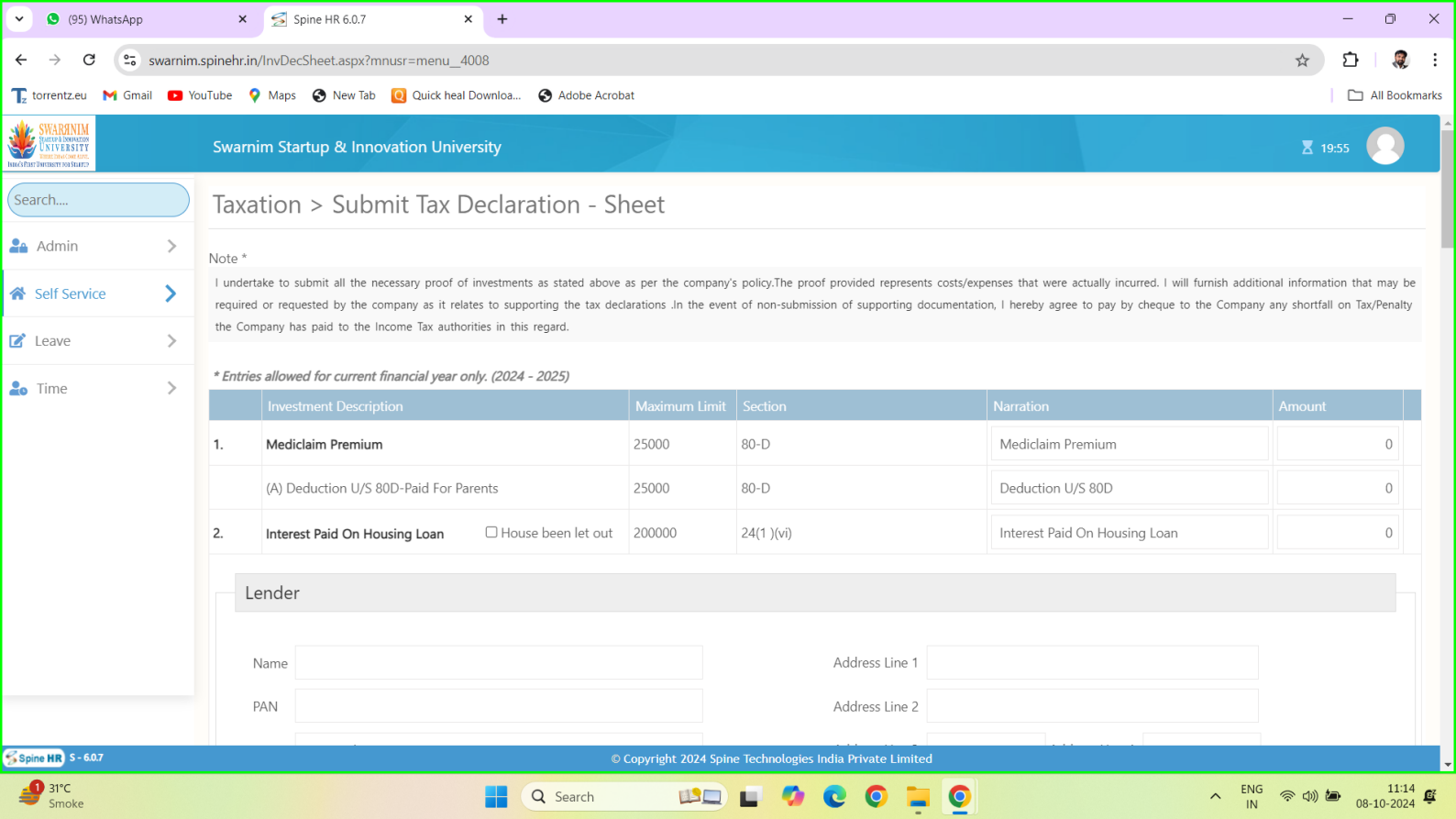






Taxation > View Tax Eligibility	
Claiming Extra Deduction For 80D & 80DDB as Parents are Super Senior Citizen	No
Claiming Extra Deduction For 80D & 80DDB as Parents are Senior Citizen	No
Claiming Extra Deduction For 80D for Parents (Parents are not Senior Citizen)	No
Claiming Additional DED Under 80DD Where Self/Dependent had Serious Disability	No
Physically Disable / Blind / Handicapped	No
No. of child (for CED)	0
No. of child in Hostel	0
Deduct my TDS as per new Tax Regime (F.Y. 2024 - 2025)	Yes
Claiming Extra Deduction For 80D As Spouse Senior Citizen	No





Taxation > Submit Tax Declaration - Sheet

Note *

I undertake to submit all the necessary proof of investments as stated above as per the company's policy. The proof provided represents costs/expenses that were actually incurred. I will furnish additional information that may be required or requested by the company as it relates to supporting the tax declarations. In the event of non-submission of supporting documentation, I hereby agree to pay by cheque to the Company any shortfall on Tax/Penalty the Company has paid to the Income Tax authorities in this regard.

* Entries allowed for current financial year only. (2024 - 2025)

	Investment Description	Maximum Limit	Section	Narration	Amount
1.	Mediclaime Premium	25000	80-D	Mediclaime Premium	0
	(A) Deduction U/S 80D-Paid For Parents	25000	80-D	Deduction U/S 80D	0
2.	Interest Paid On Housing Loan ☐ House been let out	200000	24(1)(vi)	Interest Paid On Housing Loan	0

Lender

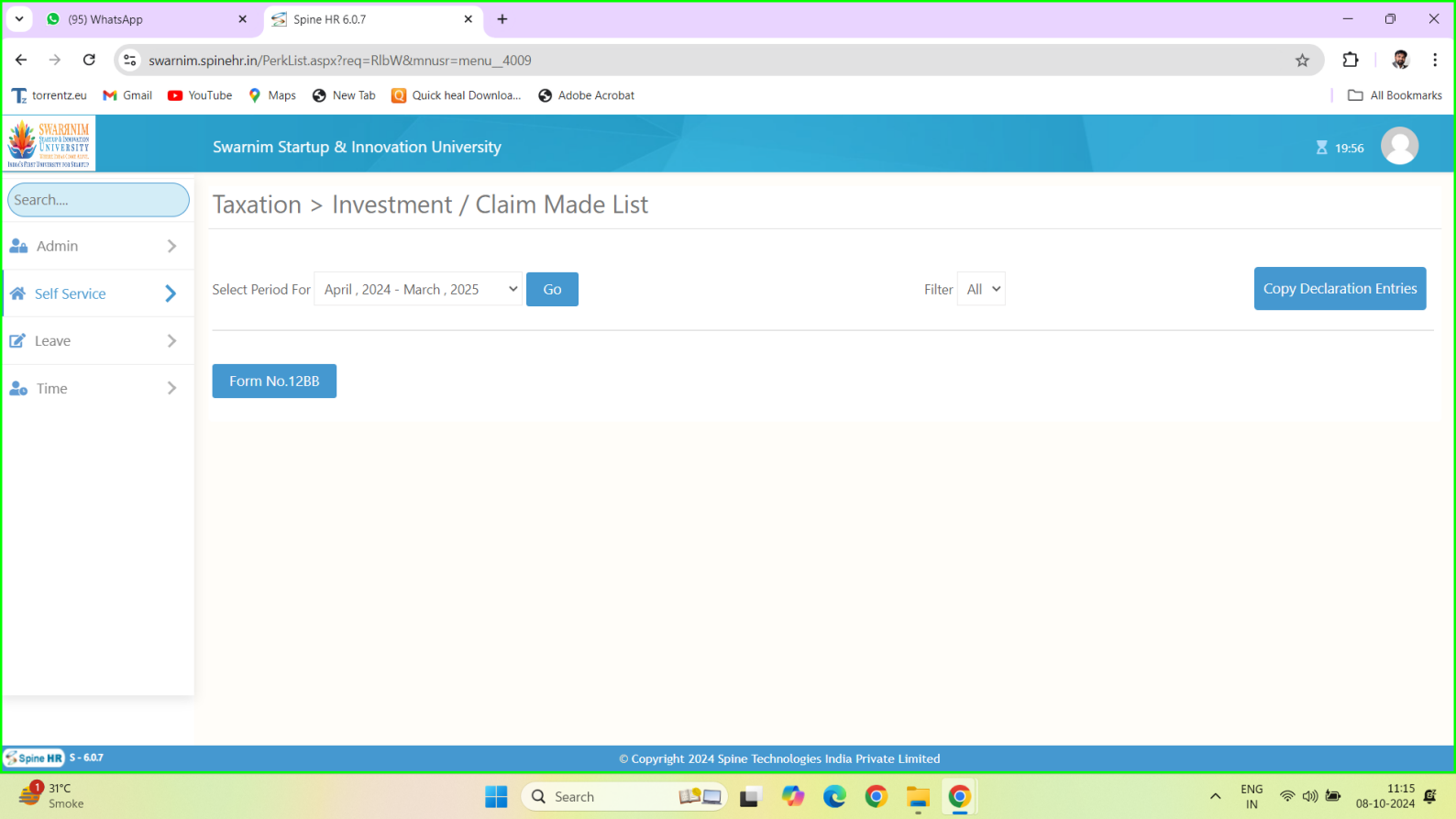
Name

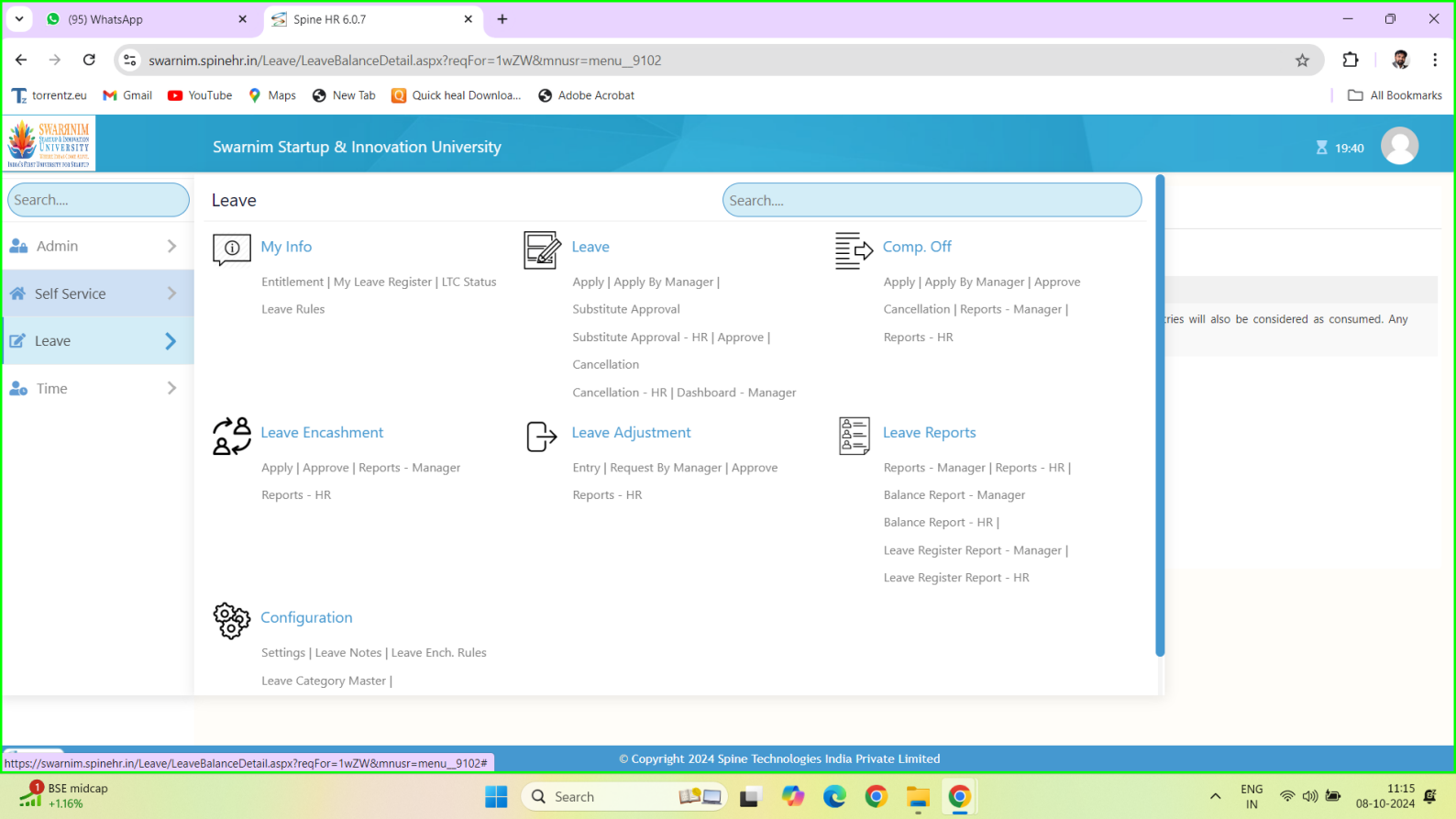
Address Line 1

PAN

Address Line 2







Search....

- Admin
- Self Service
- Leave
- Time

Leave

Search....

My Info

Entitlement | My Leave Register | LTC Status

Leave Rules

Leave

Apply | Apply By Manager |

Substitute Approval

Substitute Approval - HR | Approve |

Cancellation

Cancellation - HR | Dashboard - Manager

Comp. Off

Apply | Apply By Manager | Approve

Cancellation | Reports - Manager |

Reports - HR

Leave Encashment

Apply | Approve | Reports - Manager

Reports - HR

Leave Adjustment

Entry | Request By Manager | Approve

Reports - HR

Leave Reports

Reports - Manager | Reports - HR |

Balance Report - Manager

Balance Report - HR |

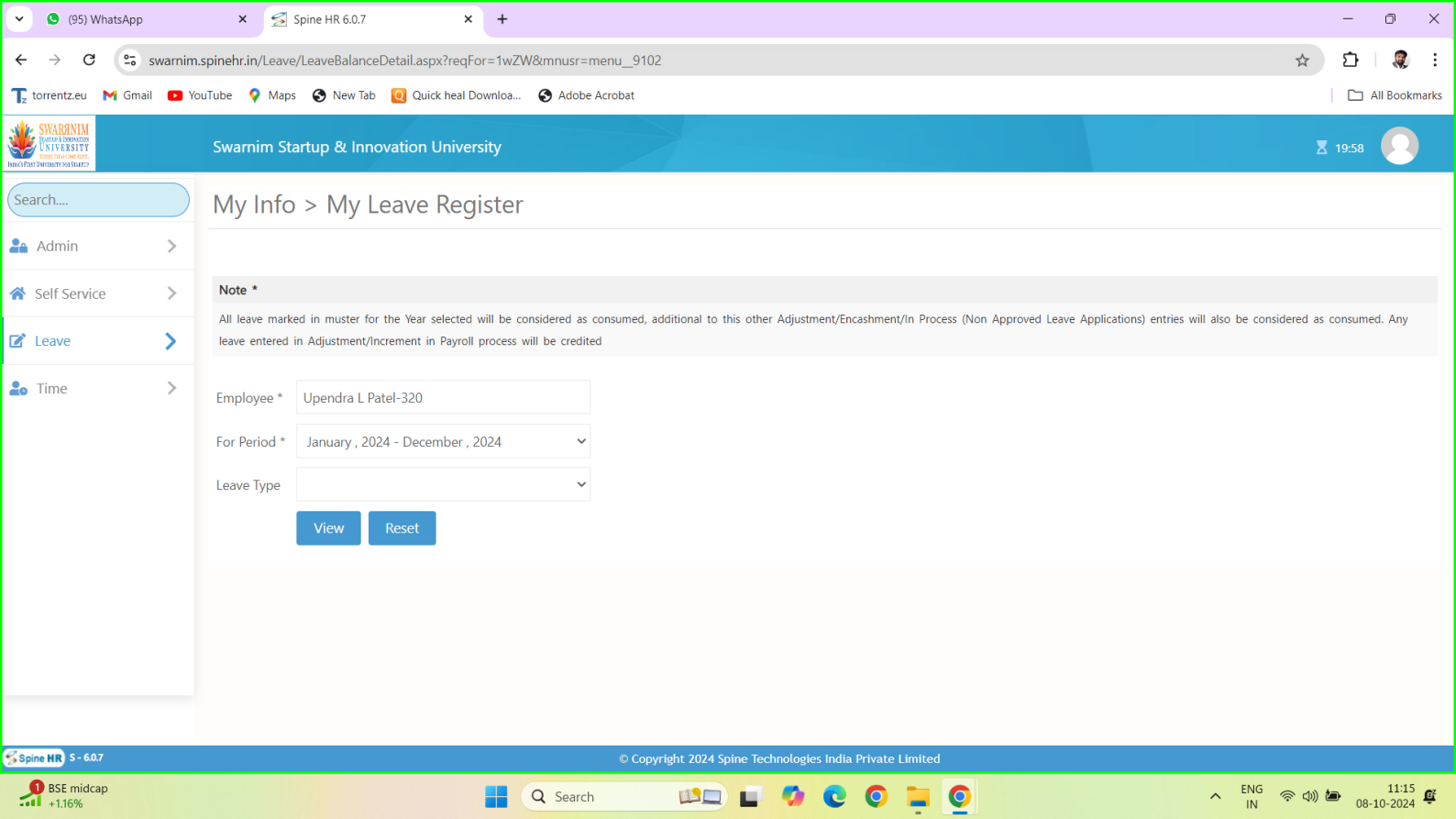
Leave Register Report - Manager |

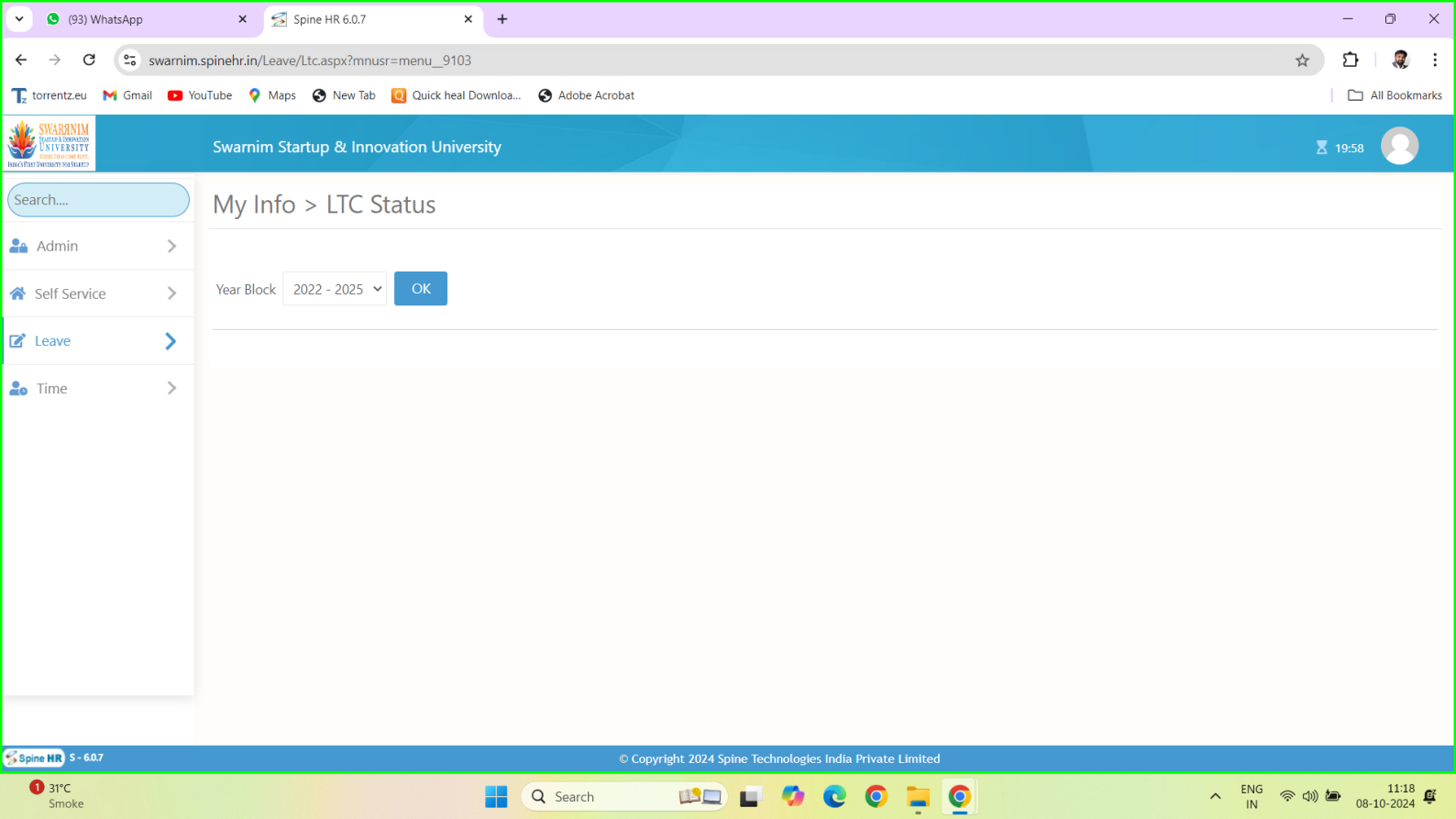
Leave Register Report - HR

Configuration

Settings | Leave Notes | Leave Ench. Rules

Leave Category Master |





My Info > Leave Rules

* Process data is not considered while showing Leave balances.

► Leave Rules for PL : (PL) Desc : Privilege Leave

Remark : -

- * You can apply **1** as minimum and **5** as maximum PL at a time.
- * You can apply PL for **60** Future days.
- * If leave period is between **0** to **60** then you will require to apply **15** days before.
- * Leave Application for Leave Type(s) **CL, SL, L2** are not allowed **before** Leave Application for PL
- * Leave Application for Leave Type(s) **CL, SL, L2** are not allowed **after** Leave Application for PL

► Leave Rules for CL : (CL) Desc : Casual Leave

Remark : -

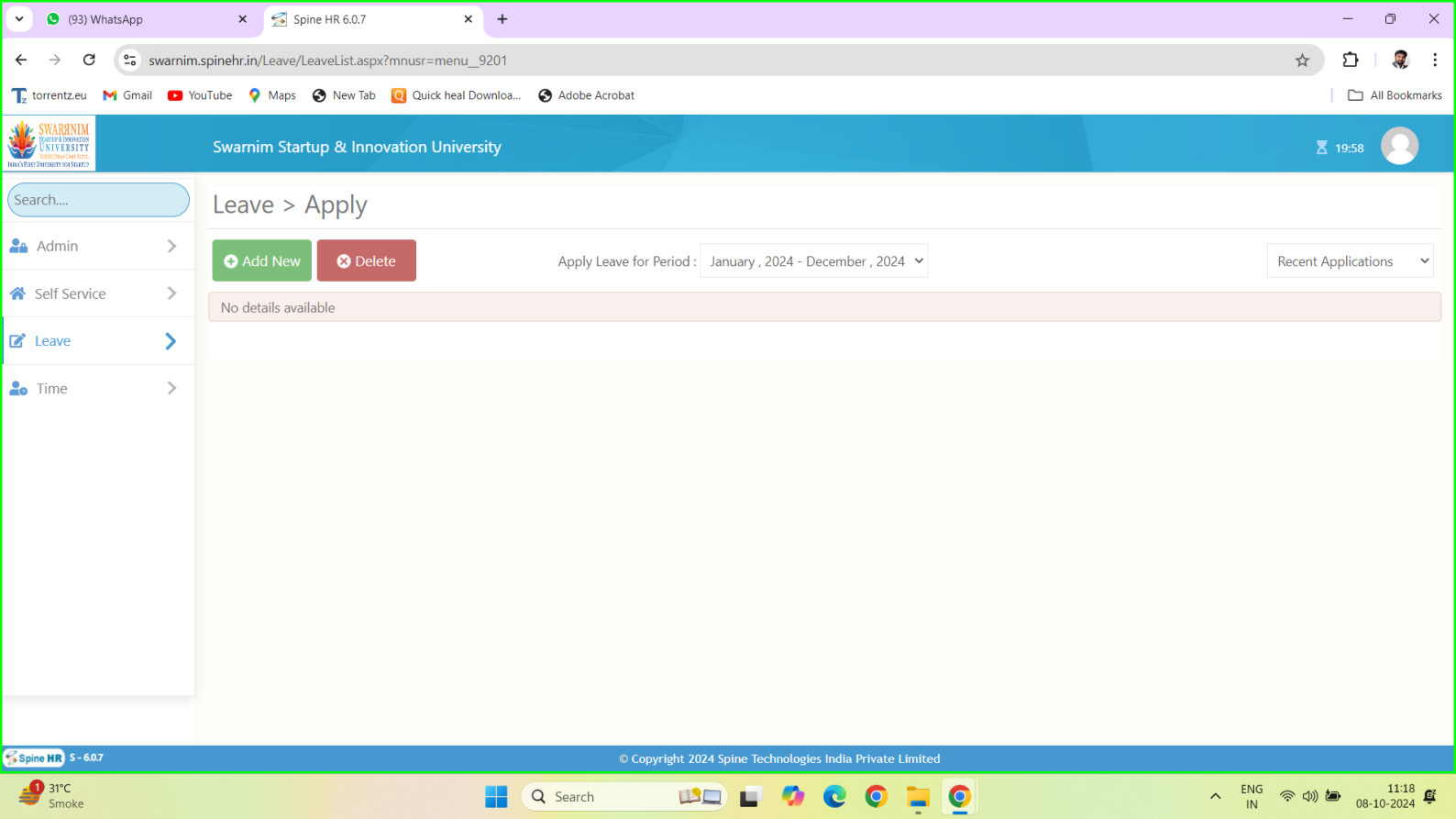
- * You can apply CL for **60** Future days.
- * If leave period is between **0** to **60** then you will require to apply **2** days before.
- * Leave Application for Leave Type(s) **PL** are not allowed **before** Leave Application for CL
- * Leave Application for Leave Type(s) **PL** are not allowed **after** Leave Application for CL

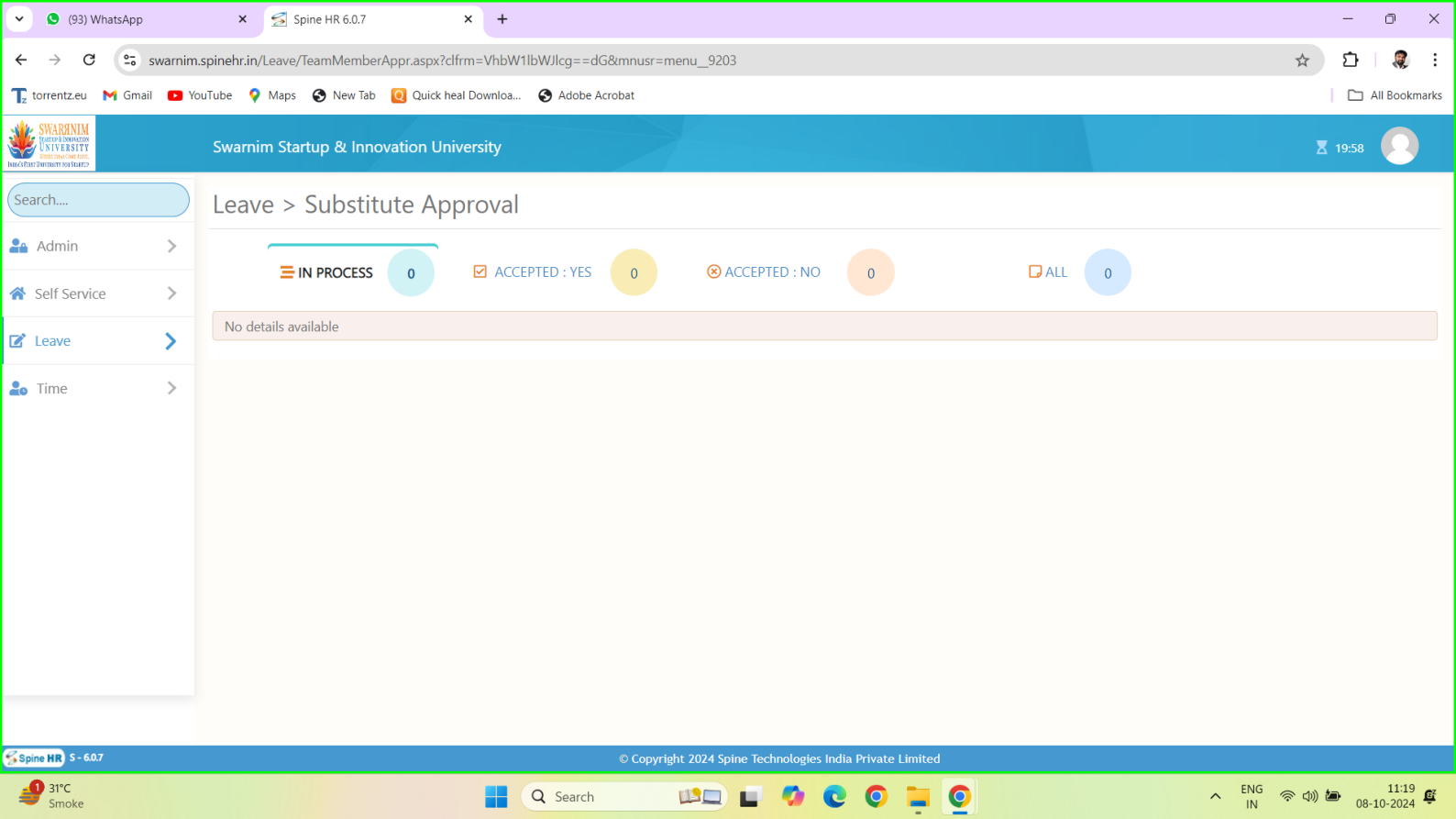
► Leave Rules for SL : (SL) Desc : Sick Leave

Remark : -

- * You can apply SL for **60** Future days.
- * Leave Application for Leave Type(s) **PL** are not allowed **before** Leave Application for SL
- * Leave Application for Leave Type(s) **PL** are not allowed **after** Leave Application for SL

► Leave Rules for CO+ : (CO+) Desc : Comp. Leave Accrued





Leave > Cancellation - HR

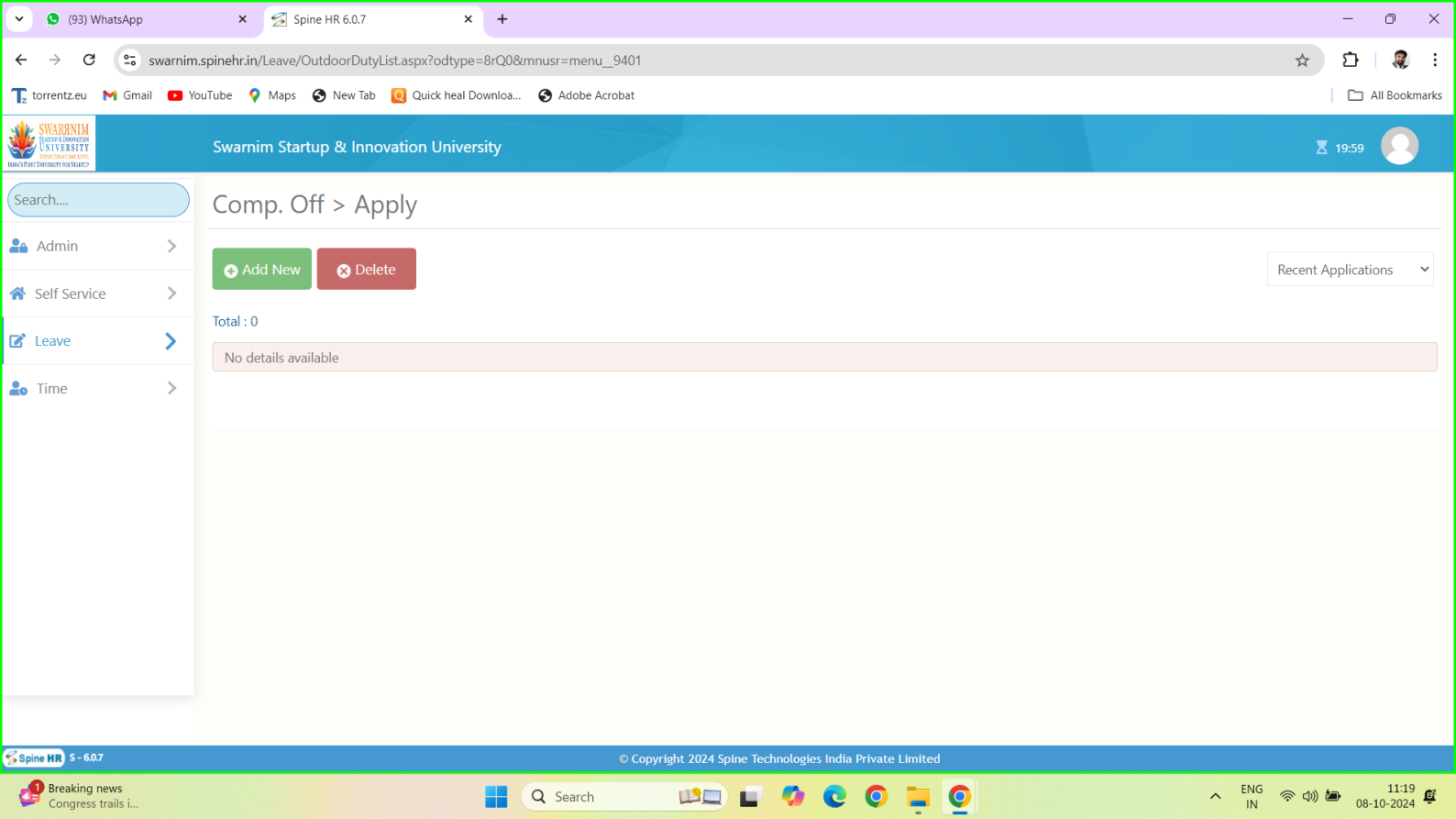
Note *

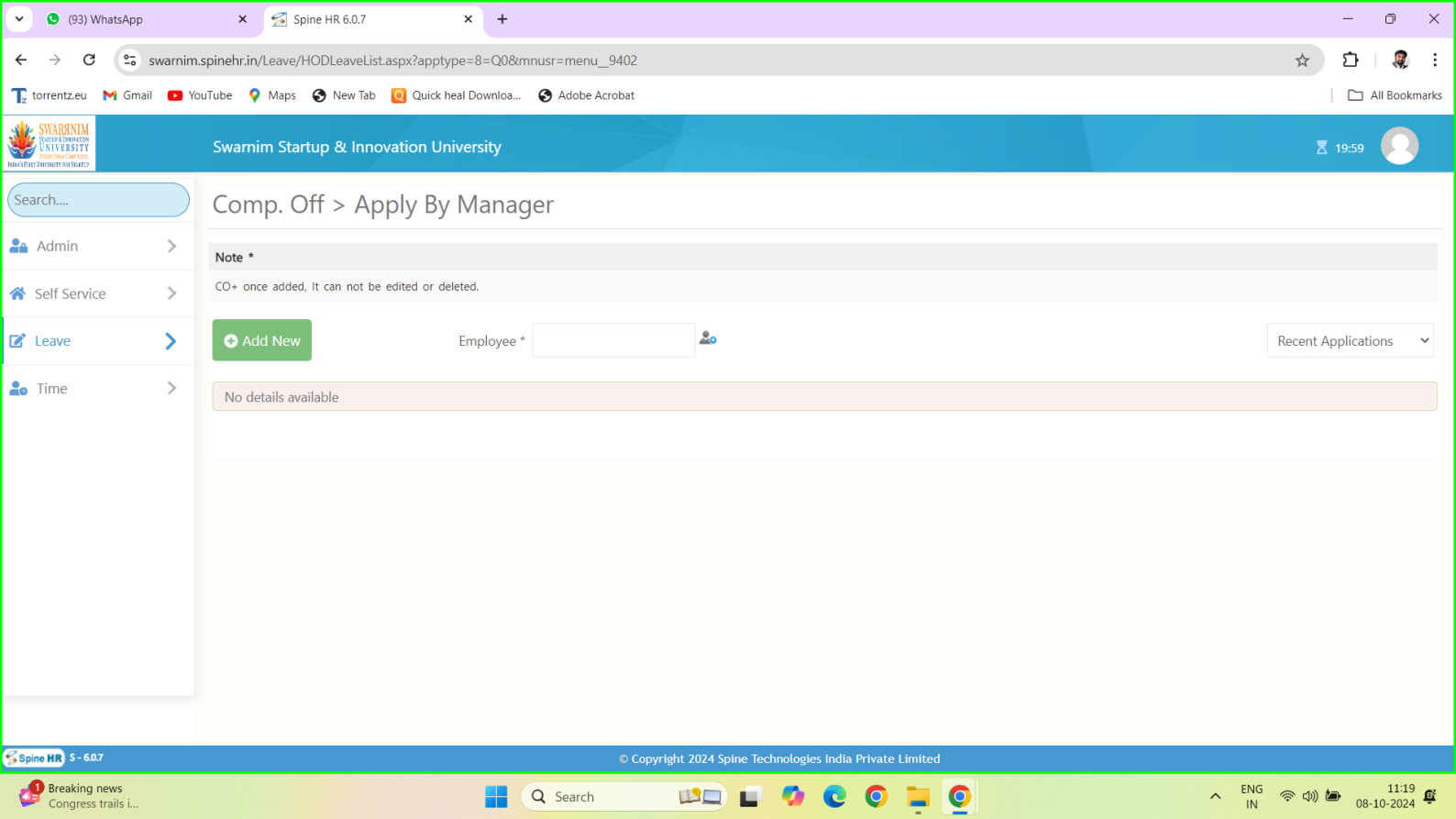
It will not display approved leaves older than **6 months** (Comparison will be done from application From date).

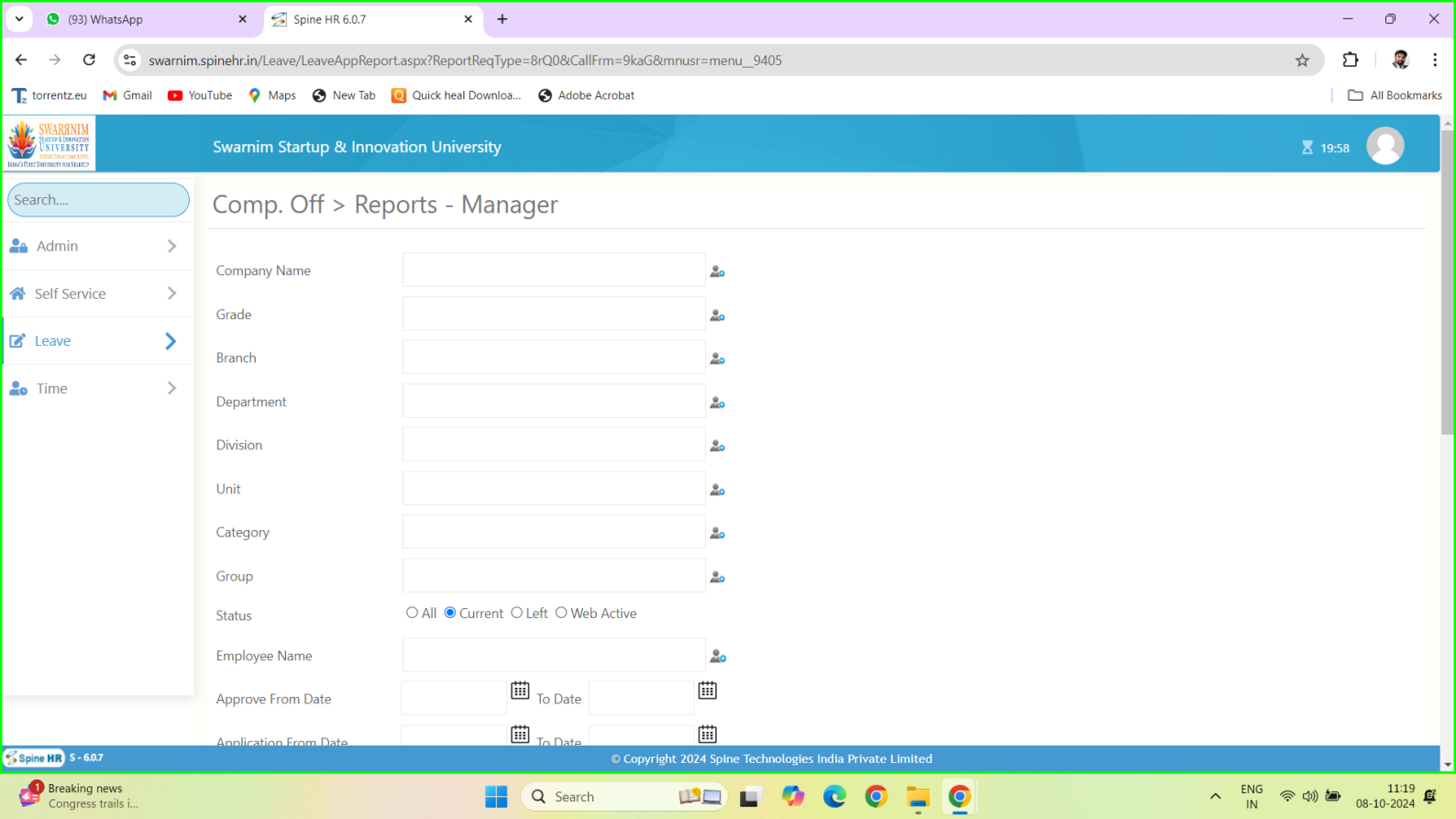
Filter Data Remark Cancel Leave

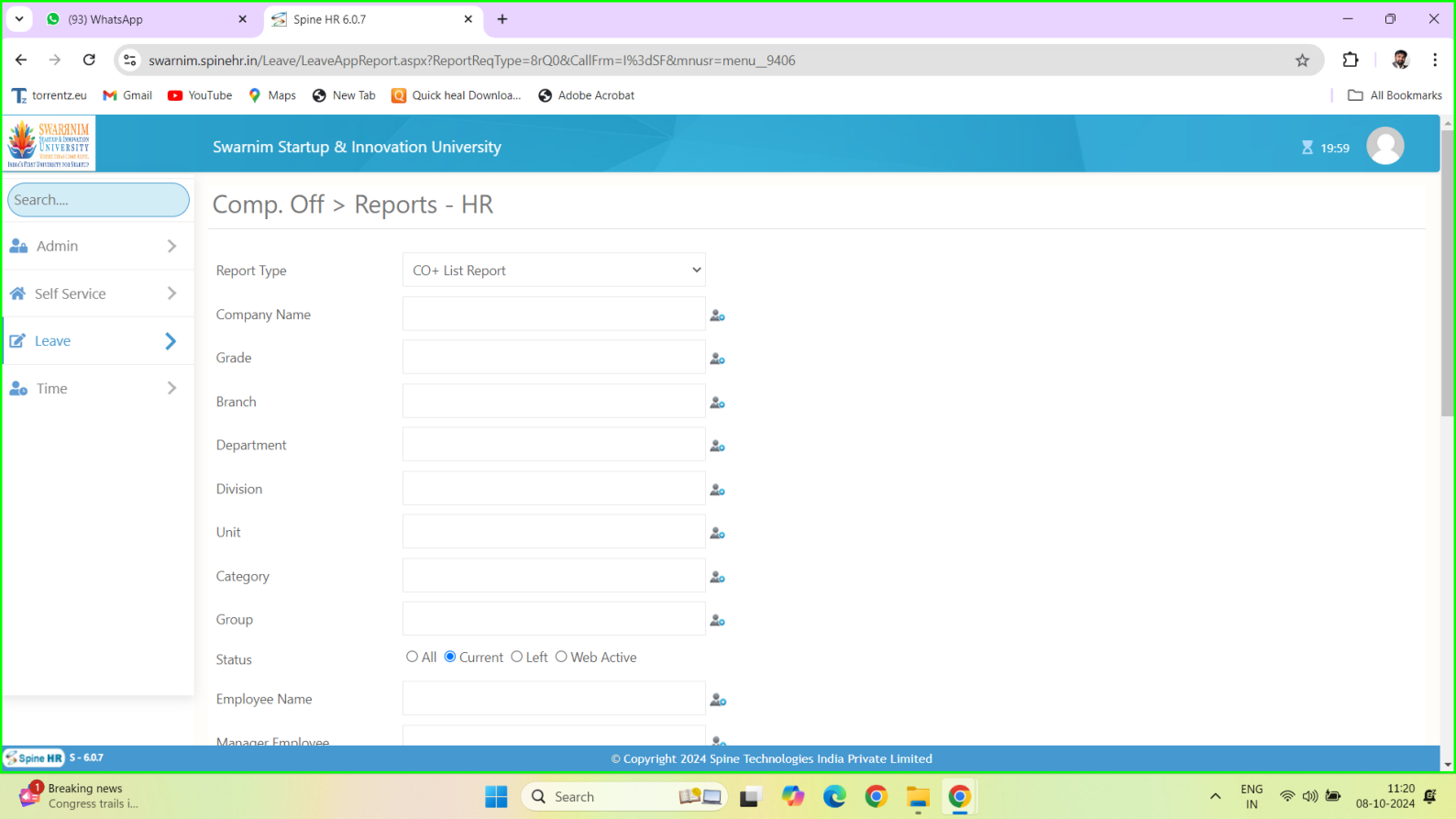
☐ Display future leaves for leaving Employee(s)

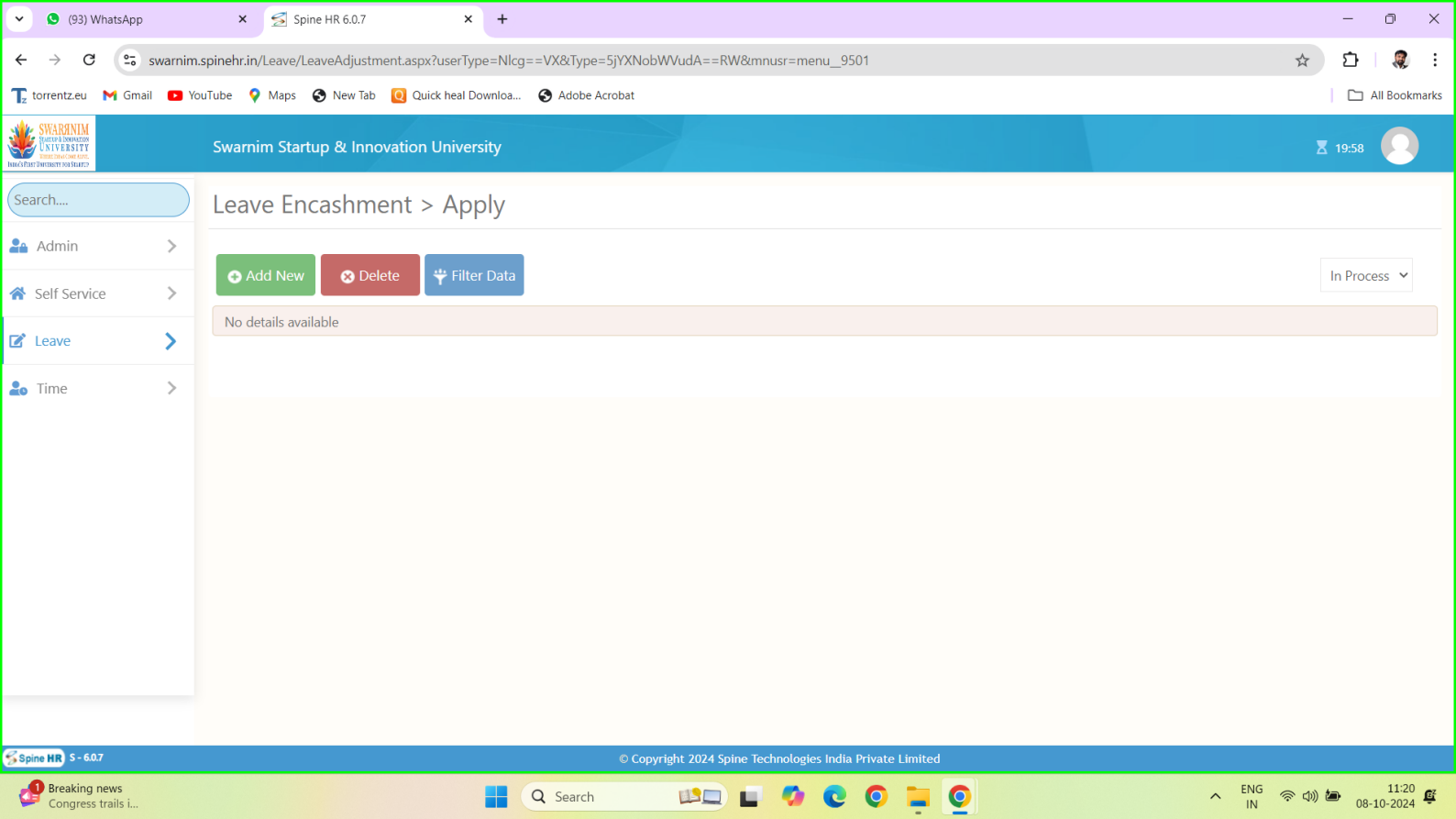
☐	App. Id	Employee Code	Employee Name	From Date	To Date	Apply Days	Remarks	Admin Feedback	Approve Date	App Type
☐	9206	1192	Mittal Arviindbhai Patel	22-Oct-24 Tue	22-Oct-24 Tue	1.0	Personal work adjusted by me	Approved	01-Oct-24	PL
☐	9205	1192	Mittal Arviindbhai Patel	21-Oct-24 Mon	21-Oct-24 Mon	1.0	Personal work adjusted by me	Approve	01-Oct-24	PL
☐	9042	1396	Jiten Girishkumar Thakkar	14-Oct-24 Mon	15-Oct-24 Tue	2.0	Personal work		13-Sep-24	PL
☐	9127	1050	Abhishek Shrikrishnabhai Chourasiya	14-Oct-24 Mon	17-Oct-24 Thu	4.0	Going to MP for Legal Purposes.		17-Sep-24	PL
☐	9118	1085	Milan Bharatbhai	14-Oct-24	18-Oct-24	5.0	Family function at home		18-Sep-24	PL

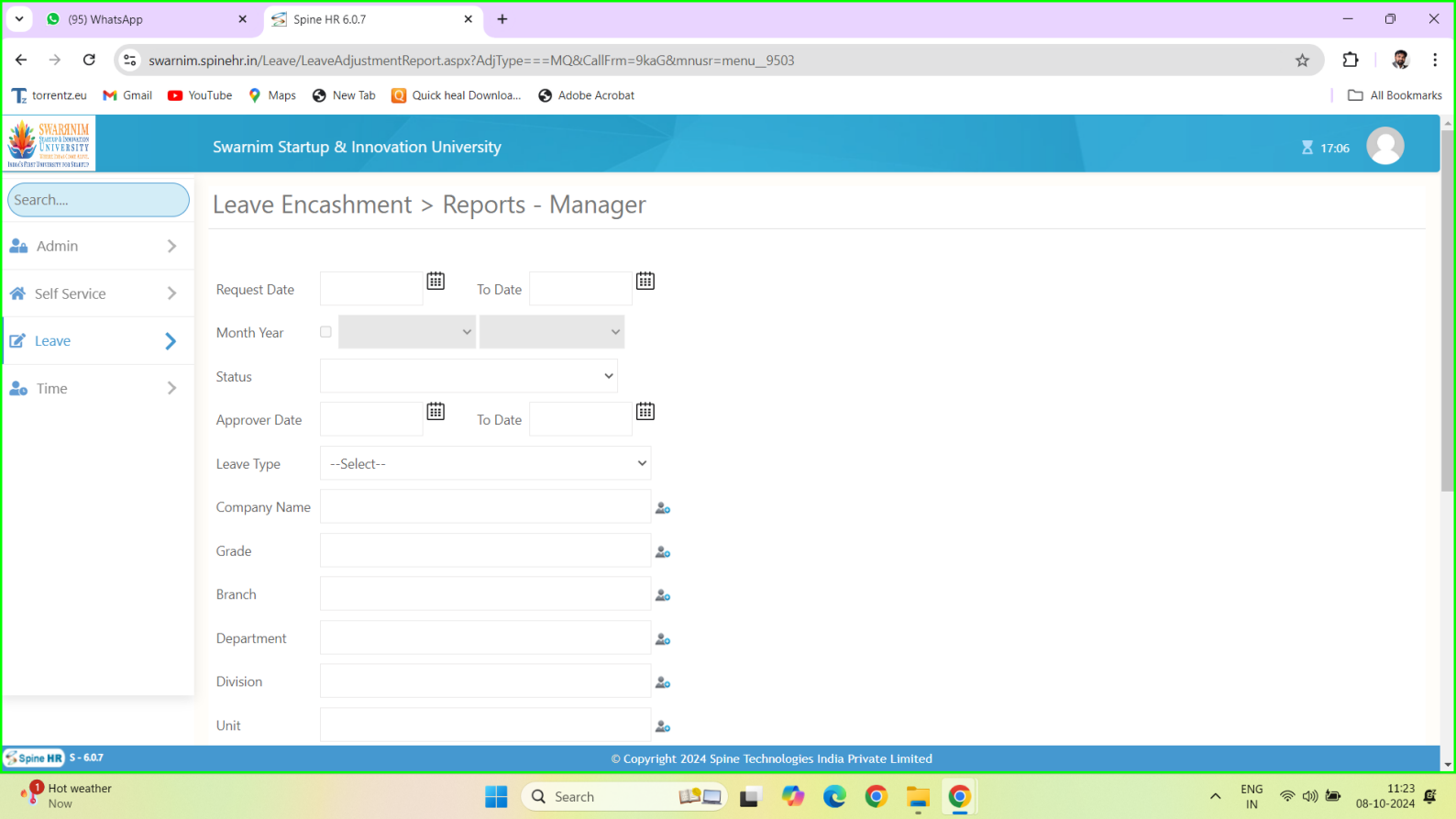


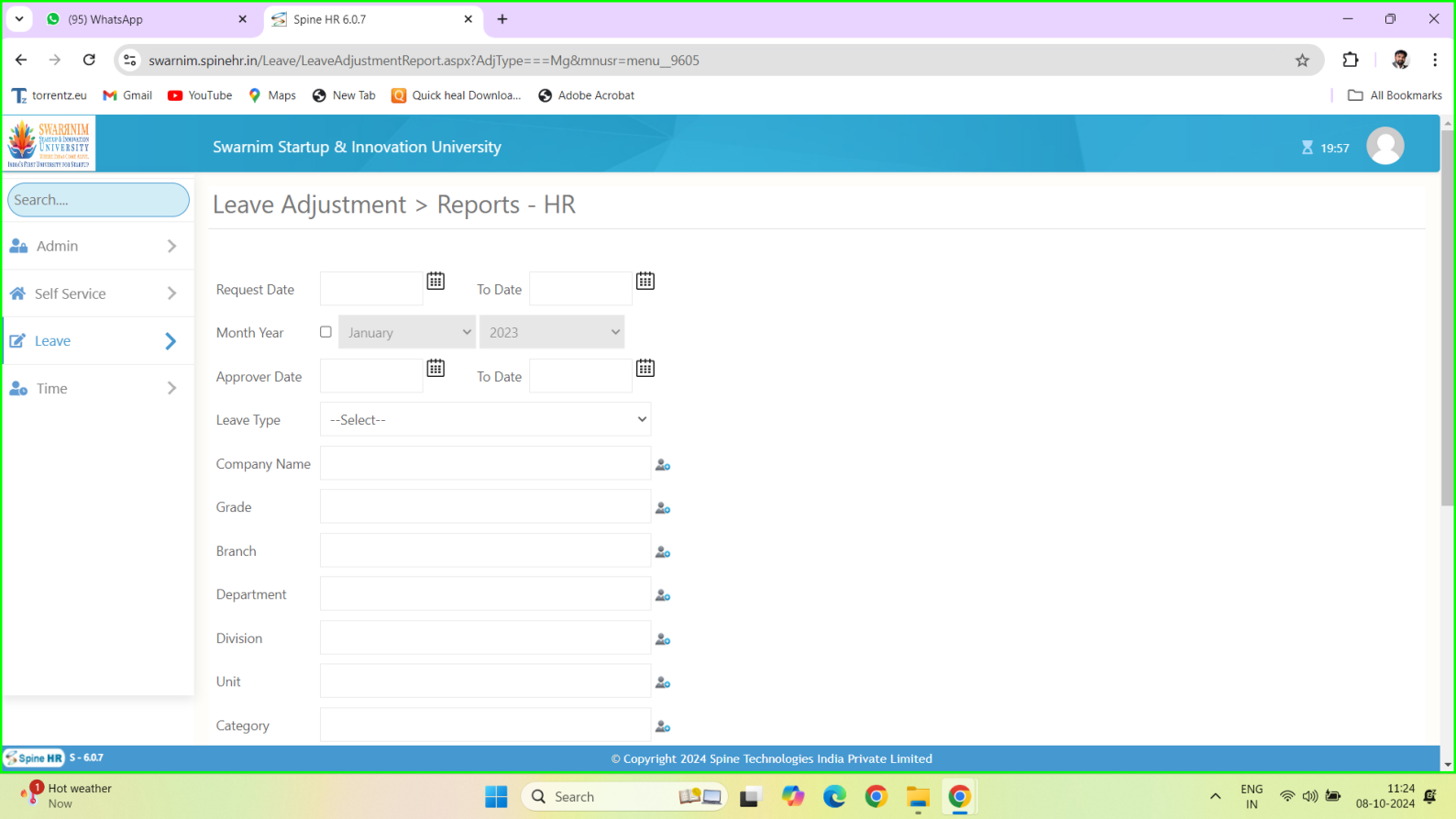


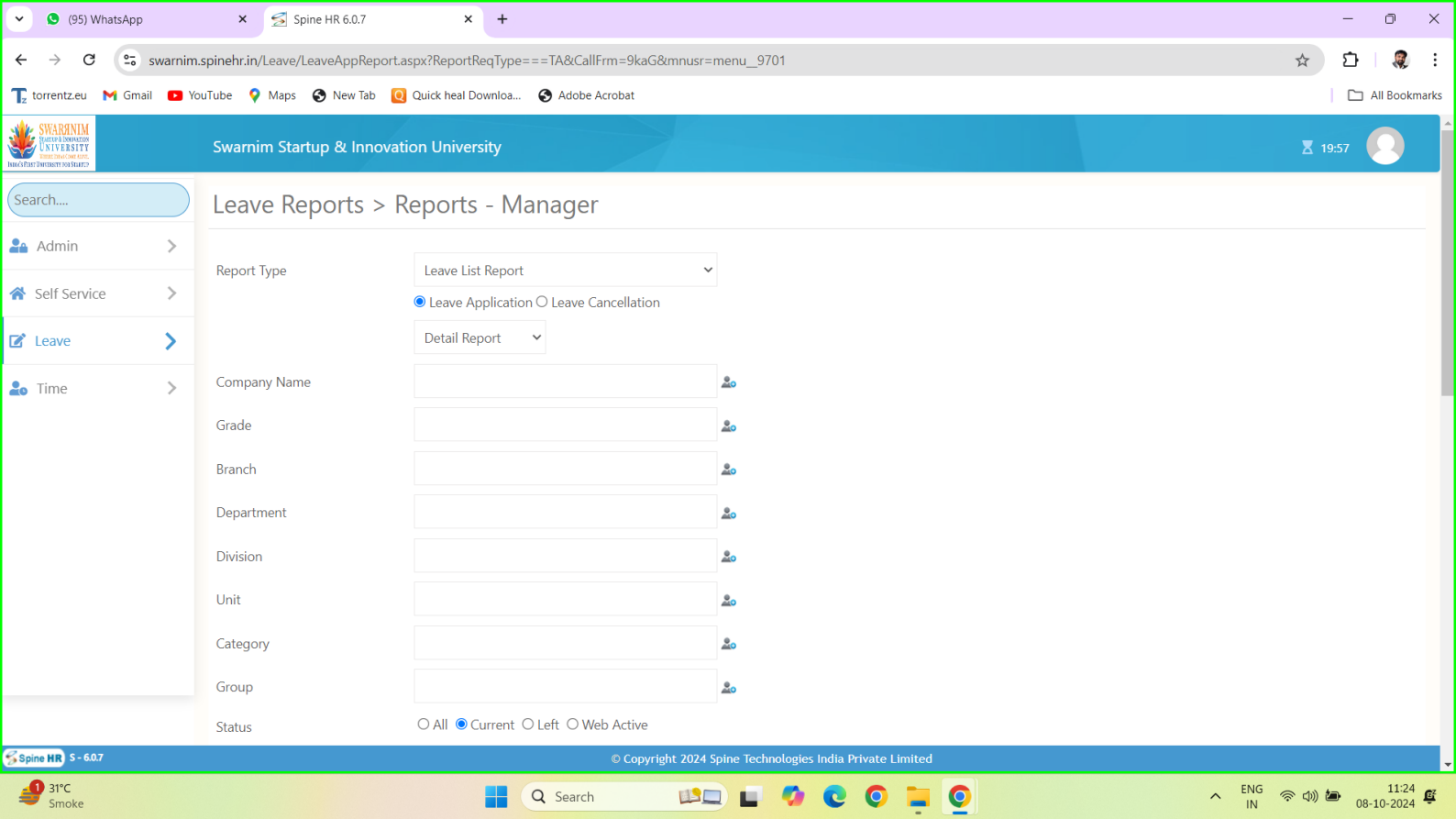


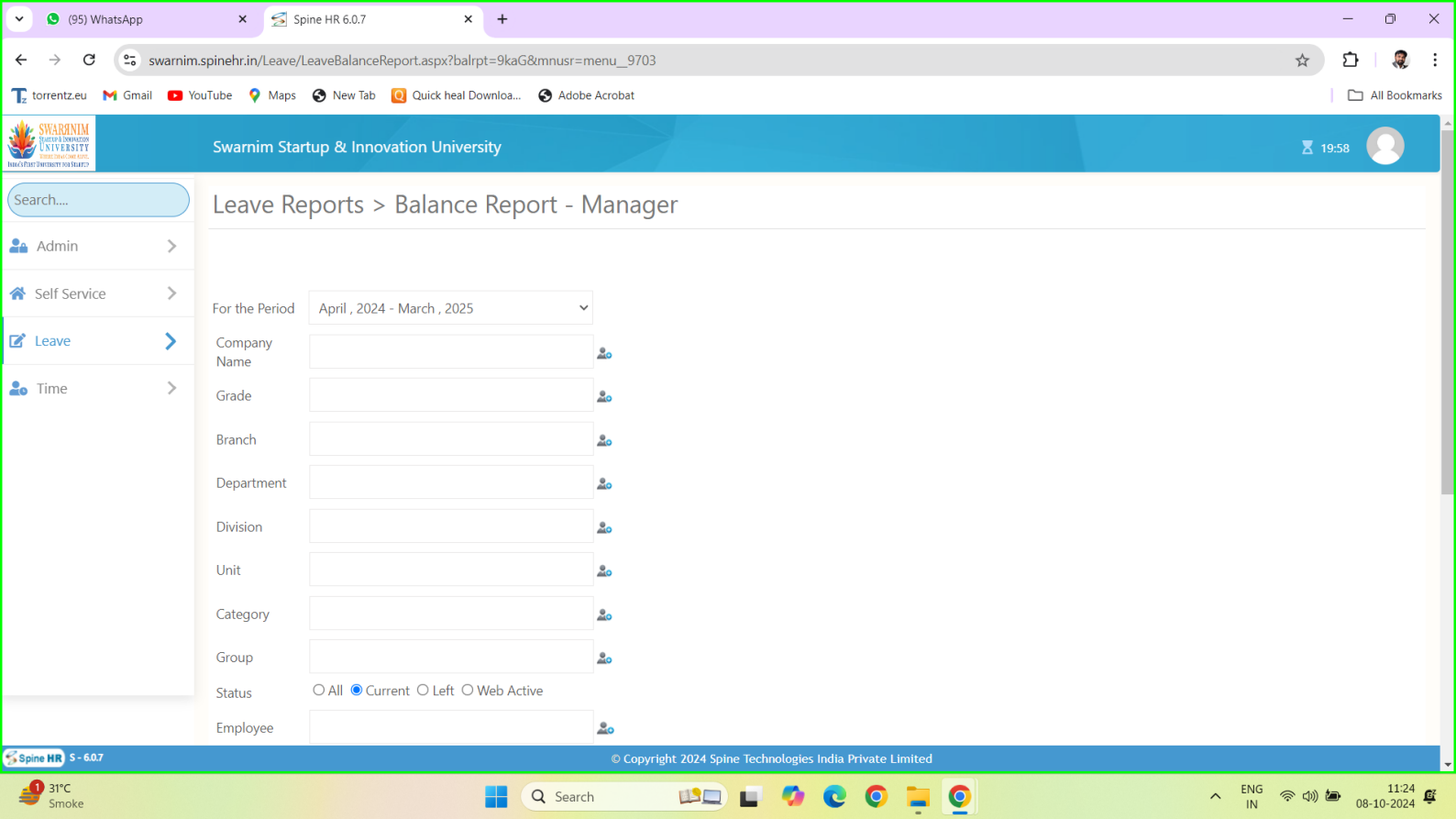


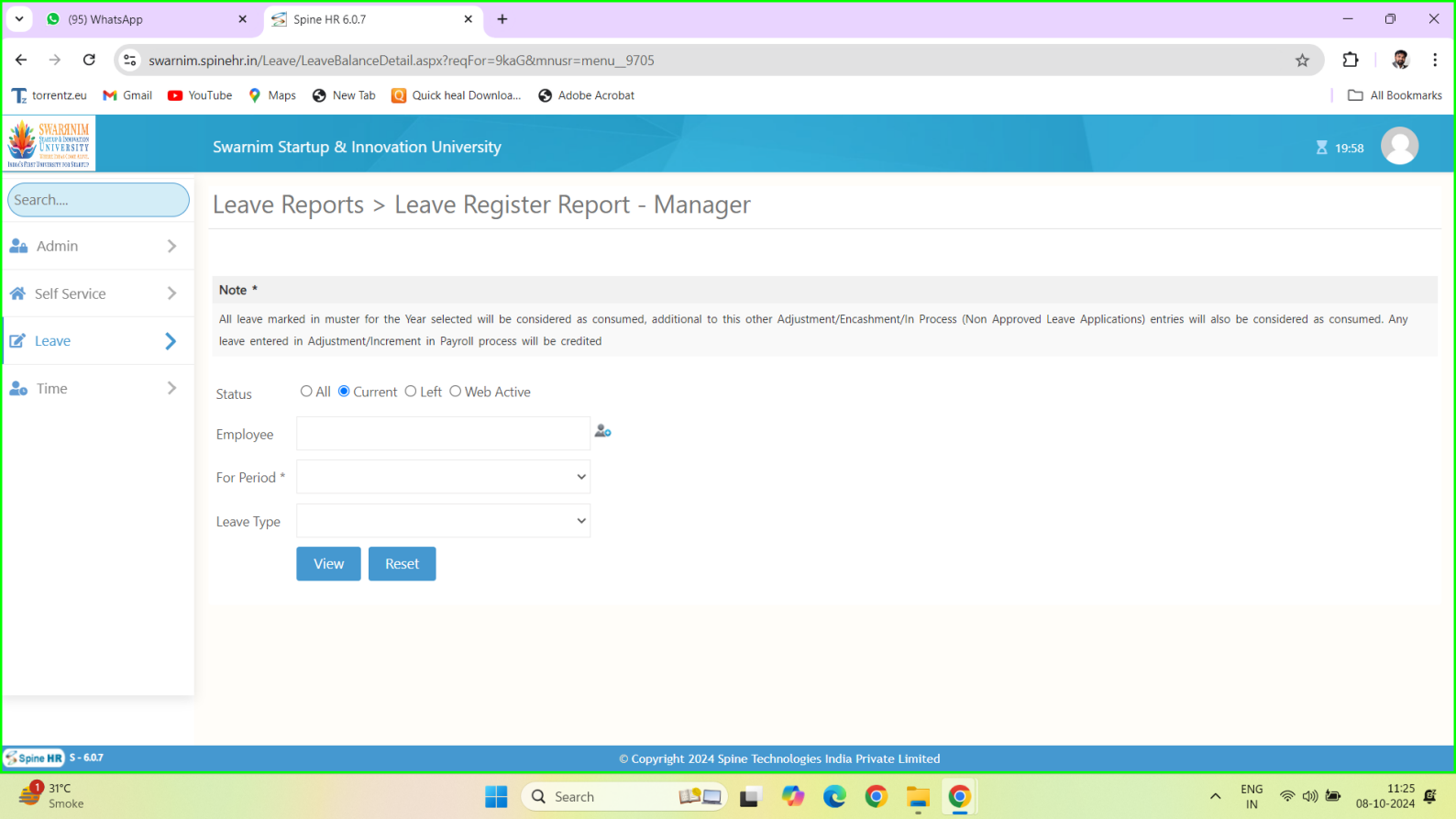


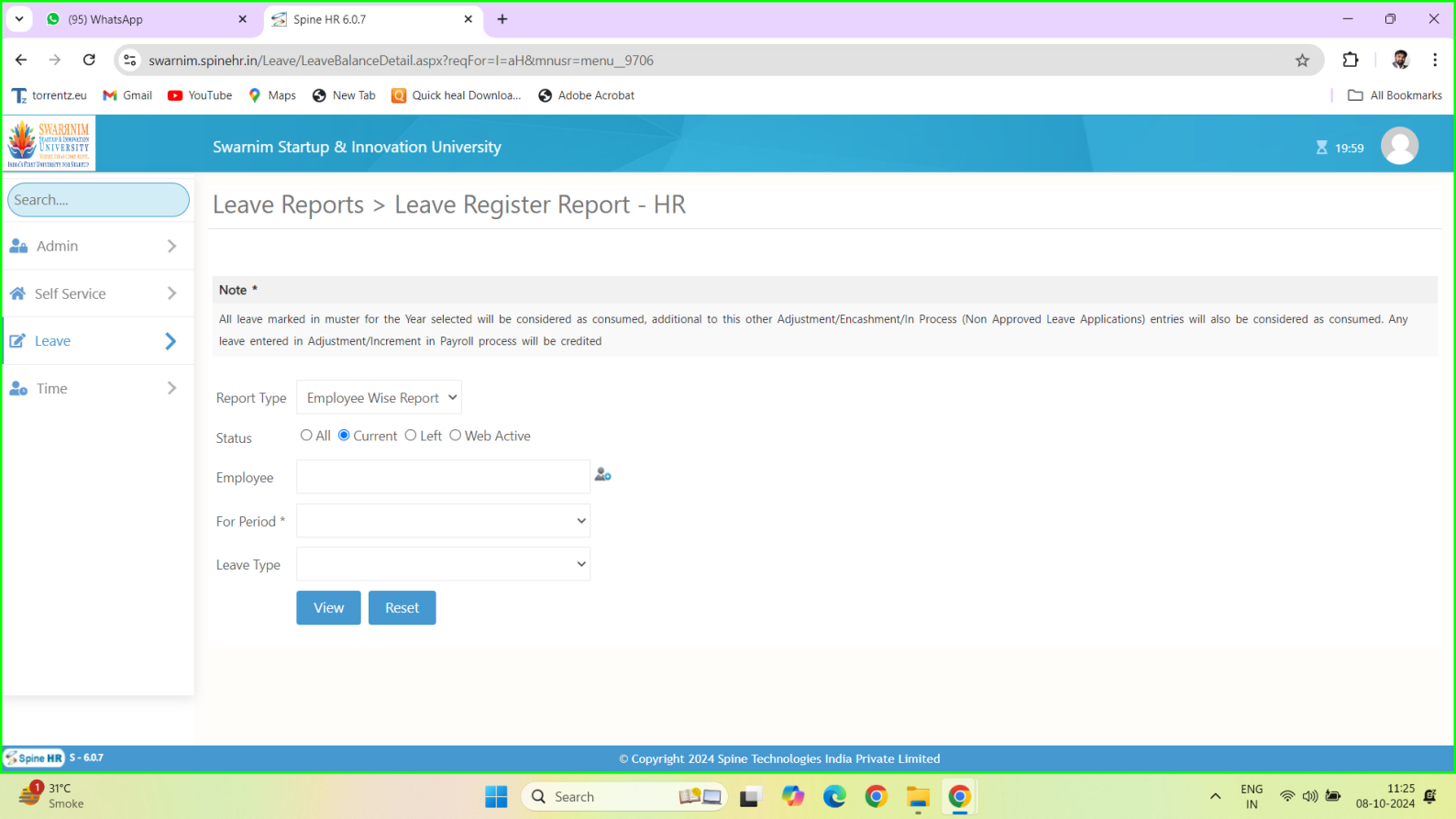


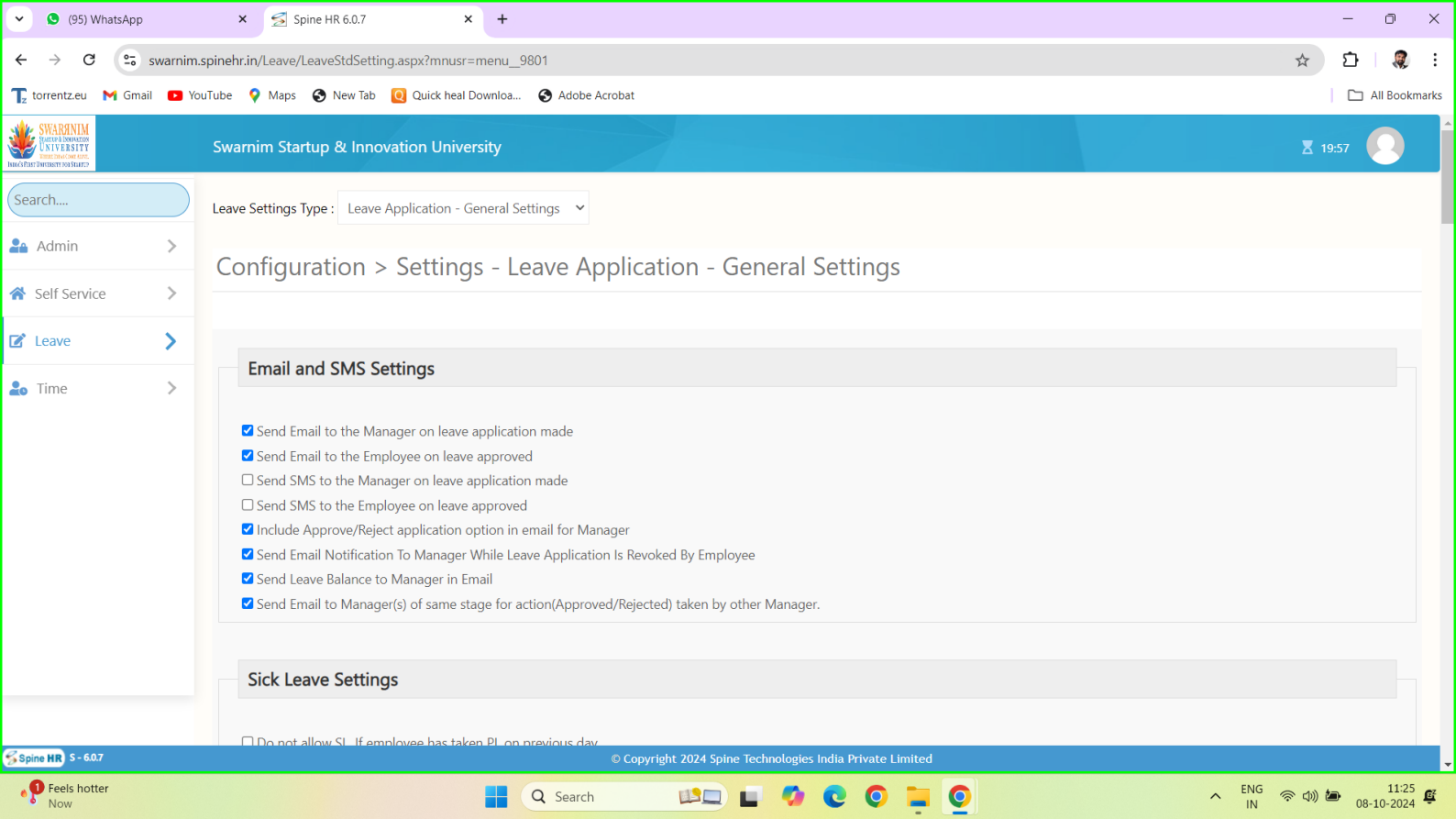












Search....

- Admin
- Self Service
- Leave
- Time

Leave Settings Type : Leave Application - General Settings

Configuration > Settings - Leave Application - General Settings

Email and SMS Settings

- ☒ Send Email to the Manager on leave application made
- ☒ Send Email to the Employee on leave approved
- ☐ Send SMS to the Manager on leave application made
- ☐ Send SMS to the Employee on leave approved
- ☒ Include Approve/Reject application option in email for Manager
- ☒ Send Email Notification To Manager While Leave Application Is Revoked By Employee
- ☒ Send Leave Balance to Manager in Email
- ☒ Send Email to Manager(s) of same stage for action(Approved/Rejected) taken by other Manager.

Sick Leave Settings

- ☐ Do not allow SL If employee has taken PL on previous day

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Search....

Admin

Self Service

Leave

Time

Time

Define

Attendance

Swipe

Shift

Shift Roster

Attendance Reports

Shift Definition | Holiday Master | Attendance Type Publish Holiday Calendar | Card Punch Setup | Weekly Off Swipe Request Category | Attendance Group | OT Category

My Attendance | View Attendance - Manager | View Attendance - HR Dashboard - Manager | Daily Attendance - Manager | Monthly Attendance - Manager Monthly Attendance - HR | Muster Generation - Manager | Muster Generation - HR Import Daily Attendance

Approve Swipe | Approve Fence | Approve Mobile Swipe - Manager Approve Mobile Swipe - HR | Mobile Swipe Report - Manager | Mobile Swipe Report - HR Reports - Manager | Reports - HR

Roster - Manager | Roster - HR Bulk Transfer By Manager Transfer By HR | Reports - Manager | Reports - HR

Create | Roster Plan | Implement Roster Allocation to Employee | Generation Roster | Roster Extension Delete Roster | Reports | Import Roster Import Roster - Manager

Continuous Absent List Report | Muster Report Writer | Muster Report Writer - Manager Muster Report Writer Grouping | Muster Report Writer Grouping - Manager |

Do not allow SL If employee has taken PL on previous day

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Search....

Admin

Self Service

Leave

Time

Define > Shift Definition

+

Add New

x

Delete

⚙

Utility ▾

Show 50 ▾ entries

Search:

☐	Edit	Shift Code	In Time	Out Time	Cutoff Time	In Cutoff Time	Out Cutoff Time
☐		01	9:00 AM	4:00 PM	7:00 AM	08-Oct-24 07:01 AM	09-Oct-24 07:00 AM
☐		02	10:00 AM	5:00 PM	7:00 AM	08-Oct-24 07:01 AM	09-Oct-24 07:00 AM
☐		03	10:00 AM	4:00 PM	7:00 AM	08-Oct-24 07:01 AM	09-Oct-24 07:00 AM
☐		04	8:00 PM	8:00 AM	7:00 PM	08-Oct-24 07:01 PM	09-Oct-24 07:00 PM
☐		05	9:30 AM	6:00 PM	7:00 AM	08-Oct-24 07:01 AM	09-Oct-24 07:00 AM

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BRIDGE THE GAP BETWEEN EDUCATION AND INDUSTRY

Swarnim Startup & Innovation University

19:59

Search....

Admin

Self Service

Leave

Time

Define > Attendance Type

+ Add New

✕ Delete

Show 50 entries

Search:

	Edit	Color	User Type	Spine Type	Description	Color Code
☐			ABS	ABS	Absent	#CC0000
☐			CL	CL	Casual Leave	#FFFF66
☐			CO+	CO+	Comp. Leave Accrued	#AECBFF
☐			CO-	CO-	Comp. Leave Enjoy	#C0B09A
☐			DP	DP	Day Present	#00CC00
☐			EO	EO	Extra Ordinary	#FF758A
☐			L2	L2	L2 Leave	16763822

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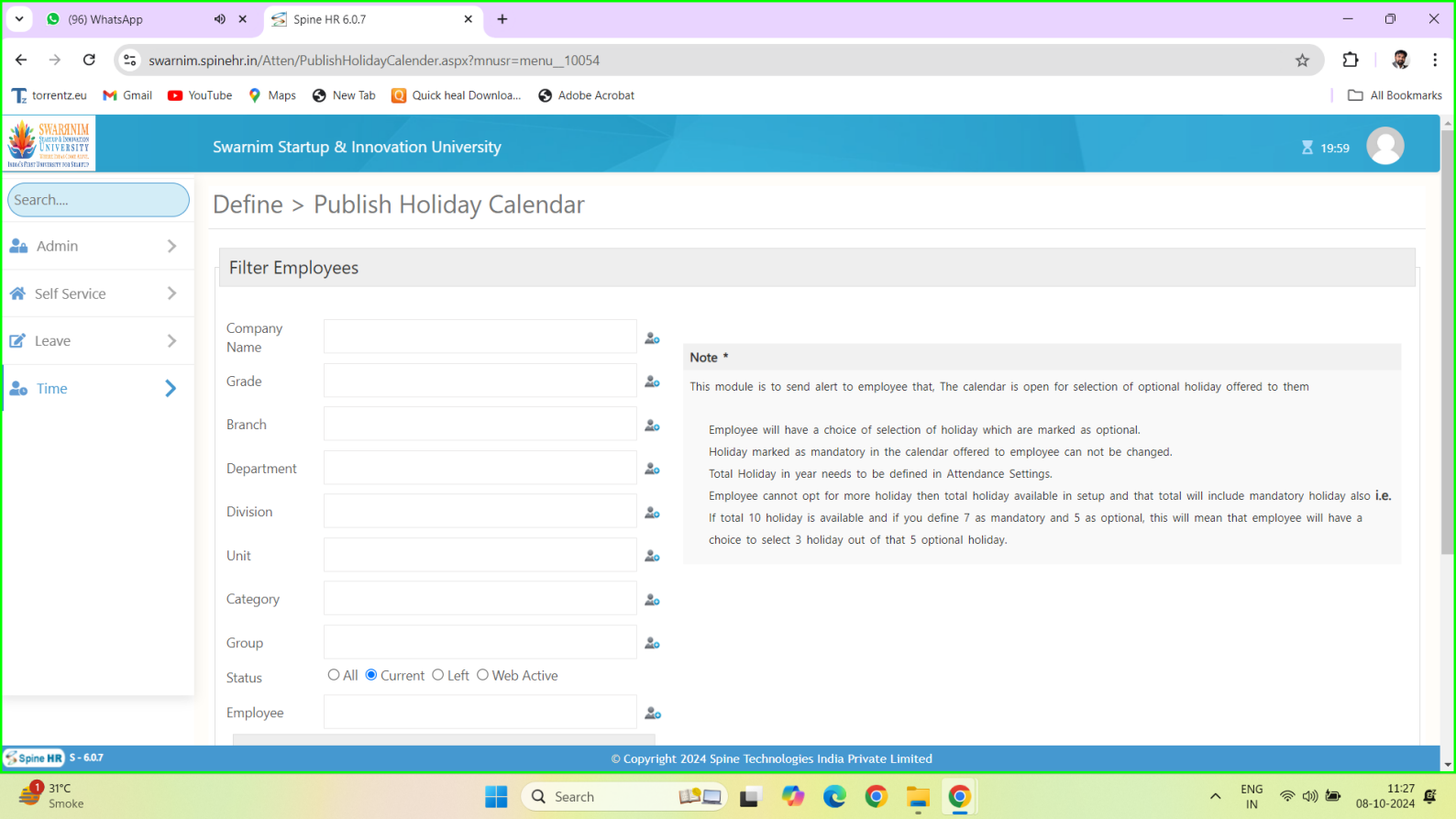
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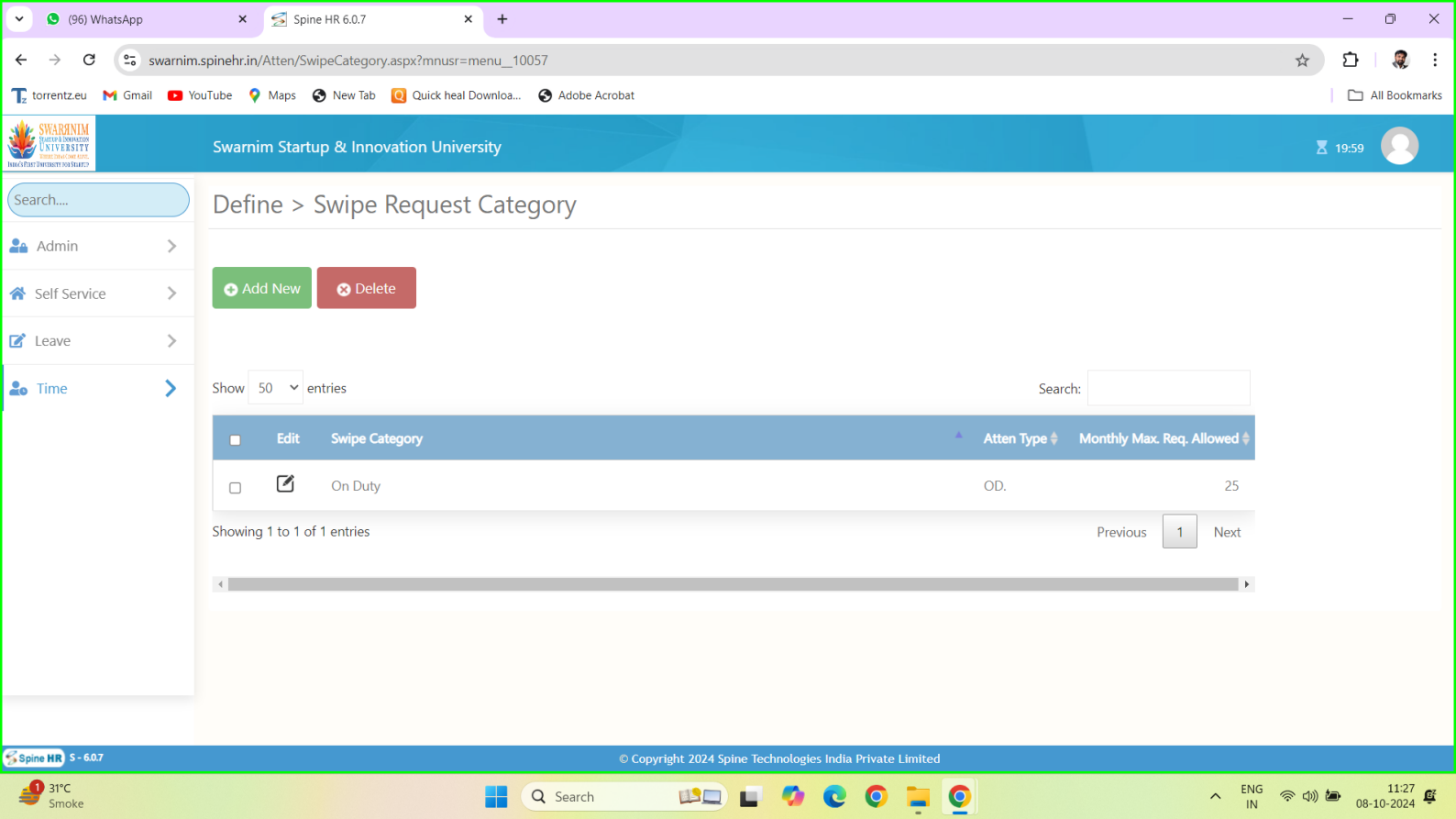
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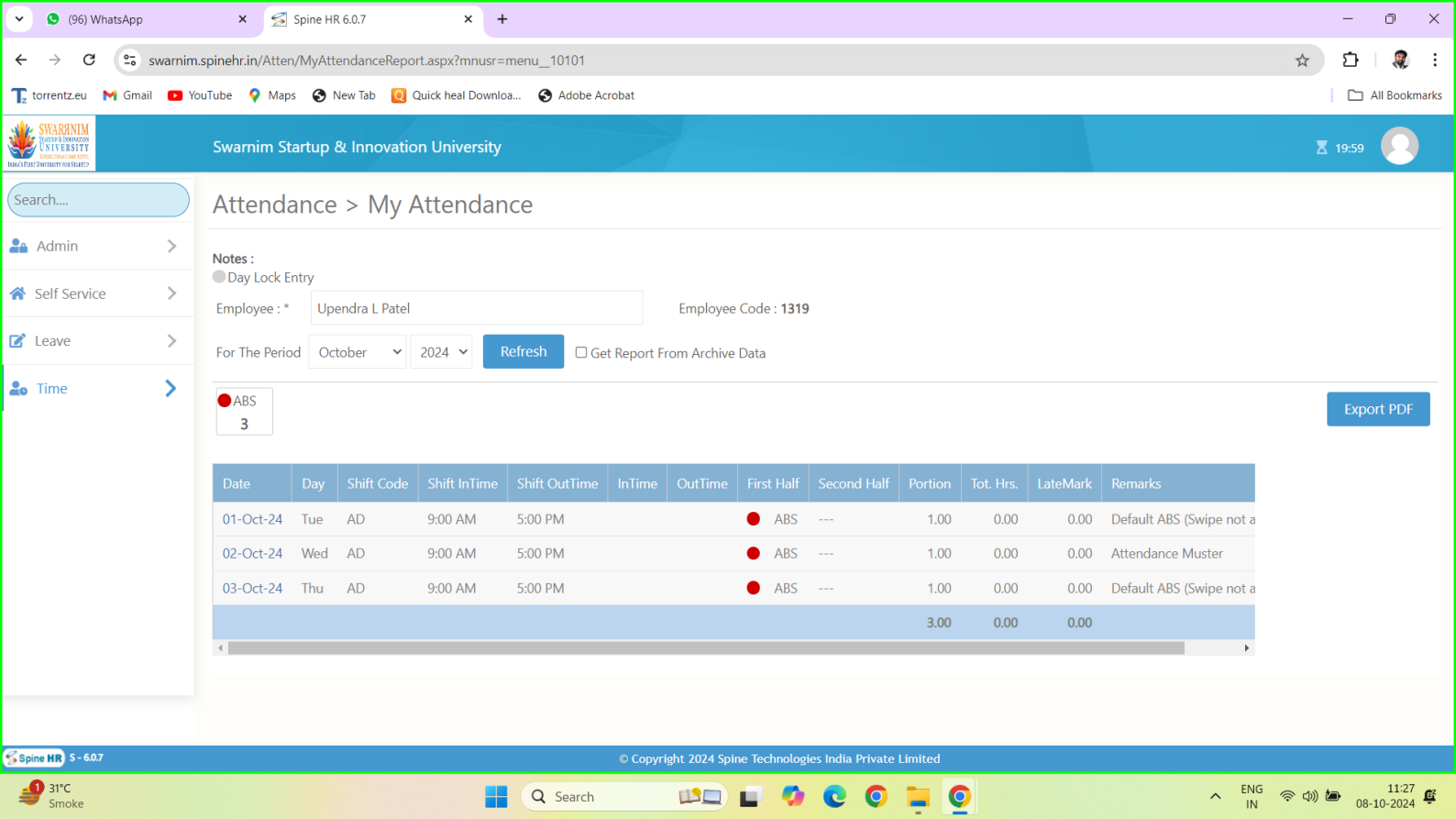
IN

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08-10-2024







Search....

👤 Admin >

🏠 Self Service >

📅 Leave >

🕒 Time >

Notes :

● Day Lock Entry

Employee : * Employee Code : 1319

For The Period

October

2024

Refresh

☐ Get Report From Archive Data

● ABS

3

Export PDF

Date	Day	Shift Code	Shift InTime	Shift OutTime	InTime	OutTime	First Half	Second Half	Portion	Tot. Hrs.	LateMark	Remarks
01-Oct-24	Tue	AD	9:00 AM	5:00 PM			● ABS	---	1.00	0.00	0.00	Default ABS (Swipe not a
02-Oct-24	Wed	AD	9:00 AM	5:00 PM			● ABS	---	1.00	0.00	0.00	Attendance Muster
03-Oct-24	Thu	AD	9:00 AM	5:00 PM			● ABS	---	1.00	0.00	0.00	Default ABS (Swipe not a
									3.00	0.00	0.00	

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🔍 Search

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ENG
IN

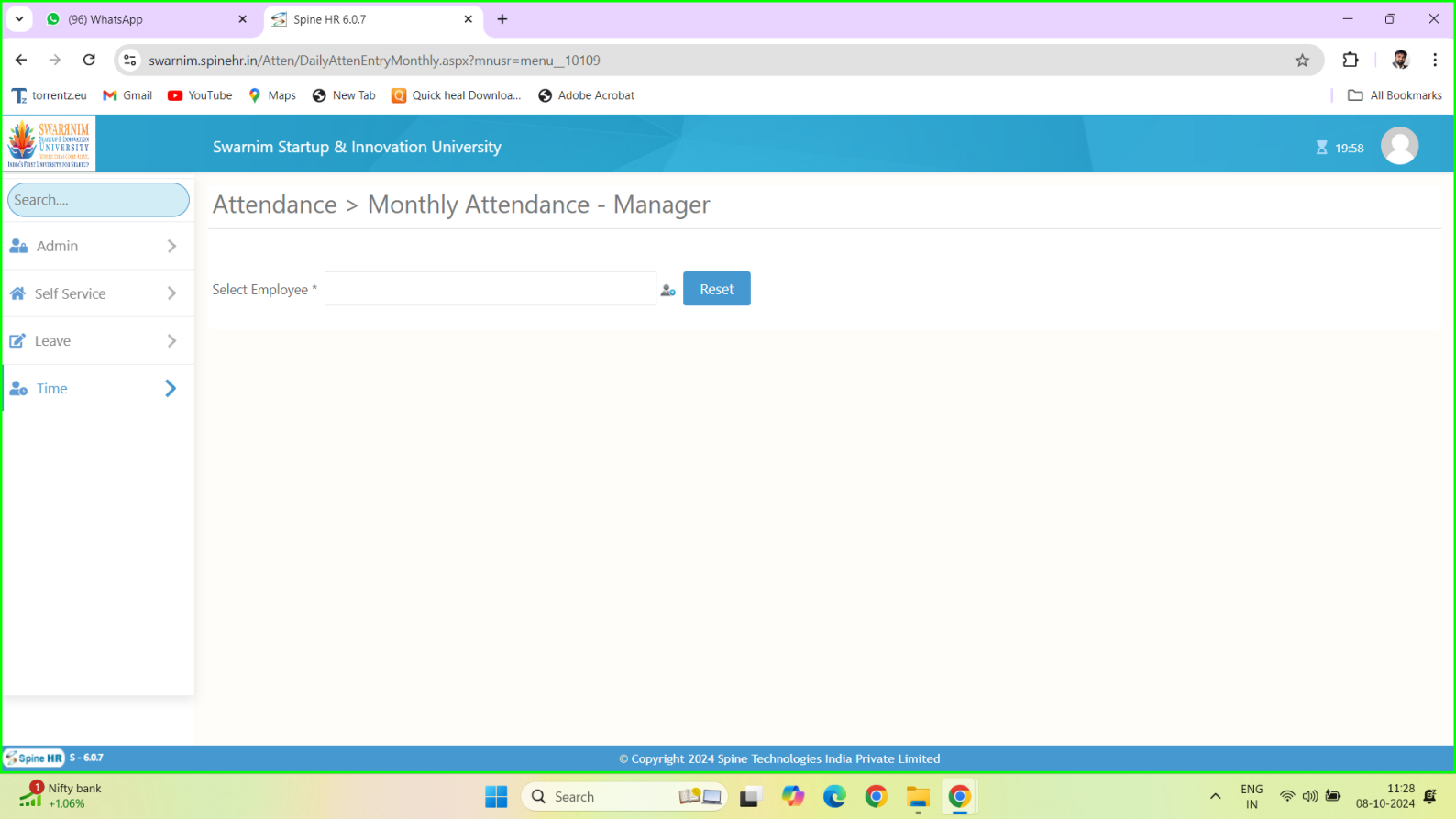
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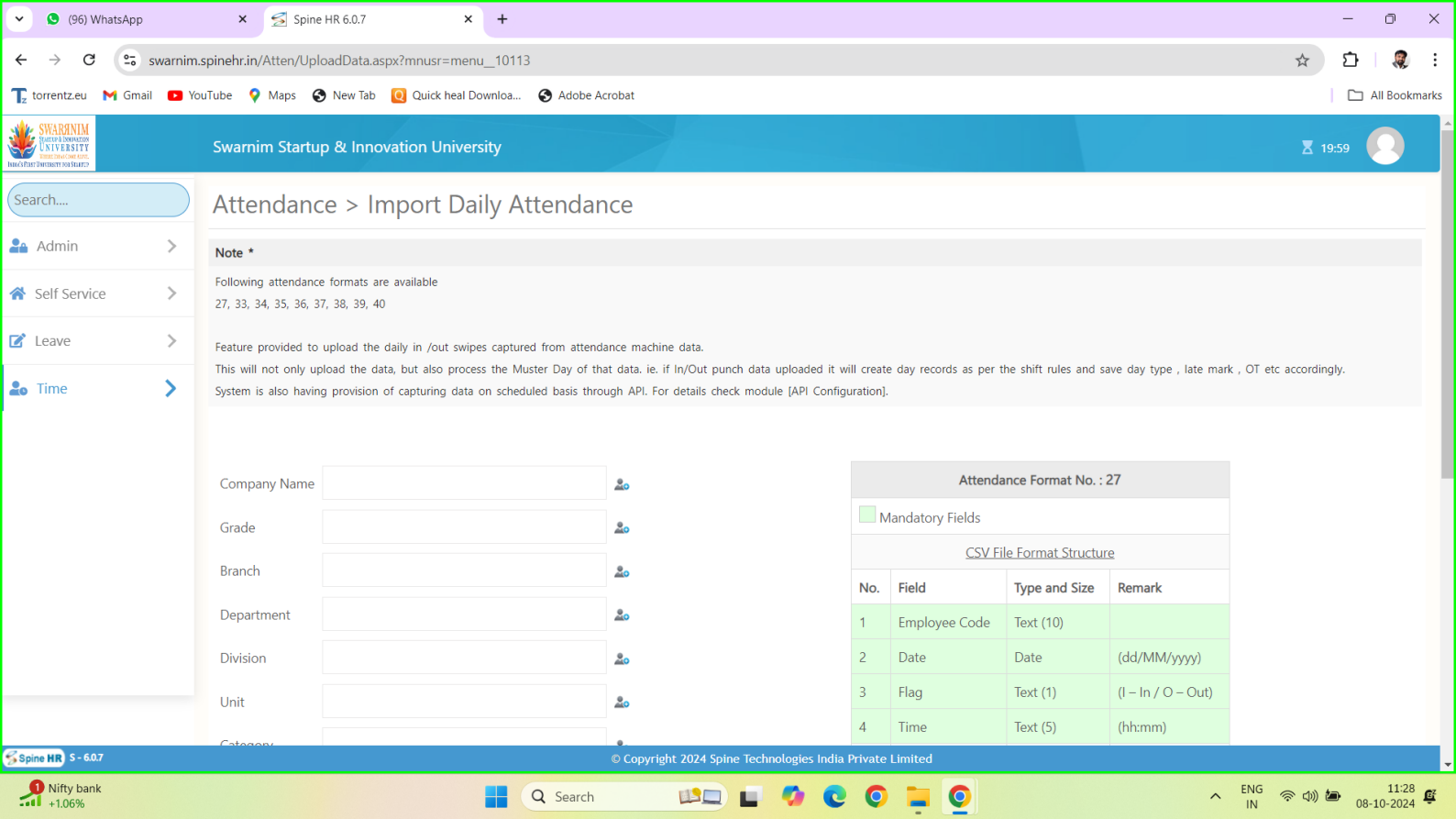
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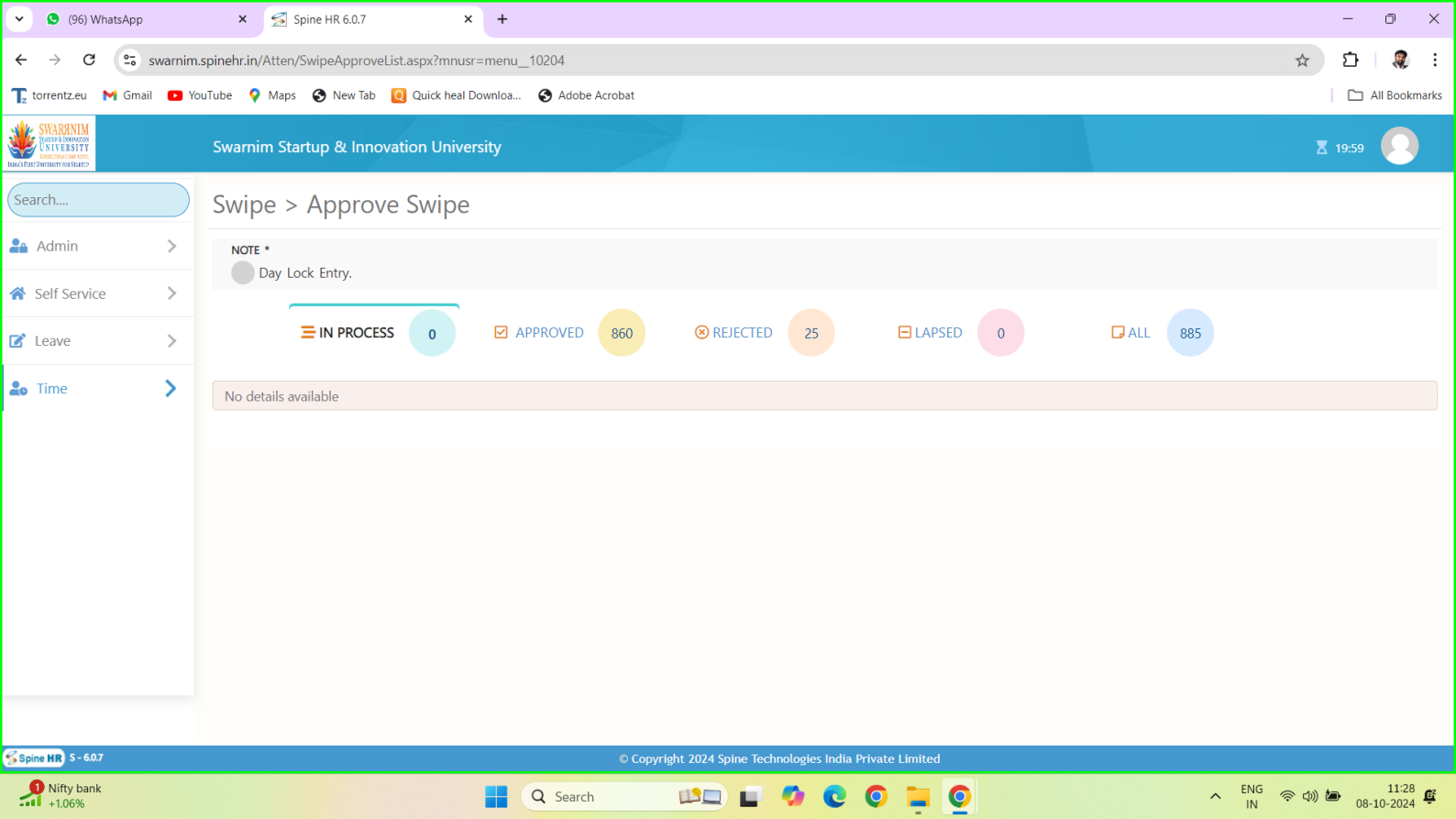
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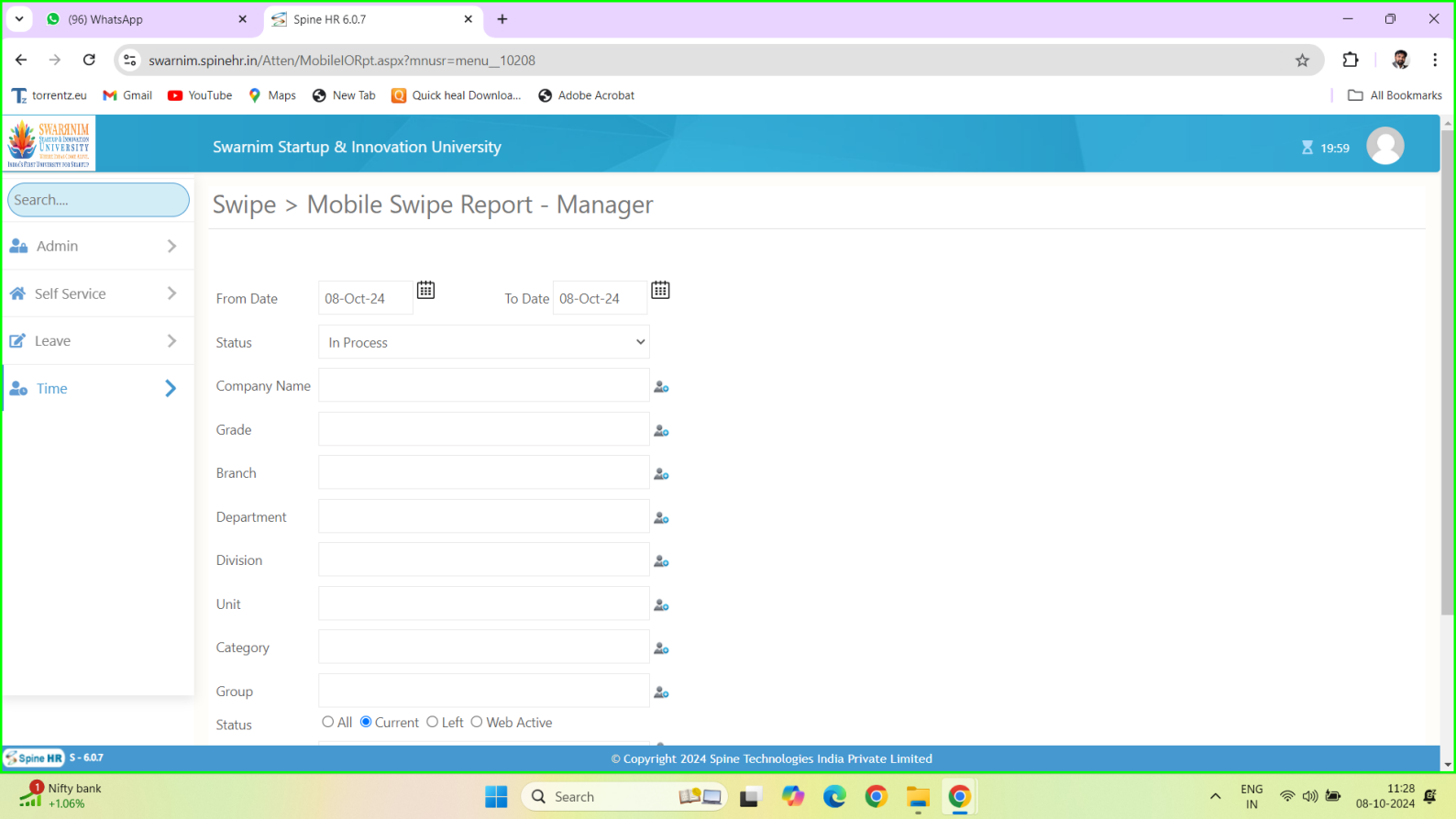
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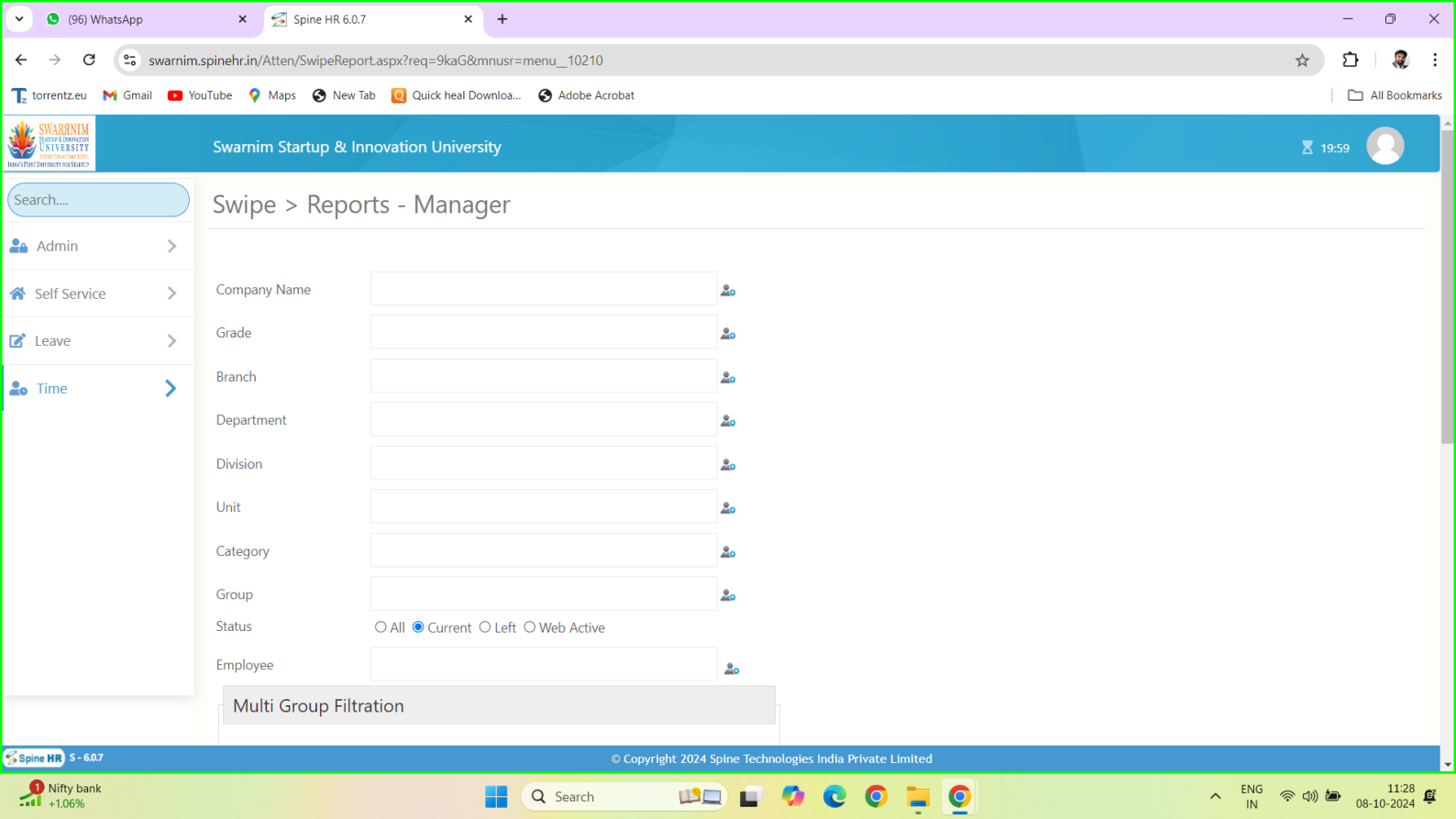
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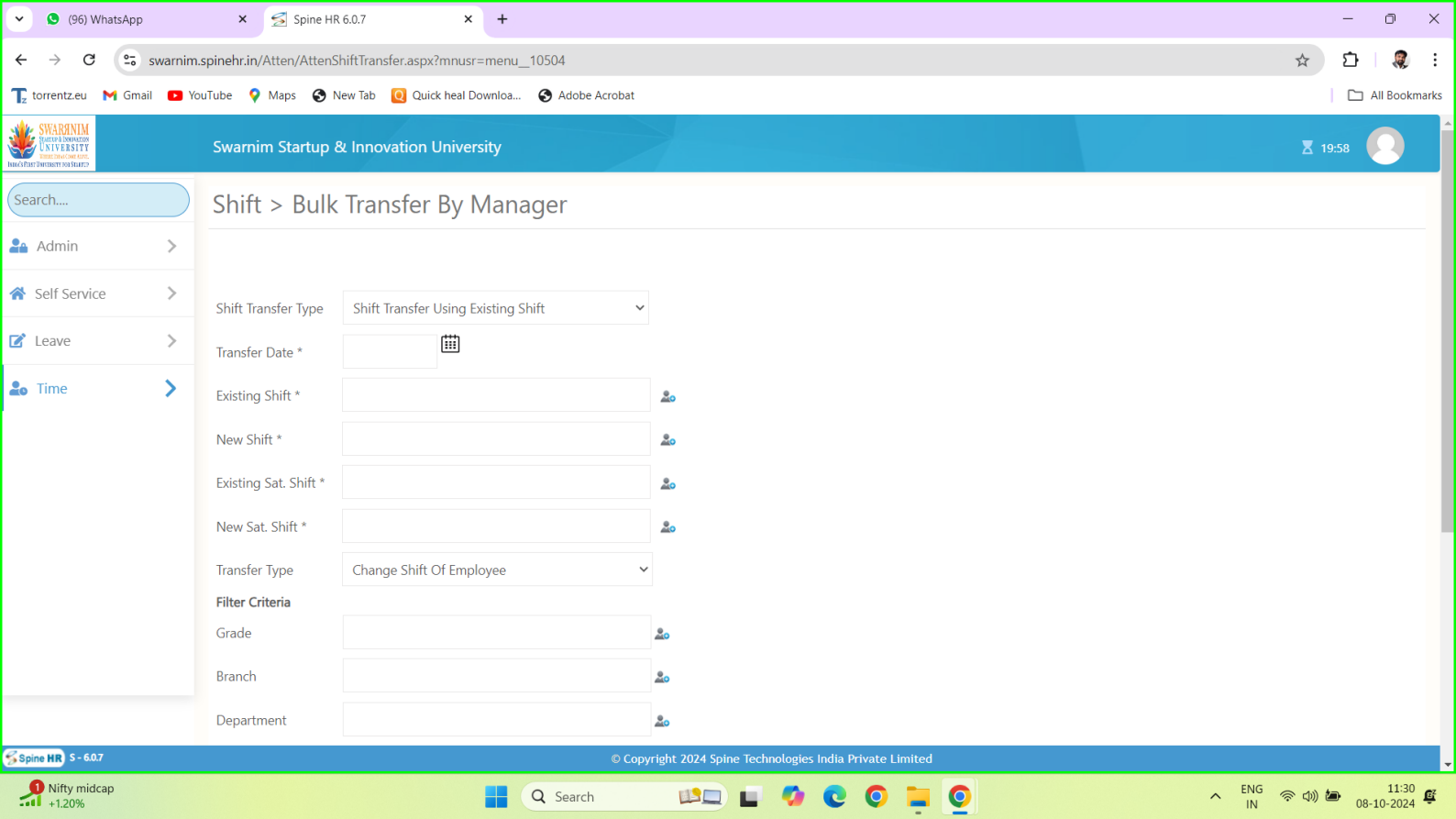


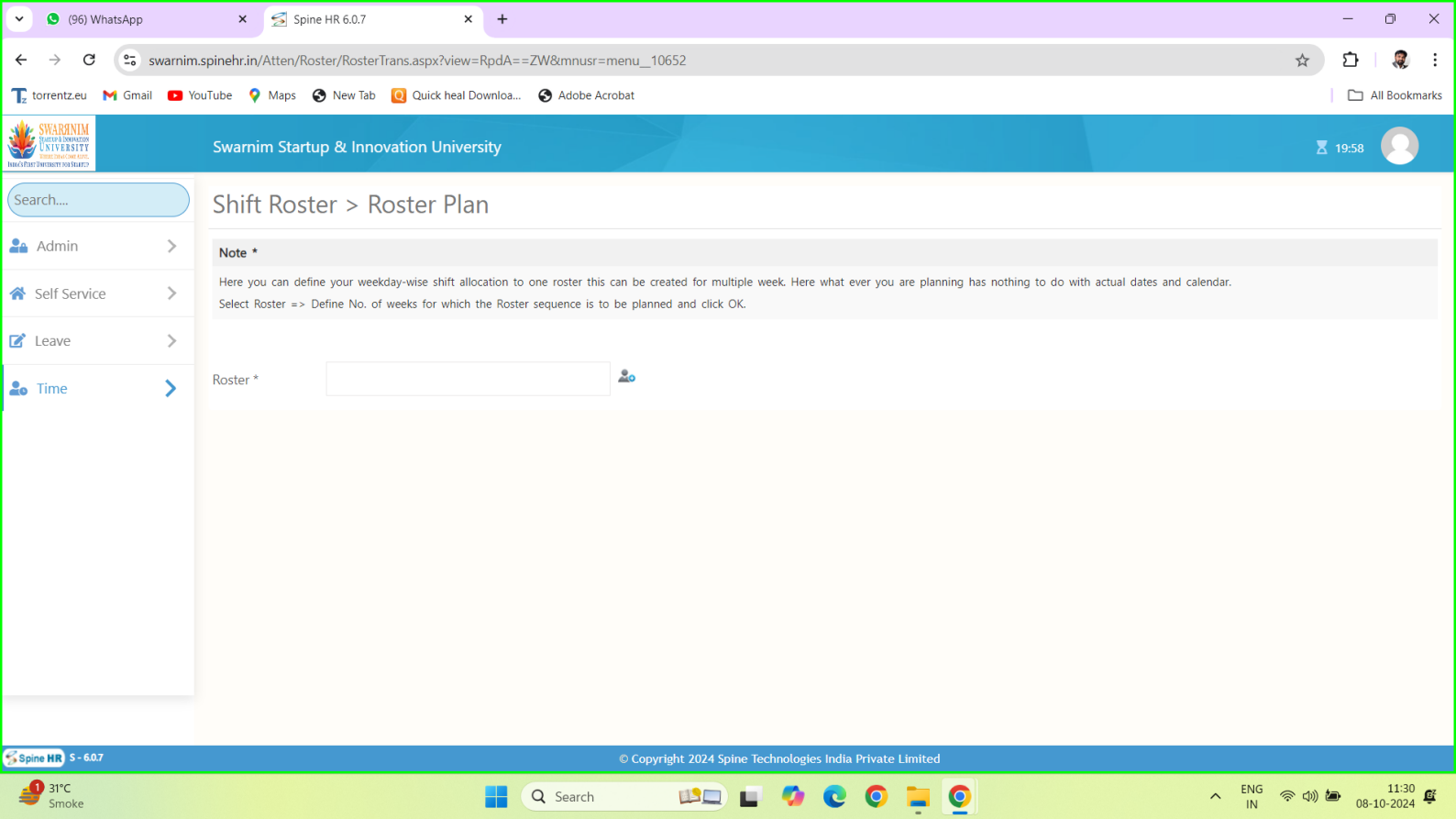


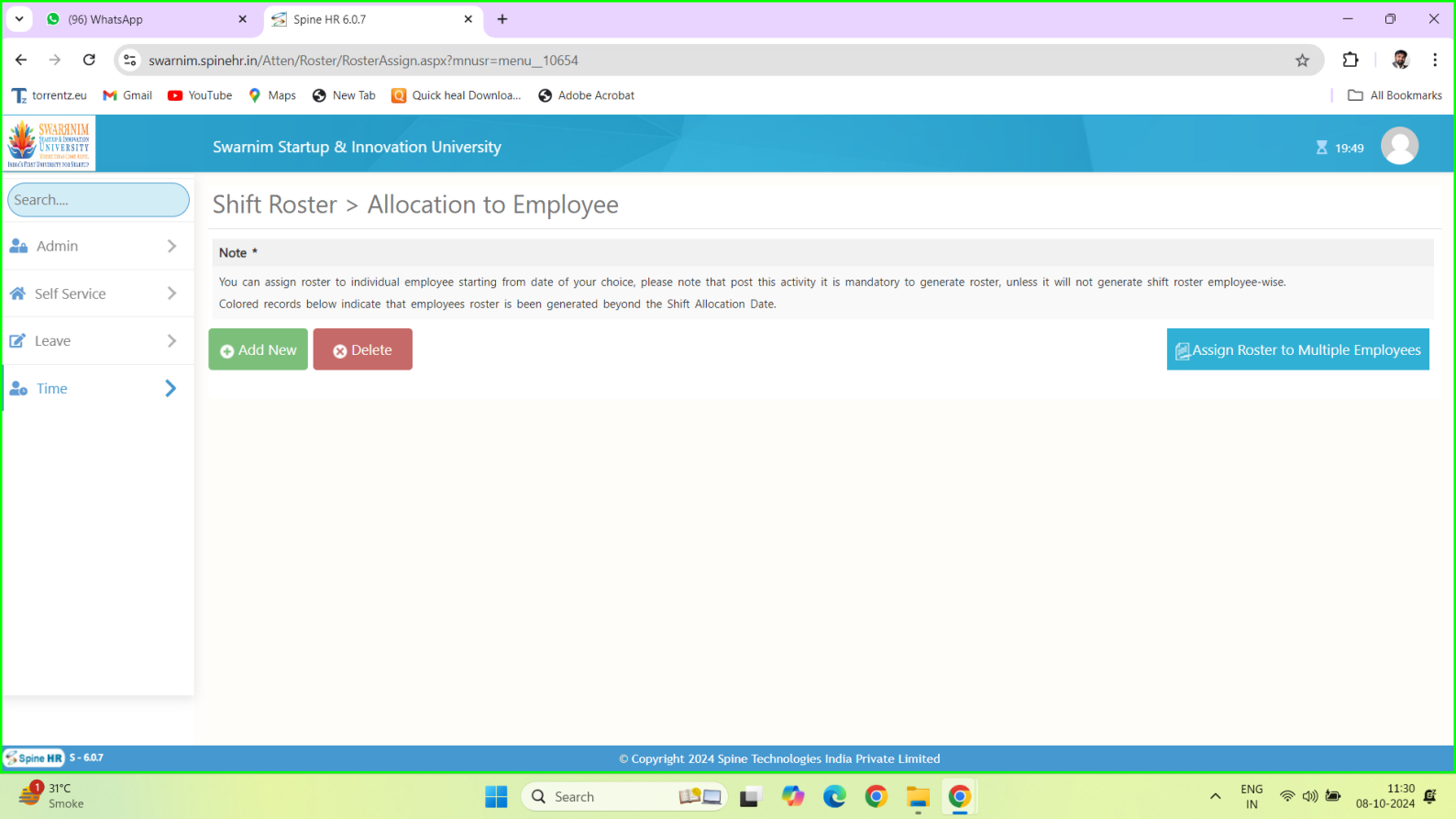


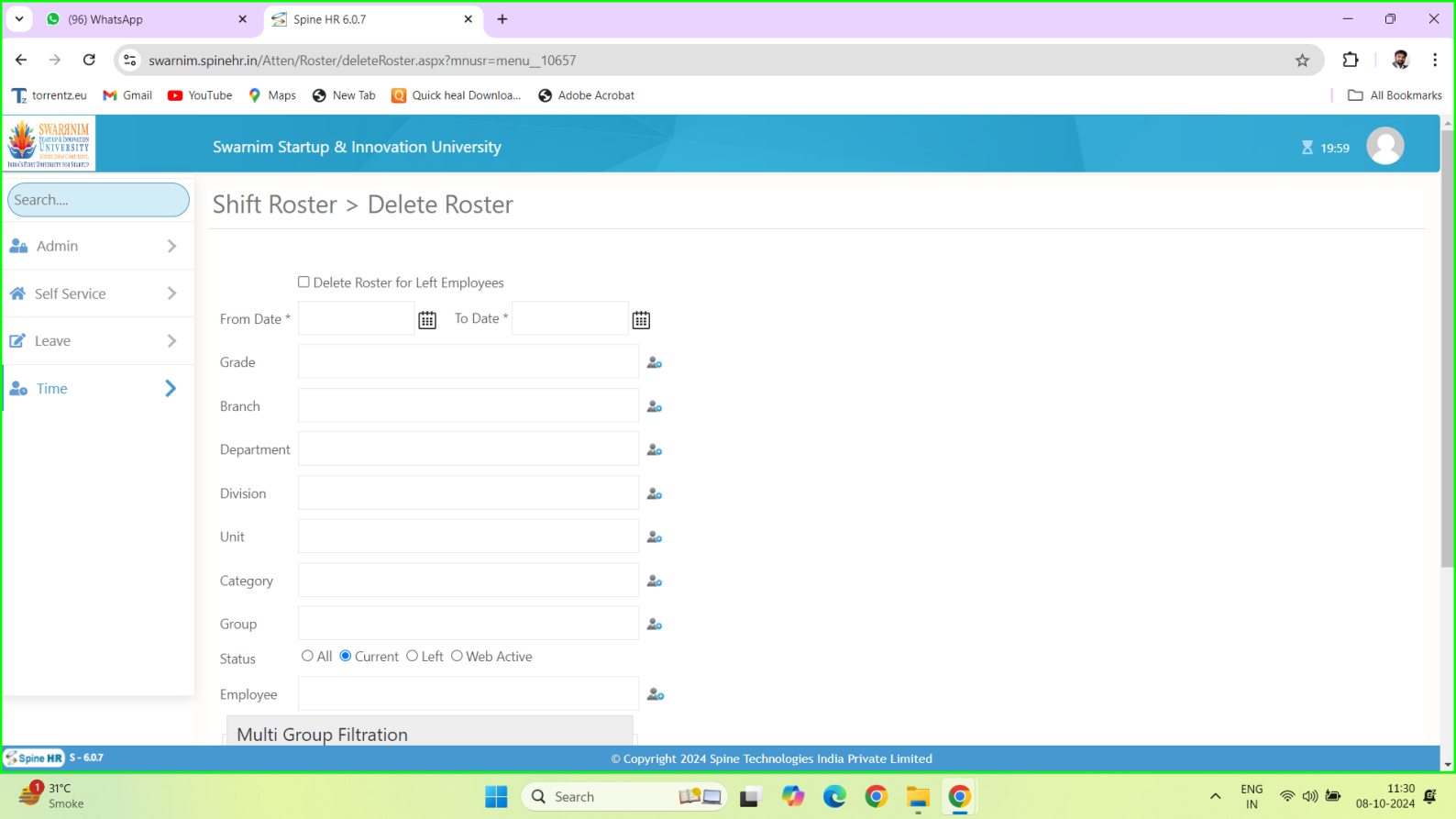












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>

Time

>

Attendance Reports > Continuous Absent List Report

Note *

Save attendance muster properly before generating result here.
Report will be generated based on type selected and employee with any type remain jointly for X number of days or greater will shown here. Please select WO and PH incase you want to count those days as absent.

From Date *

08-Oct-24

To Date *

08-Oct-24

Atten Type Group

Spine Types

Atten Types

☒ ABS

☐ CL

☐ CO-

☐ CO+

☐ DP

☐ EO

☐ L2

☐ L3

☐ L4

☐ L5

☒ LWP

☐ OD

☐ OL

☐ PH

☐ PHP

☐ PL

☐ SL

☐ L1

☐ WO

☐ WOP

No. of Days

5

Company Name

Grade

Branch

Department

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Time

Attendance Reports > Muster Report Writer

Note *

Find the description for the abbreviation used below.
SPST=Spine-Daytype; PRST=User-daytype; SHFT=shift-code; SHIFT IN=shift-intime; SHIFT OUT=shift-outtime;
COFF=CutoffTime; F-DAY=shift-hr-fullday; H-DAY=shift-hr-fullday; ARRV=intime; DEPT=outtime; WORK=tot hr worked;
LATE=late in; EARL=early going by; EXTR=extra our;OT=over time; LT=lost time; E-HRS=Effective Hrs; LateMark=latemark;

Settings File

Selection for Row

☐ Gender

☐ Grade

☐ Branch

☐ Department

☐ Designation

☐ Division

☐ Unit

☐ Category

☐ Group

From Date *

01-Oct-24

To Date *

31-Oct-24

Gender

Shift Code

Atten Type Group

Spine Types

Atten Types

☐ ABS☐ CL☐ CO-☐ CO+☐ DP☐ EO☐ L2

☐ L3☐ L4☐ L5☐ LWP☐ OD☐ OL☐ PH

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Attendance Reports > Muster Report Writer Grouping

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LATE=late in; EARL=early going by; EXTR=extra our;OT=over time; LT=lost time; E-HRS=Effective Hrs; LateMark=latemark;

Settings File

Select Grouping

Selection for Row

From Date *

To Date *

Gender

Shift Code

Atten Type Group

Atten Tvoes

☐ Gender

☐ Grade

☐ Branch

☐ Department

☐ Designation

☐ Division

☐ Unit

☐ Category

☐ Group

01-Oct-24

31-Oct-24

Spine Types

☐ ABS

☐ CL

☐ CO-

☐ CO+

☐ DP

☐ EO

☐ L2

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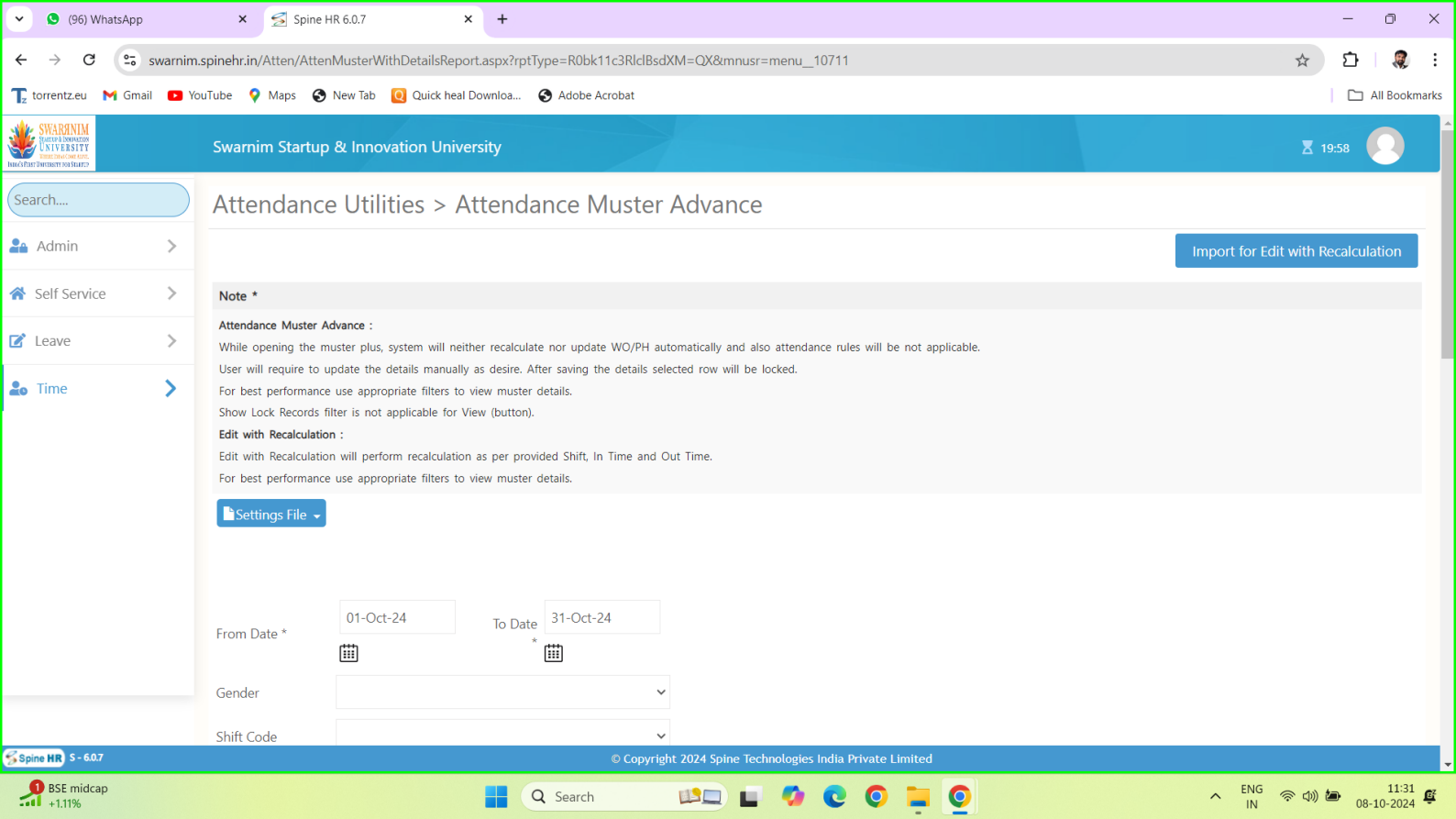
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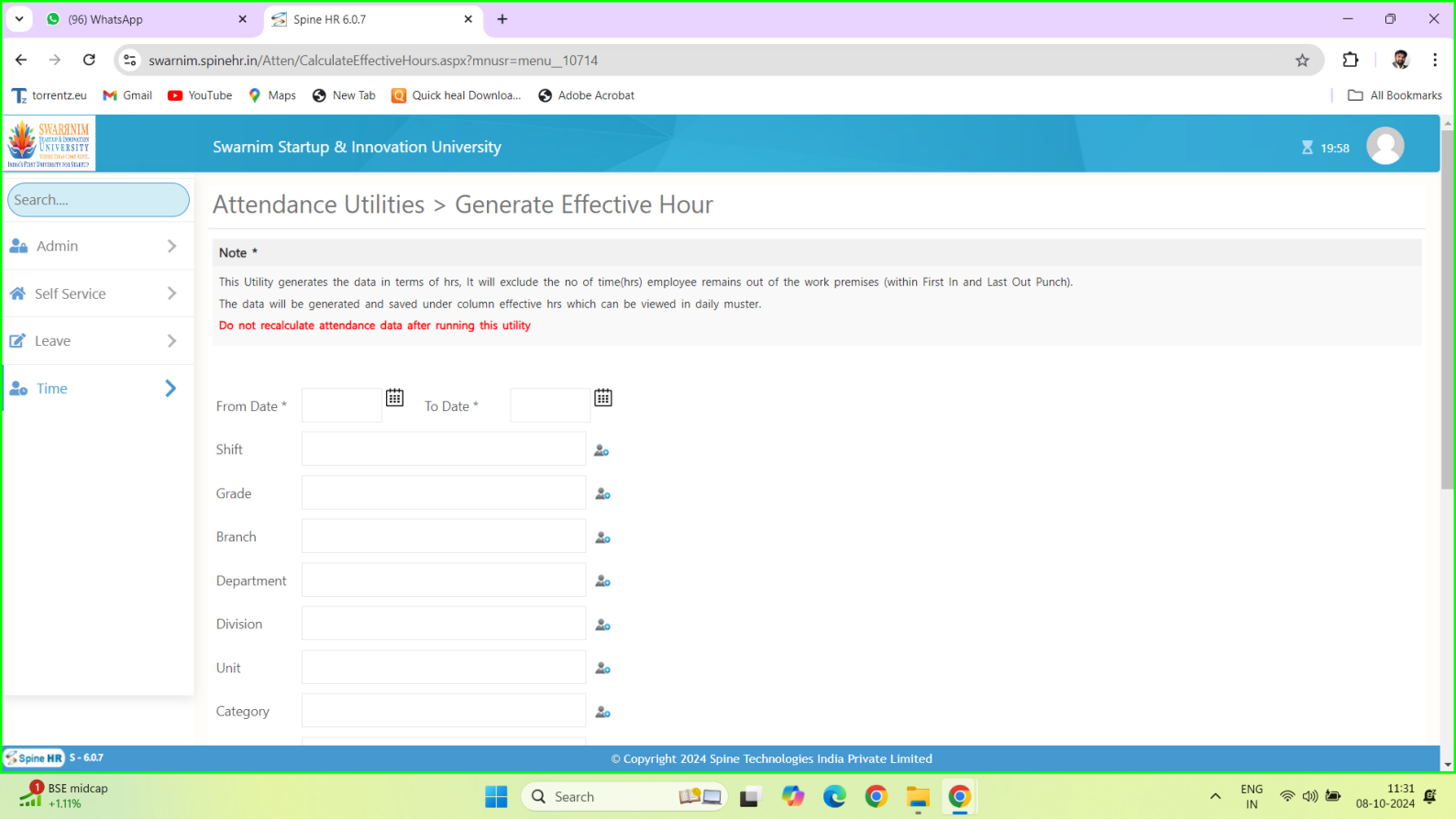
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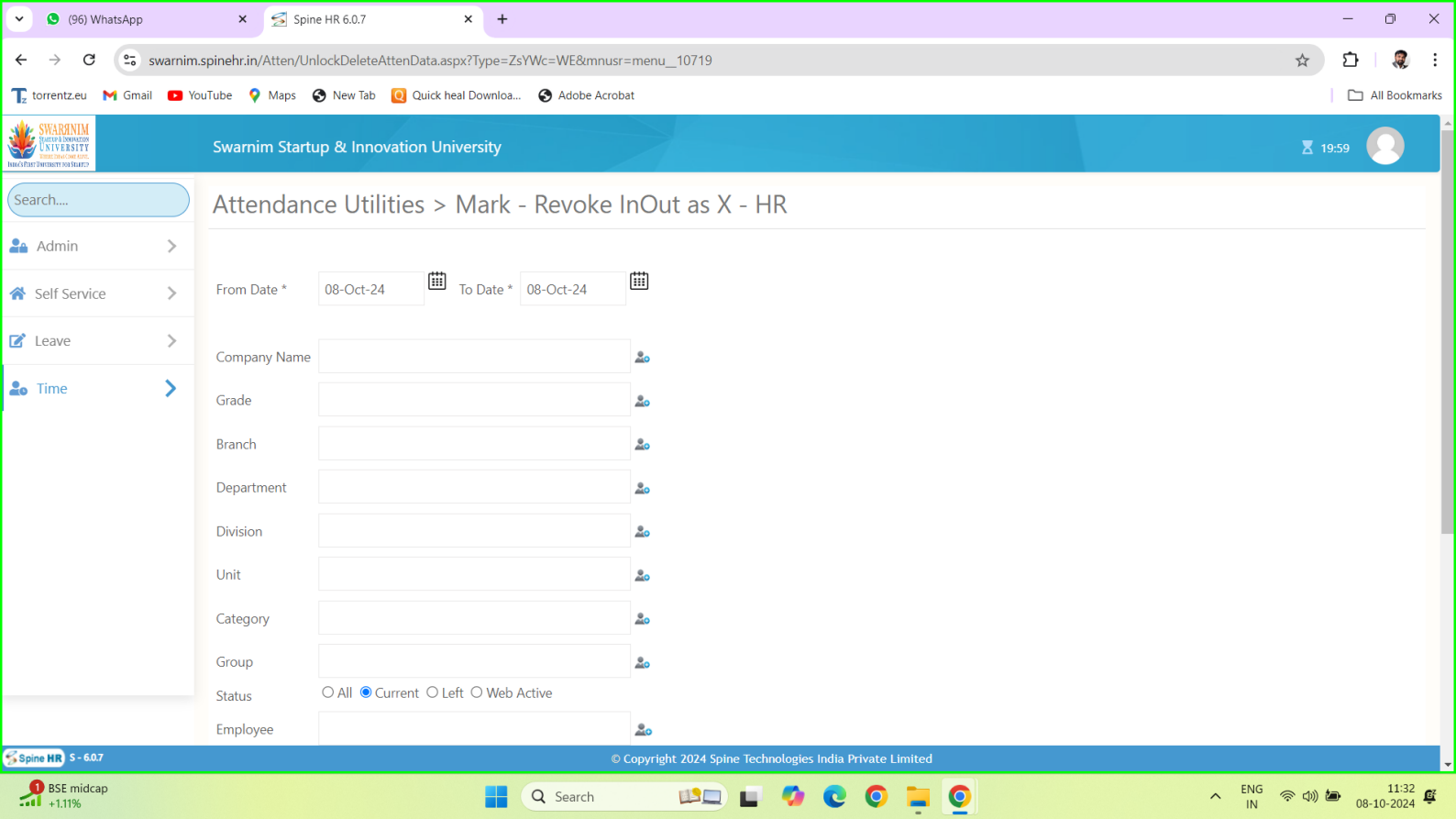
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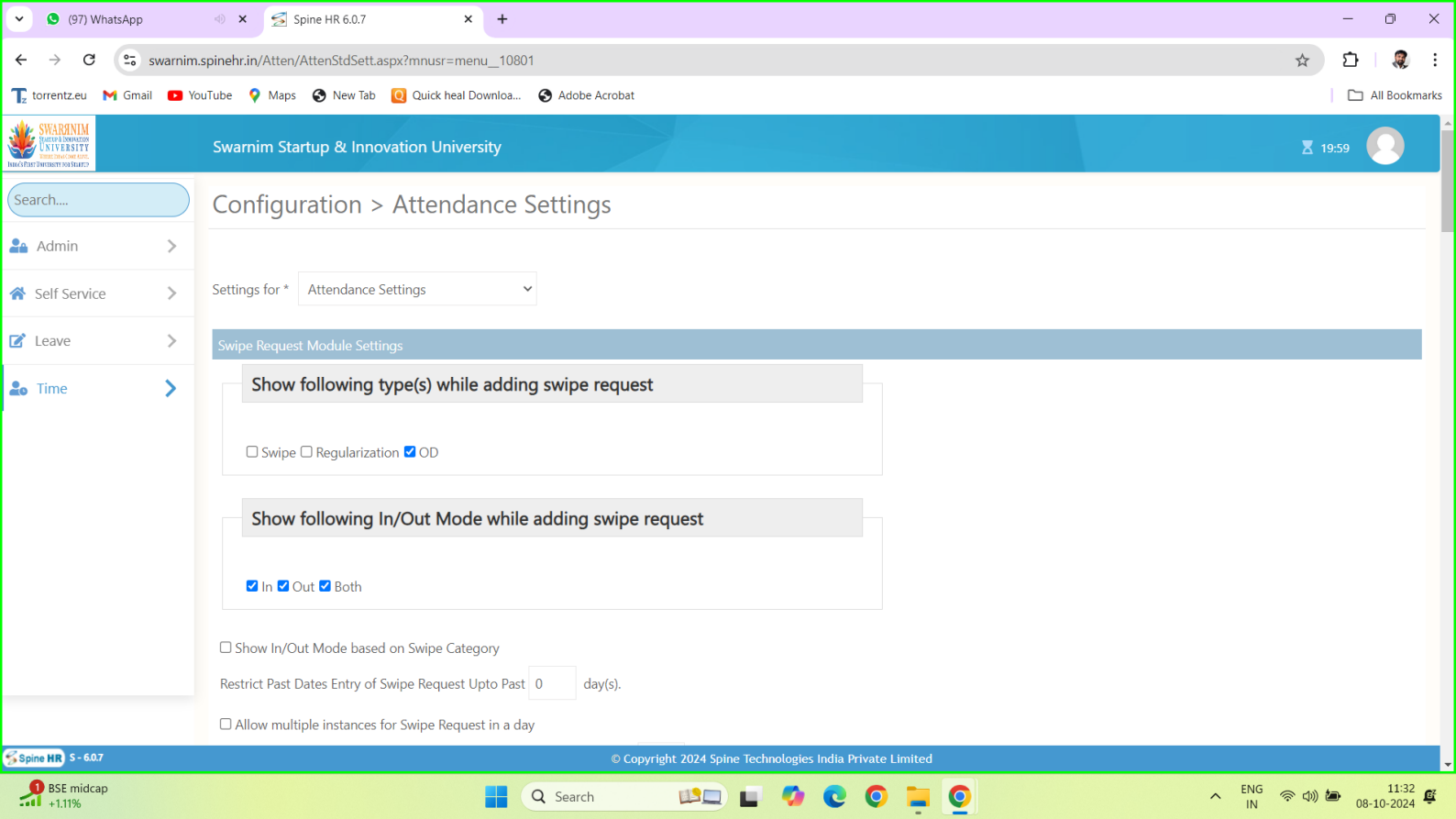
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LATE=late in; EARL=early going by; EXTR=extra our;OT=over time; LT=lost time; E-HRS=Effective Hrs; LateMark=latemark;

Settings File

Selection for Row

☐ Gender ☐ Grade ☐ Branch ☐ Department ☐ Designation ☐ Division ☐ Unit ☐ Category ☐ Group

From Date *

01-Oct-24

To Date *

31-Oct-24

Gender

Shift Code

Atten Type Group

Spine Types

Atten Types

☐ ABS ☐ CL ☐ CO- ☐ CO+ ☐ DP ☐ EO ☐ L2
☐ L3 ☐ L4 ☐ L5 ☐ LWP ☐ OD ☐ OL ☐ PH

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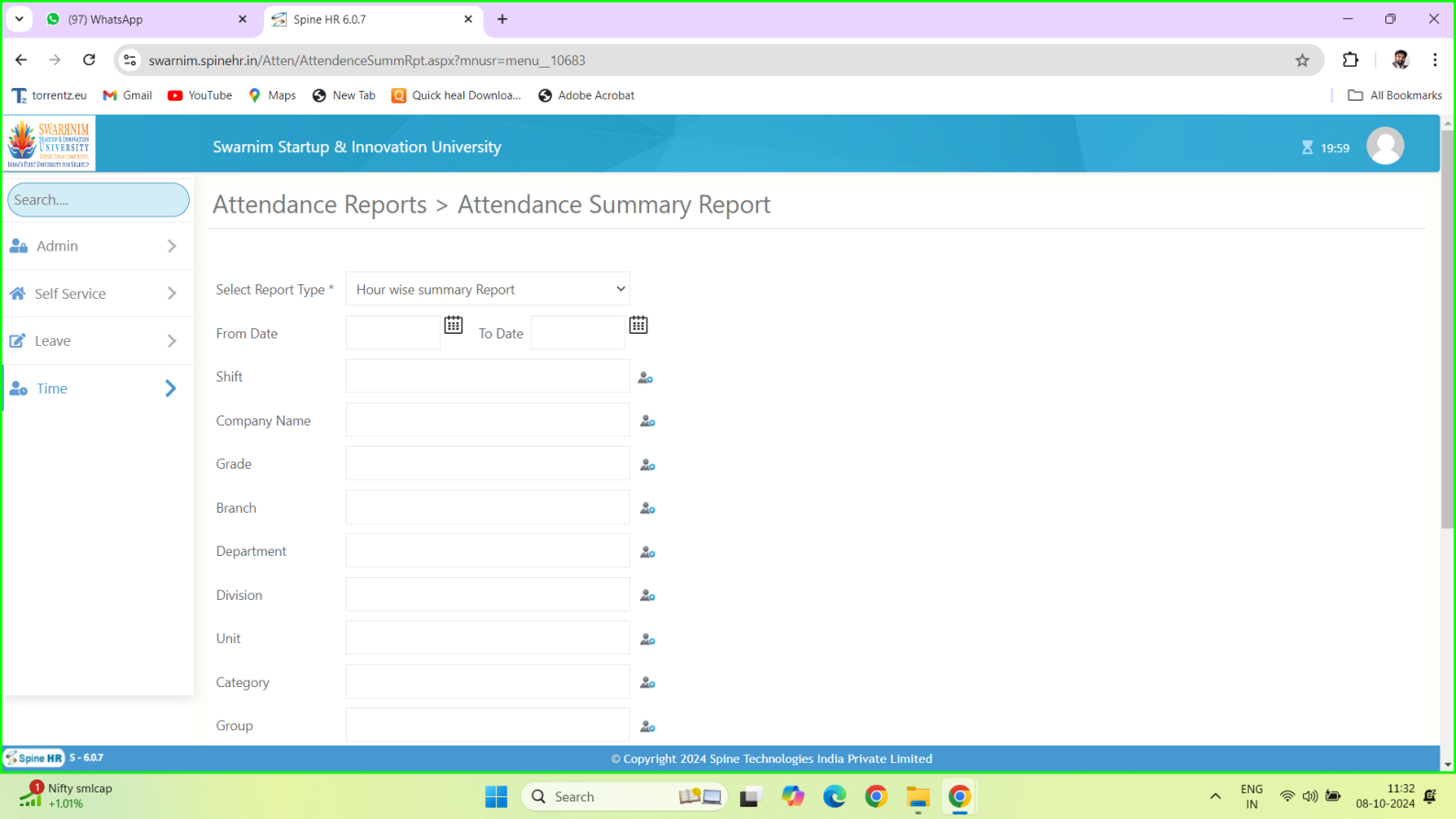
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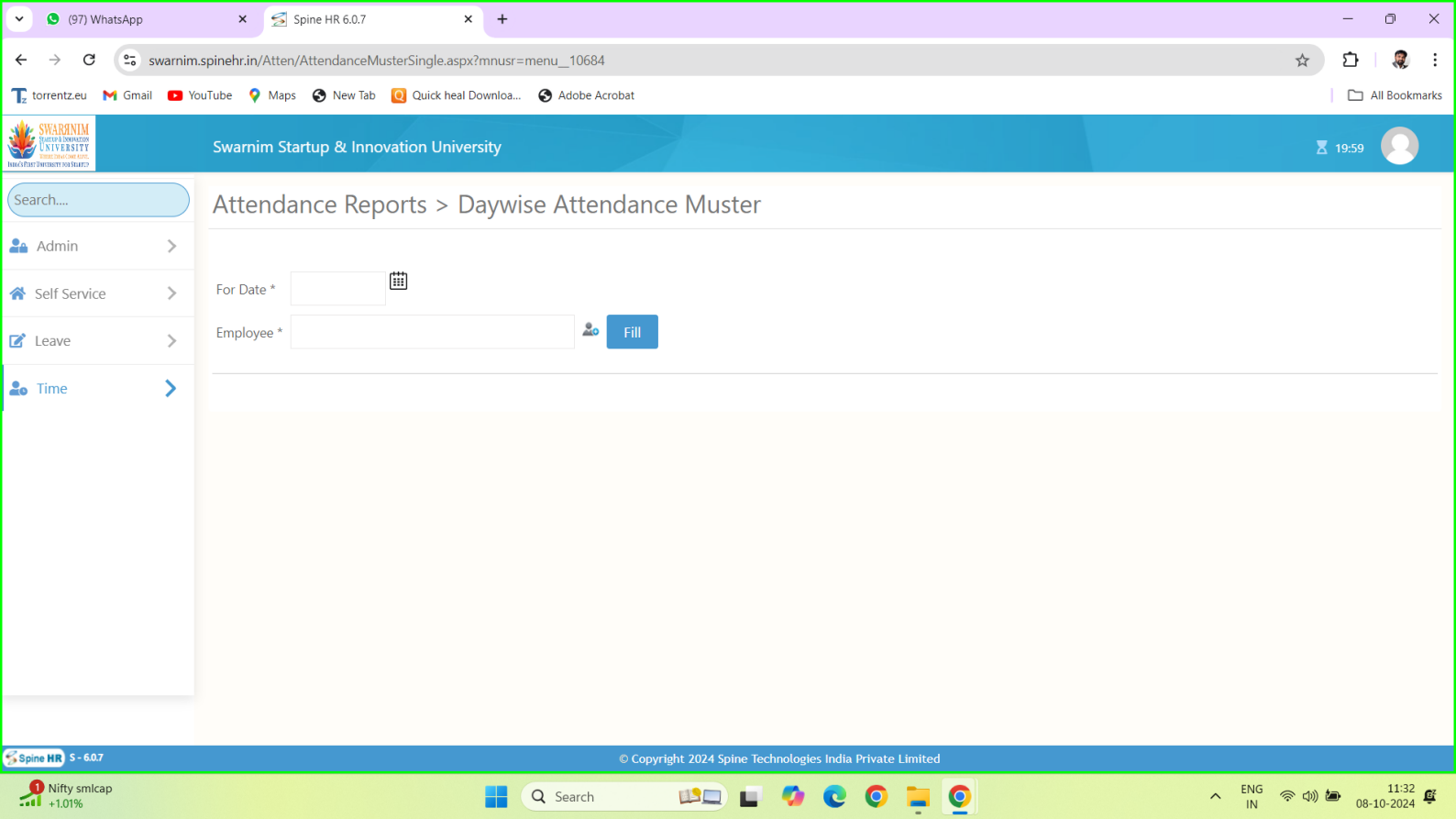
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Admin

Self Service

Leave

Time

Report Type

Man Day Analysis

Period

2027

Company Name

Grade

Branch

Department

Division

Unit

Category

Group

Status

☐ All

☒ Current

☐ Left

☐ Web Active

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