



Component mass update

MICROSOFT DYNAMICS D365

USER MANUAL

CEM Business Solutions

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Module Overview

Component mass update will be added a new salary for a new position or existing position for the employee. Once it is approved, it will be updated in employee components.

Component mass update can be done in All, department ,Group and individual.

Component Mass Update - All

1. Go to Payroll add on > Common > Component mass update > Component mass update.
2. Click New.

Component Mass Update - All

Stop Task recorder

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Edit + New Remove Update components Import from excel Export to excel OPTIONS

Click the edit button to make changes.

Component mass update

Transaction id	Date	Updated time	Update type	Effective from	Component id	updated	Workflow status
We didn't find anything to show here.							

EMPLOYEES

+ Add Remove

Employee ID	Employee name
We didn't find anything to show here.	

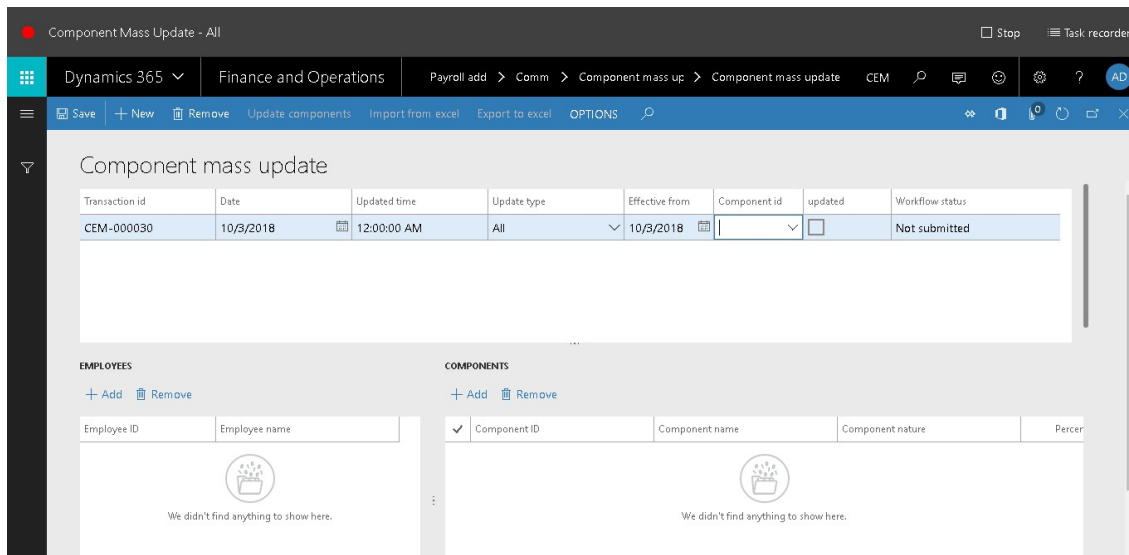
COMPONENTS

+ Add Remove

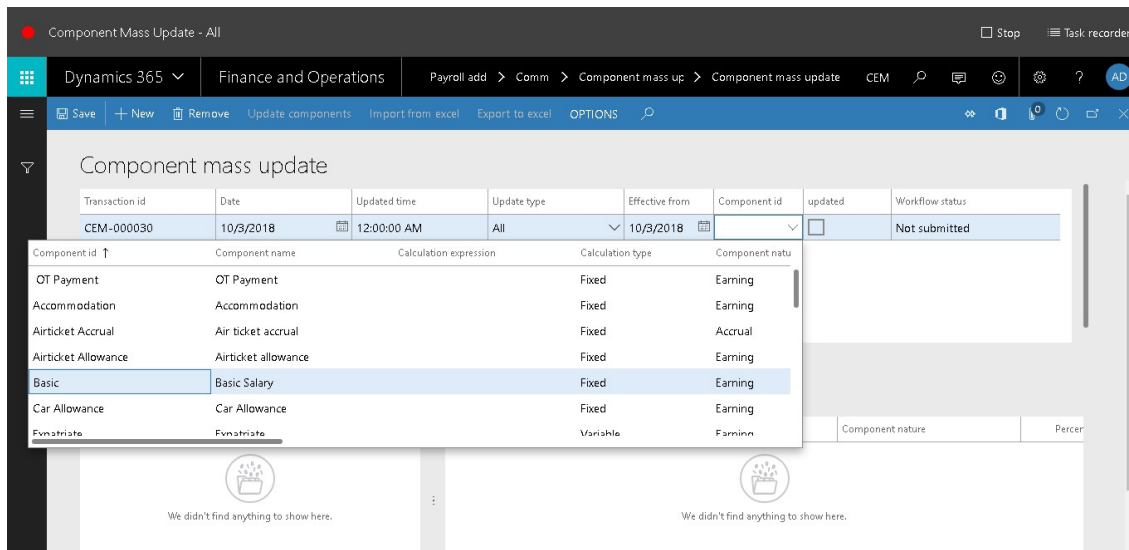
✓ Component ID	Component name	Component nature	Percentage
We didn't find anything to show here.			

3. In the Date field, enter a date.
4. In the Update type field, select an option. Here we are selecting "All"
5. In the Effective from field, enter a date.
6. In the Component id field, enter or select a value.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update

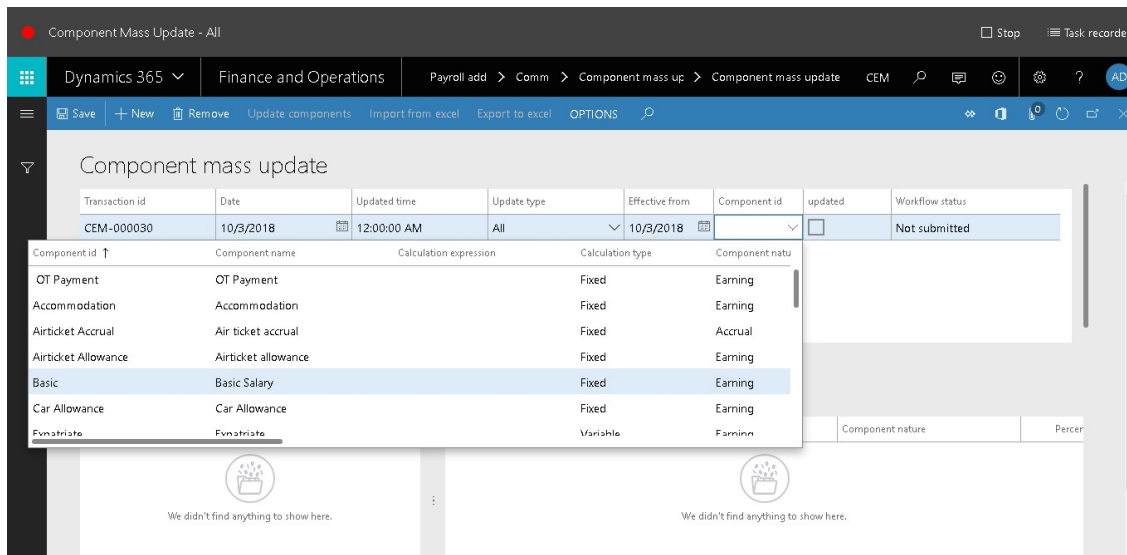


7. In the list, select row 5.

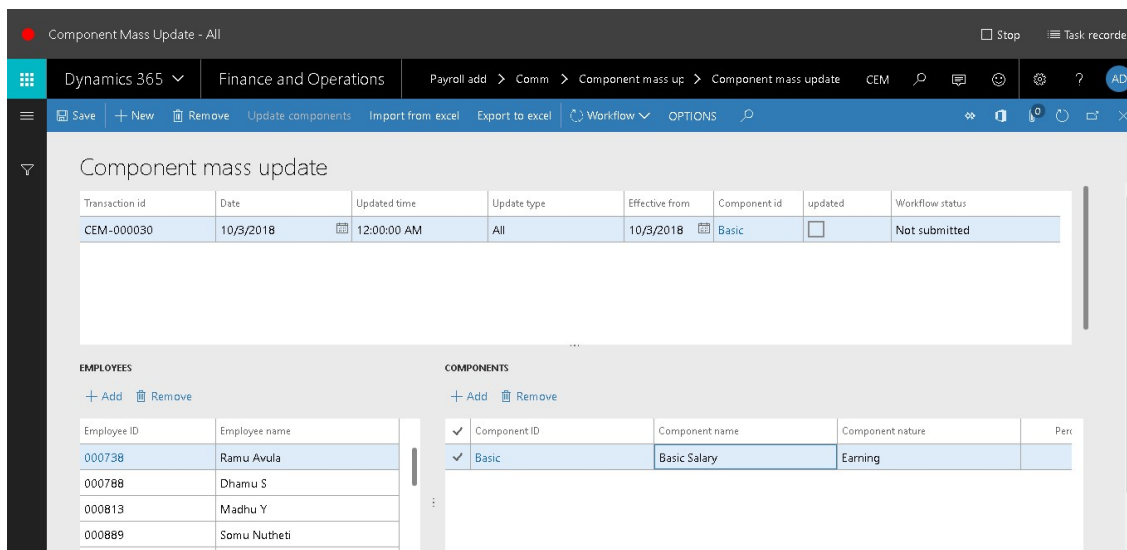


8. In the list, click the link in the selected row.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update



9. In the list, mark the selected row.



10. In the Revised amount field, enter an amount.

11. Since the update type is ALL, we need to do this process for all the employee. So in the list, find and select the desired record.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update

Component Mass Update - All

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

Transaction id	Date	Updated time	Update type	Effective from	Component id	updated	Workflow status
CEM-000030	10/3/2018	12:00:00 AM	All	10/3/2018	Basic	<input type="checkbox"/>	Not submitted

EMPLOYEES

+ Add Remove

Employee ID	Employee name
000738	Ramu Avula
000788	Dhamu S
000813	Madhu Y
000889	Somu Nutheti

COMPONENTS

+ Add Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revise
Earning	0.00	8,000.00	8,500.00	0.00	Revise

12. In the list, mark the selected row.

Component Mass Update - All

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

Transaction id	Date	Updated time	Update type	Effective from	Component id	updated	Workflow status
CEM-000030	10/3/2018	12:00:00 AM	All	10/3/2018	Basic	<input type="checkbox"/>	Not submitted

EMPLOYEES

+ Add Remove

Employee ID	Employee name
000738	Ramu Avula
000788	Dhamu S
000813	Madhu Y
000889	Somu Nutheti

COMPONENTS

+ Add Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revise
Earning	0.00	8,000.00		0.00	Revise

13. In the Revised amount field, enter an amount.

14. And do the same for all the other records.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update

Component Mass Update - All

Stop Task recorder

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

Transaction id	Date	Updated time	Update type	Effective from	Component id	updated	Workflow status
CEM-000030	10/3/2018	12:00:00 AM	All	10/3/2018	Basic	<input type="checkbox"/>	Not submitted

EMPLOYEES

+ Add Remove

Employee ID	Employee name
000738	Ramu Avula
000788	Dhamu S
000813	Madhu Y
000889	Somu Nutheti

COMPONENTS

+ Add Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revise
Earning	0.00	8,000.00	8,500.00	0.00	

Component Mass Update - All

Stop Task recorder

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

Transaction id	Date	Updated time	Update type	Effective from	Component id	updated	Workflow status
CEM-000030	10/3/2018	12:00:00 AM	All	10/3/2018	Basic	<input type="checkbox"/>	Not submitted

EMPLOYEES

+ Add Remove

Employee ID	Employee name
000738	Ramu Avula
000788	Dhamu S
000813	Madhu Y
000889	Somu Nutheti

COMPONENTS

+ Add Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revise
Earning	0.00	18,000.00	18,500.00	0.00	

15. Click Save.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update

Component Mass Update - All

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

Transaction id	Date	Updated time	Update type	Effective from	Component id	updated	Workflow status
CEM-000030	10/3/2018	12:00:00 AM	All	10/3/2018	Basic	<input type="checkbox"/>	Not submitted

EMPLOYEES

+ Add Remove

Employee ID	Employee name
000738	Ramu Avula
000788	Dhamu S
000813	Madhu Y
000889	Somu Nutheti

COMPONENTS

+ Add Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revise
Earning	0.00	8,000.00	8,500.00	0.00	

16. Click Workflow.

Component Mass Update - All

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

Transaction id	Date	Updated time	Update type	Effective from	Component id	updated	Workflow status
CEM-000030	10/3/2018	12:00:00 AM	All	10/3/2018	Basic	<input type="checkbox"/>	Not submitted

EMPLOYEES

+ Add Remove

Employee ID	Employee name
000738	Ramu Avula
000788	Dhamu S
000813	Madhu Y
000889	Somu Nutheti

COMPONENTS

+ Add Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revise
Earning	0.00	8,000.00	8,500.00	0.00	

17. Click Submit.

CEM Add-On module in Microsoft Dynamics 365 for **Component mass update**

Component Mass Update - All

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

Transaction id	Date	Updated time	Update type	Effective from	Component id	updated	Workflow status
CEM-000030	10/3/2018	12:00:00 AM	All	10/3/2018	Basic	<input type="checkbox"/>	Not submitted

EMPLOYEES
+ Add Remove

Employee ID	Employee name
000738	Ramu Avula
000788	Dhamu S
000813	Madhu Y
000889	Somu Nutheti

COMPONENTS
+ Add Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revised
Earning	0.00	8,000.00	8,500.00	0.00	

18. In the Comment field, type a value.

19. Click Submit.

Component Mass Update - All

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

Transaction id	Date	Updated time	Update type
CEM-000030	10/3/2018	12:00:00 AM	All

EMPLOYEES
+ Add Remove

Employee ID	Employee name
000738	Ramu Avula
000788	Dhamu S
000813	Madhu Y
000889	Somu Nutheti

COMPONENTS
+ Add Remove

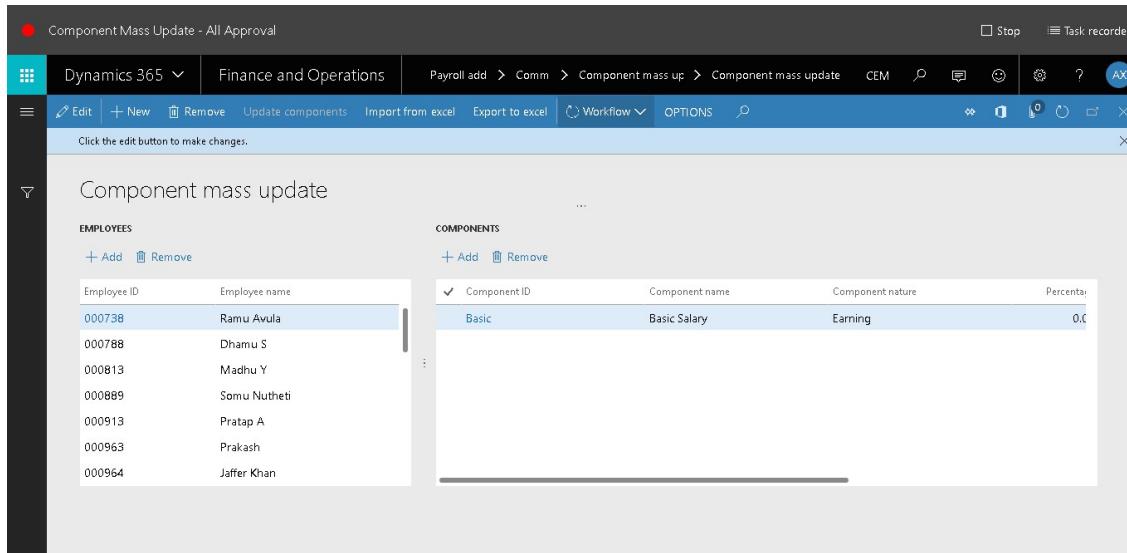
Component nature
Earning

Components mass update workflow - Submit
?
Comment
Component Mass Update - All
Submit Cancel

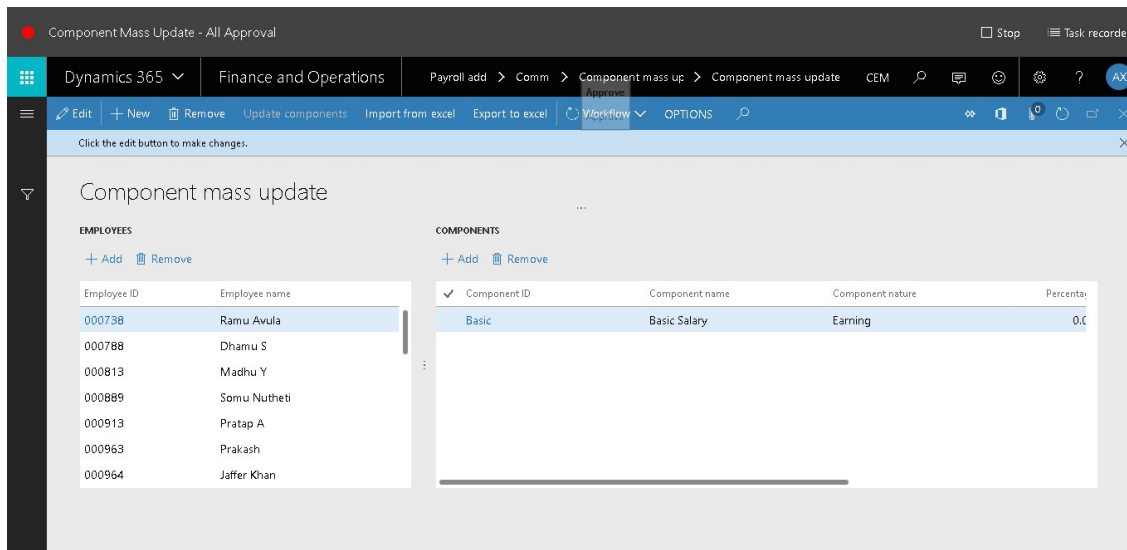
20. Go to Payroll add on > Common > Component mass update > Component mass update.

21. Click Workflow.

CEM Add-On module in Microsoft Dynamics 365 for **Component mass update**



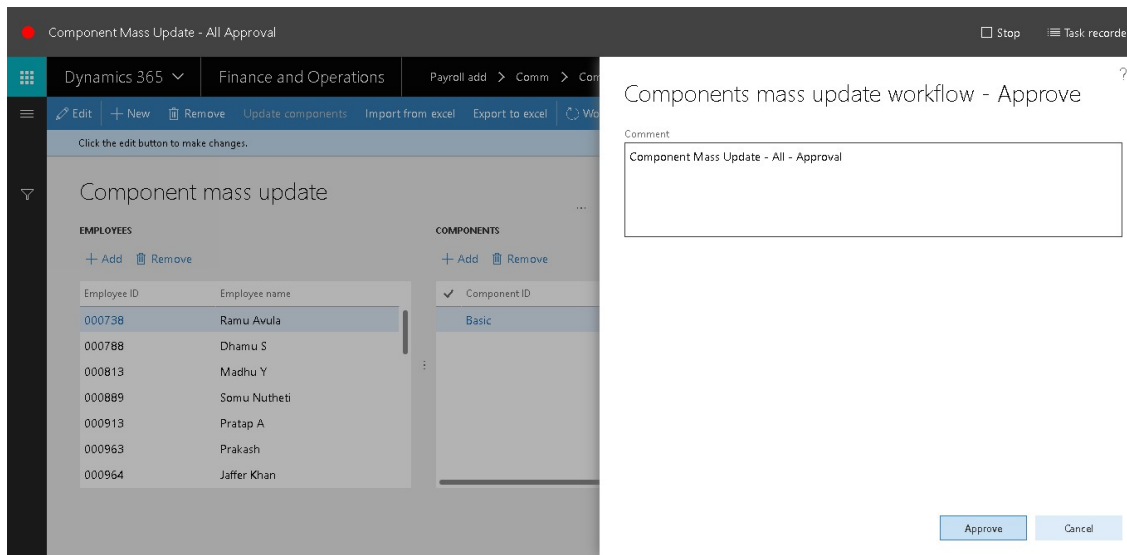
22. Click Approve.



23. In the Comment field, type a value.

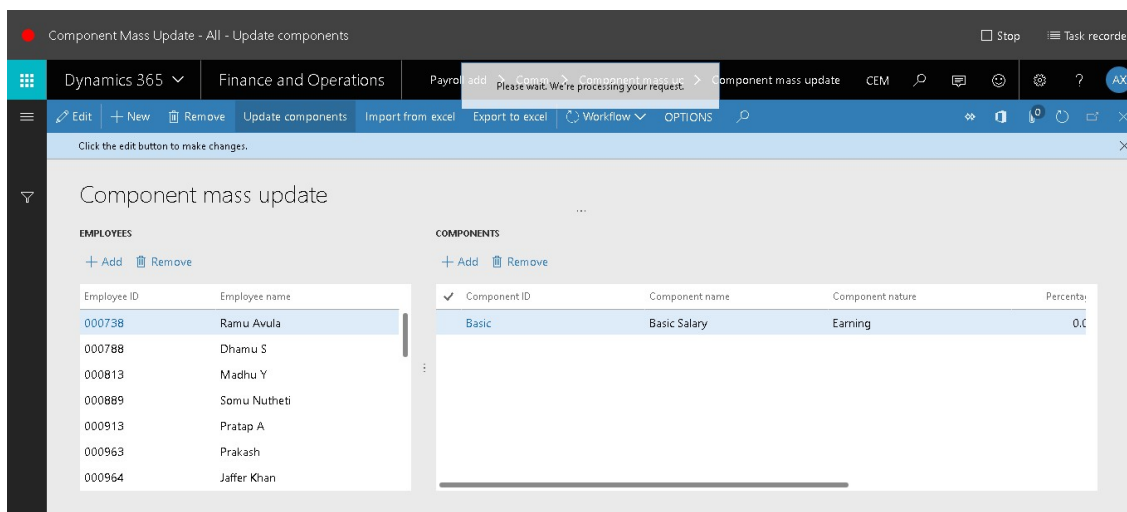
24. Click Approve.

CEM Add-On module in Microsoft Dynamics 365 for **Component mass update**



25. Go to Payroll add on > Common > Component mass update > Component mass update.

26. Click Update components.



Component Mass Update - All Approval

27. Go to Payroll add on > Common > Component mass update > Component mass update.
28. Click Workflow.

Component Mass Update - All Approval

Stop Task recorder

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Edit New Remove Update components Import from excel Export to excel Workflow OPTIONS

Click the edit button to make changes.

Component mass update

EMPLOYEES

+ Add Remove

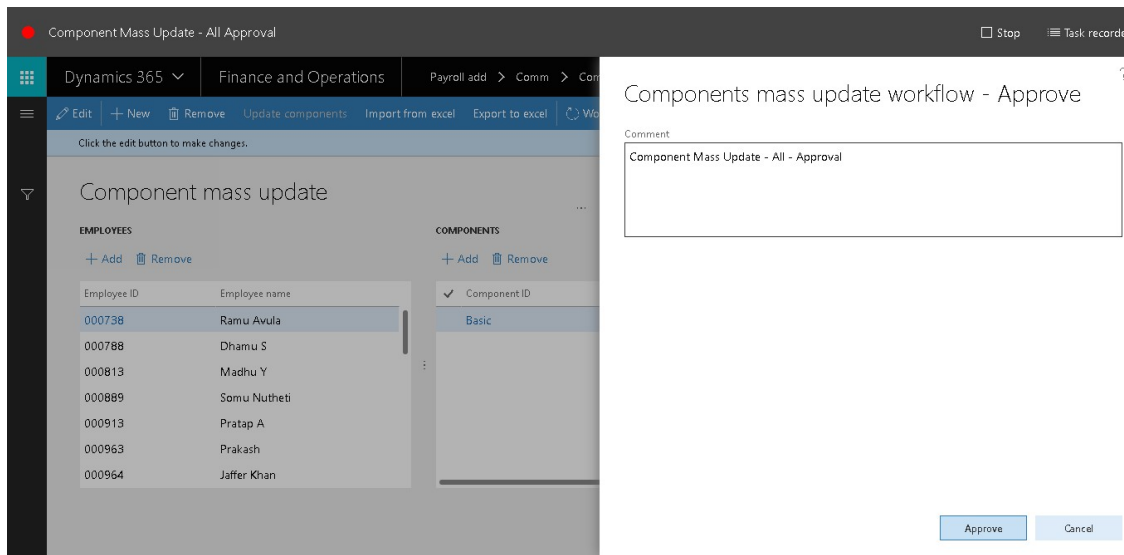
Employee ID	Employee name
000738	Ramu Avula
000788	Dhamu S
000813	Madhu Y
000889	Samu Nutheti
000913	Pratap A
000963	Prakash
000964	Jaffer Khan

COMPONENTS

+ Add Remove

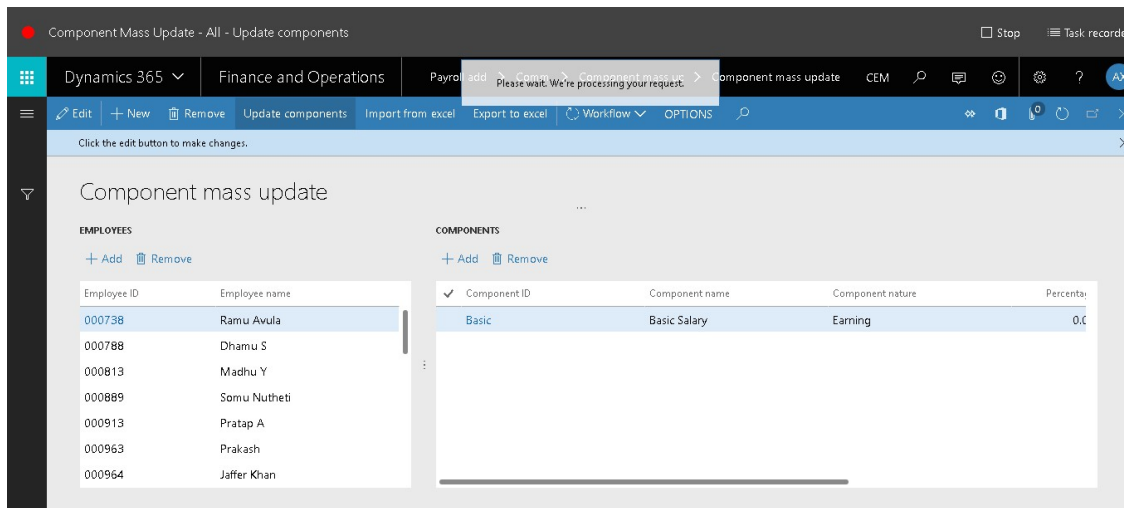
✓ Component ID	Component name	Component nature	Percentage
Basic	Basic Salary	Earning	0.0

29. Click Approve.
30. In the Comment field, type a value.
31. Click Approve.



Component Mass Update - All - Update components

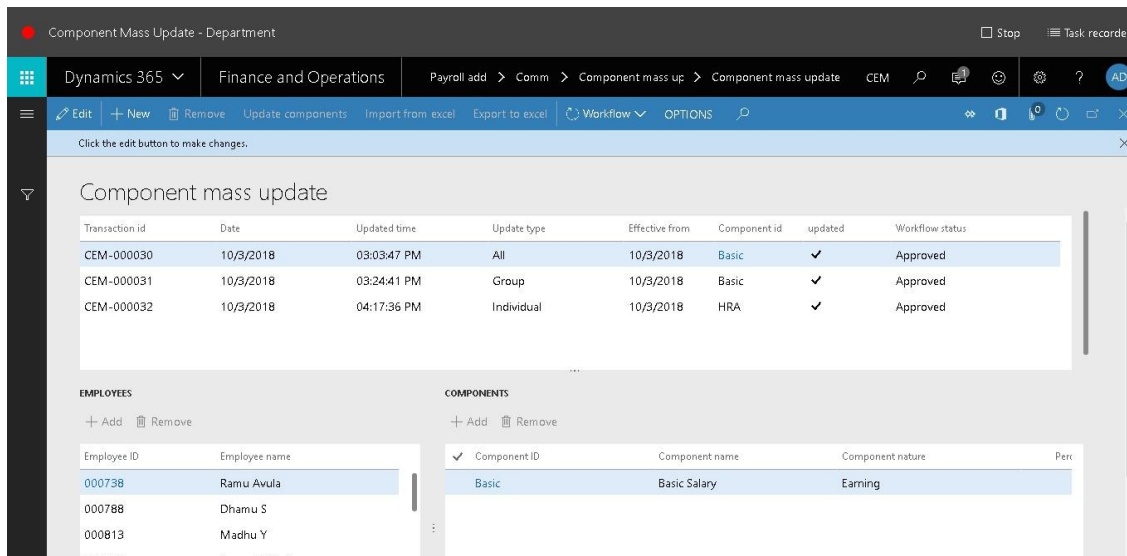
32. Go to Payroll add on > Common > Component mass update > Component mass update.
33. Once approved Click Update components.



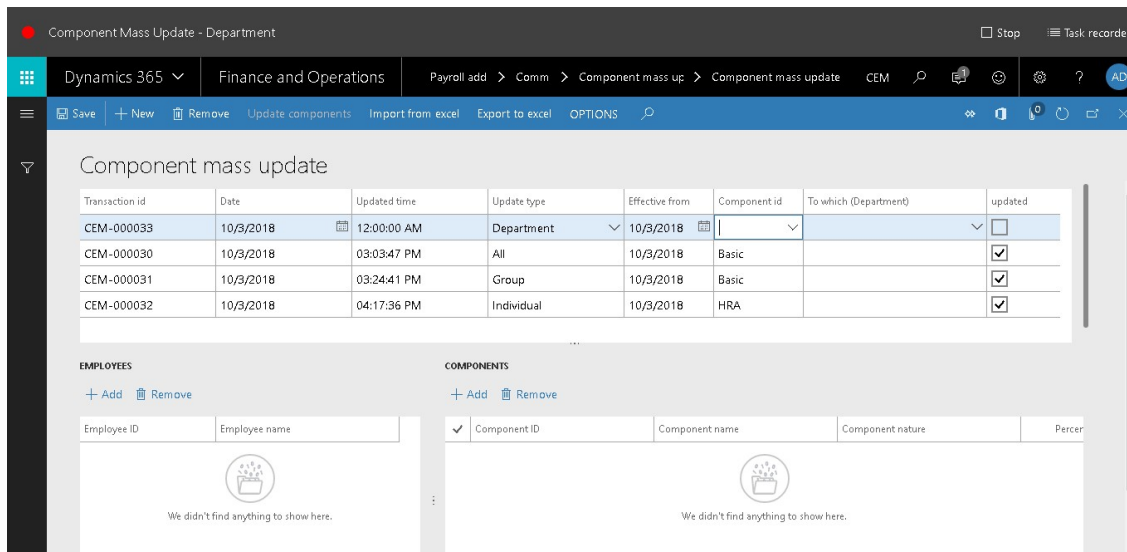
Component Mass Update - Department

1. Go to Payroll add on > Common > Component mass update > Component mass update.

2. Click New.

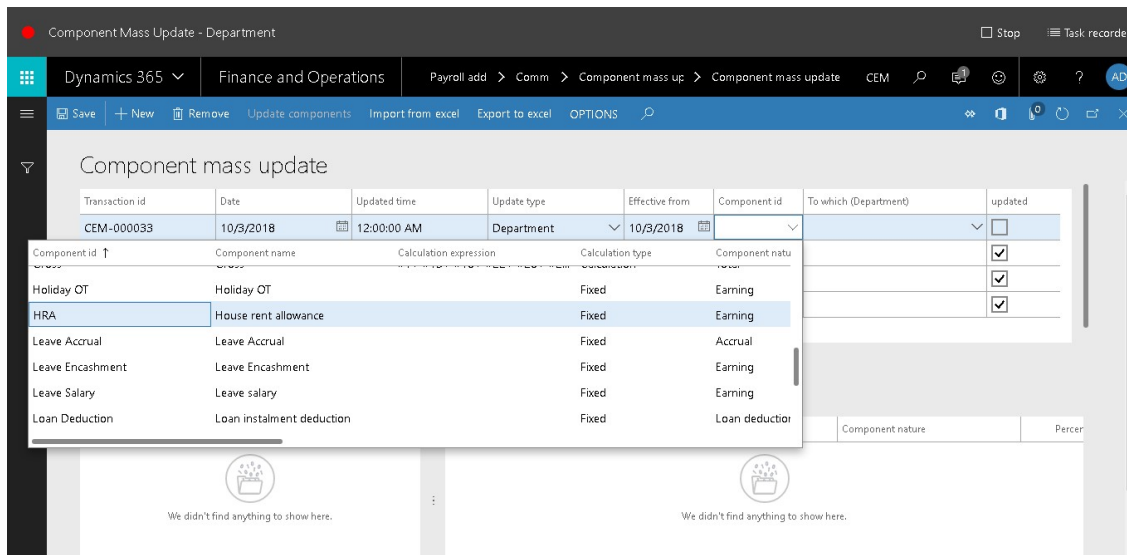


3. In the Date field, enter a date.
4. In the Update type field, select an option. Here we are selecting “Department”
5. In the Effective from field, enter a date.
6. In the Component id field, enter or select a value.

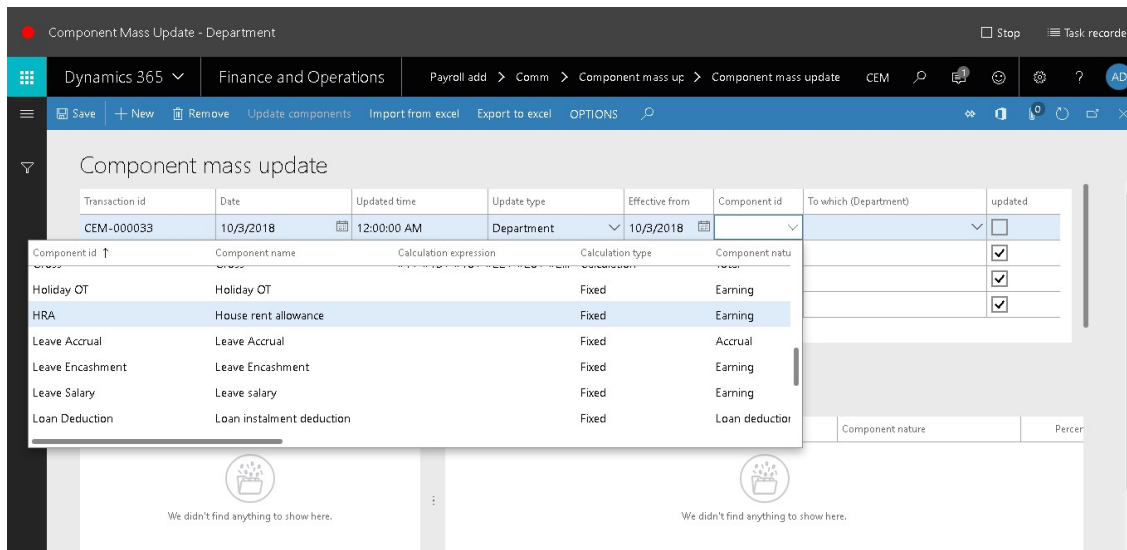


7. In the list, select row 14.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update



8. In the list, click the link in the selected row.



9. In the To which (Department) field, enter or select a value.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update

Component Mass Update - Department

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

	Updated time	Update type	Effective from	Component id	To which (Department)	updated	Workflow status
	12:00:00 AM	Department	10/3/2018	HRA	HR Dept	<input type="checkbox"/>	Not submitted
	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
	03:24:41 PM	Group	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
	04:17:36 PM	Individual	10/3/2018	HRA		<input checked="" type="checkbox"/>	Approved

EMPLOYEES + Add Remove

Employee ID Employee name

We didn't find anything to show here.

COMPONENTS + Add Remove

Component ID Component name Component nature Percent

We didn't find anything to show here.

10. In the list, select row 5.

Component Mass Update - Department

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

	Updated time	Update type	Effective from	Component id	To which (Department)	updated	Workflow status
	12:00:00 AM	Department	10/3/2018	HRA	HR Dept	<input type="checkbox"/>	Not submitted
	03:03:47 PM	All	10/3/2018	Basic	Operating unit types	Operating unit ...	Name
	03:24:41 PM	Group	10/3/2018	Basic	Department	197	Admin
	04:17:36 PM	Individual	10/3/2018	HRA	Department	199	Engineering
					Department	193	Finance-CEM
					Department	192	HR Dept
					Department	153	IT-CEM
					Department	200	Labor
					Department	195	Procurement

EMPLOYEES + Add Remove

Employee ID Employee name

We didn't find anything to show here.

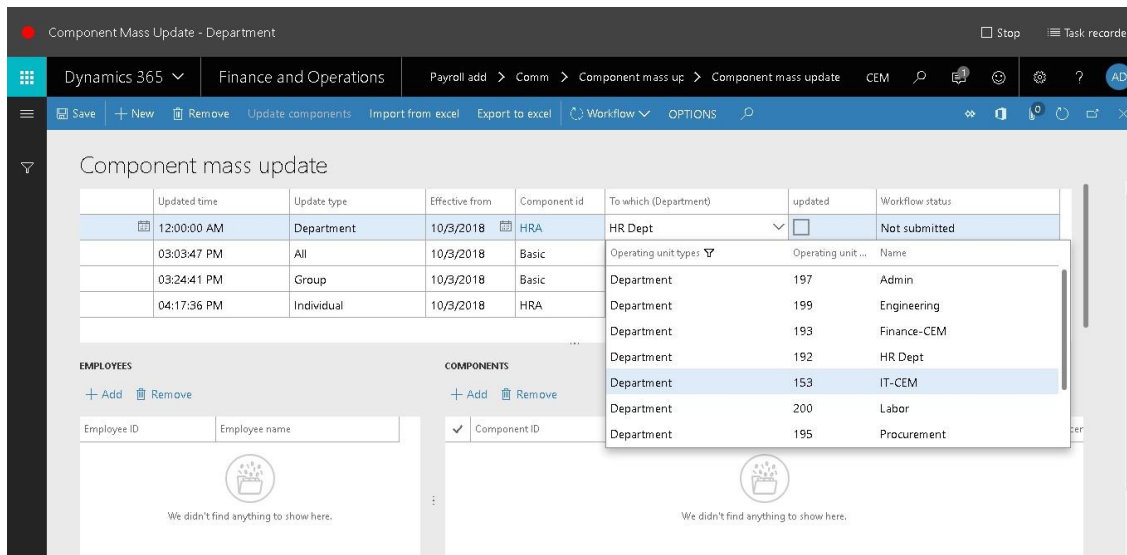
COMPONENTS + Add Remove

Component ID Component name Component nature Percent

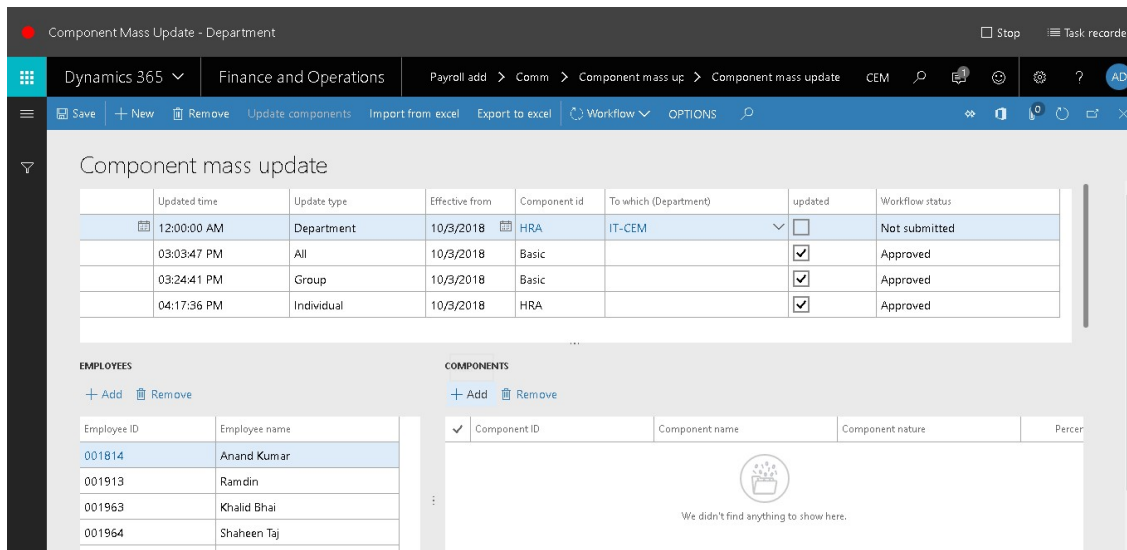
We didn't find anything to show here.

11. In the list, click the link in the selected row.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update



12. Click Add.



13. In the list, mark the selected row.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update

Component Mass Update - Department

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

	Updated time	Update type	Effective from	Component id	To which (Department)	updated	Workflow status
	12:00:00 AM	Department	10/3/2018	HRA	IT-CEM	<input type="checkbox"/>	Not submitted
	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
	03:24:41 PM	Group	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
	04:17:36 PM	Individual	10/3/2018	HRA		<input checked="" type="checkbox"/>	Approved

EMPLOYEES + Add Remove

Employee ID	Employee name
001814	Anand Kumar
001913	Ramdin
001963	Khalid Bhai
001964	Shaheen Taj

COMPONENTS + Add Remove

Component ID	Component name	Component nature	Per
<input checked="" type="checkbox"/>		Earning	

14. In the Component ID field, enter or select a value.

Component Mass Update - Department

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

	Updated time	Update type	Effective from	Component id	To which (Department)	updated	Workflow status
	12:00:00 AM	Department	10/3/2018	HRA	IT-CEM	<input type="checkbox"/>	Not submitted
	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
	03:24:41 PM	Group	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
	04:17:36 PM	Individual	10/3/2018	HRA		<input checked="" type="checkbox"/>	Approved

EMPLOYEES + Add Remove

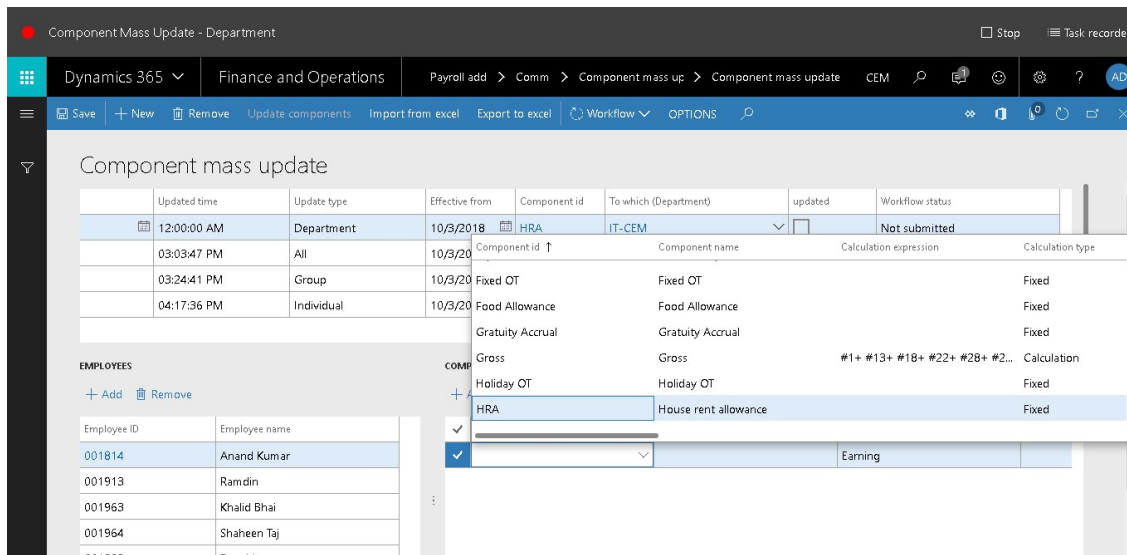
Employee ID	Employee name
001814	Anand Kumar
001913	Ramdin
001963	Khalid Bhai
001964	Shaheen Taj

COMPONENTS + Add Remove

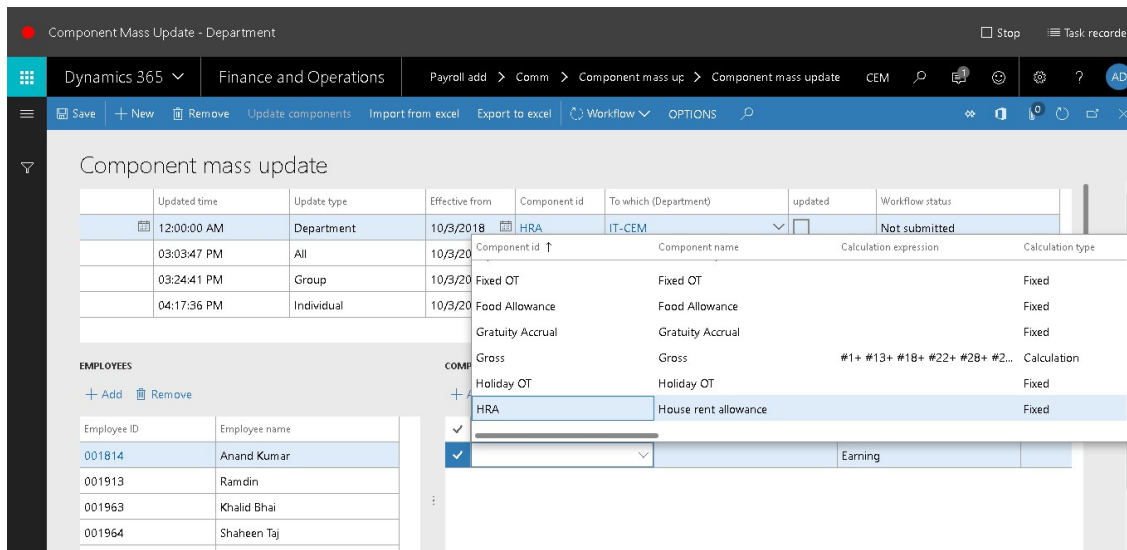
Component ID	Component name	Component nature	Per
<input checked="" type="checkbox"/>		Earning	

15. In the list, select row 14.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update



16. In the list, click the link in the selected row.



17. Set Revised amount to '2000'.

18. In the list, select row 2.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update

Component Mass Update - Department

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

Updated time	Update type	Effective from	Component id	To which (Department)	updated	Workflow status
12:00:00 AM	Department	10/3/2018	HRA	IT-CEM	<input type="checkbox"/>	Not submitted
03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
03:24:41 PM	Group	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
04:17:36 PM	Individual	10/3/2018	HRA		<input checked="" type="checkbox"/>	Approved

EMPLOYEES + Add Remove

Employee ID	Employee name
001814	Anand Kumar
001913	Ramdin
001963	Khalid Bhai
001964	Shaheen Taj

COMPONENTS + Add Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revise
Earning	0.00	0.00	2,000.00	0.00	

19. Since the update type is “department” the revised amount to be updated for all the employee in the department. In the list, mark the selected row.

Component Mass Update - Department

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

Updated time	Update type	Effective from	Component id	To which (Department)	updated	Workflow status
12:00:00 AM	Department	10/3/2018	HRA	IT-CEM	<input type="checkbox"/>	Not submitted
03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
03:24:41 PM	Group	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
04:17:36 PM	Individual	10/3/2018	HRA		<input checked="" type="checkbox"/>	Approved

EMPLOYEES + Add Remove

Employee ID	Employee name
001814	Anand Kumar
001913	Ramdin
001963	Khalid Bhai
001964	Shaheen Taj

COMPONENTS + Add Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revise
Earning	0.00	2,000.00	2,500.00	0.00	

20. Set Revised amount to '2500'.
21. In the list, select row 3.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update

Component Mass Update - Department

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

	Updated time	Update type	Effective from	Component id	To which (Department)	updated	Workflow status
	12:00:00 AM	Department	10/3/2018	HRA	IT-CEM	<input type="checkbox"/>	Not submitted
	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
	03:24:41 PM	Group	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
	04:17:36 PM	Individual	10/3/2018	HRA		<input checked="" type="checkbox"/>	Approved

EMPLOYEES

+ Add Remove

Employee ID	Employee name
001814	Anand Kumar
001913	Ramdin
001963	Khalid Bhai
001964	Shaheen Taj

COMPONENTS

+ Add Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revise
Earning	0.00	2,000.00	2,500.00	0.00	

22. In the list, mark the selected row.

Component Mass Update - Department

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

	Updated time	Update type	Effective from	Component id	To which (Department)	updated	Workflow status
	12:00:00 AM	Department	10/3/2018	HRA	IT-CEM	<input type="checkbox"/>	Not submitted
	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
	03:24:41 PM	Group	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
	04:17:36 PM	Individual	10/3/2018	HRA		<input checked="" type="checkbox"/>	Approved

EMPLOYEES

+ Add Remove

Employee ID	Employee name
001814	Anand Kumar
001913	Ramdin
001963	Khalid Bhai
001964	Shaheen Taj

COMPONENTS

+ Add Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revise
Earning	0.00	1,000.00	0.00	0.00	

23. Set Revised amount to '2000'.

24. In the list, select row 4.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update

Component Mass Update - Department

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

	Updated time	Update type	Effective from	Component id	To which (Department)	updated	Workflow status
	12:00:00 AM	Department	10/3/2018	HRA	IT-CEM	<input type="checkbox"/>	Not submitted
	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
	03:24:41 PM	Group	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
	04:17:36 PM	Individual	10/3/2018	HRA		<input checked="" type="checkbox"/>	Approved

EMPLOYEES

+ Add Remove

Employee ID	Employee name
001814	Anand Kumar
001913	Ramdin
001963	Khalid Bhai
001964	Shaheen Taj

COMPONENTS

+ Add Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revise
Earning	0.00	1,000.00	2,000.00	0.00	

25. In the list, mark the selected row.

Component Mass Update - Department

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

	Updated time	Update type	Effective from	Component id	To which (Department)	updated	Workflow status
	12:00:00 AM	Department	10/3/2018	HRA	IT-CEM	<input type="checkbox"/>	Not submitted
	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
	03:24:41 PM	Group	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
	04:17:36 PM	Individual	10/3/2018	HRA		<input checked="" type="checkbox"/>	Approved

EMPLOYEES

+ Add Remove

Employee ID	Employee name
001814	Anand Kumar
001913	Ramdin
001963	Khalid Bhai
001964	Shaheen Taj

COMPONENTS

+ Add Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revise
Earning	0.00	1,500.00	0.00	0.00	

26. Set Revised amount to '2000'.

27. Click Save.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update

Component Mass Update - Department

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

	Updated time	Update type	Effective from	Component id	To which (Department)	updated	Workflow status
	12:00:00 AM	Department	10/3/2018	HRA	IT-CEM	<input type="checkbox"/>	Not submitted
	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
	03:24:41 PM	Group	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
	04:17:36 PM	Individual	10/3/2018	HRA		<input checked="" type="checkbox"/>	Approved

EMPLOYEES

+ Add Remove

Employee ID	Employee name
001814	Anand Kumar
001913	Ramdin
001963	Khalid Bhai
001964	Shaheen Taj

COMPONENTS

+ Add Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revise
Earning	0.00	1,500.00	2,000.00	0.00	

28. Click Workflow.

Component Mass Update - Department

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

	Updated time	Update type	Effective from	Component id	To which (Department)	updated	Workflow status
	12:00:00 AM	Department	10/3/2018	HRA	IT-CEM	<input type="checkbox"/>	Not submitted
	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
	03:24:41 PM	Group	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
	04:17:36 PM	Individual	10/3/2018	HRA		<input checked="" type="checkbox"/>	Approved

EMPLOYEES

+ Add Remove

Employee ID	Employee name
001814	Anand Kumar
001913	Ramdin
001963	Khalid Bhai
001964	Shaheen Taj

COMPONENTS

+ Add Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revise
Earning	0.00	1,500.00	2,000.00	0.00	

29. Click Submit.

Component mass update

	Updated time	Update type	Effective from	Component id	To which (Department)	updated	Workflow status
	12:00:00 AM	Department	10/3/2018	HRA	IT-CEM	<input type="checkbox"/>	Not submitted
	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
	03:24:41 PM	Group	10/3/2018	Basic		<input checked="" type="checkbox"/>	Approved
	04:17:36 PM	Individual	10/3/2018	HRA		<input checked="" type="checkbox"/>	Approved

EMPLOYEES
+ Add - Remove

Employee ID	Employee name
001814	Anand Kumar
001913	Ramdin
001963	Khalid Bhai
001964	Shaheen Taj

COMPONENTS
+ Add - Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revise
Earning	0.00	1,500.00	2,000.00	0.00	

30. In the Comment field, enter 'Component Mass Update - Department'.

31. Click Submit.

Components mass update workflow - Submit

Comment

Component Mass Update - Department

Submit Cancel

Component Mass Update - Department Approval

32. Go to Payroll add on > Common > Component mass update > Component mass update.

33. In the list, find and select the desired record.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update

Component Mass Update - Department Approval

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Click the edit button to make changes.

Component mass update

3/2018	03:03:47 PM	All	10/3/2018	Basic	✓	Approved
3/2018	03:24:41 PM	Group	10/3/2018	Basic	✓	Approved
3/2018	04:17:36 PM	Individual	10/3/2018	HRA	✓	Approved
3/2018	12:00:00 AM	Department	10/3/2018	HRA		Pending approval

EMPLOYEES

+ Add - Remove

Employee ID	Employee name
000738	Ramu Avula
000788	Dhamu S
000813	Madhu Y
000889	Somu Nutheti
000913	Pratap A

COMPONENTS

+ Add - Remove

✓ Component ID	Component name	Component nature	Percentage
Basic	Basic Salary	Earning	

34. Click Workflow.

Component Mass Update - Department Approval

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Click the edit button to make changes.

Component mass update

3/2018	03:03:47 PM	All	10/3/2018	Basic	✓	
3/2018	03:24:41 PM	Group	10/3/2018	Basic	✓	
3/2018	04:17:36 PM	Individual	10/3/2018	HRA	✓	
3/2018	12:00:00 AM	Department	10/3/2018	HRA		IT-CEM

EMPLOYEES

+ Add - Remove

Employee ID	Employee name
001814	Anand Kumar
001913	Ramdin
001963	Khalid Bhai
001964	Shaheen Taj
001988	Ronaldo

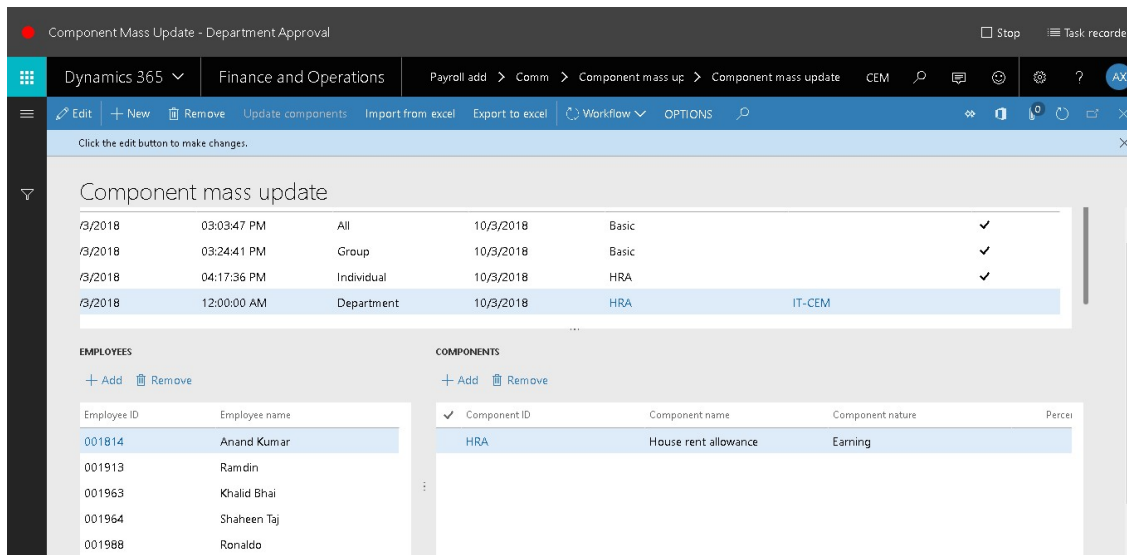
COMPONENTS

+ Add - Remove

✓ Component ID	Component name	Component nature	Percentage
HRA	House rent allowance	Earning	

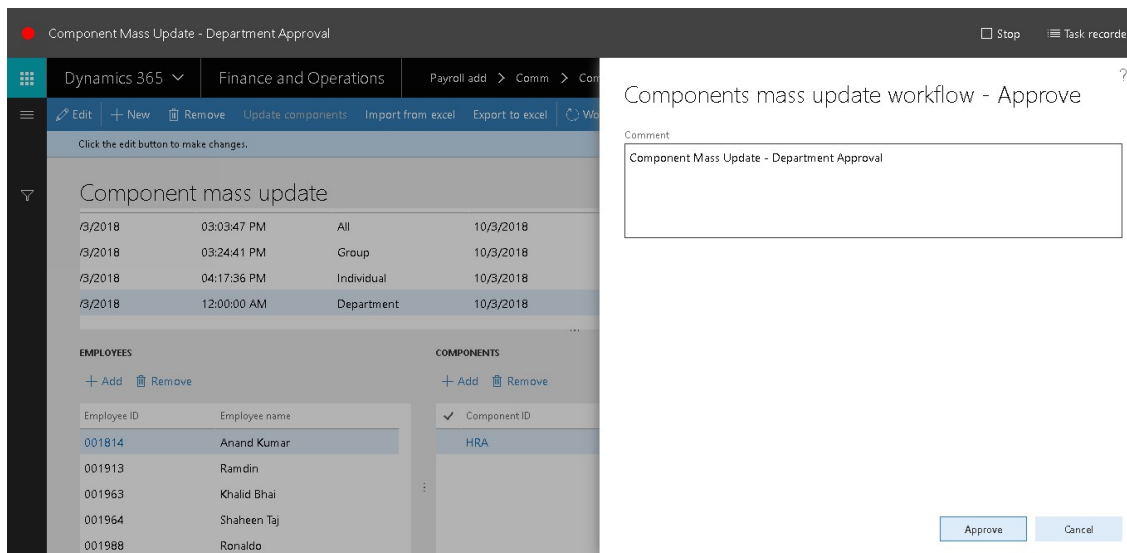
35. Click Approve.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update



36. In the Comment field, type a value.

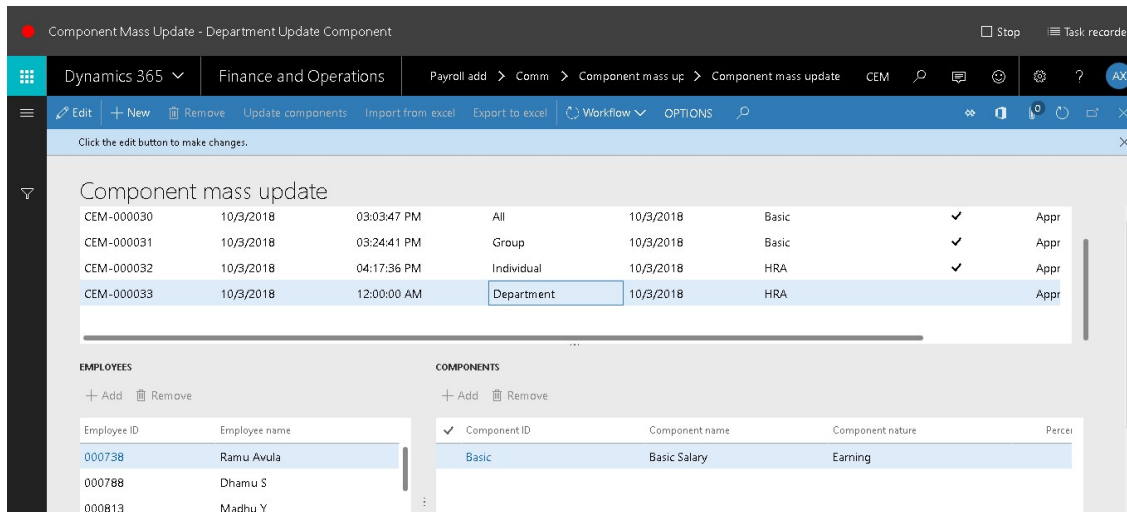
37. Click Approve.



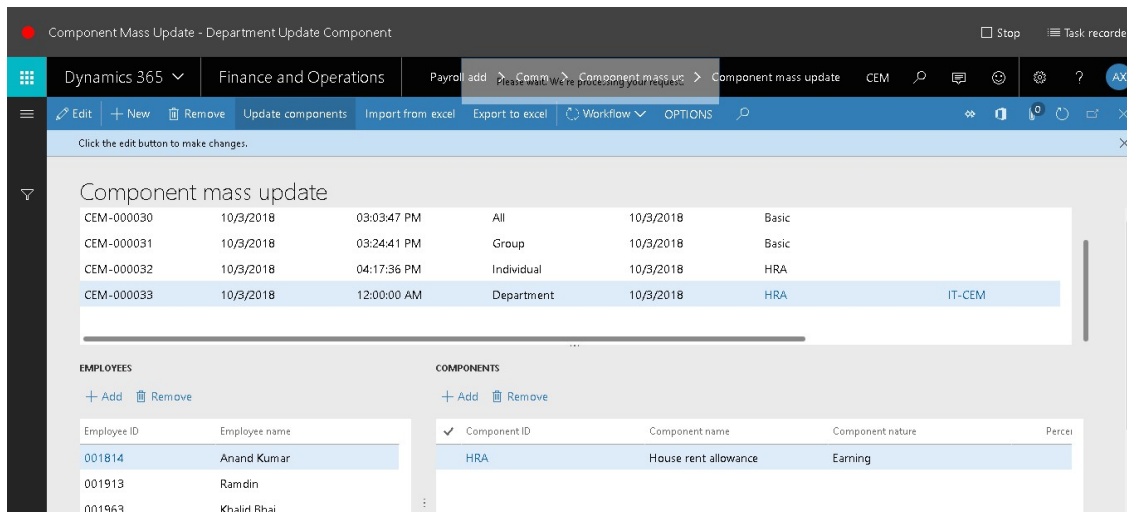
Component Mass Update - Department

Update Component

38. Go to Payroll add on > Common > Component mass update > Component mass update.
39. In the list, find and select the desired record.



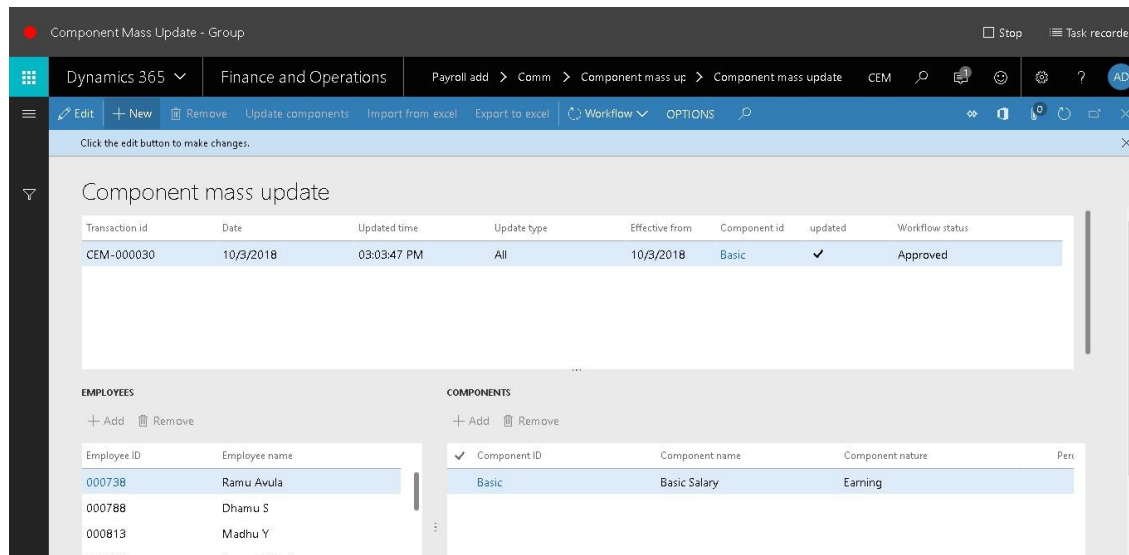
40. Once approved Click Update components.



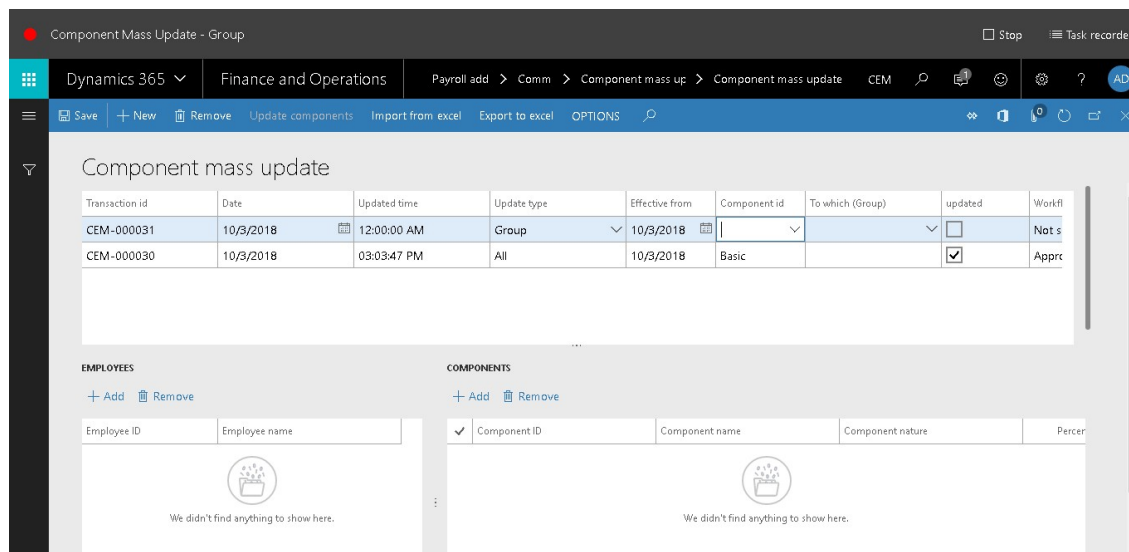
Component Mass Update - Group

1. Go to Payroll add on > Common > Component mass update > Component mass update.
2. Click New.

CEM Add-On module in Microsoft Dynamics 365 for **Component mass update**

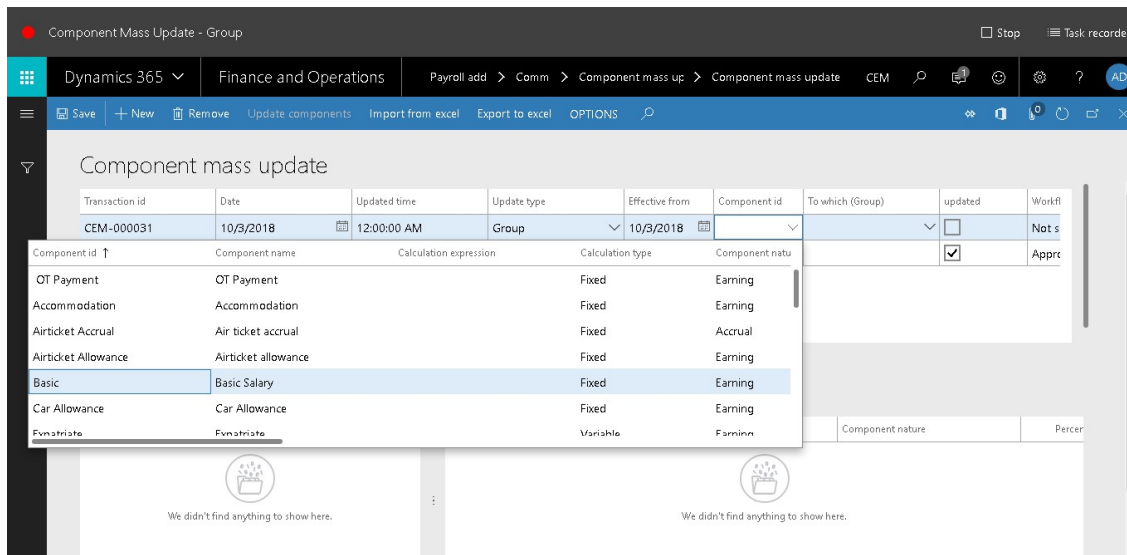


3. In the Date field, enter a date.
4. In the Update type field, select an option. Here we are selecting “Group”
5. In the Effective from field, enter a date.
6. In the Component id field, enter or select a value.

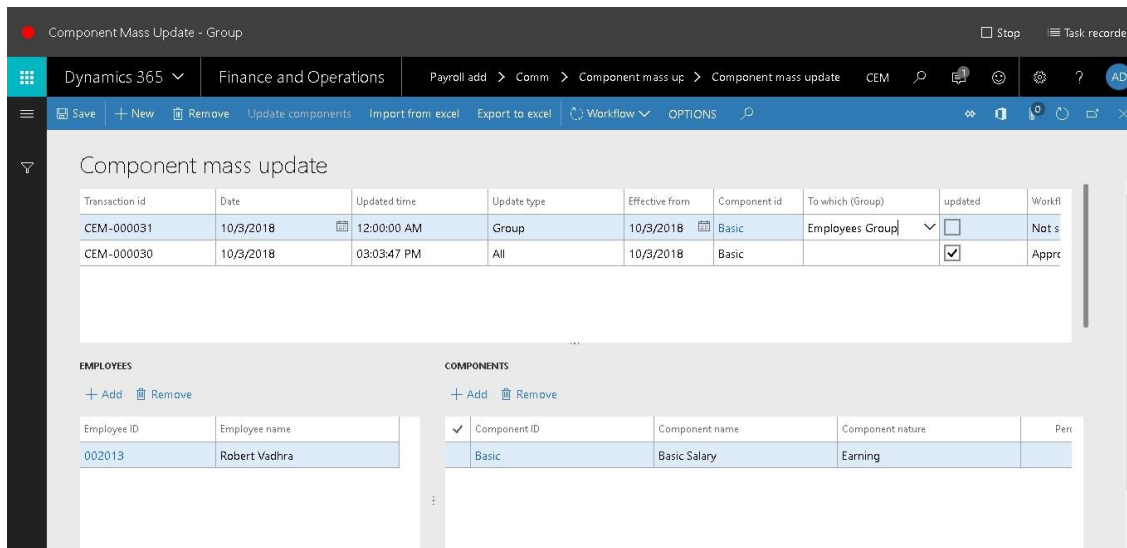


7. In the list, select row 5.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update



8. In the To which (Group) field, enter or select a value.



9. In the list, select row 5.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update

The screenshot shows the 'Component mass update' interface in Dynamics 365. The top navigation bar includes 'Dynamics 365', 'Finance and Operations', and a breadcrumb trail: 'Payroll add > Comm > Component mass up > Component mass update'. The main area displays a table with the following columns: Transaction id, Date, Updated time, Update type, Effective from, Component id, To which (Group), updated, and Workfl. The table contains one row with the following data: Transaction id: CEM-000031, Date: 10/3/2018, Updated time: 12:00:00 AM, Update type: Group, Effective from: 10/3/2018, Component id: Basic, To which (Group): Employees Group, updated: ☐, Workfl: Not s. Below this table is a detailed view for the selected component, showing a list of components with columns: Check, Group ID, Description, Disbursement, Financial integr..., Description In arabic, Group in arabic, Has, and Perc. The list includes items like 'Admin', 'CEM DAT', 'CEM-Executiv...', 'Employees Gr...', 'Expats Pay Gro', 'LSS Pay Group', and 'Staff'. The 'Expats Pay Gro' item is selected, and its details are shown below the list.

10. In the list, find and select the desired record.

The screenshot shows the 'Component mass update' interface in Dynamics 365. The top navigation bar is the same as in the previous screenshot. The main area displays a table with the following columns: Transaction id, Date, Updated time, Update type, Effective from, Component id, To which (Group), updated, and Workfl. The table contains two rows with the following data: Transaction id: CEM-000031, Date: 10/3/2018, Updated time: 12:00:00 AM, Update type: Group, Effective from: 10/3/2018, Component id: Basic, To which (Group): Expats Pay Group, updated: ☐, Workfl: Not s; Transaction id: CEM-000030, Date: 10/3/2018, Updated time: 03:03:47 PM, Update type: All, Effective from: 10/3/2018, Component id: Basic, To which (Group): Expats Pay Group, updated: ☒, Workfl: Apprc. Below this table are two sections: 'EMPLOYEES' and 'COMPONENTS'. The 'EMPLOYEES' section has a table with columns: Employee ID, Employee name, and a list of employees: 00267 (Felix WARNY), 10090 (Didier Raymond Louis Fillon), 12932 (Dean Gouws), and 17474 (Lieven Kamiel Maria Jan Van San...). The 'COMPONENTS' section has a table with columns: Component ID, Component name, Component nature, and Perc. The table is empty, and a message 'We didn't find anything to show here.' is displayed.

11. Click Add.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update

The screenshot shows the 'Component mass update' interface in Dynamics 365. The main table displays transaction details. Below it, the 'EMPLOYEES' section shows a list of employees with their IDs and names.

Transaction id	Date	Updated time	Update type	Effective from	Component id	To which (Group)	updated	Workfl
CEM-000031	10/3/2018	12:00:00 AM	Group	10/3/2018	Basic	Expats Pay Group	<input type="checkbox"/>	Not s
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Apprc

Employee ID	Employee name
00267	Felix WARNY
10090	Didier Raymond Louis Fillon
12932	Deon Gouws
17474	Lieven Kamiel Maria Jan Van San...

12. In the list, mark the selected row.

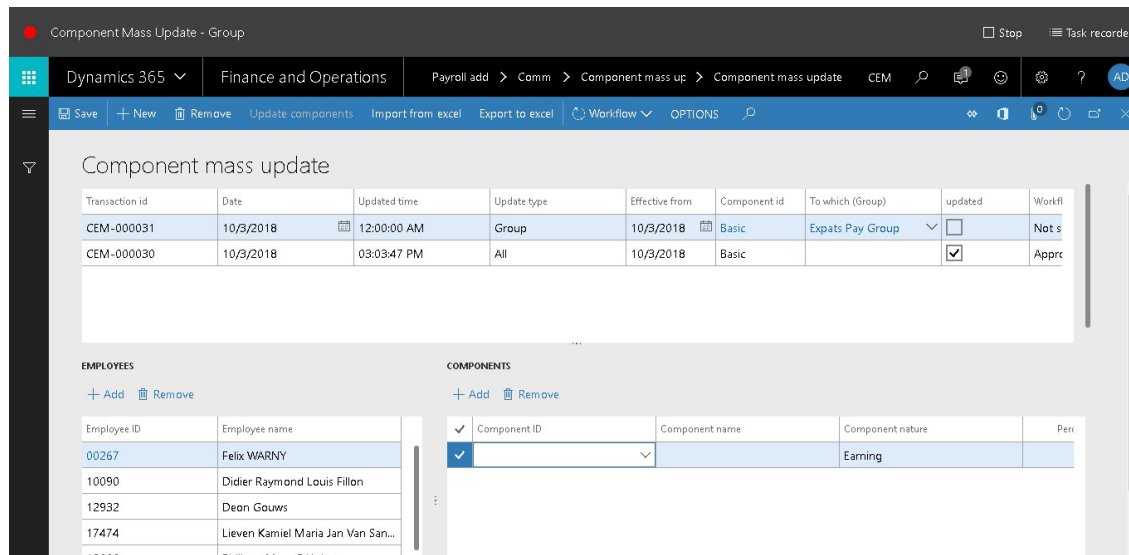
The screenshot shows the 'Component mass update' interface in Dynamics 365. The main table displays transaction details. Below it, the 'COMPONENTS' section shows a list of components with their IDs, names, and natures.

Transaction id	Date	Updated time	Update type	Effective from	Component id	To which (Group)	updated	Workfl
CEM-000031	10/3/2018	12:00:00 AM	Group	10/3/2018	Basic	Expats Pay Group	<input type="checkbox"/>	Not s
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Apprc

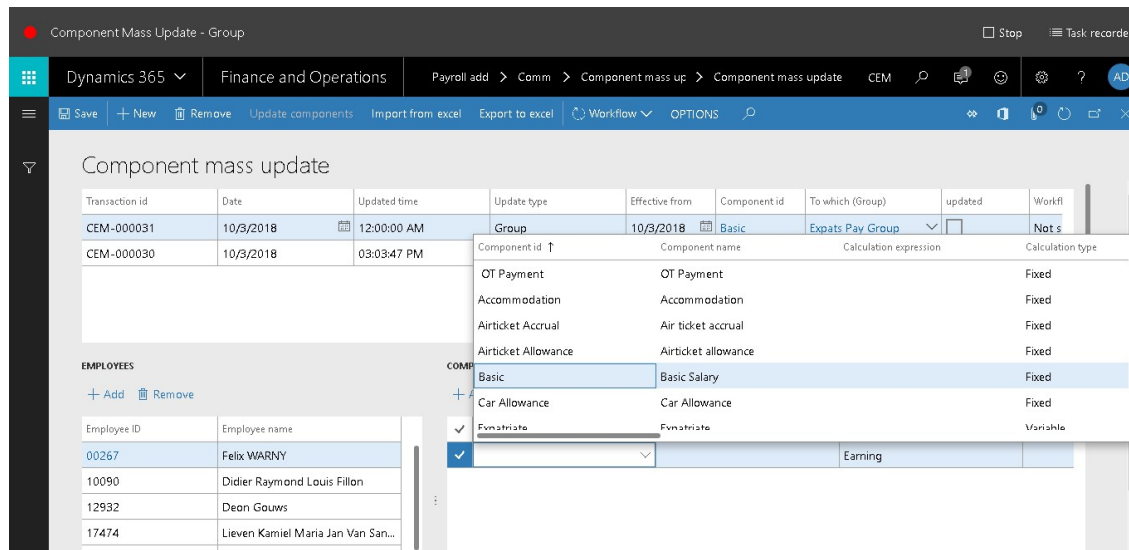
Component ID	Component name	Component nature	Per
		Earning	

13. In the Component ID field, enter or select a value.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update



14. In the list, select row 5.



15. In the Revised amount field, enter a number.

16. Since we've selected "Group" in the update type we need to do for all the employee in the group. In the list, find and select the desired record.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update

Component Mass Update - Group

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

Transaction id	Date	Updated time	Update type	Effective from	Component id	To which (Group)	updated	Workfl
CEM-000031	10/3/2018	12:00:00 AM	Group	10/3/2018	Basic	Expats Pay Group	<input type="checkbox"/>	Not s
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Apprc

EMPLOYEES

+ Add Remove

Employee ID	Employee name
00267	Felix WARNY
10090	Didier Raymond Louis Fillon
12932	Dean Gouws
17474	Lieven Kamiel Maria Jan Van San...

COMPONENTS

+ Add Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revised p
Earning	0.00	0.00	2,000.00	0.00	

17. Click Add.

Component Mass Update - Group

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

Transaction id	Date	Updated time	Update type	Effective from	Component id	To which (Group)	updated	Workfl
CEM-000031	10/3/2018	12:00:00 AM	Group	10/3/2018	Basic	Expats Pay Group	<input type="checkbox"/>	Not s
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Apprc

EMPLOYEES

+ Add Remove

Employee ID	Employee name
00267	Felix WARNY
10090	Didier Raymond Louis Fillon
12932	Dean Gouws
17474	Lieven Kamiel Maria Jan Van San...

COMPONENTS

+ Add Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revised p
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We didn't find anything to show here.

18. In the list, mark the selected row.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update

Component Mass Update - Group

Stop Task recorder

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

Transaction id	Date	Updated time	Update type	Effective from	Component id	To which (Group)	updated	Workfl
CEM-000031	10/3/2018	12:00:00 AM	Group	10/3/2018	Basic	Expats Pay Group	<input type="checkbox"/>	Not s
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Apprc

EMPLOYEES

+ Add Remove

Employee ID	Employee name
00267	Felix WARNY
10090	Didier Raymond Louis Fillon
12932	Dean Gouws
17474	Lieven Kamiel Maria Jan Van San...

COMPONENTS

+ Add Remove

Component ID	Component name	Component nature	Perc
<input checked="" type="checkbox"/>		Earning	

19. In the Component ID field, enter or select a value.

Component Mass Update - Group

Stop Task recorder

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

Transaction id	Date	Updated time	Update type	Effective from	Component id	To which (Group)	updated	Workfl
CEM-000031	10/3/2018	12:00:00 AM	Group	10/3/2018	Basic	Expats Pay Group	<input type="checkbox"/>	Not s
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Apprc

EMPLOYEES

+ Add Remove

Employee ID	Employee name
00267	Felix WARNY
10090	Didier Raymond Louis Fillon
12932	Dean Gouws
17474	Lieven Kamiel Maria Jan Van San...

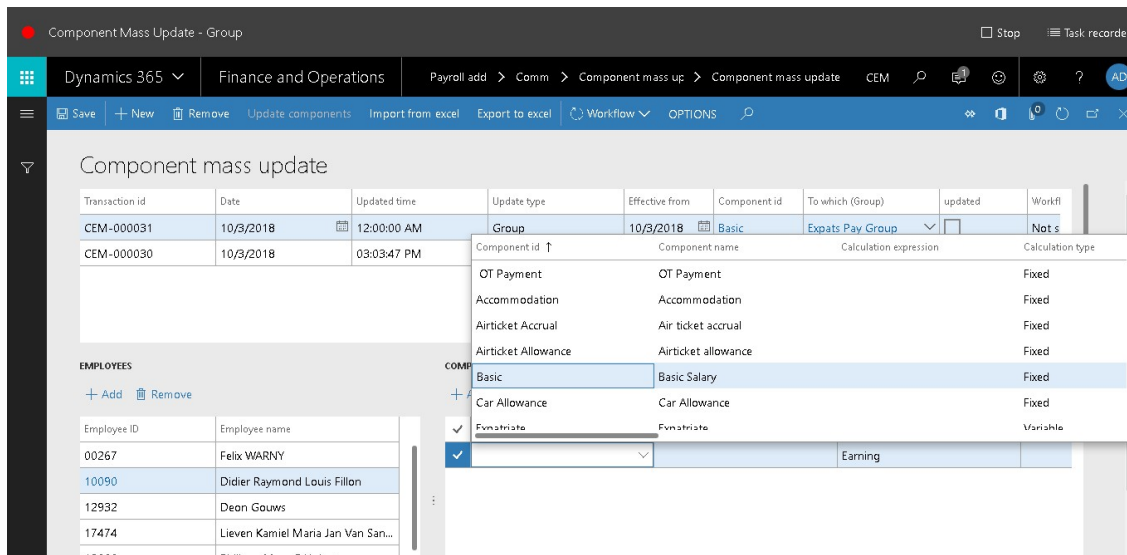
COMPONENTS

+ Add Remove

Component ID	Component name	Component nature	Perc
<input checked="" type="checkbox"/>		Earning	

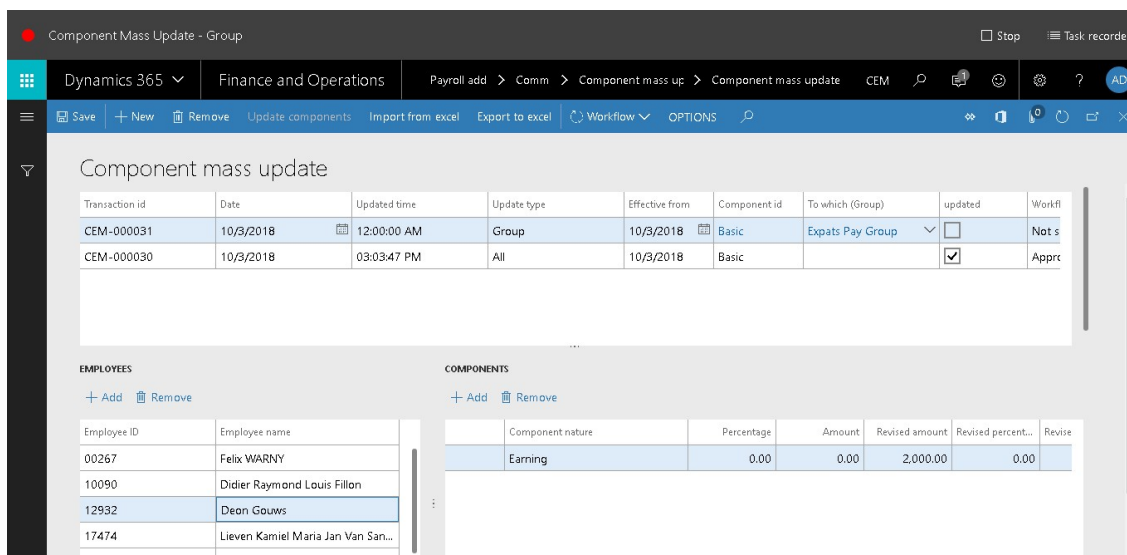
20. In the list, select row 5.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update



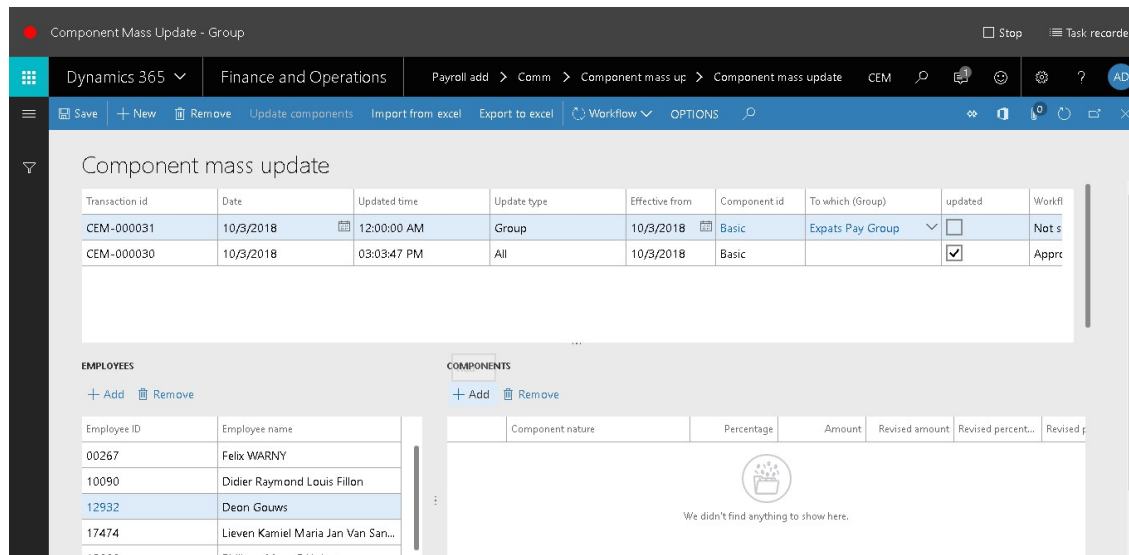
21. In the Revised amount field, enter a number.

22. In the list, find and select the desired record.

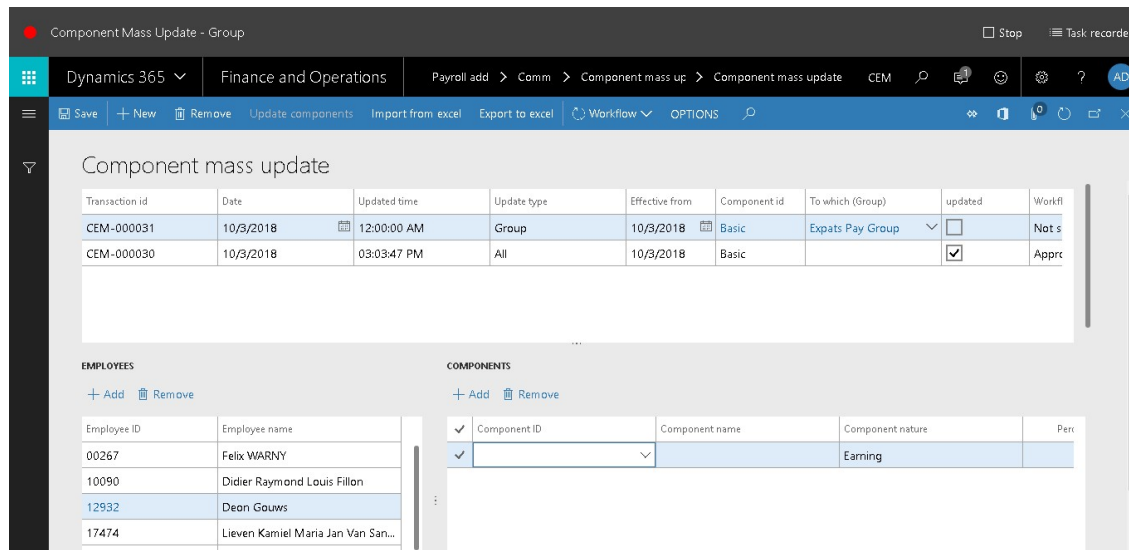


23. Click Add.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update



24. In the list, mark the selected row.



25. In the Component ID field, enter or select a value.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update

Component Mass Update - Group

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

Transaction id	Date	Updated time	Update type	Effective from	Component id	To which (Group)	updated	Workfl
CEM-000031	10/3/2018	12:00:00 AM	Group	10/3/2018	Basic	Expats Pay Group	<input type="checkbox"/>	Not s
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Apprc

EMPLOYEES

+ Add Remove

Employee ID	Employee name
00267	Felix WARMY
10090	Didier Raymond Louis Fillon
12932	Dean Gouws
17474	Lieven Kamel Maria Jan Van San...

COMPONENTS

+ Add Remove

Component ID	Component name	Component nature	Perc
<input checked="" type="checkbox"/>	<input type="text"/>	Earning	

26. In the list, select row 5.

Component Mass Update - Group

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

Transaction id	Date	Updated time	Update type	Effective from	Component id	To which (Group)	updated	Workfl
CEM-000031	10/3/2018	12:00:00 AM	Group	10/3/2018	Basic	Expats Pay Group	<input type="checkbox"/>	Not s
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Apprc

EMPLOYEES

+ Add Remove

Employee ID	Employee name
00267	Felix WARMY
10090	Didier Raymond Louis Fillon
12932	Dean Gouws
17474	Lieven Kamel Maria Jan Van San...

COMPONENTS

+ Add Remove

Component ID	Component name	Component nature	Perc
<input checked="" type="checkbox"/>	<input type="text"/>	Earning	

27. In the Revised amount field, enter a number.

28. Click Workflow.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update

Component Mass Update - Group

Stop Task recorder

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

Transaction id	Date	Updated time	Update type	Effective from	Component id	To which (Group)	updated	Workfl
CEM-000031	10/3/2018	12:00:00 AM	Group	10/3/2018	Basic	Expats Pay Group	<input type="checkbox"/>	Not s
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Apprc

EMPLOYEES

+ Add Remove

Employee ID	Employee name
00267	Felix WARNY
10090	Didier Raymond Louis Fillon
12932	Dean Gouws
17474	Lieven Kamiel Maria Jan Van San...

COMPONENTS

+ Add Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revised percent...
Earning	0.00	0.00	2,000.00	0.00	0.00

29. Click Submit.

Component Mass Update - Group

Stop Task recorder

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

Transaction id	Date	Updated time	Update type	Effective from	Component id	To which (Group)	updated	Workfl
CEM-000031	10/3/2018	12:00:00 AM	Group	10/3/2018	Basic	Expats Pay Group	<input type="checkbox"/>	Not s
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>	Apprc

EMPLOYEES

+ Add Remove

Employee ID	Employee name
00267	Felix WARNY
10090	Didier Raymond Louis Fillon
12932	Dean Gouws
17474	Lieven Kamiel Maria Jan Van San...

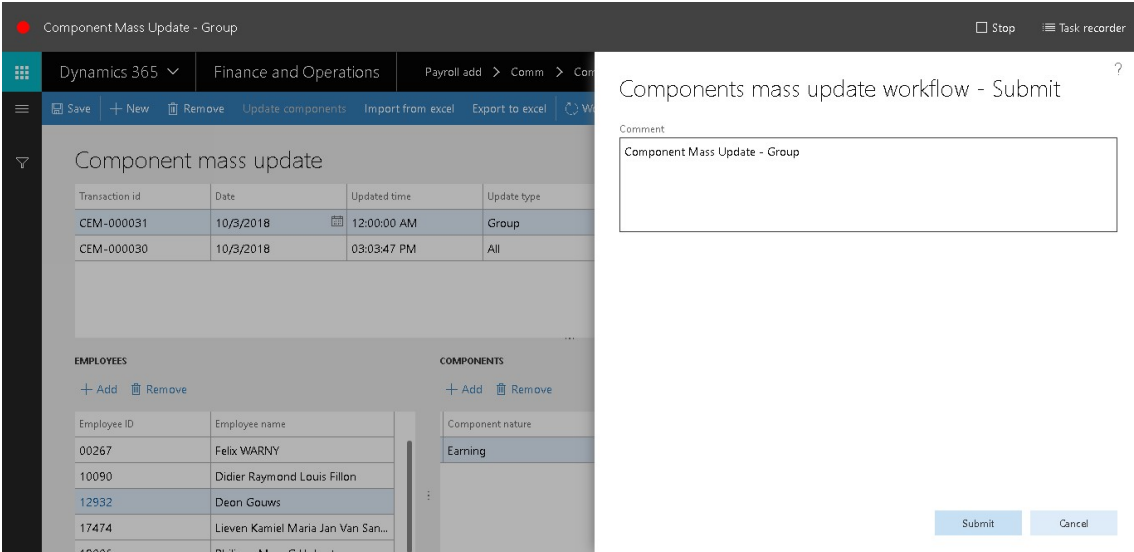
COMPONENTS

+ Add Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revised percent...
Earning	0.00	0.00	2,000.00	0.00	0.00

30. In the Comment field, type a value.

31. Click Submit.



Component Mass Update - Group

32. Go to Payroll add on > Common > Component mass update > Component mass update.
33. In the list, find and select the desired record.

Component Mass Update - Group

Navigation: Dynamics 365 > Finance and Operations > Payroll add > Comm > Component mass up > Component mass update

Buttons: Edit, + New, Remove, Update components, Import from excel, Export to excel, Workflow, OPTIONS

Message: Click the edit button to make changes.

Transaction id	Date	Updated time	Update type	Effective from	Component id	updated	Work
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic	✓	Appr
CEM-000031	10/3/2018	12:00:00 AM	Group	10/3/2018	Basic		Pend

EMPLOYEES

+ Add Remove

Employee ID	Employee name
000738	Ramu Avula
000788	Dhamu S
000813	Madhu Y
000889	Somu Nutheti
000913	Pratap A

COMPONENTS

+ Add Remove

✓ Component ID	Component name	Component nature	Perce
Basic	Basic Salary	Earning	

34. Click Workflow.

Component Mass Update - Group

Navigation: Dynamics 365 > Finance and Operations > Payroll add > Comm > Component mass up > Component mass update

Buttons: Edit, + New, Remove, Update components, Import from excel, Export to excel, Workflow, OPTIONS

Message: Click the edit button to make changes.

Transaction id	Date	Updated time	Update type	Effective from	Component id	To which (Group)
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic	
CEM-000031	10/3/2018	12:00:00 AM	Group	10/3/2018	Basic	Expats Pay Group

EMPLOYEES

+ Add Remove

Employee ID	Employee name
00267	Felix WARNY
10090	Didier Raymond Louis Fillon
12932	Deon Gouws
17474	Lieven Kamel Maria Jan Van San...
19006	Philippe Marc G Hubert

COMPONENTS

+ Add Remove

✓ Component ID	Component name	Component nature	Perce
Basic	Basic Salary	Earning	

35. Click Approve.

CEM Add-On module in Microsoft Dynamics 365 for **Component mass update**

Component Mass Update - Group

Dynamics 365 | Finance and Operations | Payroll add > Comm > Component mass up > Component mass update CEM

Click the edit button to make changes.

Component mass update

Transaction id	Date	Updated time	Update type	Effective from	Component id	To which (Group)
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic	
CEM-000031	10/3/2018	12:00:00 AM	Group	10/3/2018	Basic	Expats Pay Group

EMPLOYEES

+ Add - Remove

Employee ID	Employee name
00267	Felix WARNY
10090	Didier Raymond Louis Fillon
12932	Deon Gouws
17474	Lieven Kamiel Maria Jan Van San...
19006	Philippe Marc G Hubert

COMPONENTS

+ Add - Remove

✓ Component ID	Component name	Component nature	Percei
Basic	Basic Salary	Earning	

36. In the Comment field, type a value.

37. Click Approve.

Component Mass Update - Group

Dynamics 365 | Finance and Operations | Payroll add > Comm > Component mass up > Component mass update CEM

Click the edit button to make changes.

Component mass update

Transaction id	Date	Updated time	Update type
CEM-000030	10/3/2018	03:03:47 PM	All
CEM-000031	10/3/2018	12:00:00 AM	Group

EMPLOYEES

+ Add - Remove

Employee ID	Employee name
00267	Felix WARNY
10090	Didier Raymond Louis Fillon
12932	Deon Gouws
17474	Lieven Kamiel Maria Jan Van San...
19006	Philippe Marc G Hubert

COMPONENTS

+ Add - Remove

✓ Component ID
Basic

Components mass update workflow - Approve

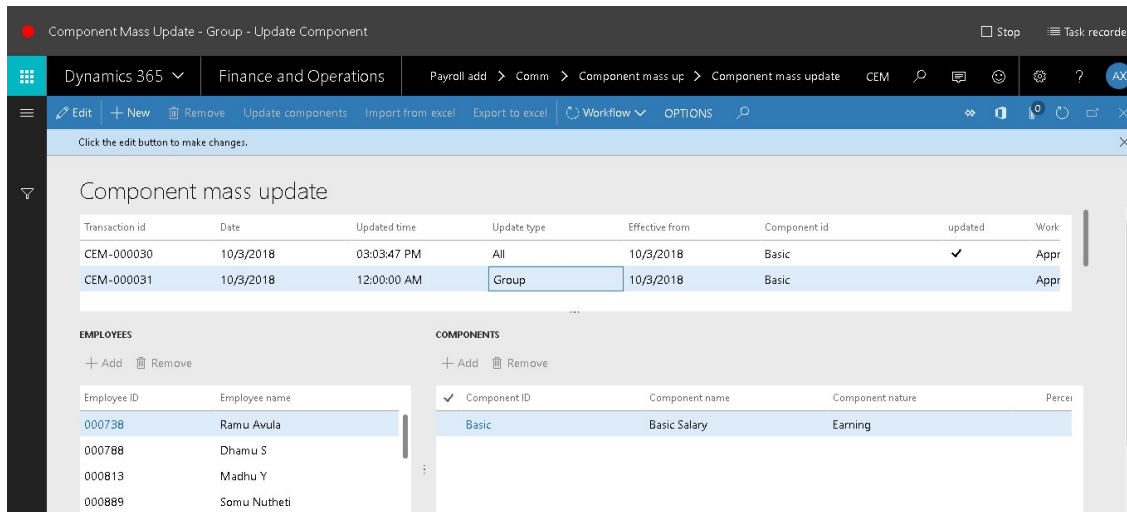
Comment

Component Mass Update - Group Approval

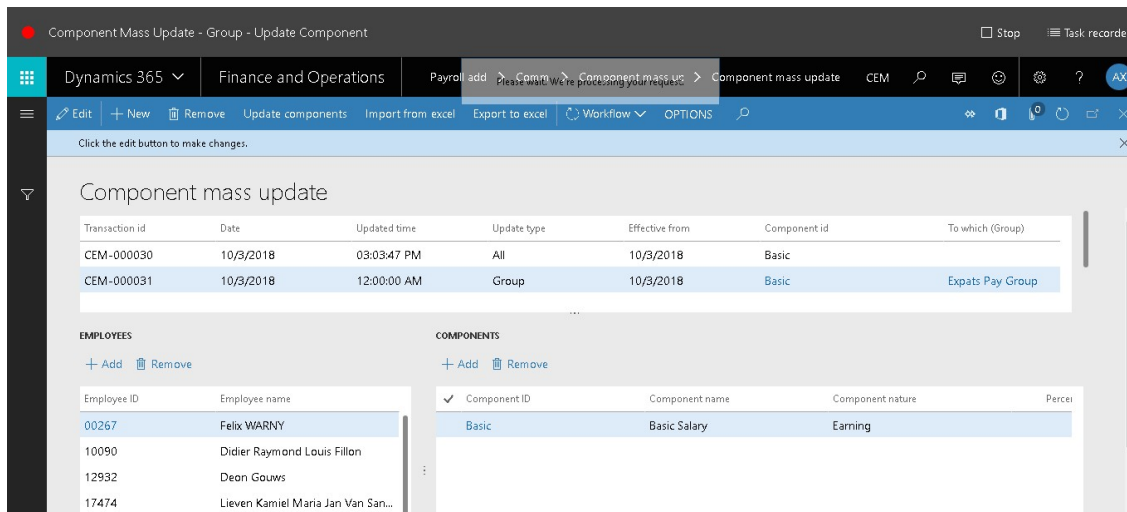
Approve Cancel

Component Mass Update - Group - Update Component

38. Go to Payroll add on > Common > Component mass update > Component mass update.
39. In the list, find and select the desired record.



40. Once approved Click Update components.



Component Mass Update - Individual

1. Go to Payroll add on > Common > Component mass update > Component mass update.
2. Click New.

CEM Add-On module in Microsoft Dynamics 365 for **Component mass update**

Component Mass Update - Individual

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Click the edit button to make changes.

Component mass update

Transaction id	Date	Updated time	Update type	Effective from	Component id	updated	Workflow status
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic	✓	Approved
CEM-000031	10/3/2018	03:24:41 PM	Group	10/3/2018	Basic	✓	Approved

EMPLOYEES

+ Add Remove

Employee ID	Employee name
000738	Ramu Avula
000788	Dhamu S

COMPONENTS

+ Add Remove

Component ID	Component name	Component nature	Per
Basic	Basic Salary	Earning	

- In the Date field, enter a date.
- In the Update type field, select an option. Here we are selecting "Individual"
- In the Effective from field, enter a date.
- In the Component id field, enter or select a value.

Component Mass Update - Individual

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel OPTIONS

Component mass update

Transaction id	Date	Updated time	Update type	Effective from	Component id	To whom (employee)	updated
CEM-000032	10/3/2018	12:00:00 AM	Individual	10/3/2018			<input type="checkbox"/>
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>
CEM-000031	10/3/2018	03:24:41 PM	Group	10/3/2018	Basic		<input checked="" type="checkbox"/>

EMPLOYEES

+ Add Remove

Employee ID	Employee name

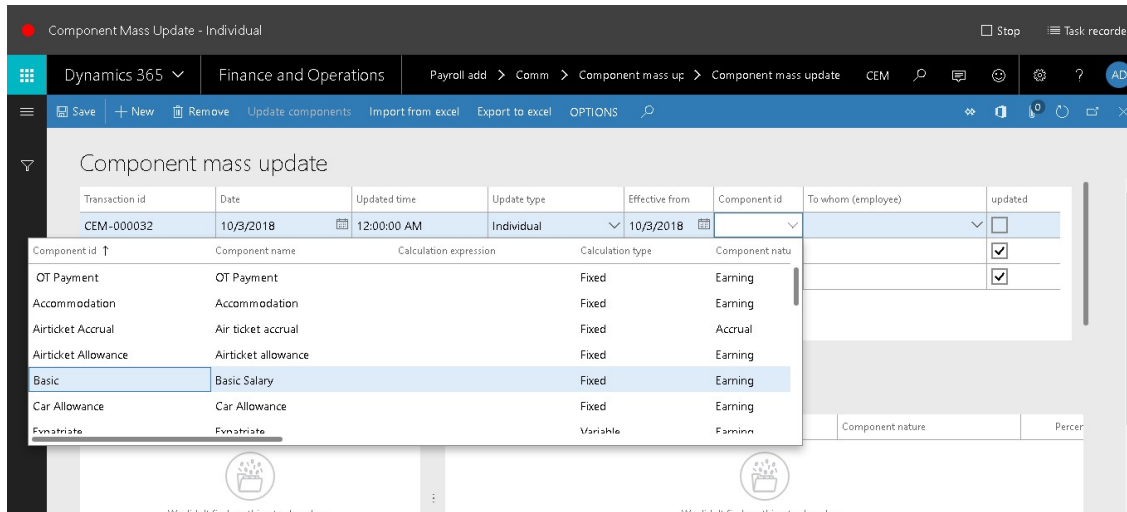
COMPONENTS

+ Add Remove

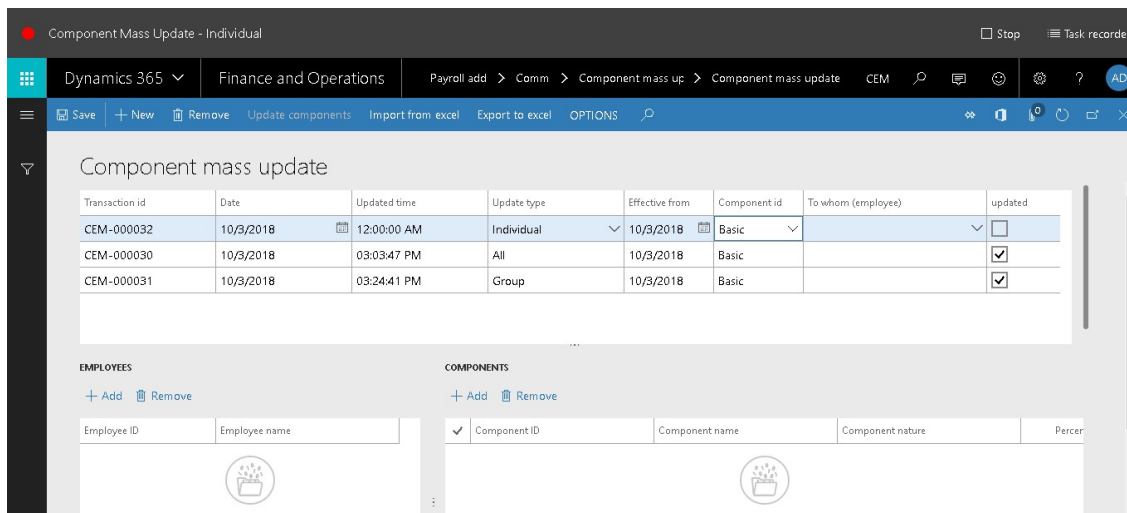
Component ID	Component name	Component nature	Per

- In the list, select row 5.

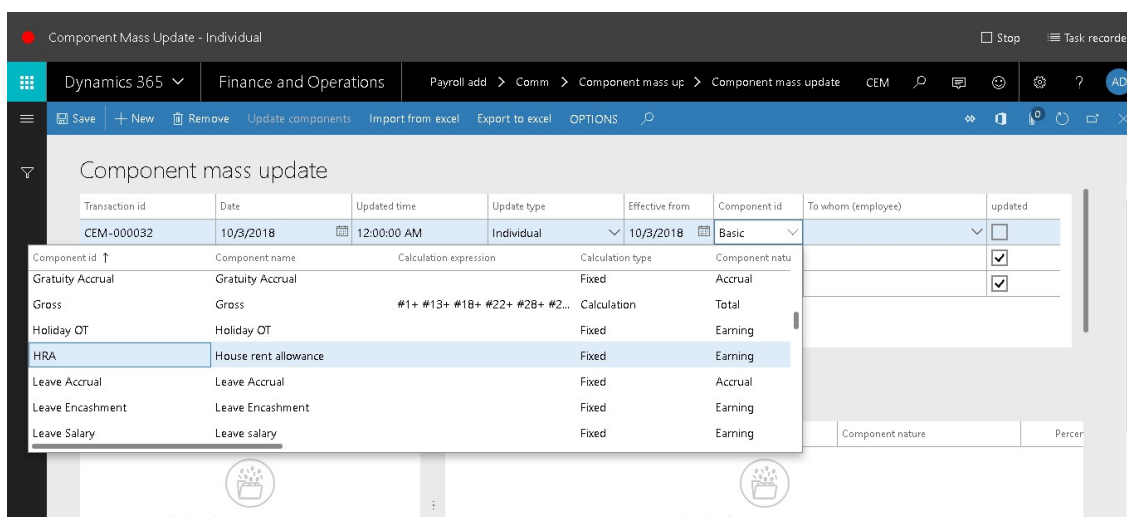
CEM Add-On module in Microsoft Dynamics 365 for Component mass update



8. In the Component id field, enter or select a value.



9. In the list, select row 14.



10. In the To whom (employee) field, enter or select a value.

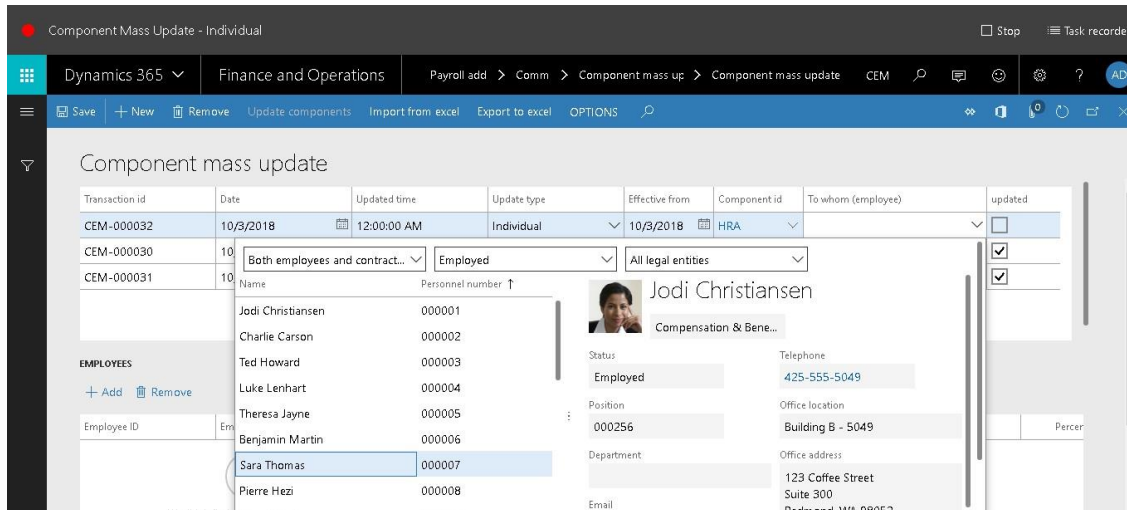
Transaction id	Date	Updated time	Update type	Effective from	Component id	To whom (employee)	updated
CEM-000032	10/3/2018	12:00:00 AM	Individual	10/3/2018	HRA		<input type="checkbox"/>
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>
CEM-000031	10/3/2018	03:24:41 PM	Group	10/3/2018	Basic		<input checked="" type="checkbox"/>

11. In the list, select row 7.

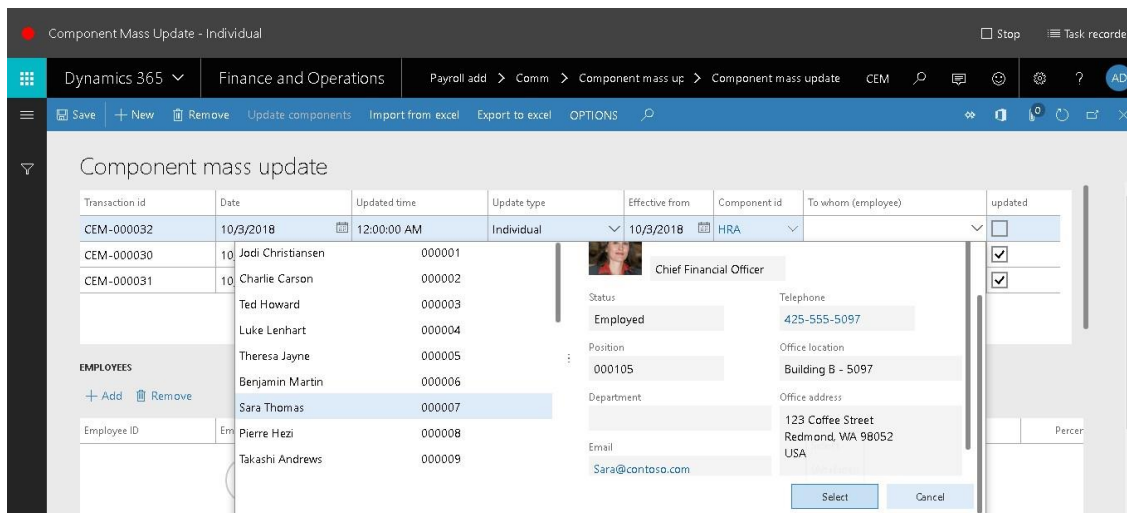
Transaction id	Date	Updated time	Update type	Effective from	Component id	To whom (employee)	updated
CEM-000032	10/3/2018	12:00:00 AM	Individual	10/3/2018	HRA		<input type="checkbox"/>
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>
CEM-000031	10/3/2018	03:24:41 PM	Group	10/3/2018	Basic		<input checked="" type="checkbox"/>

12. In the list, click the link in the selected row.

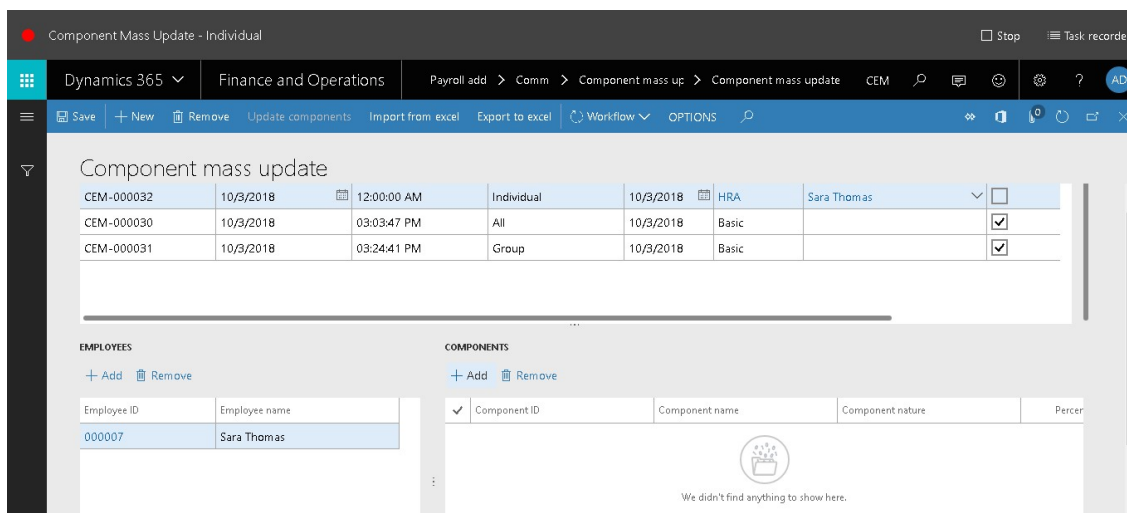
CEM Add-On module in Microsoft Dynamics 365 for Component mass update



13. Click Select.



14. Click Add.



15. In the list, mark the selected row.

Component mass update

CEM-000032	10/3/2018	12:00:00 AM	Individual	10/3/2018	HRA	Sara Thomas	<input type="checkbox"/>
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>
CEM-000031	10/3/2018	03:24:41 PM	Group	10/3/2018	Basic		<input checked="" type="checkbox"/>

EMPLOYEES

+ Add Remove

Employee ID	Employee name
000007	Sara Thomas

COMPONENTS

+ Add Remove

Component ID	Component name	Component nature	Perc
<input checked="" type="checkbox"/>		Earning	

16. In the Component ID field, enter or select a value.

Component mass update

CEM-000032	10/3/2018	12:00:00 AM	Individual	10/3/2018	HRA	Sara Thomas	<input type="checkbox"/>
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>
CEM-000031	10/3/2018	03:24:41 PM	Group	10/3/2018	Basic		<input checked="" type="checkbox"/>

EMPLOYEES

+ Add Remove

Employee ID	Employee name
000007	Sara Thomas

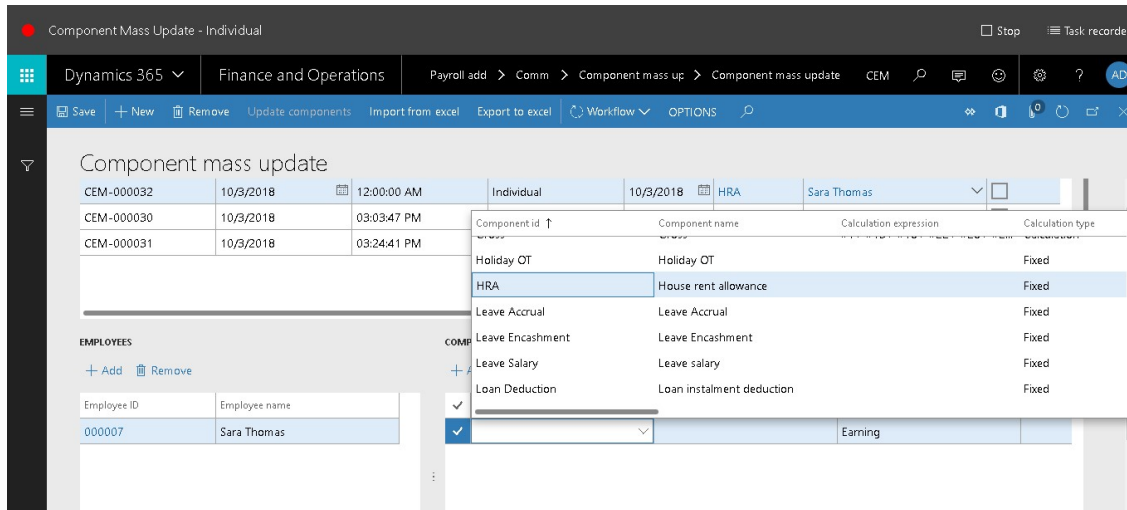
COMPONENTS

+ Add Remove

Component ID	Component name	Component nature	Perc
<input checked="" type="checkbox"/>		Earning	

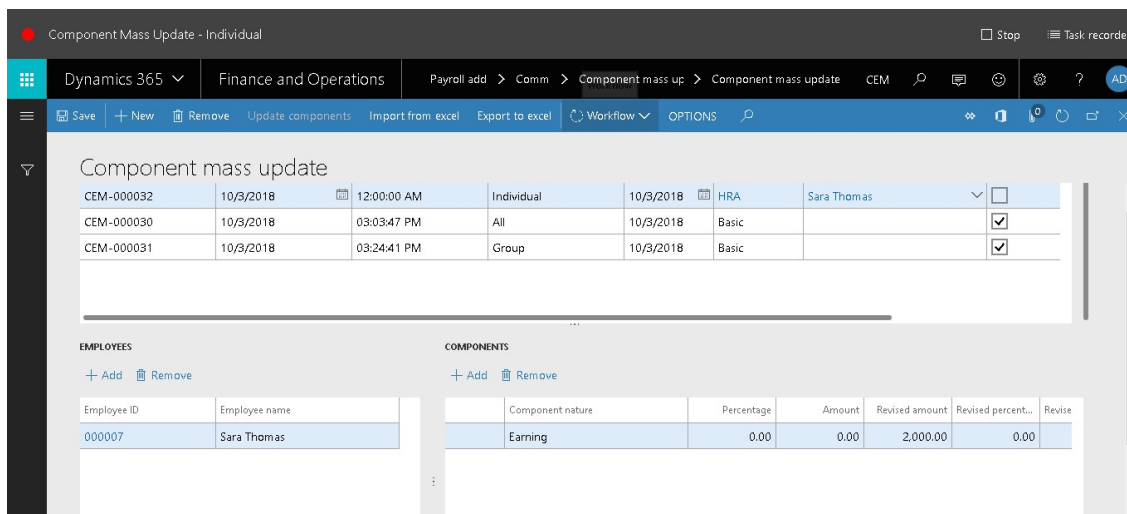
17. In the list, select row 14.

CEM Add-On module in Microsoft Dynamics 365 for Component mass update



18. In the Revised amount field, enter a number.

19. Click Workflow.



20. Click Submit.

CEM Add-On module in Microsoft Dynamics 365 for **Component mass update**

Component Mass Update - Individual

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

CEM-000032	10/3/2018	12:00:00 AM	Individual	10/3/2018	HRA	Sara Thomas	<input type="checkbox"/>
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic		<input checked="" type="checkbox"/>
CEM-000031	10/3/2018	03:24:41 PM	Group	10/3/2018	Basic		<input checked="" type="checkbox"/>

EMPLOYEES + Add Remove

Employee ID	Employee name
000007	Sara Thomas

COMPONENTS + Add Remove

Component nature	Percentage	Amount	Revised amount	Revised percent...	Revise
Earning	0.00	0.00	2,000.00	0.00	

21. In the Comment field, type a value.

22. Click Submit.

Component Mass Update - Individual

Dynamics 365 Finance and Operations Payroll add > Comm > Component mass up > Component mass update CEM

Save + New Remove Update components Import from excel Export to excel Workflow OPTIONS

Component mass update

CEM-000032	10/3/2018	12:00:00 AM	Individual
CEM-000030	10/3/2018	03:03:47 PM	All
CEM-000031	10/3/2018	03:24:41 PM	Group

EMPLOYEES + Add Remove

Employee ID	Employee name
000007	Sara Thomas

COMPONENTS + Add Remove

Component nature
Earning

Components mass update workflow - Submit

Comment

Component Mass Update - Individual

Submit Cancel

Component Mass Update - Individual Approval

23. Go to Payroll add on > Common > Component mass update > Component mass update.
24. In the list, find and select the desired record.

Component Mass Update - Individual Approval

Navigation: Dynamics 365 > Finance and Operations > Payroll add > Comm > Component mass up > Component mass update

Buttons: Edit, + New, Remove, Update components, Import from excel, Export to excel, Workflow, OPTIONS

Click the edit button to make changes.

Transaction id	Date	Updated time	Update type	Effective from	Component id	updated	Work
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic	✓	Appr
CEM-000031	10/3/2018	03:24:41 PM	Group	10/3/2018	Basic	✓	Appr
CEM-000032	10/3/2018	12:00:00 AM	Individual	10/3/2018	HRA		Pend

EMPLOYEES

+ Add Remove

Employee ID	Employee name
000738	Ramu Avula
000788	Dhamu S
000813	Madhu Y
000889	Somu Nutheti
000913	Pratap A

COMPONENTS

+ Add Remove

Component ID	Component name	Component nature	Perce
Basic	Basic Salary	Earning	

25. Click Workflow.

Component Mass Update - Individual Approval

Navigation: Dynamics 365 > Finance and Operations > Payroll add > Comm > Component mass up > Component mass update

Buttons: Edit, + New, Remove, Update components, Import from excel, Export to excel, Workflow, OPTIONS

Click the edit button to make changes.

Workflow

Transaction id	Date	Updated time	Update type	Effective from	Component id	To whom (employee)
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic	
CEM-000031	10/3/2018	03:24:41 PM	Group	10/3/2018	Basic	
CEM-000032	10/3/2018	12:00:00 AM	Individual	10/3/2018	HRA	Sara Thomas

EMPLOYEES

+ Add Remove

Employee ID	Employee name
000007	Sara Thomas

COMPONENTS

+ Add Remove

Component ID	Component name	Component nature	Perce
HRA	House rent allowance	Earning	

26. Click Approve.

CEM Add-On module in Microsoft Dynamics 365 for **Component mass update**

Component Mass Update - Individual Approval

Dynamics 365 | Finance and Operations | Payroll add > Comm > Component mass up > Component mass update CEM

Click the edit button to make changes.

Component mass update

Transaction id	Date	Updated time	Update type	Effective from	Component id	To whom (employee)
CEM-000030	10/3/2018	03:03:47 PM	All	10/3/2018	Basic	
CEM-000031	10/3/2018	03:24:41 PM	Group	10/3/2018	Basic	
CEM-000032	10/3/2018	12:00:00 AM	Individual	10/3/2018	HRA	Sara Thomas

EMPLOYEES

+ Add - Remove

Employee ID	Employee name
000007	Sara Thomas

COMPONENTS

+ Add - Remove

✓ Component ID	Component name	Component nature	Percent
HRA	House rent allowance	Earning	

27. In the Comment field, type a value.

28. Click Approve.

Component Mass Update - Individual Approval

Dynamics 365 | Finance and Operations | Payroll add > Comm > Component mass up > Component mass update CEM

Click the edit button to make changes.

Component mass update

Transaction id	Date	Updated time	Update type
CEM-000030	10/3/2018	03:03:47 PM	All
CEM-000031	10/3/2018	03:24:41 PM	Group
CEM-000032	10/3/2018	12:00:00 AM	Individual

EMPLOYEES

+ Add - Remove

Employee ID	Employee name
000007	Sara Thomas

COMPONENTS

+ Add - Remove

✓ Component ID
HRA

Components mass update workflow - Approve

Comment

Component Mass Update - Approval

Approve Cancel

Component Mass Update - Individual - Update Components

29. Go to Payroll add on > Common > Component mass update > Component mass update.
30. In the list, find and select the desired record.

Component Mass Update - Individual - Update Components

Component mass update

Component ID	Date	Time	Group	Component name	Component nature	Action
CEM-000031	10/3/2018	03:24:41 PM	Group	Basic	Basic	Appr
CEM-000032	10/3/2018	12:00:00 AM	Individual	HRA	HRA	Appr

EMPLOYEES

Employee ID	Employee name
000738	Ramu Avula
000788	Dhamu S
000813	Madhu Y
000889	Somu Nutheti

COMPONENTS

Component ID	Component name	Component nature	Percei
Basic	Basic Salary	Earning	

31. Once approved Click Update components.

Component Mass Update - Individual - Update Components

Component mass update

Component ID	Date	Time	Group	Component name	Component nature	Action
CEM-000031	10/3/2018	03:24:41 PM	Group	Basic	Basic	Appr
CEM-000032	10/3/2018	12:00:00 AM	Individual	HRA	HRA	Appr

EMPLOYEES

Employee ID	Employee name
000007	Sara Thomas

COMPONENTS

Component ID	Component name	Component nature	Percei
HRA	House rent allowance	Earning	

Disclaimer

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