



**Best Suited for:** Corporate any others organization, Government Bank, Manufacturing & service organization, Trading and Garments Industries.

**Used Technology:** C#, ASP.NET, SQL Server 2012, JavaScript, Ajax, HTML, CSS/CSS3, Adobe Photoshop CS5

**Brief:** Our “GOLDFISH” HR and Payroll management software system is a automates administrative processes, so user can focus on managing the most valuable Salary process, Tax calculation, PF, Gratuity and others of an organization people.

**Client Reference:** Agrani Bank Limited, bkaash Limited. , Green Delta Insurance Ltd., Prime Finance Investment Ltd., GRAY Advertising Ltd., CRAB, CRISL, Modina Group, Merit Real Estate.

Our Company “Opus Technology Limited” provides the best HR and Payroll Management Software “GOLDFISH” to the ultimate user. It is an Integrated, Flexible and Affordable with Human Resources and Payroll Management System and ideal for managing organization's most valuable assets the “Human Capital”. Opus “GOLDFISH” HR & payroll is equipped with every aspect of HR management tools as well as robust reporting capabilities. The system helps

organizations manage the entire employee life cycle all the way from planning, recruiting to paying their benefits and compensations. The system is based on a modular approach and thus can be used by smaller organizations as well as larger enterprises. This intelligent “GOLDFISH” HR & Payroll management system is only potential with an efficient HR management system and the smart control of Payroll. This solution is able to produce a countless variety of reports to the management that will help and assist them in decision making of payroll management.

This system functions are salary sheet, tax card, LFA and generate report. Besides that, there are many process need in HR Management & Payroll System. Only the accesses the systems are different between the categories that are staffs, manager and clerk as admin. This expectation of the system is to improve their management especially Salary.

“GOLDFISH”HR & Payroll is the process by which employers pay an employee for the work they have completed. Any business with employees should have a payroll established. Although, payroll seems like a mundane task, it involves many aspects including, withholding taxes from each paycheck and making sure accurate funds are paid to the correct government agency. Payroll duties can create a huge burden and unwanted stress for small business owners. A missed deadline or incorrect filing of taxes can result in fines or jail time. To avoid these issues, small and middle-sized businesses can benefit from using payroll systems.

A payroll system is software designed to organize all the tasks of employee payment and the filing of employee taxes. These tasks can include keeping track of hours, calculating wages, withholding taxes and deductions, printing and delivering checks and paying employment taxes to the government.

HR & Payroll software often requires very little input from the employer. The employer is required to input employee wage information and hours—then the software calculates the information and performs withholdings automatically. Most payroll software is automatically updated whenever a tax law changes and will remind employers when to file various tax forms.

# **“GOLDFISH” HR & Payroll Management System**

## **Our Core Modules:**

- Employee Personnel Information-Data Card
- Attendance & Leave Management
- Payroll/Salary Process
- Loan & Bonus
- PF Deduction & Tax Calculation
- Salary Fixation

## **Module Features:**

### **HR Management**

- Employee general information including photo, , Address, Educational Information(More than one), Experience Information(More than one)
- Employee recruitment panel
- Option to create appointment, resignation, salary increment and promotion letter
- Employee allowance setup
- Individual employee and common salary increment for whole organization
- Employee ID card generator
- Report- General employee list with details
- Daily/monthly/yearly-Promotion, new appoint and terminate employee sheet
- Option to search employee by several criteria like department, district, sex, religion, blood group etc
- PF Deduction
- Tax Deduction

### **Attendance and Leave Management:**

- Company login and log out time setting
- Define days-off (weekends and specific holidays).
- Shift and time configuration
- Shift wise over time configuration
- Roster management
- The system allows capturing data from any time recording device like proximity, biometric.
- Option to put manual attendance department or single employee
- Create/edit/delete leave types relevant to your organization like Casual Leave, Earn Leave, Sick Leave , Maternity etc
- Allow employees to apply for leave application. Admin may approve or reject leave application.

- Daily attendance report all department, any department and single employee
- Absent, present, late and leave report all department, any department and single employee
- Department and employee status report by any periodic date range
- Early Out/ Late Out Report all department, any department and single employee
- Manage all employee timesheets report Daily/Weakly/Monthly/Yearly
- Late Present Report (When anyone punch 12pm show status late present) all department, any department
- Leave status report all department, any department and single employee

### **Payroll Management:**

- Salary month setup
- Monthly salary generate with pay slip
- Bonus setup in specific month
- Advance and loan management
- Terminate employee salary generate
- Bonus sheet
- Advance and loan sheet
- Employee bank info
- Employee salary structure
- Salary loan

### **User Management:**

- Create new user
- User privilege setting
- Change user password

### **Setting:**

- Company Information setting
- Division Setting
- Department setting
- Employee Grade setting
- Educational qualification setting
- District Setting
- Religion setting
- Allowance setting

### **Why would you need one “GOLDFISH”?**

- Maintain employee salary.

- Organization Settings to help you identify them
- Personal Information of employee
- Employee life cycle.
- Attendance
- Leave Absence
- Data Achieving
- Employee Self Service
- Employee's Information.
- Pay scale record
- Monthly salary sheet generate.
- LFA Information
- Tax card generate.
- Final settlement reports generate.
- Online pay slip.
- Pay Slip sending facilities by email.

### **Software Overview**

# Screen Shot of "GOLDFISH" HR & PAYROLL Management System

## Data Card

Dashboard

ESS Portal

Organization Settings

Data Card

Employee Info

Salary Structure

Admin

Reports

Leave

Salary Process

Salary Basic

Income Tax

Attendance

Organogram

Master Data

Training Title

Search by Employee Code

LOAD ALL INFO PREVIEW NEW REFRESH ALL Update Mode

Basic Employment Accounts Address Experience Education Training Reference Nominee Family Belongings Award Attachment

Basic Information

Personnel No\* Personnel No

Employee Title Please Select

Employee Name\* Employee Name  
Employee Name is required.

Birth Date\*

Gender\* Please Select  
Gender is required.

Marital Status Please Select

Image not found

SELECT IMAGE

National ID National ID

Blood Group Please Select

Religion Please Select

Birth certificate No Birth certificate No

## Salary Structure

Dashboard

ESS Portal

Organization Settings

Data Card

Salary Structure

New Salary Structure

Admin

Reports

Leave

Salary Process

Salary Basic

Salary Structure

Emp Code Search by Employee Code

Salary Grade Please Select

LOAD SAVE CHANGES PREVIEW

Division

Salary Slab Please Select

CALCULATE

Department

Cash Amount Manually Cash Amount Manually

Cash Amount Cash Amount

PF PF

PF Type Please Select

Account Name Amount

Total Gross Salary 0

## Salary Process

The screenshot shows the 'Salary Structure' management interface. On the left is a sidebar menu with the following items: Dashboard, ESS Portal, Organization Settings, Data Card, Salary Structure (expanded), New Salary Structure (highlighted with a red box), Admin, Reports, Leave, Salary Process, and Salary Basic. The main content area is titled 'Salary Structure' and contains the following form fields and buttons:

- Emp Code: Search by Employee Code (text input)
- Salary Grade: Please Select (dropdown menu)
- Buttons: LOAD, SAVE CHANGES, PREVIEW
- Division: (text input)
- Salary Slab: Please Select (dropdown menu)
- Button: CALCULATE
- Department: (text input)
- Cash Amount: Cash Amount Manually (text input)
- Cash Amount: Cash Amount (text input)
- PF: PF (text input)
- PF Type: Please Select (dropdown menu)
- Account Name: (text input)
- Amount: (text input)
- Total Gross Salary: (text input)

## Features of our “GOLDFISH” HR & PAYROLL Management System

### Employee Leave Management

“GOLDFISH” is an optional tool which most companies end up making use of eventually. With it, you can keep a track of the amount of sick leave, half-days, overtime and absences of your employees over the course of the month. It’s a much more efficient system and both you and the employees are able to view their leave balance in real time and how their subsequent monthly salary will be affected by their absence from the office.

### Better Security

There are quite a few loopholes associated with manual operations. File-loss or illegal activities within the office can go unnoticed. However, with “GOLDFISH” software in place, each activity is monitored and the operations are far clearer. Also, your company’s confidential information remains secure because there are no physical files to be exploited. The best payroll software should offer you the best IT security.

### Time-Efficient

One of the major advantages of “GOLDFISH” HR & Payroll software is that it saves time. You don’t have to mark attendance manually, you are free from the hassles of managing leave and absences, the pay slips are generated on their own, etc. This gives your HR officer time to focus on other tasks with a lot more ease and peace of mind. Additional features specific to your choice of software can further streamline your HR processes, allowing them to run more efficiently.

### **Easy on the Pocket**

“GOLDFISH” HR & Payroll software can save you a great amount of money. Since you’ll be taking things into your own hands, you won’t necessarily need to hire a professional to perform the required duties within the organization. It’s a great deal because you are getting some really handy features for a fairly low price.

### **Important Updates**

“GOLDFISH” HR & Payroll software’s are updated on a regular basis. This is an important feature because it ensures that your company is always aligned with the latest updates made to government policies. It helps you to stay on track and avoid any unwanted incidents, both legally and financially.

### **Report generation**

From “GOLDFISH” HR & Payroll management system, a customized report can be generated by any organization to gather various relevant information’s to the organization that helps to improve the monitoring aspects of the company or residential area.

## **An Overview on the Development of “Goldfish” HR & PAYROLL Management Software System**

Ask any business leader what a company’s most important asset is and they will often say its people. Employees are the driving force behind any organization, which is why effective human resources (HR) and payroll functions are a crucial part of running a successful enterprise. However, HR and payroll processes can be a laborious and time-consuming task, particularly in industries that are paperwork heavy or have strict compliance regulations.

This ultimately leads to lower productivity, higher costs and poor resource utility. Overcoming these problems can be a challenge, but with the right HR and payroll software to underpin these departments, businesses can see almost immediate improvements to their human capital management (HCM) operations. Precise Business Solutions provides sophisticated HR and payroll systems that are tailored specifically to an organization’s individual requirements, maximizing the potential benefits.

Whether it’s an on premise or cloud solution, our platforms offer advanced features and functions to streamline various HCM workflows and processes in order to optimize flexibility and reduce delays. These features enable businesses to effectively monitor historic performance, while aligning corporate

goals with employee data to set future targets. With industry-specific options available, organizations that have particular needs can rest assured their “GOLDFISH” HR and payroll software will provide the best results.

The introduction of paperless workflows not only minimizes content chaos across the organization, but also cuts costs and offers a more environmentally friendly solution. These benefits all combine to result in better workforce and resource management for the increasingly complex requirements of today’s modern HR and payroll departments.

## **Advantages of our “Goldfish” HR and PAYROLL Management Software System**

Benefits and compensation packages may also include flexible working schemes, business expenses, holiday entitlements, bonuses, company cars, and much more. The relevant HR or benefits officer will play a key role in deciding on the benefits packages offered, as well as ensuring their smooth operation.

In some ways, this area is a thankless one – staff expects their wage slip at the end of every month, and if there's a mistake then it can be very costly. But professionals in this area are also there to communicate with staff, to enhance understanding and, especially with benefits, get to hand out the perks to very happy employees. Most of the benefits of having an integrated HR solution are fairly obvious but with this article, I will also point out some of the reasons for keeping “GOLDFISH” payroll and HR separate.

- Payroll HR Integration, No Double Entry – The simple reason for purchasing an integrated HR solution is the elimination of double input between the two systems. However, this reason may not be valid given that most, if not all, vendors will offer some type of interfacing options to tie your HR data to your payroll data; thus, eliminating double input. If you are going to use two separate systems for payroll and HR, during your evaluation, make sure that these two systems will speak with each other in some fashion.
- Payroll HR Integration, No Interfaces – While interfaces eliminate double entry with your HR solutions, they don’t offer the same benefits as a truly integrated system which shares the same database. The first issue is that your data won’t be real time. Let’s say, for example, that you

push data from your payroll application to your HR application. The HR data is only valid to the date of the last data transfer. If you ran a turnover report this morning and the data had not been transferred in two weeks, your report would be inaccurate. Software interfaces may be automatic or they may be manual, which requires someone to remember to run the process to update the information.

- Advantage of not integrating HR Payroll software – The biggest advantage of not purchasing an integrated solution is that HR is not tied to payroll changes. You may love the existing integrated HR application you work with but if it becomes necessary to change payroll, you may have to change your HR application, as well, to a less desirable system.

## **Distinctive features of our “Goldfish” HR & Payroll management software System**

Most online payroll services perform a number of functions automatically, with just a few places where authorization is needed. While this mitigates the potential for human errors, there may still be errors caused by things like an employee forgetting to clock in for several hours. When these errors occur, it's generally necessary to call customer service – which may be inconsistent and inefficient depending on the clients. Compliance with laws is ultimately the responsibility of a company. This means that if an online payroll service is used and there are compliance errors found when reports are reviewed or taxes are filed, the company and not the vendor is responsible for those errors and any penalties incurred because of them. If the errors are made because of a glitch in the system or a failure to communicate, it can be frustrating and potentially costly.

If you decide to start looking into online payroll services, be sure to read the fine print and ask about anything that you don't understand when it comes to how you'll be charged. The best vendors will walk you through every aspect of their pricing scheme and make sure that you understand and agree with everything. If you find that there are a number of features included that you don't need, you may be better off going with a vendor that allows you to customize your services.

Online payroll services can be helpful, but there are disadvantages that you should be aware of before committing to a specific vendor or system. If you decide to incorporate online payroll services into your company, working with experts to select the right system for your company may help you to avoid some of the potential disadvantages. Every company has slightly different methods for managing payroll. Many companies are now using online payroll services to assist with their payroll, but there can be some drawbacks to using these services. If you're considering switching your payroll system to an online

service or have recently started your business and are weighing your options, make sure to factor in the following potential disadvantages.

#### Security Concerns

Since online payroll services rely on a third party to process and store payroll information, sensitive information about employees and the hours that they work is leaving the building. In an ideal world, all online payroll services would be very secure and have a guarantee against leaks, but this may not always be the case. Before working with any vendor, be sure to ask about security measures.

## **HOW WILL OUR “GOLDFISH” HR and Payroll Management System can help in your business?**

The simple reason for purchasing an integrated HR & Payroll solution is the elimination of double input between the two systems. However, this reason may not be valid given that most, if not all, vendors will offer some type of interfacing options to tie your HR data to your payroll data; thus, eliminating double input. If you are going to use two separate systems for payroll and HR, during your evaluation, make sure that these two systems will speak with each other in some fashion.

The biggest advantage of not purchasing an integrated solution is that HR is not tied to payroll changes. You may love the existing integrated HR application you work with but if it becomes necessary to change payroll, you may have to change your HR application, as well, to a less desirable system.

## **Which Brand We Work With?**

Opus Technology Limited is providing "Goldfish" solutions for Public & Private sector or companies in all scales that acquire our solutions for their organization. We can install the tailor made HR & Payroll management system for individual organizations for taking into consideration for various factors related to that specific organization.

Opus is proud to be partners with some of the largest and prestigious clients in the field of business HR & Payroll management systems that create unique quality products trusted by client's worldwide .Our

counterfeit proof solutions help in creating a smooth HR & Payroll Management Solutions that works efficiently and effectively in all conditions and markets around the world.

**Our Respective Clients are:**

