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## e- Employee Enhancement - Option for options employee service / education / Job History / Document History / Reference

Version 1.0.20.0 and above

Add 'Visible' option to all individual employee master fields and access options to employee service / education / Job History / Document History / Reference

Go to “Admin” – “Configuration” – “General Setting” – “General”

The screenshot shows a web browser window with the URL localhost/eStaff/Admin/GeneralSetup.aspx. The page has a navigation bar with tabs: General, e-Pay, e-Employee (selected), e-Leave, e-OT, e-OT Plan, Attendance, and e-Claims. Below the tabs, there are two main sections:

- Notify Administrator When Employee Change Their Profile**
  - Notify Administrator when Change Employee Profile
  - Grid of checkboxes for various fields:
    - Name:
    - DOB:
    - ExpiredOfPassport:
    - PhoneNo:
    - NoICNew:
    - EPFNo:
    - MaritalStatus:
    - HomePhone:
    - NoICOLD:
    - SOCSONo:
    - Race:
    - BloodType:
    - ColorIC:
    - TaxNo:
    - Religion:
    - Height:
- Access Permission**
  - Service - Current Service Info
  - Service - Movement
  - Service - Shift
  - Spouse and Kin
  - Education
  - Job History
  - Document History
  - Reference

Annotations: A red arrow labeled '2' points to the 'Update' button at the top left. A red arrow labeled '1' points to the 'Education' checkbox in the Access Permission section.



Update Employee Master

Close

Personnel

Spouse and Kin

Education

“Spouse and Kin” and  
“Education” tab will appear only.

Basic Info

Employee No.:	0001	
Employee Name:	CHA	
New IC No.:	47	
Old IC No.:		B;
Gender:	M; MALE	
Date Of Birth:	11	74.86
Passport No.:		
Marital Status:	M- MARRIED	