



Quess Central

Social Enterprise

Why Qness Central

01

Multiple applications
require multiple logins

02

Absence of analytic capabilities
resulting in tedious manual data
collection

03

Limited employee self service
options and negligible
communication opportunities

What's New



Single sign on



Hiring requisition



Line manager reports



Automated exit



Online pre-joining formalities



Latest news & important announcements



People directory



Engaging content like jokes, quizzes, polls & intellectual reads

Features

	Buckets	Features	
1	Personal Corner	<ul style="list-style-type: none">• Personal Details• Academic Details• Career Details• Tax Details• Tasks (Dynamic Notification Panel)	
2	Communication	<ul style="list-style-type: none">• News• Organizational Announcements• Policies• Emergency Response System• Award Schemes• CSR Opportunities	<ul style="list-style-type: none">• Polls• Jokes corner (with disclaimer)• Thought of the day• Did you know – Intellectual• Friday Quiz• Mandatory Read / Pop-ups

Features

	Buckets	Phase 1
3	Collaboration	<ul style="list-style-type: none">• Single sign on - Remove direct access to all internal systems• People directory
4	Business Processes	<ul style="list-style-type: none">• Workflows & Forms<ul style="list-style-type: none">- View Leave Balances- Apply Leave- Attendance of the Month- Attendance Regularization- Hiring Requisition

Features

	Buckets	Phase 1
5	Knowledge Repository	<ul style="list-style-type: none">• Downloads<ul style="list-style-type: none">- Corporate Presentations- Corporate Brochures- Newsletters by Business- Logos

How do I comprehend the tool?

▶ Left Menu



- ☰ Dashboards
- 👤 Personal Details
- 📊 Academic Details
- 📊 Career Details
- 📅 Leave <
- ✉ Attendance <
- 🏠 Reimbursements
- 🏠 Part C Claims
- 🏠 Hiring Requisition

Top Menu/Alerts



Welcome to Qess Central.

↔ Switch Role

🔔 Alert 8



Panels

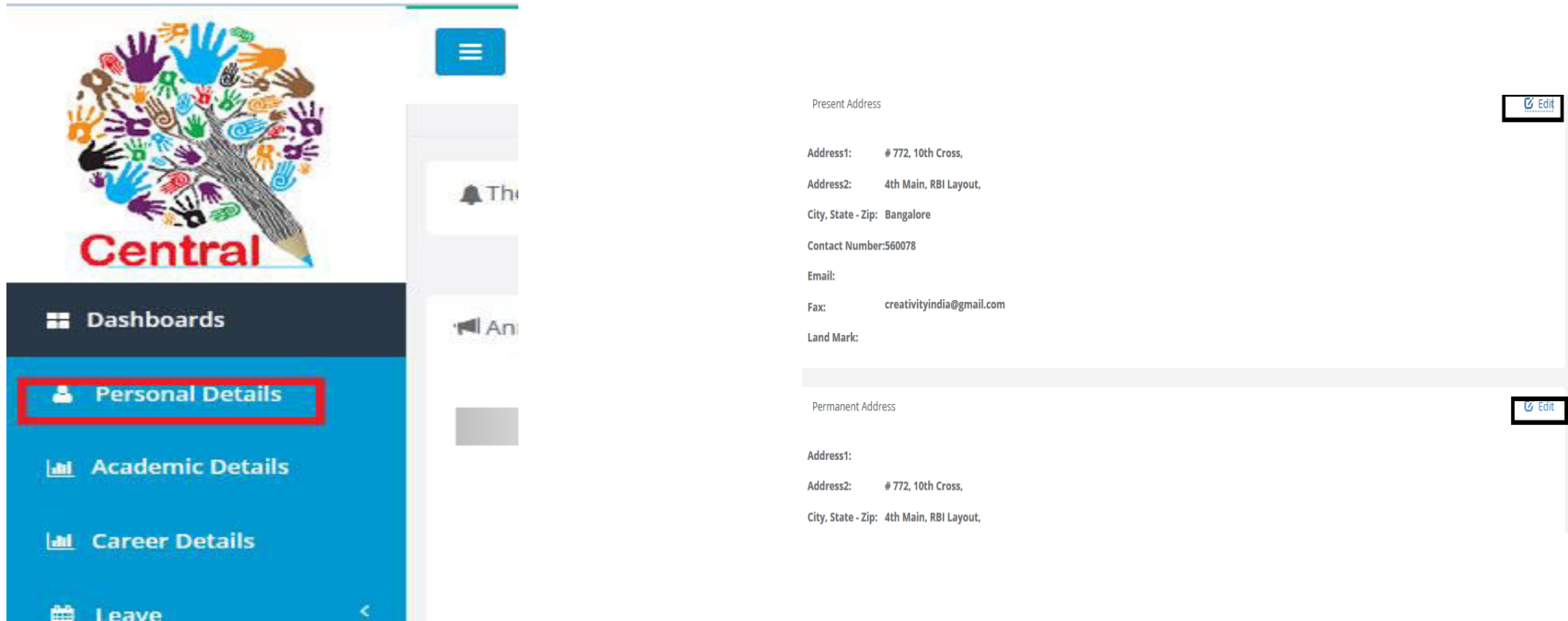
- 📅 Leave <
- ✉ Attendance <
- 🏠 Reimbursements
- 🏠 Part C Claims
- 🏠 Hiring Requisition
- 🏠 Employee Referral
- 🏠 People Directory
- 📄 Resources <
- 📅 Panel Content <

Award Schemes

Landing page: The page you land when you login to the tool.

Updating Details in ESS- Address Change

- ▶ To update address details in Qness Central> Personal Details Tab>Click on Edit and change address and attach address proof. It goes to HR operations for verification. Post approval your address gets updated.
- ▶ **Navigation:** Login to Qness Central> On left menu click personal details



The screenshot displays the Qness Central application interface. On the left, a navigation menu is visible with the following items: Dashboards, Personal Details (highlighted with a red box), Academic Details, Career Details, and Leave. The main content area shows the 'Present Address' section, which includes an 'Edit' button in the top right corner. The address details are as follows:

Present Address

Address1: # 772, 10th Cross,
Address2: 4th Main, RBI Layout,
City, State - Zip: Bangalore
Contact Number:560078
Email:
Fax: creativityindia@gmail.com
Land Mark:

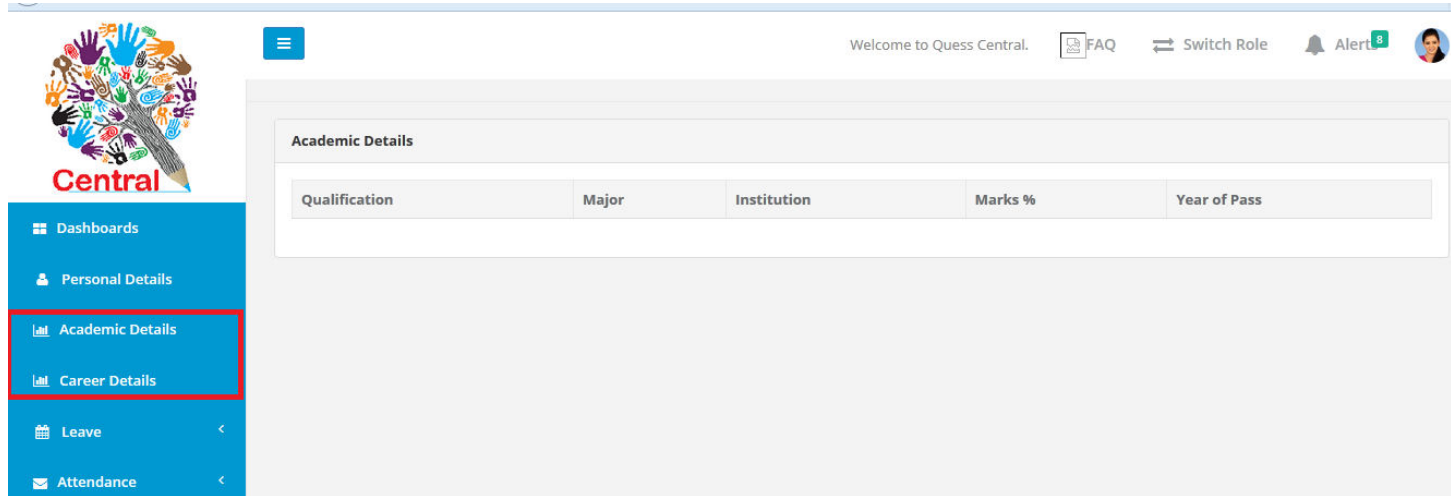
Below the present address section, the 'Permanent Address' section is visible, also featuring an 'Edit' button in the top right corner. The address details for the permanent address are:

Permanent Address

Address1:
Address2: # 772, 10th Cross,
City, State - Zip: 4th Main, RBI Layout,

Updating Details in ESS- Academic/Career Details

- ▶ In Case of your academic or your previous. >Click on Edit and Add academic details, career details and attach necessary mark sheet/ offer letter/relieving letters. It goes to HR operations for verification. Post approval your academic/career gets updated.
- ▶ **Navigation:** Login to Qness Central> On the left menu> Academic Details/ Career Details



The screenshot displays the Qness Central user interface. On the left is a blue navigation sidebar with a logo at the top consisting of a tree of colorful hands and the word "Central" in red. The sidebar menu items are: Dashboards, Personal Details, Academic Details (highlighted with a red border), Career Details, Leave, and Attendance. The main content area shows a header with "Welcome to Qness Central.", a "FAQ" icon, a "Switch Role" button, an "Alert 8" notification, and a user profile picture. Below the header is a section titled "Academic Details" containing a table with the following columns: Qualification, Major, Institution, Marks %, and Year of Pass.

Qualification	Major	Institution	Marks %	Year of Pass
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Apply Leave/Attendance Regularization

- ▶ Till 20th Dec you will continue to use your existing systems like AVIS, Radar for time sheets/markng attendance/leave management. Please keep your old employee ID (from now will be **referred to as AVIS ID/Radar ID**), handy.
- ▶ **Navigation:** Login to Quess Central>On the left menu>Clicking on View leave balance, apply leave, attendance regularization will redirect you to AVIS/Radar.

The image displays a sequence of three screenshots illustrating the navigation process from Quess Central to the AVIS/Radar system.

Left Screenshot: Quess Central Navigation Menu
The navigation menu is shown with a red box highlighting the 'Leave' section. The menu items are: Dashboards, Personal Details, Academic Details, Career Details, Leave (highlighted), Leave Balance, Apply Leave, Attendance, and Reimbursements.

Middle Screenshot: AVIS Login Page
The browser window shows the AVIS login page with the URL `www.kservecloud.com/KSHRMS_QCLALPHA/FrmApply_Leave.aspx?mQcl='Qc1'&mUserID='10000211'`. The page features the AVIS logo, a 'Your Information a Click away' header, and a 'User Login' form with fields for 'User Name' (containing '1751') and 'Password' (masked with asterisks). A 'Sign in' button is present. A 'Forgot password?' link is also visible. A 'Welcome to AVIS !!!' message is displayed on the left side of the page.

Right Screenshot: My Radar Login Page
The browser window shows the My Radar login page with the URL `www.kservecloud.com/KSHRMS_QCLALPHA/FrmApply_Leave.aspx?mQcl='Qc1'&mUserID='10000211'`. The page features the My Radar logo and a navigation bar with 'Home', 'Timesheet', and 'Payroll Info' options. A dropdown menu is open, showing fields for 'First Name', 'Emp ID', 'Phone', 'Qualification', 'Category', and 'Description'.

People Directory

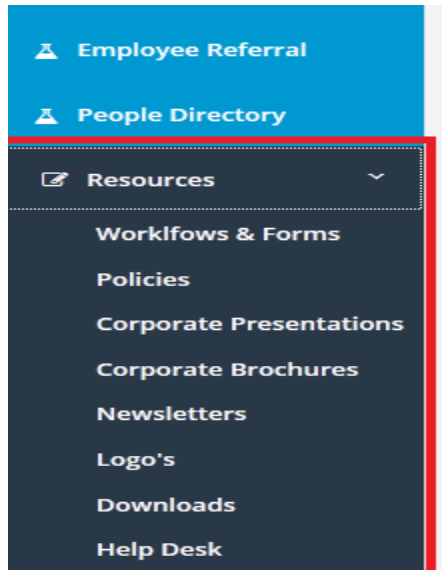
- ▶ **New Feature:** Do you want to find a contact number, email address, location of a person, people directory is the place to find. You can search a person through alphabetic listing, location, department, brand or email ID.
- ▶ **Navigation:** Login to Quess Central > On the left menu > Select People Directory

The screenshot displays the Quess Central People Directory interface. On the left, a blue navigation menu lists various options, with 'People Directory' highlighted in a red box. The main content area features a search bar with a dropdown menu showing 'People', 'Department', 'Location', and 'Brand'. Below the search bar is an alphabetical index from B to Z. Three employee profiles are listed:

- Senthil Kumaran** (Senior Developer, Chennai)
- Rashmi** (Graphic Designer, Hyderabad, rashmi@quesscorp.com, 9988776655)
- Swetha Shankar** (HR Manager, Pune)

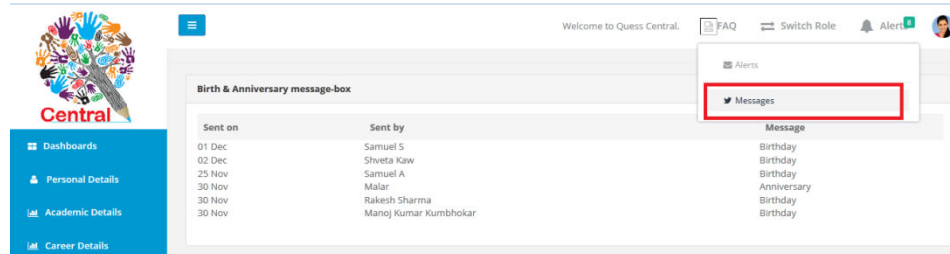
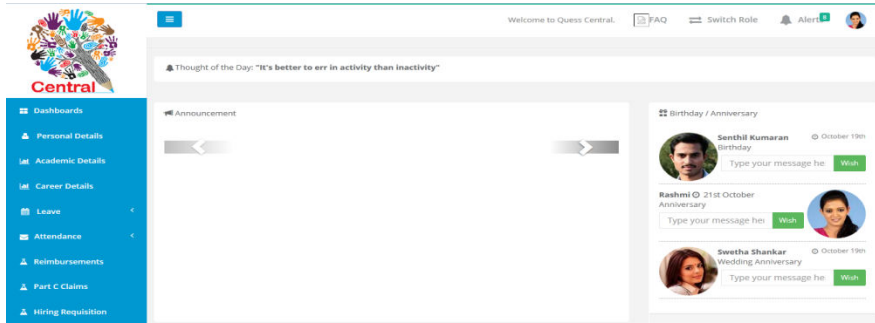
Resources

- ▶ Looking for corporate presentation template? Searching for policies? Corporate brochures? This is the place you will find them.
- ▶ **Navigation:** Login to Ques Central> On the left menu> Resources



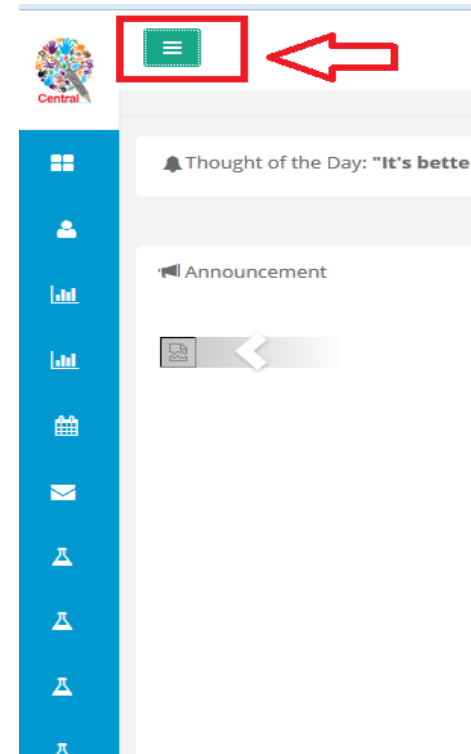
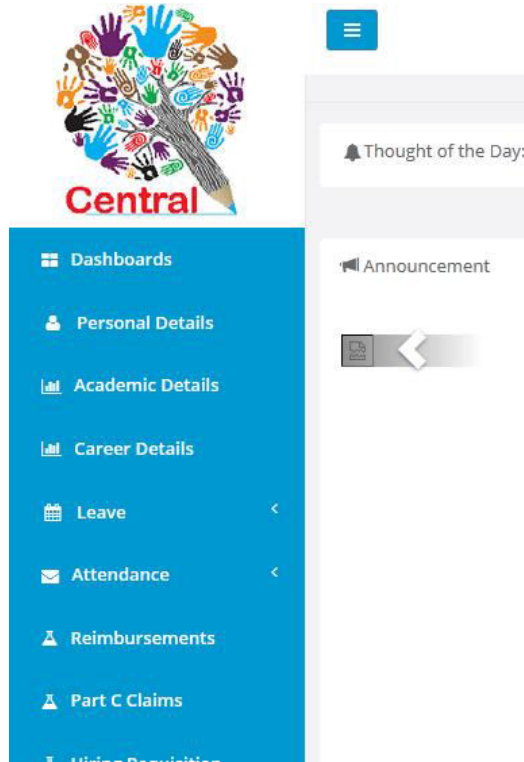
Communication- Birthday Wishes

- ▶ Want to wish a colleague on a birthday? You can do that on Ques Central sitting from any office.
- ▶ **Navigation:** Login to Ques Central> On the right hand side of your landing page birthday panel will be listed> Click on Wish option. All wishes will be stored in the alert tab on the top right hand side



Communication- Others

- ▶ We have got exciting polls, quizzes, jokes corner, polls all as different panels on your landing page. You will get exciting content every week up dated on these panels. And our menu is flexible.



What next?

- ▶ This is not the entire tool. While you use the existing application, we will continue to enhance the features. We still have more features coming soon.
- ▶ Attendance & Leave Management.
- ▶ Exit Module.
- ▶ Reimbursements and Claims.
- ▶ Helpdesk, to name a few.

Thank You!