
SmartOffice features list with the upgraded UI**Index**

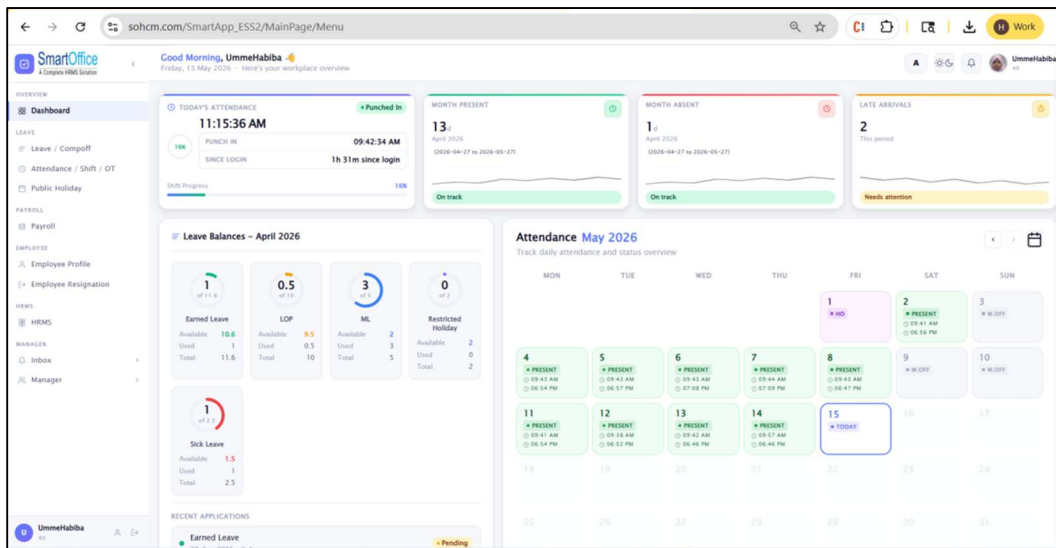
Description	Page No.
Attendance features useful for an Employee	2 to 6
Payroll features useful for an Employee	7 to 8
Features useful for a Managers	9 to 12
Features in Mobile App	13 to 20
Features useful for a user in Admin login	21 to 26

ESS Employee Window

1. Upgraded the ESS Dashboard with enhanced insights and real-time visibility, including total working time since login, leave summaries, and monthly Present, Absent, and Late Arrival tracking based on the mid-month attendance cycle concept.

New / Upgraded Feature: **New**

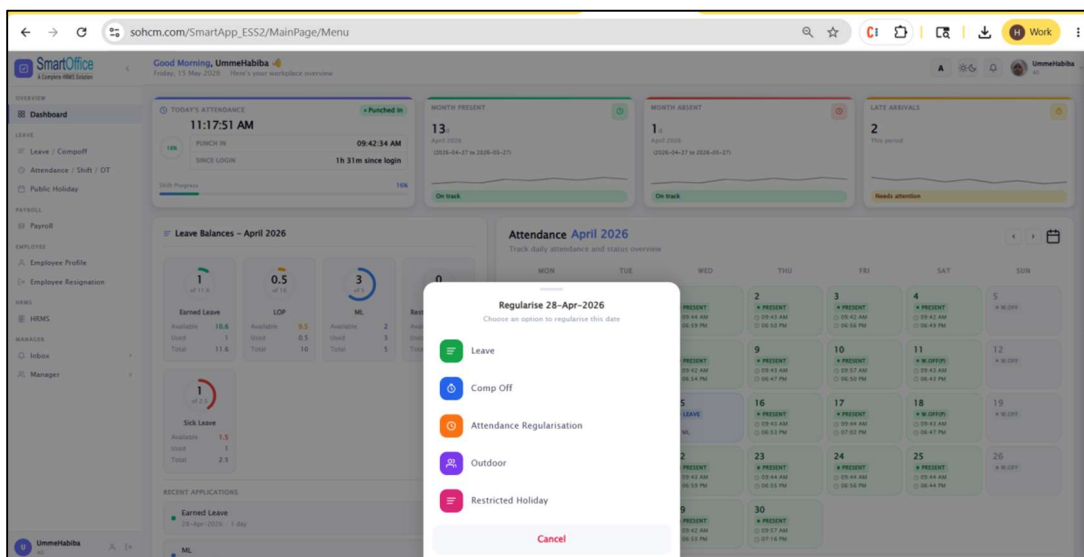
Category / Sub Category: **Dashboard**



2. Enabled quick request submission for absent days directly from the attendance calendar through the dashboard.

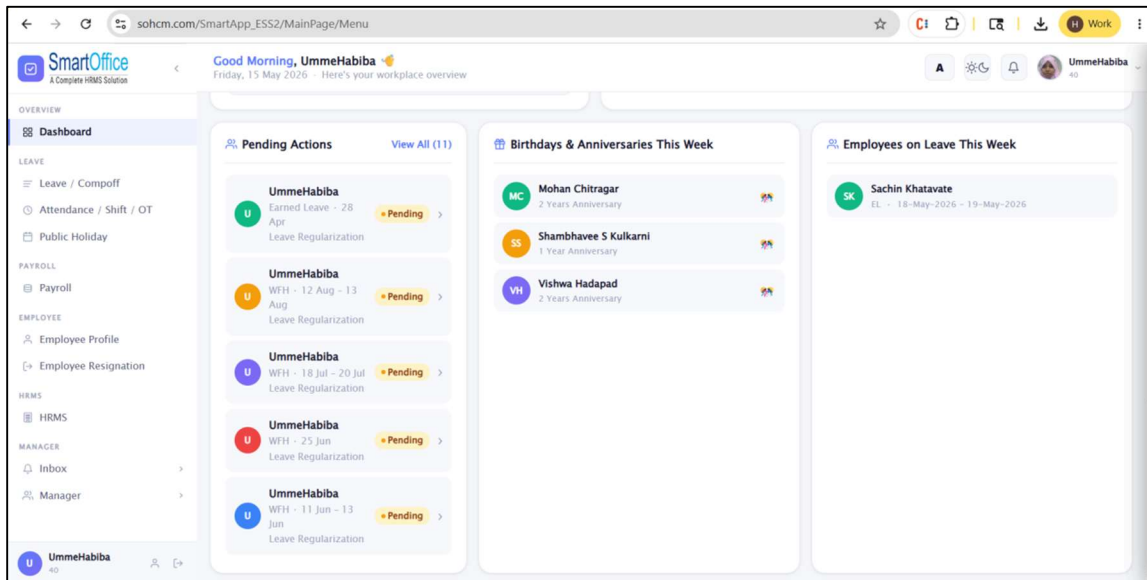
New / Upgraded Feature: **New**

Category / Sub Category: **Dashboard**



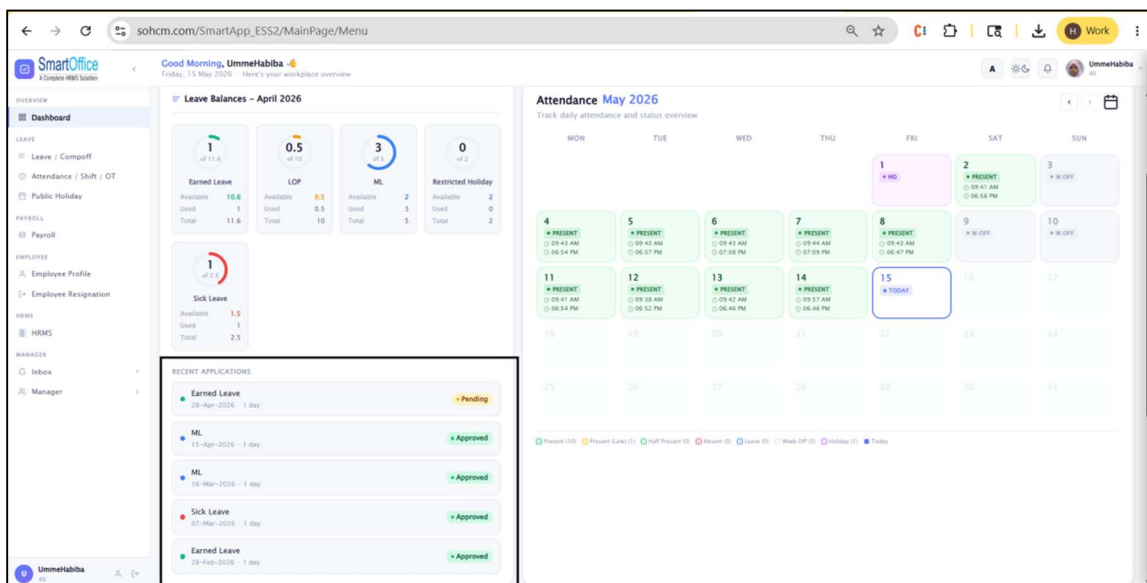
3. Employees can now view weekly colleague birthdays, work anniversaries, and their pending leave requests directly on the dashboard for quick and easy access.

New / Upgraded Feature: **New**
Category / Sub Category: **Dashboard**



4. Employees can now view their recent leave requests directly on the dashboard, helping them plan vacations more effectively.

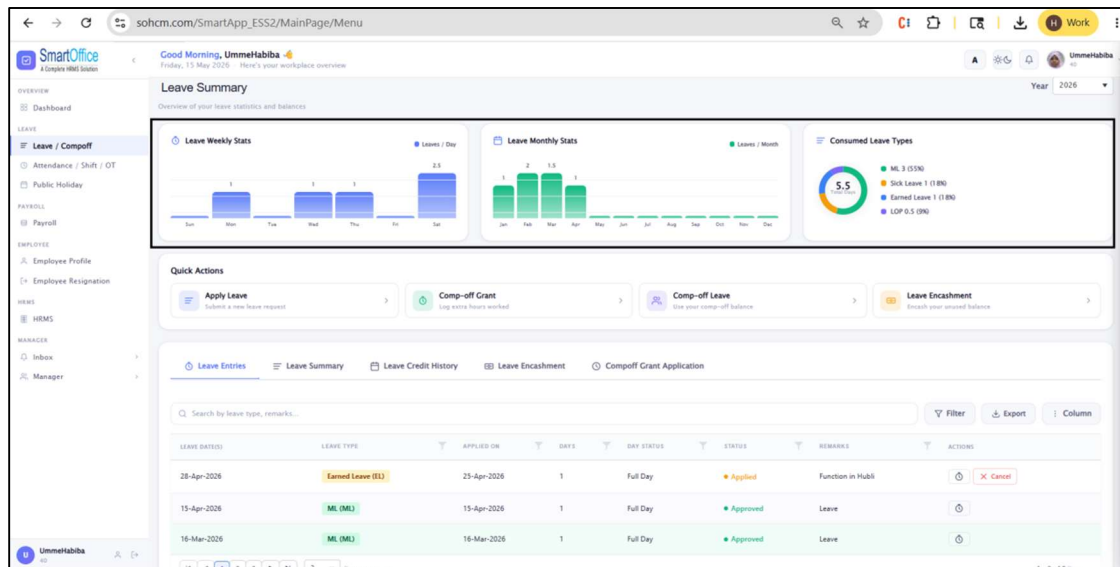
New / Upgraded Feature: **New**
Category / Sub Category: **Dashboard**



- Employees can now view their weekly and monthly leave statistics, including consumed leave types with detailed counts.

New / Upgraded Feature: **New**

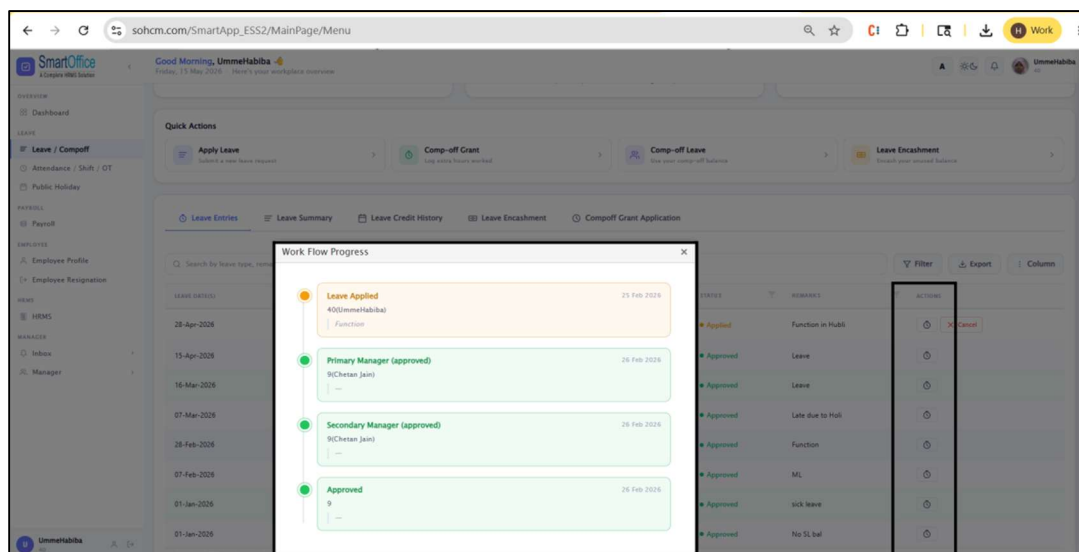
Category / Sub Category: **Leave/Compoff**



- Employees can now track the workflow status of each leave request to easily identify where the request is currently pending.

New / Upgraded Feature: **Upgraded**

Category / Sub Category: **Leave/Compoff**



7. Employees can now view self and team attendance statistics and check the current day's assigned shift timing

New / Upgraded Feature: **New**

Category / Sub Category: **Attendance/Shift/OT**

The screenshot displays the 'Attendance / Shift / Outdoor' dashboard for user UmmeHabiba. The dashboard includes several key sections:

- ATTENDANCE STATS:** Shows 'Me' with an average of 86% on-time performance and 8h 32m average hours per day over 14 days. It also shows 'My Team' with an average of 86% on-time performance and 8h 48m average hours per day.
- TIMINGS:** Displays the current shift timing as 09:40 AM - 06:40 PM with a duration of 9h 00m.
- POLICY:** Lists various policies such as 'Full Day Min Duration' (4h 00m), 'Half Day Min Duration' (6h 00m), 'Week Off Days' (Sunday, Saturday(2,3)), and 'Grace Time Late / Early' (5 / 5 Min).
- Quick Actions:** Provides buttons for 'Attendance Regularization', 'OT Claim', 'Shift Allowance', and 'Outdoor / On Duty'.
- Attendance Logs:** A table showing punch records for dates 30-Apr-2026 and 29-Apr-2026, including shift (GS), in/out times, duration, and status (Present/Late).

8. Employees can now view HR policies on the ESS portal for quick and easy reference.

New / Upgraded Feature: **New**

Category / Sub Category: **Attendance/Shift/OT**

The screenshot shows the 'Attendance Policy' modal window overlaid on the dashboard. The policy details are as follows:

- DURATION & TIMING:**
 - Full day attendance requires a minimum working duration of 4h 00m.
 - Working less than 6h 00m is counted as a half day.
 - A grace period of 5 Min for late arrival and 5 Min for early departure is allowed.
 - A single punch record is treated as **No System Entry (S.E) + Absent day**.
- CONSECUTIVE LATE RULES:**
 - If an employee is late for **1 consecutive days**, they will be marked as **Half Day**.
 - Early departures are also counted alongside late arrivals.
 - Leave is deducted after **0 consecutive late days** when the late duration exceeds **3 Mins**.
- CONSECUTIVE EARLY RULES:**
 - Consecutive early departure rules are not enabled.
- LATE BY MINUTES:**
 - Late arrival minute-based deduction is not active.
- EARLY BY MINUTES:**
 - Early departure minute-based deduction is not active.
- OVERTIME:**
 - Overtime is calculated using the **Total Duration - Shift Hours** formula.

9. Monthly Present, Absent, and Late counts, along with total OT hours, are now calculated based on the mid-month attendance cycle concept.

New / Upgraded Feature: **New**

Category / Sub Category: **Attendance/Shift/OT**

DATE	SHIFT	IN TIME	OUT TIME	DURATION	LATE BY	STATUS
14-May-2026	GS	09:57	12:46	08:49	17	Present(Late)
13-May-2026	GS	09:42	12:46	09:04	---	Present
12-May-2026	GS	09:38	12:52	09:14	---	Present
11-May-2026	GS	09:45	12:54	09:12	---	Present
10-May-2026	GS	09:00	09:00	---	---	On WeeklyOT
09-May-2026	GS	09:00	09:00	---	---	On WeeklyOT
08-May-2026	GS	09:43	12:47	09:04	---	Present
07-May-2026	GS	09:44	12:09	09:25	---	Present
06-May-2026	GS	09:43	12:08	09:26	---	Present
05-May-2026	GS	09:43	12:57	09:14	---	Present

Summary for This Month:

- Present: 13
- Absent: 1
- Late: 2
- OT Hours: 2h 47m

10. Employees can now view the complete holiday list along with counts based on mandatory and restricted categories, as well as upcoming holidays, to help plan their vacations and for easy reference.

New / Upgraded Feature: **Upgraded**

Category / Sub Category: **Public Holiday**

Holidays

View company holidays and apply for restricted holidays

Total Holidays: 16 | Mandatory Holidays: 8 | Restricted Holidays: 8 | Upcoming Holiday: Bakrid (27 May)

Year: 2026 | Search holiday name... | Apply Restricted Holiday

Holidays more than 45 days in the past are marked as **Passed** and cannot be applied.

#	HOLIDAY DATE	HOLIDAY NAME	HOLIDAY TYPE	ACTION
1	Wednesday, January 14, 2026	Makara Sankranti/Pongal	Restricted	Passed
2	Monday, January 26, 2026	Republic Day	Mandatory	---
3	Wednesday, March 4, 2026	Holi	Mandatory	---
4	Thursday, March 19, 2026	Ugadi Festival	Restricted	Passed
5	Saturday, March 21, 2026	Khushi-6-Ramzan	Restricted	Passed
6	Friday, May 1, 2026	May Day	Mandatory	---
7	Wednesday, May 27, 2026	Bakrid	Restricted	Apply
8	Saturday, August 15, 2026	Independence Day	Mandatory	---
9	Tuesday, August 25, 2026	Id-e-Milad	Restricted	Apply
10	Friday, August 28, 2026	Raksha Bandhan	Restricted	Apply

11. Employees can preview net pay for the current month and financial year prior to generating the salary payslip, and also access the current month's pay slip history.

New / Upgraded Feature: **New** Category / Sub Category: **Payroll - Pay slip**

The screenshot displays the 'Payroll & Reports' section of the SmartOffice365 application. The user is logged in as Aslam (1234) on Thursday, 14 May 2026. The interface includes a sidebar with navigation options like Dashboard, Leave, Attendance, and Payroll. The main content area is titled 'Payroll & Reports' and offers options to 'View Payslip', 'IT Statement', and 'IT Projection'. The 'View Payslip' section shows a net pay of ₹35,453 for Oct 2025, with a YTD total of ₹2,05,505. The 'Payslip History' table shows a record for Apr 2026 with a net pay of N/A and a status of 'Generated'.

MONTH	TYPE	NET PAY	STATUS	ACTION
APR 2026	Salary	N/A	Generated	Download PDF

12. Employees can quickly review total submitted entries along with their status, as well as expense and advance details in a consolidated view.

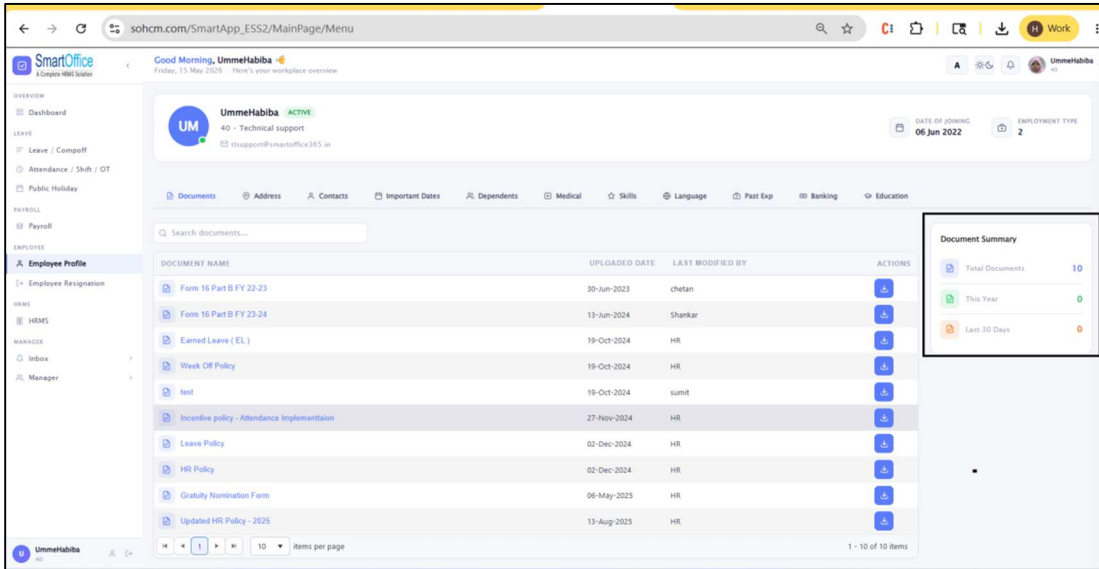
New / Upgraded Feature: **Upgraded**
Category / Sub Category: **Payroll - Expense / Advance**

The screenshot displays the 'Expense & Advance' section of the SmartOffice365 application. The user is logged in as Aslam (1234) on Thursday, 14 May 2026. The interface includes a sidebar with navigation options like Dashboard, Leave, Attendance, and Payroll. The main content area is titled 'Expense & Advance' and offers options to 'FBP Claims', 'Travel Request', 'Expense Claim', 'Advance Claim', and 'Salary Advance'. The summary cards show APPROVED (₹35,361, 6 count), PENDING (₹19,488, 6 count), and DECLINED (₹0, 0 count). Below is a table of expense claims.

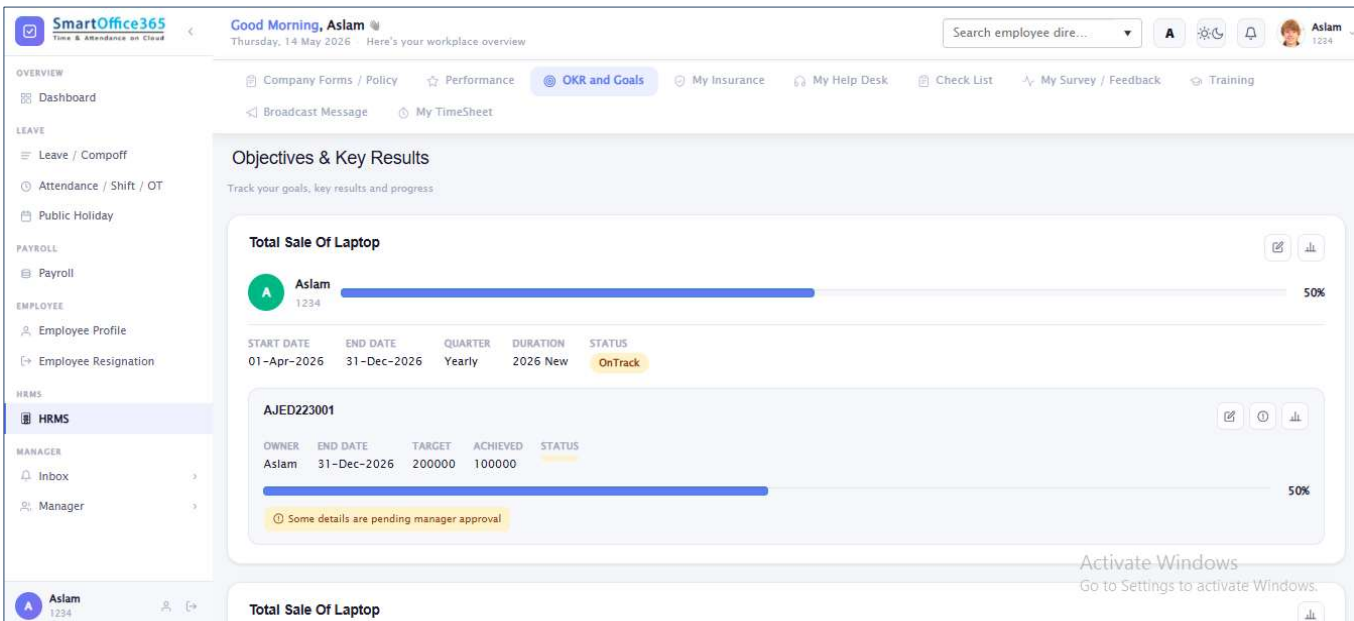
EXPENSE	INVOICE NO.	INVOICE DATE	AMOUNT	STATUS	APPROVED	APPROVED BY	TRIP	INVOICE
Restaurant Claim	FH233	18-Feb-2026	2500	Approved	30-Mar-2026	fabikare		Delete Invoice
Cab Claim	INV770	01-Jan-2026	3500	Approved	18-Feb-2026	Clarence Joseph Pinto(F4)		Delete Invoice

13. Employees can now view the total document count along with a detailed document list in the employee profile window.

New / Upgraded Feature: **Upgraded**
Category / Sub Category: **Employee Profile**



14. Various HRMS option for Self Service



15. Managers can now filter pending requests by Emp type, enabling quicker and more efficient bulk approvals.

New / Upgraded Feature: **Upgraded** Category / Sub Category: **Manager** → **Inbox** → **Pending -Attendance**

The screenshot displays the 'Pending Approval - Attendance' interface. It features a sidebar with navigation options like Overview, Dashboard, Leave, Payroll, and Manager. The main content area shows a table of pending requests with columns for Employee, Type, From/To, Applied, Status, Begin/End, Leave Type, and Remarks. A filter dropdown is set to 'All (8)'. The table lists several requests for Sachin Khatavate and Sumayya Kousar, with statuses like 'Leave', 'Leave Cancel', and 'Att Regularize'. At the bottom, there are navigation controls for items per page.

16. Introduced a centralized manager dashboard with real-time team analytics, showing on-time, late, remote check-ins & WFH/OD counts, along with today's leave list and employees yet to check in.

New / Upgraded Feature: **New**
Category / Sub Category: **Manager** → **Dashboard**

The screenshot shows the 'Manager Dashboard' with various real-time analytics. Key metrics include:

- EMPLOYEES ON TIME TODAY:** 1 of 5 employees (20% of team).
- LATE ARRIVALS TODAY:** 0 of 5 employees (0% of team).
- WORK FROM HOME / ON DUTY:** 0 of 5 employees (0% of team).
- REMOTE CHECK-INS TODAY:** 1 of 5 employees (20% of team).
- Who is Off Today:** 1 employee (maaz) is on leave.
- Not In Yet Today:** 3 employees (habiba, maaz, Aslam) are yet to check-in.

The bottom section features a 'Team Leave Calendar' for May 2026, with a legend for various leave types such as Casual Leave (CL), Sick Leave (SL), and Public Holiday (PH).

17. Managers can view a monthly team leave calendar showing all leave records of their direct reports.

New / Upgraded Feature: **New**
Category / Sub Category: **Manager → Dashboard**

The screenshot displays the 'Team Leave Calendar' for May 2026. The interface includes a sidebar with navigation options like Dashboard, Leave Management, and Attendance Management. The main area shows a calendar grid with colored indicators for various leave types for each employee. A legend at the top identifies the leave types: Annual Leave (AL), Casual Leave (CL), Comp Off (COFF), Earned Leave (EL), LOP (LOP), ML (ML), MM (MM), Paid Leave (PL), Restricted Holiday (RHD), Short Leave (SOL), Sick Leave (SL), and WFH (WFH). Below the calendar, there is a 'Direct Reports' section for 'Your immediate team members'.

18. Managers can review and manage employee leave requests, along with a consolidated monthly view of employees with leave without notice, frequent leave takers, and those with no leave history in a single window.

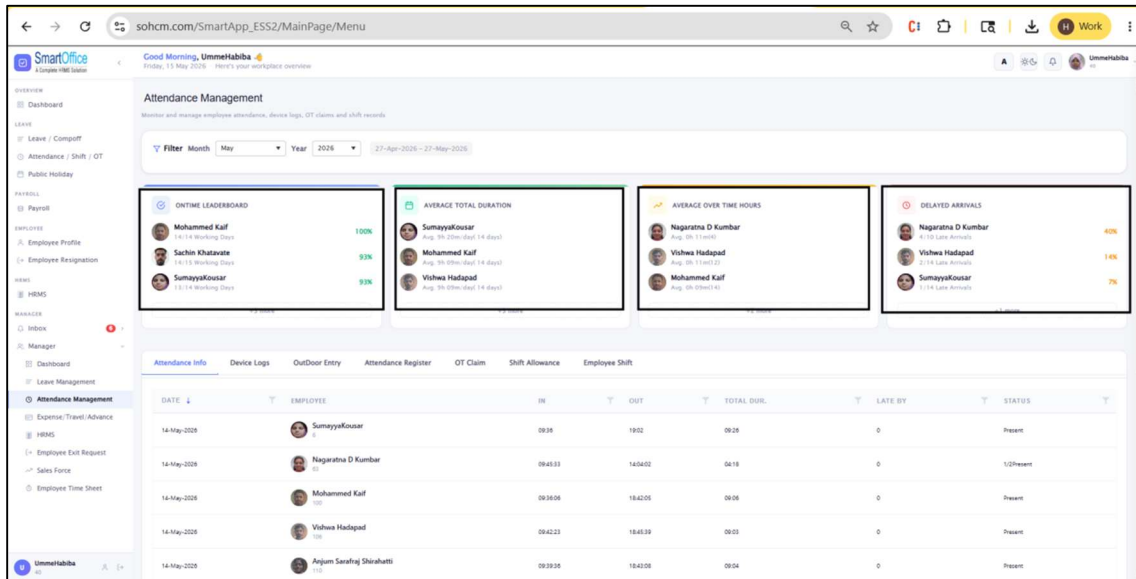
New / Upgraded Feature: **New**
Category / Sub Category: **Manager → Leave Management**

The screenshot shows the 'Leave Management' dashboard. It includes a sidebar with navigation options. The main area has filters for 'Month' (May) and 'Year' (2026). There are three summary cards: 'Leave Without Notice' (listing Nagarathna D Kumbhar and Anjum Sarafraj Shirahatti), 'No Leave Availed' (listing Gunvant Jain and Mohammed Kaif), and 'Frequent Leave Taker' (listing Nagarathna D Kumbhar and Anjum Sarafraj Shirahatti). Below these is a table of 'Employee Leave Entries' with columns for Employee, Date, Leave Type, Duration, Status, and Remarks.

EMPLOYEE	DATE	LEAVE	DURATION	STATUS / BY	REMARKS	MANAGER REMARKS
Nagarathna D Kumbhar	06-May-2026 - 08-May-2026	EL	Full Day	Approved	Leave	
Nagarathna D Kumbhar	05-May-2026	EL	Half Day	Approved	Auto Deduct Leave due to ContinuousLate	
Sachin Khatavate	07-May-2026	SL	Half Day	Approved	eyes checkup	Ok

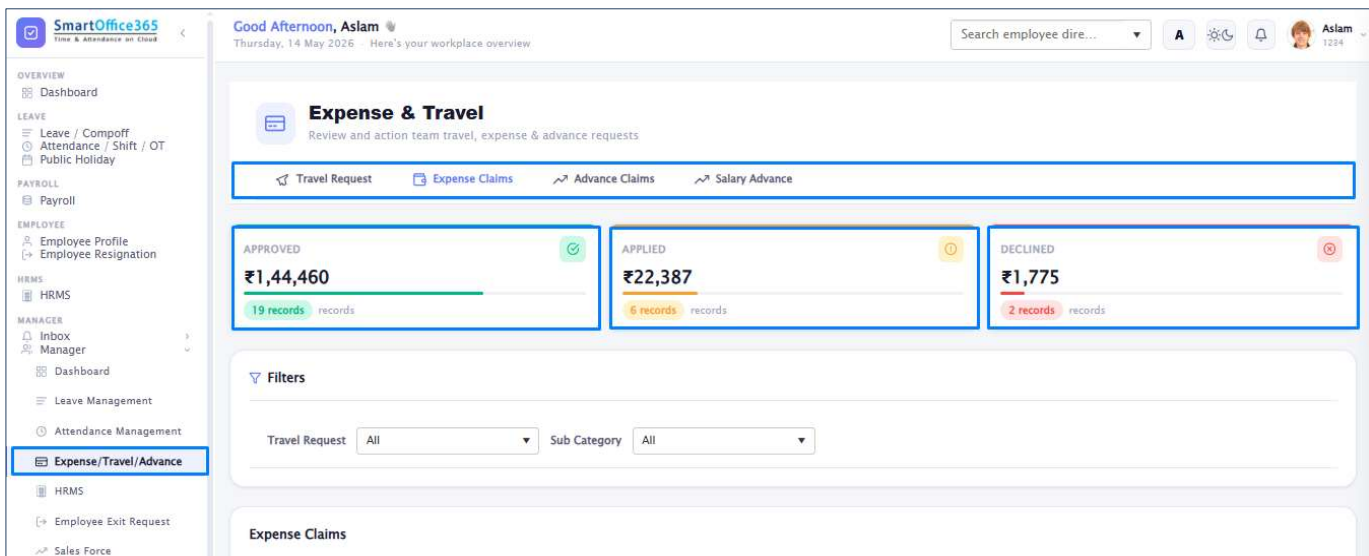
19. Reduced manual tracking through automated statistics and summaries, including on-time employees and late comer lists with their average monthly work duration and OT hours.

New / Upgraded Feature: **New**
Category / Sub Category: **Manager → Attendance Management**



20. Managers can quickly review total employee-submitted expense, travel, and advance entries along with their statuses (approved, applied, or declined) in a consolidated view.

New / Upgraded Feature: **Upgraded**
Category / Sub Category: **Manager → Expense / Travel / Advance**



21. Managers can review the total applied, approved, and declined exit requests, along with average notice period details.

New / Upgraded Feature: **Upgraded**
 Category / Sub Category: **Manager → Employee Exit Request**

Employee Exit Request

LAST WORKING DAY FROM TO DATE 14-May-2025 14-Aug-2026 Filter

Employee Exit Requests

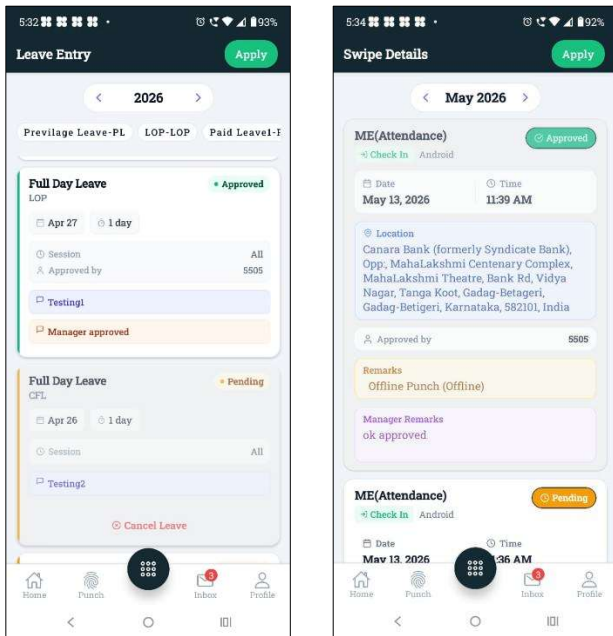
- TOTAL REQUESTS: 1
- PENDING: 1
- APPROVED: 0
- DECLINED: 0
- AVG. NOTICE PERIOD: 61 Days

EMPLOYEE	NOTICE PERIOD (DAYS)	RESIGNATION DETAILS	APPROVALS	ACTIONS
Lorenzo Canaveral Flora F10	61	Resignation Submitted On 27-Jan-2026 Resignation Submitted By Lorenzo Canaveral Flora(F10) Last Working Day 28-Mar-2026 Revised Notice Period Days 61 Actual Notice Period Days 60	<ul style="list-style-type: none"> Primary Manager Approved - No Remarks - - Approved Date/Time - - Finance Manager Approved - No Remarks - - Approved Date/Time - - Operation Manager Approved - No Remarks - - Approved Date/Time - - HR Manager Approved - No Remarks - - Approved Date/Time - - 	<ul style="list-style-type: none"> Approve Decline Issue Asset

Mobile App Window

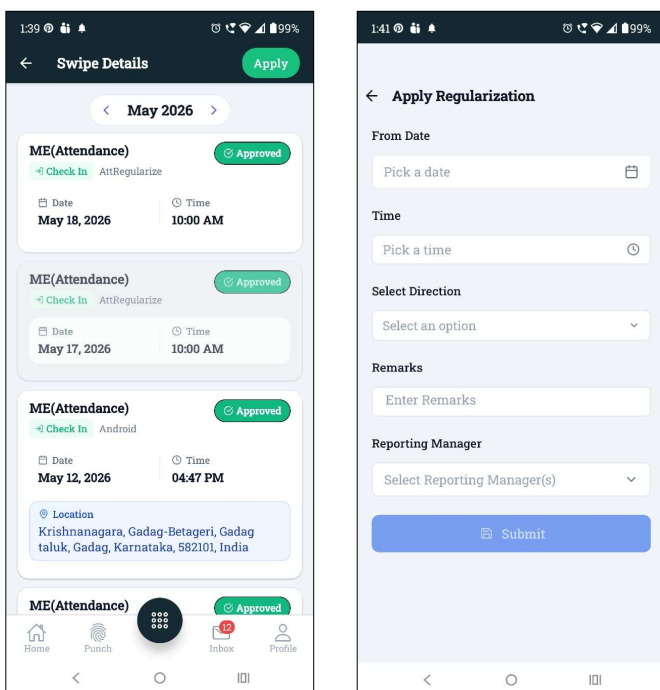
1. Employees can view manager remarks and the approver’s name for leave requests and punch/attendance regularization entries in the mobile app.

New / Upgraded Feature: **New** Category / Sub Category: **Leave Entry & Swipe details**



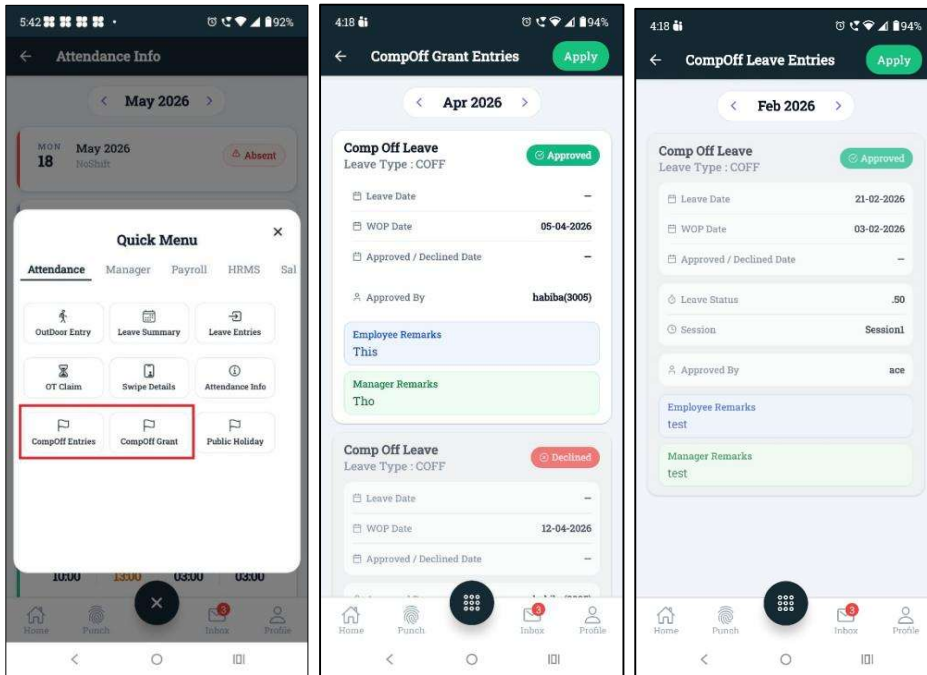
2. Employees can apply for Attendance Regularization directly from the swipe details window by clicking the **Apply** button, making it easier to identify missed punches and submit regularization requests.

New / Upgraded Feature: **Upgraded** Category / Sub Category: **Swipe details**



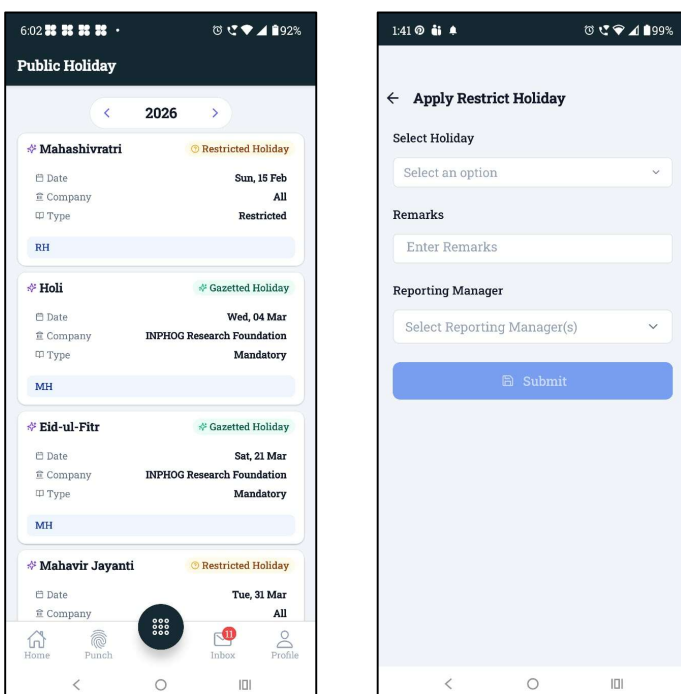
3.Enhanced visibility of comp-off details, including WOP dates, leave dates, approver names, comp-off earned/applied details, and approval status, helping employees track entries and plan vacations effectively.

New/Upgraded Feature: **Upgraded Category/Sub Category: Compoff Grant & Entries**



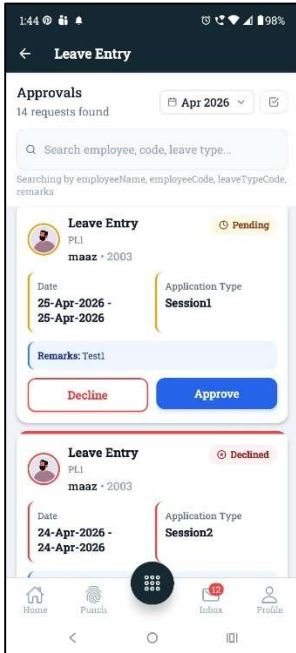
4.Employees can apply for Restricted Holidays directly from the Public Holiday window by clicking the **Apply** button, making it easier to identify RH holidays and submit requests.

New / Upgraded Feature: **Upgraded Category / Sub Category: Public Holiday**



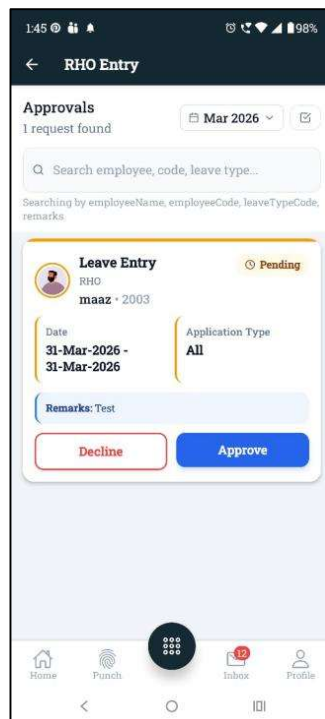
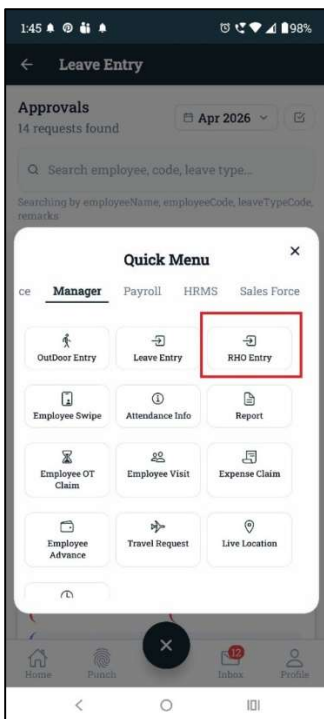
5. Managers can now view employees' applied leave sessions under the application type and search requests by employee code, employee name, remarks, and leave type code.

New / Upgraded Feature: **Upgraded** Category / Sub Category: **Manager -> Leave Entry**



6. Managers can now view Employees Restricted Holiday (RHO) entries in a separate window, where they can approve or decline requests easily.

New / Upgraded Feature: **New** Category / Sub Category: **Manager -> RHO Entry**



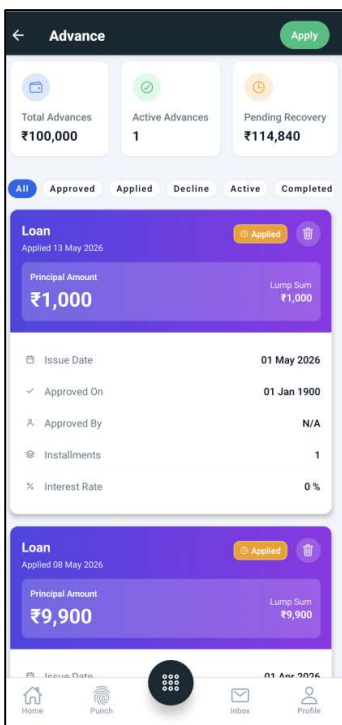
7. Managers can view employee swipe details with application type (such as Att Reg, Android, or web Att punch) and search entries by employee name, code, marking type, and remarks for clear visibility and tracking.

New / Upgraded Feature: **Upgraded** Category / Sub Category: **Manager -> Swipe Details**



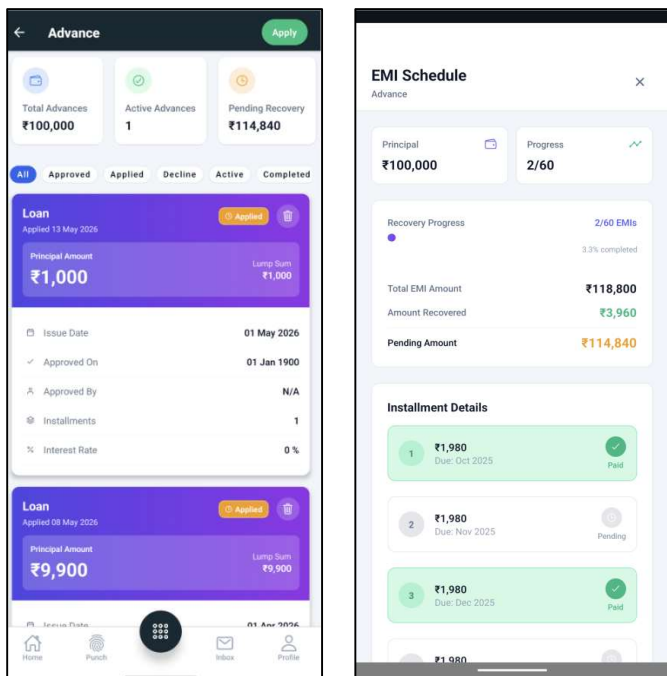
8. Advanced dashboard for employees to quickly view total, active, and pending advances, with filters for status such as active, approved, and declined.

New / Upgraded Feature: **New** Category / Sub Category: **Advance**



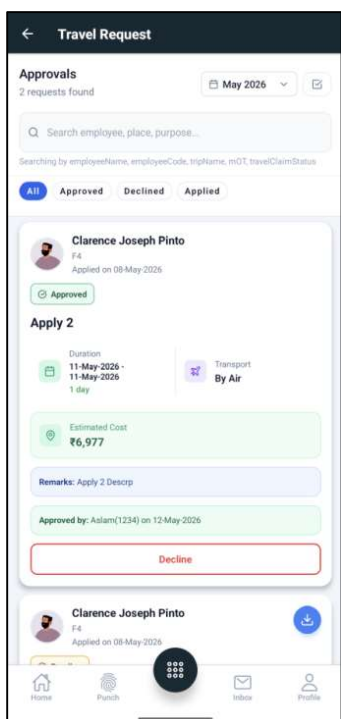
9.EMI schedule tab for each advance entry with a clear repayment progress bar for better tracking of recovery status.

New / Upgraded Feature: **New** Category / Sub Category: **Advance – View EMI Schedule**



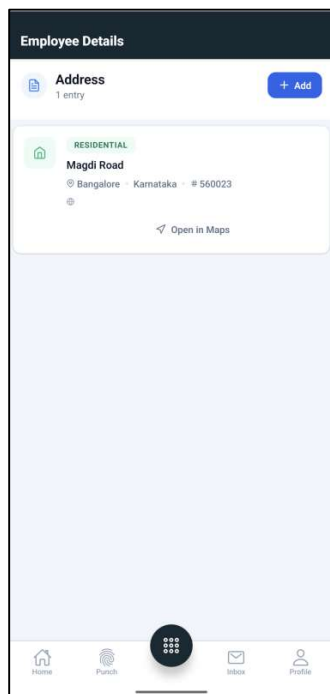
10.Managers can now search requests by employee, category, remarks, and more, with dedicated tabs for Applied, Approved, Declined, and All for improved visibility and clarity.

New/Upgraded Feature: **Upgraded Advance** Category / Sub Category: **Manager - Expense / Travel /**



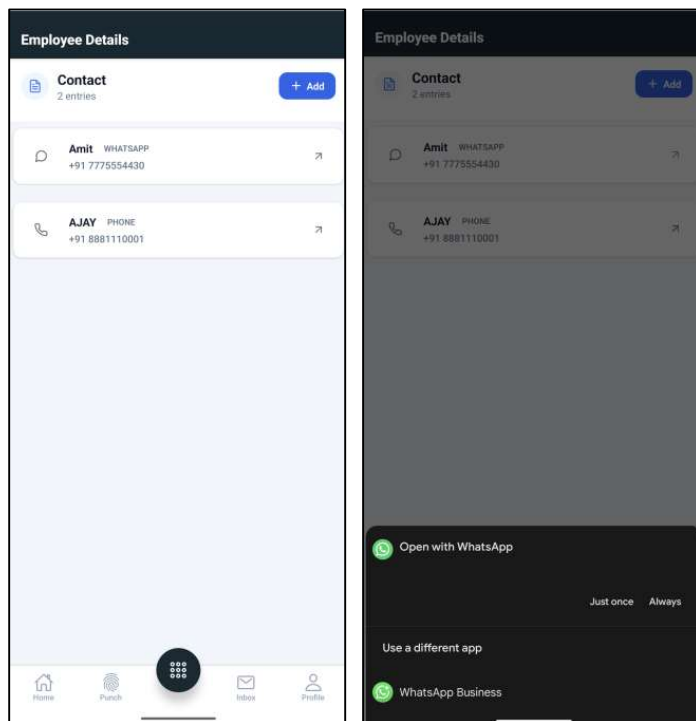
11. Once the address details are saved, provide an integrated Maps feature that allows employees to review and confirm the saved location accurately.

New / Upgraded Feature: **Upgraded** Category / Sub Category: **Employee Profile**



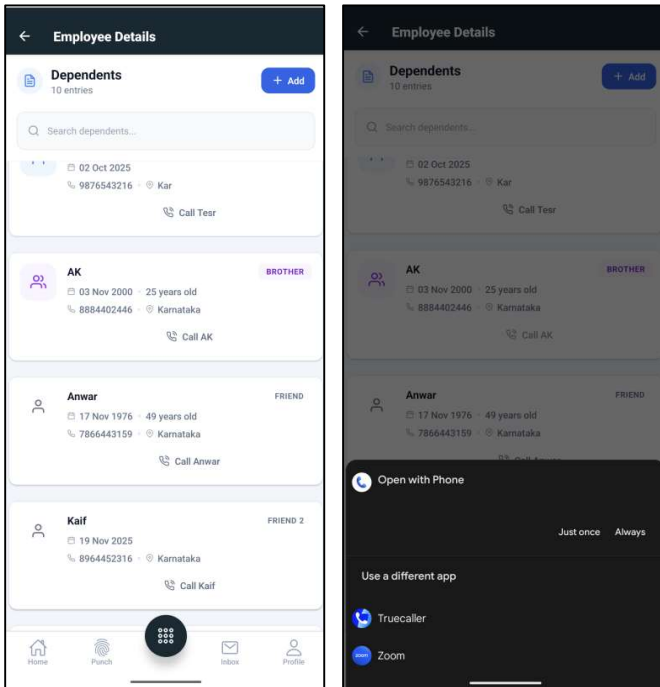
12. Employee contact details include multiple contact types such as Phone, Email, and WhatsApp, along with integrated quick-access options that directly open the respective apps for seamless communication.

New / Upgraded Feature: **Upgraded** Category / Sub Category: **Employee Profile**



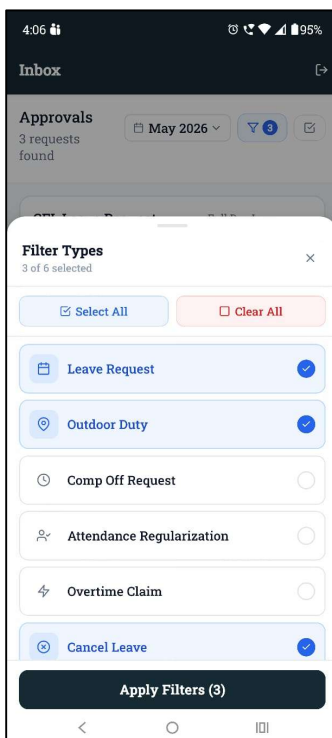
13. When dependent details are added along with contact numbers, provide quick-access options that directly open the Phone app for easy and instant communication.

New / Upgraded Feature: **Upgraded** Category / Sub Category: **Employee Profile**



14. Managers can apply filters in the Inbox/Pending Approvals section to review and process requests efficiently, enabling easier bulk approvals.

New / Upgraded Feature: **Upgraded** Category / Sub Category: **Inbox**



15. Employees can adjust the screen display to different resolutions via the Appearance option for better usability and viewing experience.

New / Upgraded Feature: **New** Category / Sub Category: **Profile**



Payroll

1) Enhanced Payroll Advance Options and Payroll Reports features designed to provide clear visibility and a simple, easy-to-understand view for managing payroll advances and accessing payroll summaries.

New / Upgraded Feature: **New**

Category / Sub Category: **Advance Option & Payroll Reports**

Advance Options Settings
Configure payroll, statutory and compliance modules

Form 24Q | Statutory Settings | **IT & Form 16** | LTA Settings | FBP / Reimbursement | Payroll Analysis | Other Settings

- IT Summary**: View employee IT summary with exemptions by financial year
- Override TDS**: Manually override TDS deduction values per employee
- Cheque / Cash Statement**: Generate cheque & cash payment statements
- Form 16**: Generate & print employee Form 16 certificates
- IT Slab with Rebate**: Configure income tax slabs with rebate settings

Employee TDS Exemption Details
Financial year-wise TDS summary - taxable income, tax payable and tax deducted

EMP: 2 (TOTAL EMPLOYEES) | RS: ₹13,53,000 (TOTAL TAXABLE INCOME) | TAX: ₹2,42,736 (TOTAL TAX PAYABLE) | TDS: ₹20,228 (TOTAL TAX DEDUCTED)

Financial Year: Apr-2026 | Employee Name: Search for Employee Name | Employee Code: Search for Employee Code

EMPLOYEE ID	EMPLOYEE CODE	EMPLOYEE NAME	TOTAL TAXABLE INCOME	TAX PAYABLE	TAX DEDUCTED	
2	F9	Aditya	1,403,000.00	242,736.00	20,228.00	View Salary Details
5	F19	Kaif	-50,000.00	0.00	0.00	View Salary Details

Advance Options Settings
Configure payroll, statutory and compliance modules

Form 24Q | Statutory Settings | IT & Form 16 | LTA Settings | **FBP / Reimbursement** | Payroll Analysis | Other Settings

- Reimbursement Approved**: Manage FBP professional invoice submissions & approvals
- FBP Declaration**: Bulk monthly FBP declaration management
- Reimbursement Allotment**: View theoretical & earned FBP allotments by salary head
- Reimbursement Sheet**: Generate employee reimbursement summary report
- Accumulated Bonus**: View accumulated bonus details across periods
- Accumulated Gratuity**: View accumulated gratuity calculation details

Reimbursement Proof List
Manage and approve employee reimbursement proof submissions

TOTAL: 10 (TOTAL RECORDS) | RS: ₹65,443 (TOTAL AMOUNT) | OK: 2 (APPROVED) | WAIT: 8 (PENDING)

Employee Name: Search for Employee Name | Employee Code: Search for Employee Code | [+ Add New Record](#)

EMPLOYEE NAME	SALARY HEAD	AMOUNT	APPROVED	PAY MONTH	MODIFIED DATE	
Aslam 1234	Fuel Allowance	2,026.00	Pending	Jan-1900	08-May-2026	Download Edit Delete

CLOUD ACCOUNT
fabikare

- Dashboard
- Attendance
- Payroll
 - Master
 - Import From Excel
 - Payroll Input
 - Employees
 - Expense Claim
 - Asset Tracker
 - Pre Salary Transaction
 - Salary Transaction
 - Pay Out
 - Full & Final Settlement
 - Advance Option
 - Payroll Reports
 - OnBoarding/Exit

Payroll Reports
Generate salary, statutory, tax and attendance reports

[Customize Report](#)
[PF / PT / ESI / LWF](#)
[Income Tax](#)
[Salary Advance](#)
[Salary Report](#)
[Pre Salary](#)
[Other Reports](#)

PF Challan Report

Generate monthly PF challan with employee-wise contribution details

PF Yearly Report

View annual PF contributions summary by employee

PT Yearly Report

View annual Professional Tax deduction summary

ESI Challan Report

Generate monthly ESI challan with employee and employer contributions

ESI Yearly Report

View annual ESI contributions by employee across all months

LWF Yearly Report

View annual Labour Welfare Fund contributions by state and employee

PF Challan Report

Month: May-2026 | PF Group: All | Sort By: EmployeeCode

Filter Employee Enable

Employee Code:

Employee Name:

Employee Category: All

Employee Designation:

Employee Location:

Activate Windows
Go to Settings to activate Windows.

CLOUD ACCOUNT
fabikare

- Dashboard
- Attendance
- Payroll
 - Master
 - Import From Excel
 - Payroll Input
 - Employees
 - Expense Claim
 - Asset Tracker
 - Pre Salary Transaction
 - Salary Transaction
 - Pay Out
 - Full & Final Settlement
 - Advance Option

Payroll Reports
Generate salary, statutory, tax and attendance reports

[Customize Report](#)
[PF / PT / ESI / LWF](#)
[Income Tax](#)
[Salary Advance](#)
[Salary Report](#)
[Pre Salary](#)
[Other Reports](#)

IT Computation

View employee income tax computation with exemptions by financial year

IT Projection

Project income tax liability for remaining months of the financial year

Form 16

Generate & print employee Form 16 TDS certificates

TDS Breakup

View monthly TDS deduction breakup with head-wise details

Form 16

Generate Form 16 Part B

Financial Year: Apr-2025

Filter Employee Enable

Employee Code: IsExcat

Employee Name:

Activate Windows
Go to Settings to activate Windows.

HRMS

2) Enhanced Document Type management with category-based organization, making it easier to classify, manage, and assign documents to candidates with better visibility.

New / Upgraded Feature: **New**

Category / Sub Category: **Onboarding > Upload Document**

Document Types
Manage document types and categories

Search document type...

Document Name	Category	Applies To	Status	Actions
Pan	Identity Documents	Supervisor	Active	[Edit] [Delete]
Adhar	Identity Documents	All Employees	Active	[Edit] [Delete]

10 items per page

3) Improved Checklist Activities feature allows users to quickly add and review activities from the same screen, making the process faster and easier to manage.

New / Upgraded Feature: **New**

Category / Sub Category: **Check List Management > Check list activities**

Check List Activities
Manage activities grouped by check list

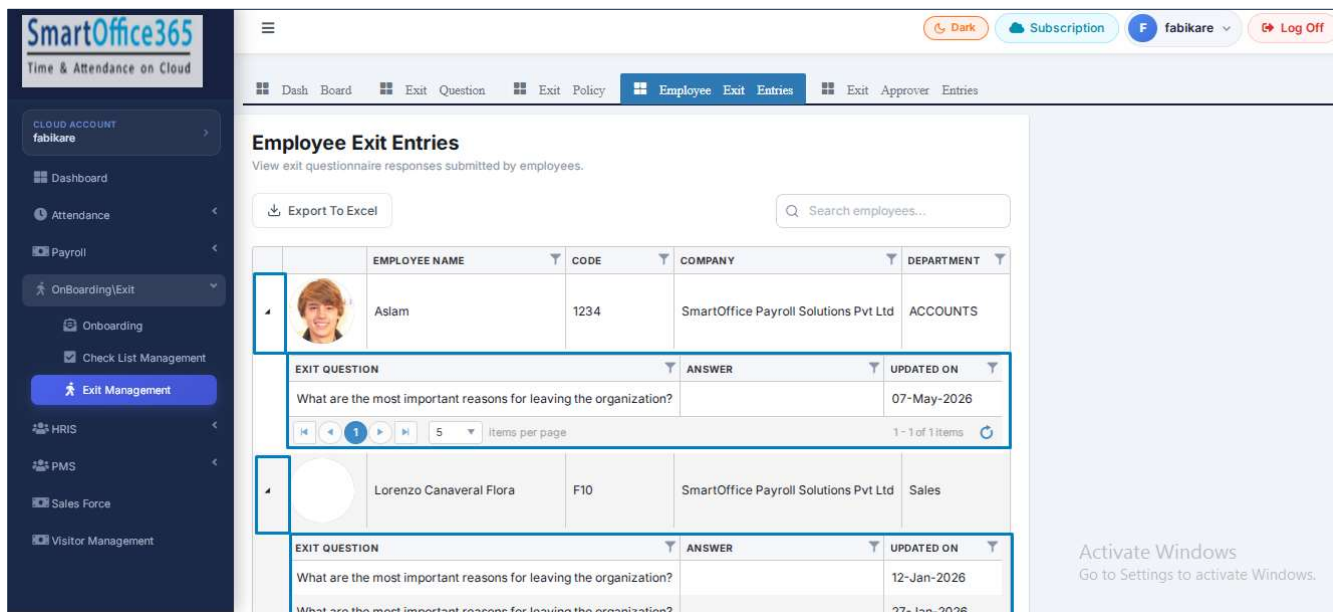
Search checklist... Export To Excel

CHECK LIST	DESCRIPTION	TRIGGER ON	TYPE	ACTIONS
Document Collection	Collecting Employees Document Details	None		[Add Activity]
Passport	Upload your passport detail		Upload File	[Edit] [Delete]
Pan	Upload Pan Details		Upload File	[Edit] [Delete]
Confirmation	Confirm above uploaded documents are correct		Message	[Edit] [Delete]
Exit Question	Exit Question	None		[Add Activity]

10 items per page 1-3 of 3 items

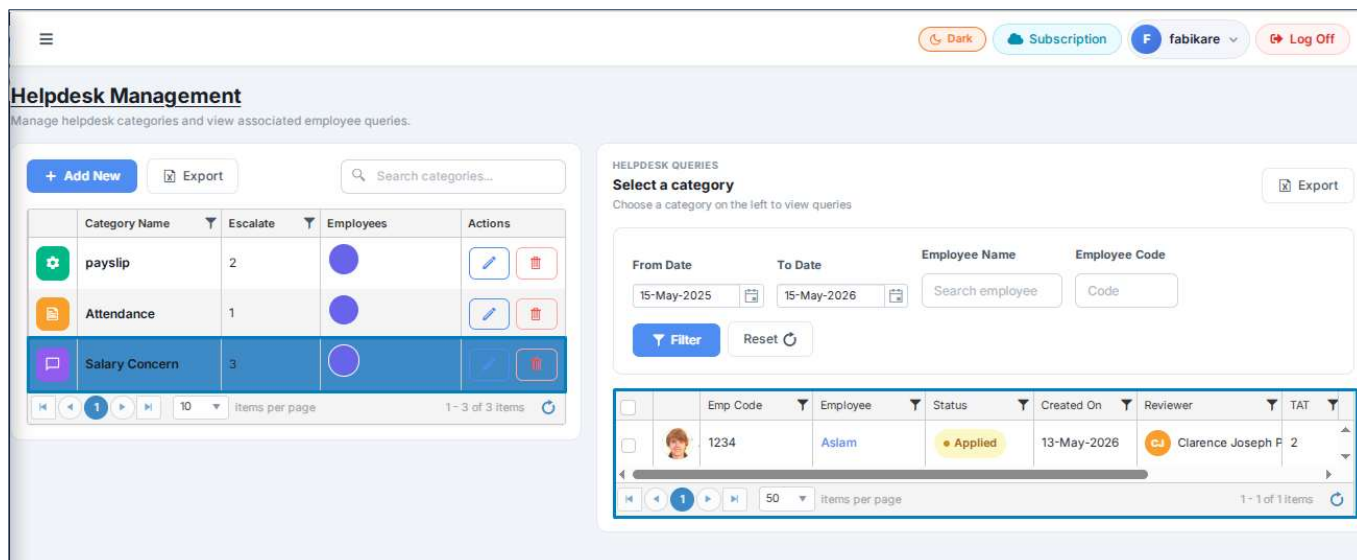
4) Improved Exit Management feature provides a quick and organized view of employee exit feedback, making it easier to review responses, track details, and take timely actions.

New / Upgraded Feature: **New** Category / Sub Category: **Exit Management > Employee exit entries**



5) Improved Employee Helpdesk feature allows users to select helpdesk categories and review related employee tickets from the same screen for clear tracking and better visibility of ticket status and details.

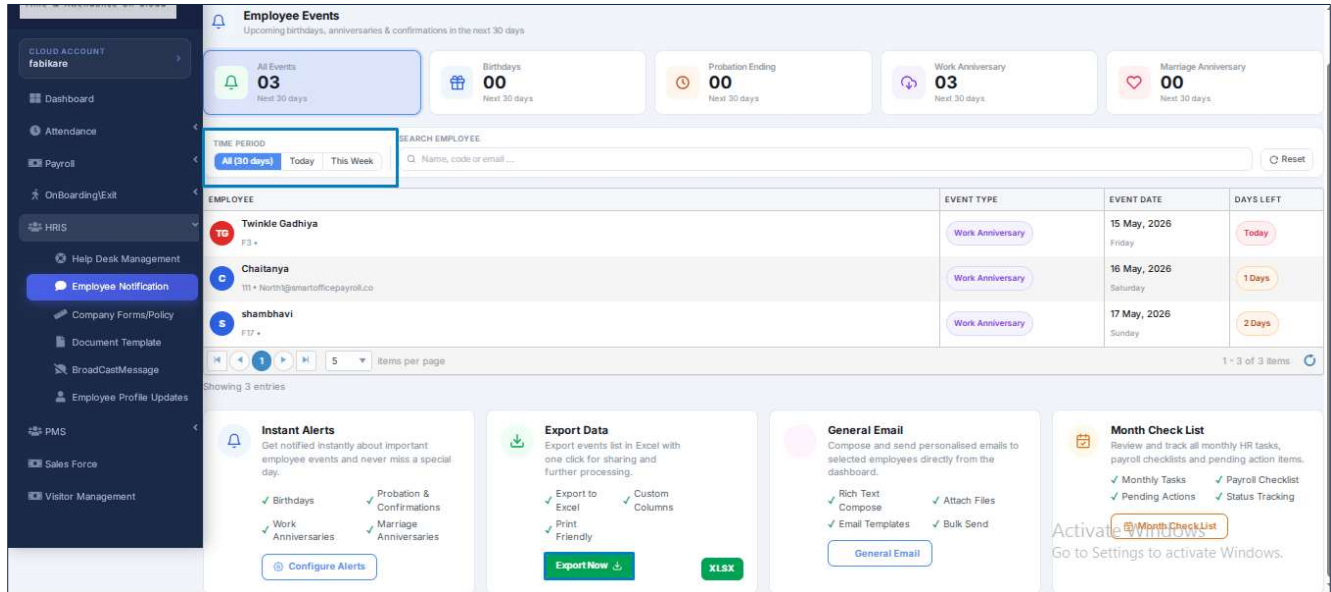
New / Upgraded Feature: **New** Category / Sub Category: **Helpdesk Management**



6) Improved Event Notifications feature allows users to view events by time period (Today, This Week, Next 30 Days) with the ability to export event details for easier tracking and management.

New / Upgraded Feature: **New**

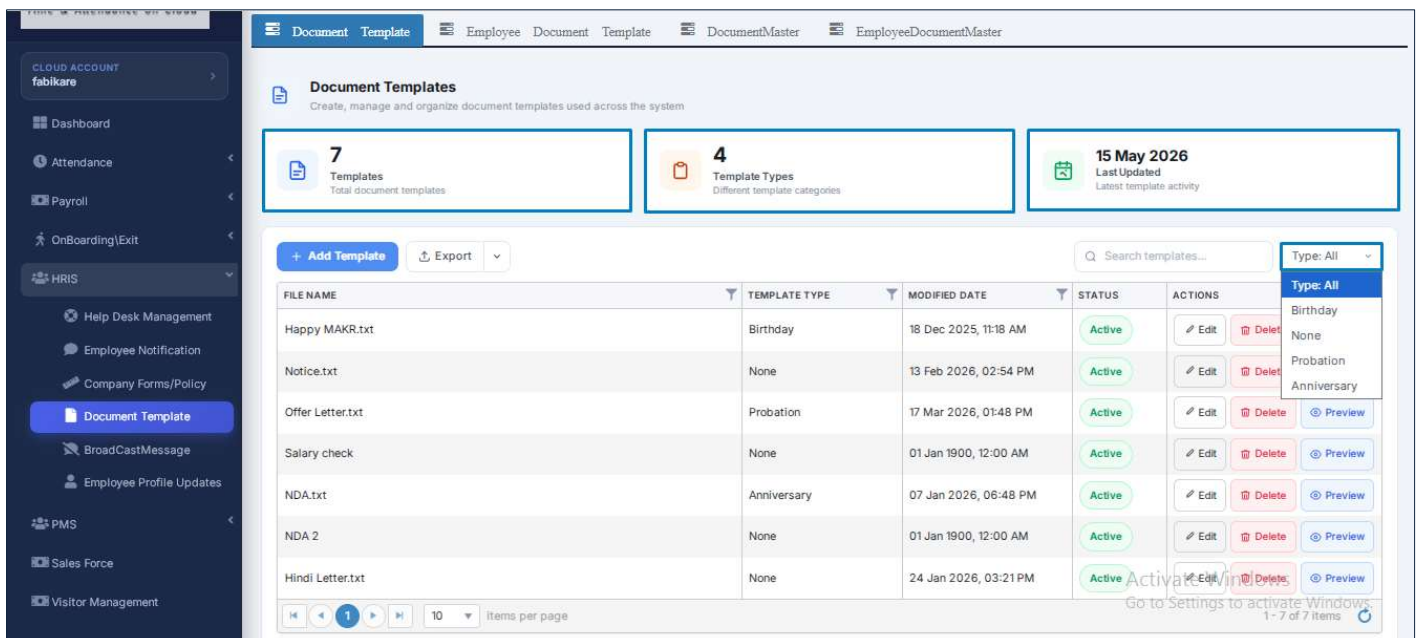
Category / Sub Category: **Event Notification**



7) Improved Document Templates feature allows users to filter and review templates by document type, view non-type template counts, and access last modified details for better tracking and management.

New / Upgraded Feature: **New**

Category / Sub Category: **Document Template**



8) Improved Employee Broadcast Messages feature allows users to select Broadcast categories and review related employee read logs from the same screen for clear tracking and better visibility of ticket status and details.

New / Upgraded Feature: **New**

Category / Sub Category: **Broadcast Message**

