



Overtime calculation

MICROSOFT DYNAMICS D365

USER MANUAL

CEM Business Solutions

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Module Overview

Overtime is a component for the employee. If the employee who has worked more than the working hours of the organization it will be considered as OT. Here is the steps for overtime calculated based on different overtime ID's. This will be considered as a component and added to employee monthly earning's.

Overtime Calculation

1. Go to Payroll add on > Setup > Time management > Overtime.
2. Click New.

The screenshot shows the 'Overtime Calculation' setup screen in Microsoft Dynamics 365. The interface includes a top navigation bar with 'Dynamics 365' and 'Finance and Operations' tabs. Below the navigation bar, there is a 'New' button and a 'Delete' button. The main area is divided into two sections: a list of Overtime IDs on the left and a detailed view of the selected Overtime ID on the right. The list on the left includes 'EMP Holiday OT', 'EMP WDays OT', 'EMP Week off OT', 'Holiday OT', 'Normal', 'Weekoff OT', 'Workers Holiday OT', 'Workers-WDOT', and 'Workers-Week off ...'. The detailed view on the right shows fields for 'Overtime ID', 'Description', 'Minimum hours', 'Maximum hours', 'Rate', and 'Day type ID'. The 'Overtime ID' field is set to 'EMP Holiday ...', the 'Description' is 'Employees group holiday OT', the 'Minimum hours' is '1.00', the 'Maximum hours' is '8.00', the 'Rate' is '200.00', and the 'Day type ID' is 'Employees GroupHolid'.

3. In the Overtime ID field, type a value.
4. In the Description field, type a value.
5. In the Minimum hours field, enter a number.
6. In the Maximum hours field, enter a number.
7. In the Rate field, enter a number.

Overtime Calculation

Dynamics 365 Finance and Operations P > > Tin > Overtime CEM

Save + New Delete OPTIONS

Overtime

Overtime ID	Description
Admin Weekday OT	Admin Weekdays Overtime
EMP Holiday OT	Employees group holiday OT
EMP WDays OT	Employees pay group week day ...
EMP Week off OT	Employees pay group week off o...
Holiday OT	Holiday OT
Normal	Normal OT
Weekoff OT	Weekoff OT
Workers Holiday OT	Workers holiday over time
Workers-WDOT	Workers week day over time
Workers-Week off ...	Workers week off over time

Overtime ID: Admin Week...

Description: Admin Weekdays Overtime

Minimum hours: 1.00

Maximum hours: 8.00

Rate: 135.00

Day type ID: [Dropdown]

8. In the Day type ID field, enter or select a value.

Overtime Calculation

Dynamics 365 Finance and Operations P > > Tin > Overtime CEM

Save + New Delete OPTIONS

Overtime

Overtime ID	Description
Admin Weekday OT	Admin Weekdays Overtime
EMP Holiday OT	Employees group holiday OT
EMP WDays OT	Employees pay group week day ...
EMP Week off OT	Employees pay group week off o...
Holiday OT	Holiday OT
Normal	Normal OT
Weekoff OT	Weekoff OT
Workers Holiday OT	Workers holiday over time
Workers-WDOT	Workers week day over time
Workers-Week off ...	Workers week off over time

Overtime ID: Admin Week...

Description: Admin Weekdays Overtime

Minimum hours: 1.00

Maximum hours: 8.00

Rate: 135.00

Day type ID: [Dropdown]

Day type id Description Week day / Week off

AWDDays	Admin working days	Week day
AdminWeek off	AdminWeek off	Week off
CEM-EWD	CEM Executives working days	Week day
CEM-Eexecutiv...	CEM-EexecutivesWeek off	Week off
EMP WDays	Employees group working days	Week day
Employees Gr...	Employees GroupWeek off	Week off
SWDays	Staff Working Days	Week day

9. Click Add.

CEM Add-On module in Microsoft Dynamics 365 for Overtime calculation

Overtime Calculation

Dynamics 365 Finance and Operations

P > > Tin > Overtime CEM

Save + New Delete OPTIONS

Overtime

Overtime ID	Description
Admin Weekday OT	Admin Weekdays Overtime
EMP Holiday OT	Employees group holiday OT
EMP WDays OT	Employees pay group week day ...
EMP Week off OT	Employees pay group week off o...
Holiday OT	Holiday OT
Normal	Normal OT
Weekoff OT	Weekoff OT
Workers Holiday OT	Workers holiday over time
Workers-WDOT	Workers week day over time
Workers-Week off ...	Workers week off over time

Maximum hours: 8.00

Rate: 135.00

Day type ID: AWDDays

Components

+ Add Remove

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

Overtime Calculation

Dynamics 365 Finance and Operations

P > > Tin > Overtime CEM

Save + New Delete OPTIONS

Overtime

Overtime ID	Description
Admin Weekday OT	Admin Weekdays Overtime
EMP Holiday OT	Employees group holiday OT
EMP WDays OT	Employees pay group week day ...
EMP Week off OT	Employees pay group week off o...
Holiday OT	Holiday OT
Normal	Normal OT
Weekoff OT	Weekoff OT
Workers Holiday OT	Workers holiday over time
Workers-WDOT	Workers week day over time
Workers-Week off ...	Workers week off over time

Maximum hours: 8.00

Rate: 135.00

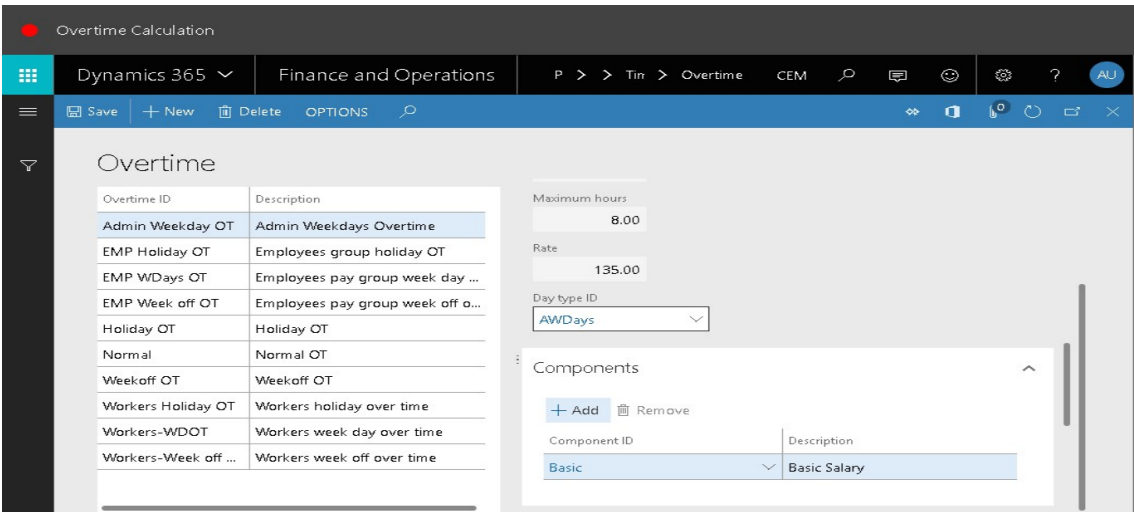
Day type ID: AWDDays

Components

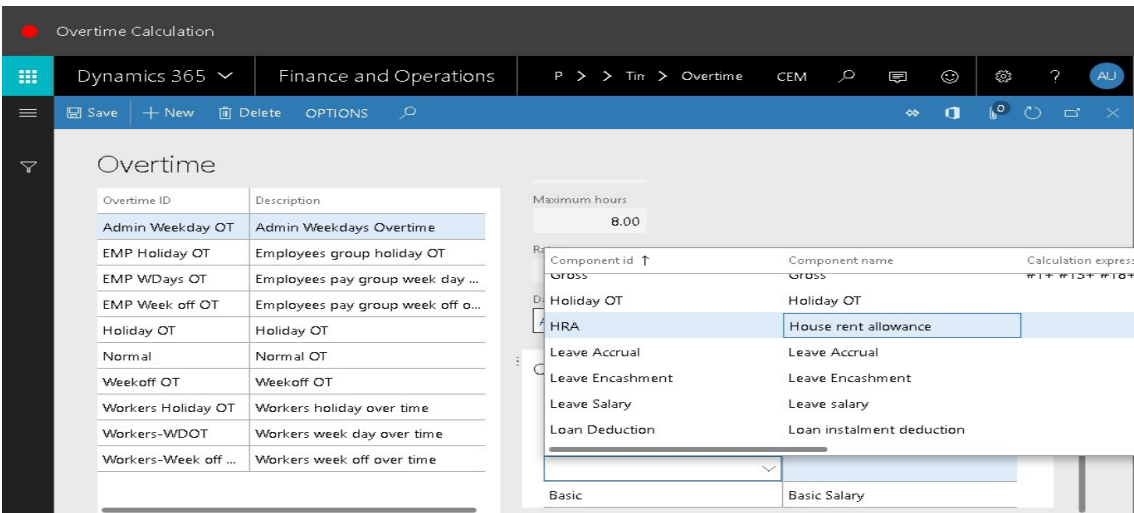
+ Add Remove

Component ID	Component name	Calculation express
OT Payment	OT Payment	
Accommodation	Accommodation	
Airticket Accrual	Air ticket accrual	
Airticket Allowance	Airticket allowance	
Basic	Basic Salary	
Car Allowance	Car Allowance	
Evnatriate	Evnatriate	

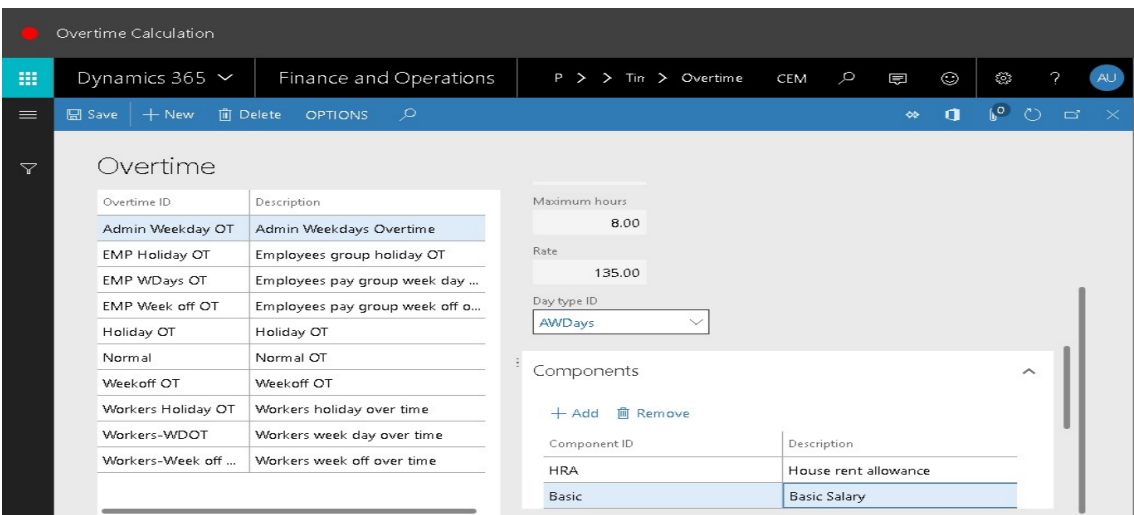
11. Click Add to create another record



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



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



14. Click Save.

The screenshot shows the 'Overtime Calculation' form in Microsoft Dynamics 365. The form is titled 'Overtime Calculation' and is part of the 'Finance and Operations' module. The breadcrumb trail is 'P > > Tm > Overtime CEM'. The form has a 'Save' button and a '+ New' button. The 'Overtime' section contains a table with the following data:

Overtime ID	Description
Admin Weekday OT	Admin Weekdays Overtime
EMP Holiday OT	Employees group holiday OT
EMP WDays OT	Employees pay group week day ...
EMP Week off OT	Employees pay group week off O...
Holiday OT	Holiday OT
Normal	Normal OT
Weekoff OT	Weekoff OT
Workers Holiday OT	Workers holiday over time
Workers-WDOT	Workers week day over time
Workers-Week off ...	Workers week off over time

The 'Maximum hours' field is set to 8.00. The 'Rate' field is set to 135.00. The 'Day type ID' dropdown is set to 'AWDDays'. The 'Components' section contains a table with the following data:

Component ID	Description
HRA	House rent allowance
Basic	Basic Salary

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