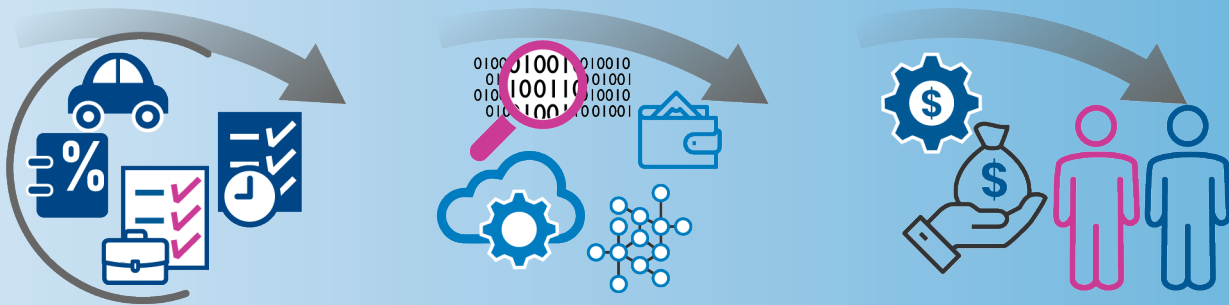


# Salary



## Do you spend a lot of administration on calculating salaries and preparing payroll?

With the Microbizz Salary Module, all data for payroll can be prepared automatically based on real time registrations in Microbizz of data such as time, overtime, supplements, expenses and transportation.

Many collective agreements handle a lot of different salary types and supplements, and so it is required that a calculation is made on each employee's registrations for the right salary calculation.

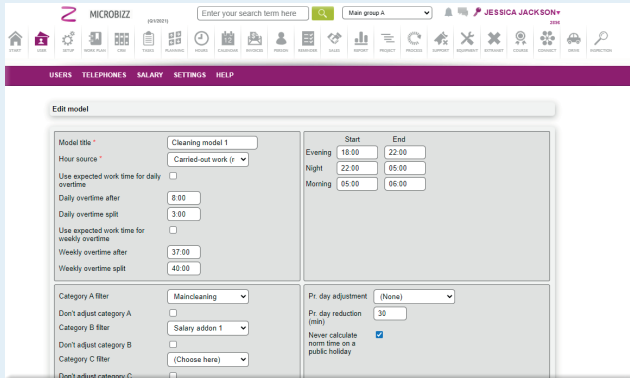
This is a cumbersome process if handled manually. With the Microbizz Salary module, the process is automated.

- Avoid manual calculations of each employee's time every single month
- Let a system calculate wages so as to avoid human errors in calculations
- Assure that the process is structured and runs according to contracts and agreements

### Functionality

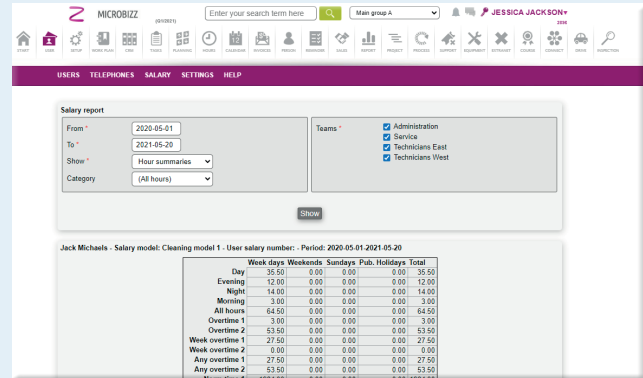
- Conversion of time and expenses to payroll codes that can be imported into a payroll program
- Calculation of overtime based on standard time for the individual user
- Calculation of surcharges based on task fields and added items
- Salary models are created which are assigned to users, depending on how they are to be settled contractually in connection with salary payment
- Payroll codes are created to which all registrations are converted
- Rules are set up for the individual salary code for each salary model, so that different calculation options can be set up depending on how the salary is calculated
- Salary can then be saved as a csv file formatted for your salary system

# Salary



The screenshot shows the 'Edit model' configuration page in the Microbizz system. It includes fields for 'Model title' (Cleaning model 1), 'Hour source' (Carried-out work), and various overtime rates (Daily, Weekly, Any). It also features a table for shift times (Evening, Night, Morning) and options for category filters and public holiday adjustments.

Salary data on employees



The screenshot shows the 'Salary report' interface. It includes filters for 'From' (2020-05-01), 'To' (2021-05-20), 'Show' (Hour summaries), and 'Category' (All hours). Below the filters is a table titled 'Jack Michaels - Salary model: Cleaning model 1 - User salary number: - Period: 2020-05-01-2021-05-20'.

Day	Week days	Weekends	Sundays	Pub. Holidays	Total
Day	35.50	0.00	0.00	0.00	35.50
Evening	12.00	0.00	0.00	0.00	12.00
Night	14.00	0.00	0.00	0.00	14.00
Morning	3.00	0.00	0.00	0.00	3.00
All hours	64.50	0.00	0.00	0.00	64.50
Overtime 1	3.00	0.00	0.00	0.00	3.00
Overtime 2	53.50	0.00	0.00	0.00	53.50
Week overtime 1	27.50	0.00	0.00	0.00	27.50
Week overtime 2	0.00	0.00	0.00	0.00	0.00
Any overtime 1	27.50	0.00	0.00	0.00	27.50
Any overtime 2	53.50	0.00	0.00	0.00	53.50

Salary report

## Benefits



### Less administration

Save administration hours, no need for manual salary calculations.



### Less errors

As the process is automatic and based on approved worksheets, the risk of typing errors is eliminated.



### Employee satisfaction

A flawless and lean salary process will increase employee satisfaction.



### Transparency & Overview

Real time data access to all data used for salary calculation, 24/7 from any device.

For more information, please contact:

[info@ventu.dk](mailto:info@ventu.dk)

Visit our knowledge base in **Micropedia** to find detailed information and documentation on functionality and usage of Microbizz modules

[LINK](#)