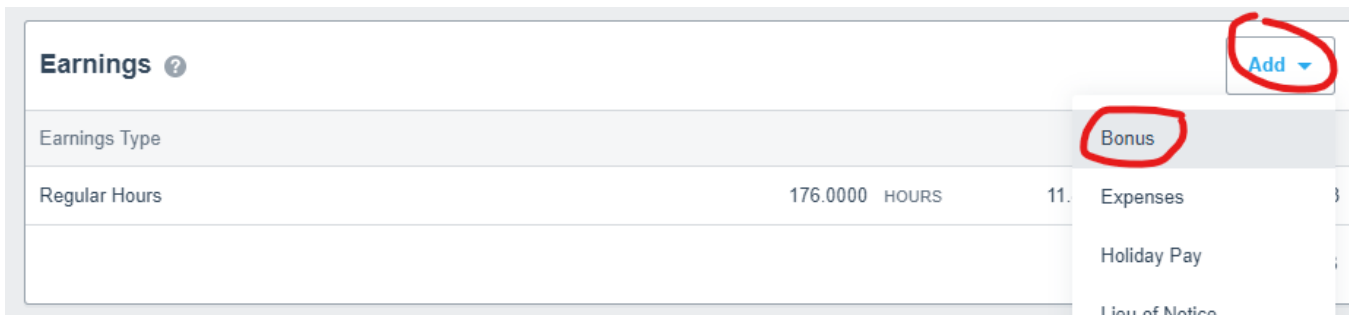


Adding Bonus's / Extra Payments

On the Employee Payslip Screen...

1. Click "**Add**" and "**Bonus**"



Earnings ?		
Earnings Type		
Regular Hours	176.0000 HOURS	11.

Add ▼
Bonus
Expenses
Holiday Pay
Item of Notice

2. Enter the amount in pounds of the bonus



Earnings ?			
Earnings Type		Rate	Amount
Regular Hours	176.0000 HOURS		
Bonus			0.00

3. Click "Save"



Amount

Save

Revision #2

Created 24 May 2022 12:50:19 by Admin

Updated 25 May 2022 17:08:48 by Admin