

ThaiSoftware GENiUS[®] HRM

ระบบบริหารงานบุคคล

The most state-of-the art Human Resources Management software that guarantees comprehensive tasks, cost-effective output and easy operation.

As efficient human resource management is the key to success for every organization and every business, Thai Software Enterprise Company Limited - one of Thailand's leading accounting software developers - pays great importance to creation and development of quality products and services that accommodate our clients at both executive and human resources levels as witnessed by over 15 years of experience in the software industry and ISO 9001: 2008 Certification. With success and sustainable growth of our clients being the main goal, Thai Software Enterprise is ready to provide all types of enterprises with professional staff and sales agents nationwide who will be happy to offer services and assistance that suit your needs.

To satisfy entrepreneurs' every need, our company has launched a 4 in 1 Human Resources Management software package which comprises four functions, namely...

1. PR: Payroll System
2. Human Resources System with following functions:
 - ☐ Recruitment System
 - ☐ Employee Data System
 - ☐ Job Training System
3. TR: Time Recorder System
4. SC: Security Management System



How good it will be... if all complex jobs can be handled by simply clicking a mouse?

Why should **ThaiSoftware GENiUS HRM** be your first choice?

- ☐ **Because this program is the only software that is able to calculate all types of income taxes with 100% accuracy.**
 - Process different types of tax deduction, e.g. tax paid one single time by employers on behalf of employees, tax which employers agree to pay for employees throughout the employment period, and withholding tax.
 - Process tax in line with employees' individual salaries, or on a 12-month basis
 - Process tax up to four periods a month
 - Calculate tax in accordance with specified tax periods or only in the last period of the year.
- ☐ **Because this program is easy to use thanks to following features:**
 - Simple default setup with a built-in database
 - Easy function that ensures fast and accurate results
 - Operation programs that enable quick issuance of reports with clearly understandable details and formats
- ☐ **Because this program is suitable for all types of entrepreneurs,** be they retailers, wholesalers, exporters, importers, manufacturers, shipping or logistics companies, medical service providers, financiers or commercial banks, real estate companies, insurance firms, container producers, restaurants, hotels, construction material distributors, publishing houses, accounting companies, consultant firms, educational institutions, or foreign companies, etc.
- ☐ **Excellent post-purchase services by experienced staff.**
 - With more than 30 sales agents across the country and over 15 years of experience in the software industry, our customers can be certain to have their problems solved as fast as possible by our professional staff.

ThaiSoftware GENiUS HRM Surpassing features include:

- ☐ Ability to record loads of data from different computers at the same time
- ☐ Simple default setup and a built-in database that help the job run faster with accuracy
- ☐ Ability to deal with all methods of tax calculation with 100% accuracy
- ☐ Superb data protection
- ☐ Ready-made program that can issue and display all types of reports in an easy-to-read format
- ☐ Display of all reports on A4 papers
- ☐ Compatibility with databases of all types of enterprises
- ☐ Simple usage
- ☐ Built-in Thai and English-language commands
- ☐ Operation system that is helpful for both executives and staff

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GENiUS HRM · **Customers' feedback on**

- ☐ GENiUS HRM makes life a lot easier for us. When it comes to calculating staff's salaries, enables us to remunerate all staff on time. Within a moment, the software helps us finish all necessary jobs and reports with accuracy, such as:
 - Online submission of tax forms like Por Ngor Dor 1, Por Ngor Dor 1 Kor, Por Ngor Dor 91, and 50Tvi.
 - Submission of social security forms, e.g. Sor Por Sor. 1-10, Sor Por Sor.1-03, Sor Por Sor. 6-09, Mor 47, reports of annual wage deduction for compensation fund, and reports of salary payment or Kor Tor 20 Kor
 - Electronic banking
 - Issuance of pay slips
 - Issuance of office documents, e.g. annual employment registration reports, or job training reports to different agencies, such as Labor Department

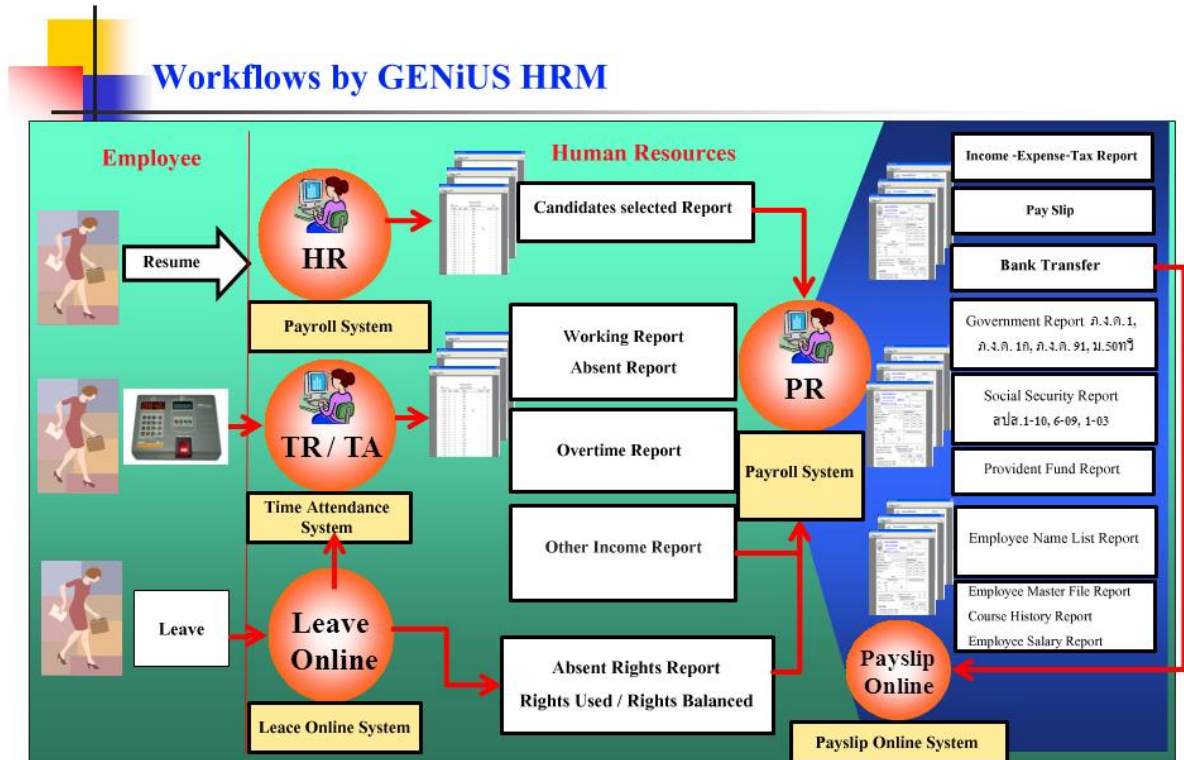
- ☐ Time Attendance system can automatically calculates the duration of work and the time you are required to leave the office based on the time you come to the office. Moreover, employees don't have to insert time recorder cards like other general time recorder machines. Besides, its operation system can be adjusted in line with specified conditions. For example in a factory where there are different types of employees, such as daily wage earners, full-time staff, part-time staff, shift workers, or those working overtime, the system can calculate their wages and working hours correctly.

- ☐ The program can store tons of employees' data, including job training records, pay rise records, and promotion records, etc.

- ☐ The program is very easy to use. You can even learn to use it by yourself and teach new staff how to use it without much effort. When there's a problem with the program, friendly technicians will be on hand to fix it right away. What I also like about the product is that it is upgraded continuously.

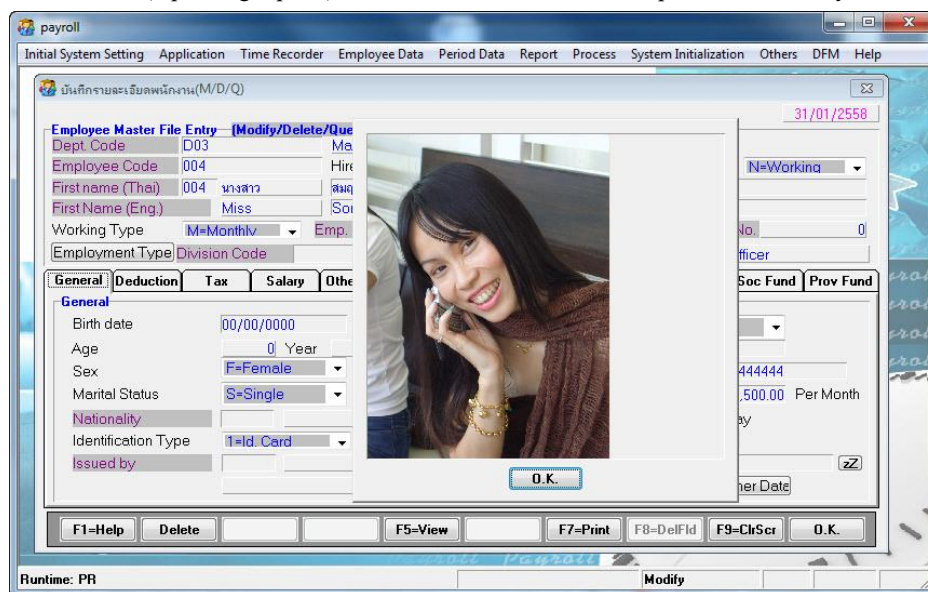
- ☐ I like Time Attendance because it can export data in the form of Excel which can be processed without difficulty.

How GENiUS HRM works:



1. Payroll System ... 'Best choice for speedy and accurate work'

Enables users to deal with tons of paper jobs with ease. Those who have never tried payroll system before may find tasks like additional tax payment, tax refund, submission of tax or spending reports to the Revenue Department, the Social Security Office, the Labor Department, or financial banks one big headache. But with GENiUS HRM, jobs like these can be an easy thing. Thanks to its sophisticated technology, the software can turn complex and time-consuming jobs, such as tax calculation, spending reports, or account summaries into a simple one in an easily understandable form.



Distinguished by special features

1. handle an unlimited number of employees
2. record employees' all sorts of data such as photographs, personal details, first names and family names in both Thai and English
3. easily update employees' data and perform tax calculation with accuracy
4. opt for tax calculation methods of their preference, be they monthly basis or 12-month basis
5. utilize up to four methods of payroll to suit different types of employees, such as daily wage staff, salaried staff, those paid on an hourly basis, and contract employees
6. employ up to three methods of tax deduction that best serve their needs, e.g. payment by an employer in one single time, payment by an employer throughout the employment period, and use of withholding tax
7. pay tax up to four periods per month or adjust the manner of payment on their own
8. calculate tax monthly or only in the last tax period
9. calculate wage deduction based on employees' absence or on regulations set by the company
10. Calculate wage cut from staff coming late to work or those leaving early, based on frequencies or the time doing so.
11. round up or round down small changes
12. Adjust the conditions of payroll on their own
13. choose up to 20 forms of remuneration, such as overtime pay, or incentive pay
14. Calculate social security pay of each employee and issue related financial documents
15. Calculate the amount of money paid to the Provident Fund in Baht or percentage
16. Adjust the provident fund rate in line with different employment periods
17. Calculate the amount of wage deduction as debt repayment from staff who borrow money from the company
18. Calculate compensation taxes under the labor laws
19. Process staff's bonuses both in a separate amount or in an amount paid together with the salary
20. Adjust salaries in accordance with different requirements, e.g. an individual performance, employment periods. The amount of pay rise can be displayed in baht or percent.
21. Deal with all tasks concerning employment, e.g. data record of employees, or tax calculation of all types of staff, be they permanent staff, part-time ones, or job trainees.
22. Recruit staff who have passed the trial or other requirements
23. Transfer money or documents (e.g. Por Ngor Dor 1, Por Ngor Dor 1 Kor, Sor-Por-Sor 1-10, etc.) to all government agencies and more than 20 financial institutions.
24. Process and send all kinds of tax-related documents online to different agencies , such as
 - The Revenue Department
 - Por Ngor Dor 1
 - Por Ngor Dor 1 Kor

- Non-Resident Withholding Tax Certificate (50 Tvi)
 - The Social Security Office
 - Social security Fund return form or Sor Por Sor 1-10 (part 1) and Sor Por Sor (part2)
 - Social security insurance form (Sor Por Sor 1-03)
 - Social security insurance termination form (Sor Por Sor 6-09)
 - Social security insurance registration (Sor Por Sor 6-07)
 - Workmen Compensation Fund (Kor Tor 20 Kor)
 - Other documents
 - Provident fund registration forms
 - Annual payroll reports
 - Pay slip reports
 - Money transfer reports
 - Expense summaries
 - Overtime payment reports
 - Employment certificates
 - Recruitment confirmation letters
 - Staff loan contracts
 - Analysis reports for pay rise
 - Staff data reports
 - Comparative income reports
25. Moreover, GENiUS HRM can also calculate the amount of withholding income tax (Por Ngor Dor 91) of staff
26. GENiUS HRM can process the amount of money paid as the staff welfare and perform a balance sheet on a yearly basis or on a collective basis.
27. GENiUS HRM can estimate the amount of money a company has to pay as a retirement package or a compensation package prior to staff's retirement to let the company plan future expenses.
28. GENiUS HRM can inspect staff turnover reports

2. Human Resources System makes human resource management system efficient and easy

It's has everything that every HR department needs. Our software has a superb data storage system that can save all kinds of staff data, ranging from general data to an in-depth one, making it effortless for customers to select the right applicants. The software also accumulates and categorizes the data systematically so that the search for staff data can be an easy thing.

Comprises ...

1. Recruitment system
2. Personnel data system
3. Training system

Course History Entry 31/01/2558

Course Code: OUT-53001
 Dept. Code:
 Employee Code: 001
 Full Score: 100.00

To:
 To: 005

Add Data Display Data

Dept. Code	Employee Code	Employee Name	Full Score	Get Score	Percent	Assessment	Result
D01	001	Mr. Somchai Jaidee	100.00	98.00	98.00	E=Excellent	P=Pass
D02	002	Mr. Somsak Srisuk	100.00	90.00	90.00	E=Excellent	P=Pass
D02	003	Miss Somsri Saithong	100.00	80.00	80.00	E=Excellent	P=Pass
D03	004	Miss Somlita Jaingam	100.00	70.00	70.00	G=Good	P=Pass
D03	005	Mr. Prasert Thongsuk	100.00	76.00	76.00	G=Good	P=Pass

F1=Help Delete F5=View F7=Print F8=DelFld F9=ClrScr O.K.

Human Resources System's outstanding features include:

1. Ability to store all types of data regarding employees or job applicants, e.g. personnel data, academic background, job experience, positions applied, special talents, expected salaries, and applicants' photos.
2. Ability to classify applicants' qualifications in accordance with gender or age/groups, vacancies, academic backgrounds, and sort out applicants who meet specific requirements
3. Ability to issue vacancy announcements
4. Tailored-made file that can separate staff/ applicants into different groups, e.g. by academic institutions, provinces, or districts.
5. Automatic transfer of applicant data to staff file
6. Sophisticated data protection system
7. Comprehensive file that can store numerous types of data, e.g. the applicant's personal data, his/her employment history and the guarantor's data
8. Superb storage system for confidential data, e.g. salary adjustment, and job promotion
9. Excellent data storage program that securely records staff's training experiences for use in development of next training projects
10. A built-in file containing information of blacklisted staff
11. Special system that can remind the company of staff's birthdays.

3. Time Recorder System -- Multi-function aide for the HR department

Created with the latest technology, Time Recorder System can do more than general time recorder machines do. Time Recorder System is able to count up working hours, working days, duration of absence, late coming hours or days, overtime hours of all types of staff, e.g. shift employees, or permanent ones thanks to its highly precise time-keeping program. The counted hours and days will be processed and converted into complete data, ready for use among related departments. With Time Recorder System, painstaking assignments like accounting, tax calculation, work hour recording, staff performance evaluation, or pay check issuance can turn into a painless job.

T/A Parameter Setting

Last Working Time IN/OUT Processed Date: 00/00/0000
 Last Accumulative Processed Date: 00/00/0000
 Last Posted Date to Payroll System: 00/00/0000
 Time Rounding for O.T. Time: Y=Rounding
 Employee Group Code: K
 Read TEXT FILE from: c:\hrm10\data\barcode1.txt

Time to give Late (HH:MM): 00:05
 Time to Duplicate Data (MM): 01
 Min Overtime (HH:MM): 00:30
 Prepare Shift Amount to Income No.: 0

Text File Format

Date Positon	14	Date Length	2
Month Positon	12	Month Length	2
Year Positon	10	Year Length	2
Group Code Positon	1	Group Code Length	1
Employee Code Positon	17	Employee Code Length	3
Hour Positon	5	Hour Length	2
Mini Positon	19	Mini Length	2
Data Type Positon	30	Data Type Length	1

Buttons: F1=Help, Delete, F5=View, F7=Print, F8=DelFld, CtrScr, O.K.

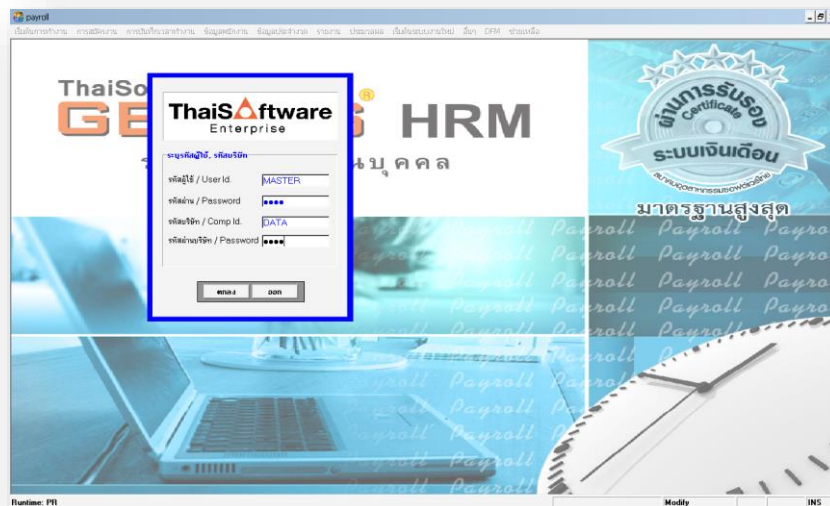
Special Features

1. Time Recorder System can be used with all models of card processing machines.
2. Time Recorder System can work best with GENiUS-PR for Windows only.
3. Time Recorder System is able to tally up work hours of staff working on different shifts.
4. Time Recorder System can process timetables of different groups of staff and can also design a new one in case of a change.
5. Time Recorder System guarantees accuracy.
6. Time Recorder System can be used among staff from different companies located in the same premise
7. Time Recorder System can manage a temporary timetable that suits the needs of staff and their company.
8. Time Recorder System can record terms and conditions of up to 20 kinds of leave.
9. Time Recorder System can count leave by diferent time units, e.g. hours, days or week.
10. Time Recorder System can round up or round down work hours.
11. Time Recorder System can record and file away staff's work performance throughout their employment periods.
12. In case of a change of condition, Time Recorder System can update staff data before transferring it to the payroll system.

13. Time Recorder System has ready-made report formats containing all kinds of necessary information for the HR or the accounting departments, e.g.
 - ☐ Raw data from the time recorder machine
 - ☐ Office arrival and departure time of each staff
 - ☐ Work hours of each staff
 - ☐ Timetables
 - ☐ Leave reports
 - ☐ Work and holiday calendars
 - ☐ Shift timetables
 - ☐ Time sheets
 - ☐ Remuneration for shift workers
14. Time Recorder System can handle time tracking of different shifts up to four times a day (twice during normal operation hours and twice during the overtime period).
15. Time Recorder System is able to track time until 23.59 hours for staff working in the evening shift.

4. Security Management System... Flexible usage that comes together with solid protection

With Security Management System, users can be sure to have their data double protected thanks to its exceptional technology which limits data access on a required condition while retaining compatibility with various softwares of different companies.



Distinguished by special features

1. limit access to data only to the program's system controller
2. specify different extents of usage depending on types of personnel
3. specify individual passwords for different users

4. classify data into unlimited types or files with each type/ file having its own company ID code
5. track users' activities with following programs:
 - ☐ Energy History Log
 - ☐ Activity Log
 - ☐ History Log Report

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GENiUS HRM System requirements

- Windows 2000, XP, 2003, 7,8
- Windows NT, 2003, 2008, 2010 or above
- Pentium 4 PCs
- 512 MB RAM and 1GB RAM
- Harddisk with capacity of at least 500 MB
- LASER Printers, and Dot Matrix Printers

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GENiUS HRM Guarantees satisfaction and success with post-purchase

services like:

- **Free usage demonstration** by sales agents countrywide
- **Free training** for two persons per time
- **1-year guarantee** plus extra maintainance services, e.g.
 - Version upgrade
 - Damage insurance for the original software
 - Technical assistance by phone, fax, or email
 - Discounts for other extra services
 - **Note: a 20% maintainance fee will be charged after a year of purchase.**
- **Additional services**
 - Accounting system setup
 - Accounting consulting services
 - Training services
 - Maintainance and repair services at customers' companies
 - Program upgrade services

Add-on programs

Time Attendance System for Factories/ Time Attendance System-Factory

Specially designed program for shift work

Time Attendance System-Factory is a latest innovation aimed at answering entrepreneurs' particular needs. With its boosted capability, the program can deal with timetables of permanent and shift employees with better accuracy. Using data from staff's time recorder cards, Time Attendance System-Factory is able to track work hours, absence and timetables of each employee and transform them into complete data, making it much easier to process staff's payroll and tax.

Time Attendance System-Factory can facilitate customers' payroll processing with following features:

1. Ability to handle up to 16 rounds of time tracking or up to 8 different timetables (2 regular timetables and 6 overtime timetables) in one day
2. Ability to handle overnight shifts
3. Ability to process unlimited standard shift timetables in accordance with users' conditions or requirements
4. Ability to process various kinds of expenses, e.g. meal allowance, overtime pay, transport allowance, etc.
5. Accurate and fast calculation of overtime pay
6. Ability to round up or round down overtime hours
7. Ability to draw up and display different timetables both individually or as a group
8. Ability to adjust timetables in accordance with special holidays
9. Ability to adjust timetables to suit conditions of staff or companies
10. Ability to update staff performance records after data processing
11. A program booster that helps fasten various payroll-related tasks, e.g. overtime hours reports, and staff performance reports faster
12. Ability to issue performance reports for different departments or companies
13. Precise processing of diligence allowance
14. Built-in program that contains 8 types of leave such as sick leave, vacation leave and maternity leave
15. Built-in program that allows users to add as many as 20 types of leave and specify remuneration terms and conditions
16. Ability to tally up days of leave and overtime hours
17. Special function that can record staff's work history before processing of payroll
18. Ability to transfer data from GENiUS Leave Online
19. Ready-made program that can produce necessary reports like:
 - ☐ Timetables
 - ☐ Employment calendars
 - ☐ Standard shift timetables
 - ☐ Raw data from time recorder machines

- ☐ Staff leave reports
- ☐ Staff duty summaries
- ☐ Staff performance reports
- ☐ Remuneration reports of shift employees
- ☐ Overtime payment reports
- ☐ Employment summaries
- ☐ Information on staff responsibilities, overtime payment, daily wages, and job performance

Add-on program

GENiUS Leave Online

GENiUS Leave Online is a program developed in the form of a Web Application to support the performance of GENiUS PR. The program operates through cloud computing to fully accommodate both employers and employees. With GENiUS Leave Online, employees can make a leave request anytime and anywhere. Once completed, the request will automatically be forwarded to the department chief for approval.

GENiUS Leave Online can answer the needs of employers and employees thanks to these reasons.

1. For executives, GENiUS Leave Online is a cost-effective investment due to following qualities:
 - ☐ Fast data processing that helps facilitate HR management
 - ☐ Cost-saving operation system with several benefits, e.g.
 - Easy access to data through PCs, Tablets and Smart Phone
 - Application that requires a little internet space
 - Application that needs no large and expensive server
 - Cheap patent fee
 - ☐ Effective tool that helps improve staff's performance
 - ☐ Effective tool that helps improve the organization s' image
2. GENiUS Leave Online can also cater to the needs of employees for it enables them to check their remaining leave days and make a request for leave online anytime and anywhere.
3. Once a request for leave is completed, GENiUS Leave Online will automatically forward the data to the department head for approval. The department head can also check the employee's leave history anytime and anywhere.
4. With GENiUS Leave Online, a search for employees' leave history will no longer be a time-consuming job.
5. GENiUS Leave Online is an online application which does not have to be installed through PCs, users thus need no IT or technical maintenance.

Add-on program

GENiUS Payslip Online

GENiUS Payslip Online is a program designed to support GENiUS PR. Developed in the form of a web application; GENiUS PAYSLIP Online is operated through the Cloud Computing system so that companies can process their payroll as cost-effectively as possible. With GENiUS Payslip Online, companies can issue pay slips online and send them to employees through email, so that they can be viewed from any electronic gadgets, be they smart phones, computer tablets, or PCs, thus helping the companies to save both time and resources.

Outstanding features

1. GENiUS PAYSLIP Online is a cost-effective for executives in that...
 - ☐ GENiUS PAYSLIP helps lessen paper usage for it enables users to print out only the chosen details.
As a web application, the program can process employees' salaries, their tax, and other expenses based on the structure of a company, enabling the company to plan its future financial management more easily.
 - ☐ GENiUS PAYSLIP is equipped with a superb data protection system that prevents access to confidential data from unauthorized users.
 - ☐ GENiUS PAYSLIP enables users to save costs thanks to following advantages:
 - Easy access to data via electronic gadgets, such as smart phones, computer tablets, and PCs
 - Reasonable service fee
 - Operation system that requires no costly computer server
 - Affordable copyright fee
 - ☐ GENiUS PAYSLIP enhances efficiency of a company for the program helps facilitate the HR task.
 - ☐ Speedy and meticulous outputs of GENiUS PAYSLIP improve the company's image
2. As GENiUS PAYSLIP is a web application, users are able to check out or print out their pay slips and their pay slip history through email.
3. The department's head can summarize the expense and the tax as well as view the payroll history of staff anytime and anywhere, enabling the company to plan its future financial management conveniently.
4. The HR department can save time and resources as the payroll can be processed with accuracy and the pay slips can be issued in the form of a hard copy or sent via email to the employees.
5. GENiUS PAYSLIP requires no installation in computers since the program is a web application. Customers need no maintenance service by IT or technical staff.

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