

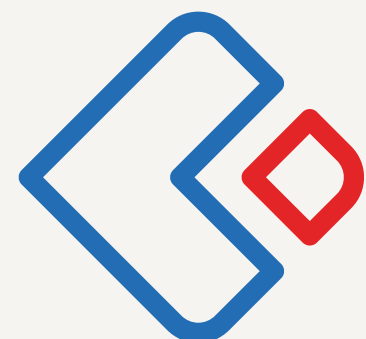


HR MANAGEMENT APP

ZOHO CREATOR

Custom Zoho Creator solution for the healthcare industry

Presented By
USAMA AHMED



Zoho
Creator

CLIENT & PROJECT OVERVIEW

A healthcare client needed a robust HR application to manage daily attendance, complex leave approvals, and CME requests outside a standard HRIS.

Vision

To build a centralized system that automates daily workflows, enforces multi-tier approvals, calculates payroll, and provides secure employee access via a custom portal.

KEY CHALLENGES

- Manual tracking of Check-in/out and complex work hour calculation.
- No structure for multi-level approval for events (like CME).
- Time-off logic (e.g., Government Work) was complicated and required manual attendance override.
- Payroll generation was manual and error-prone.

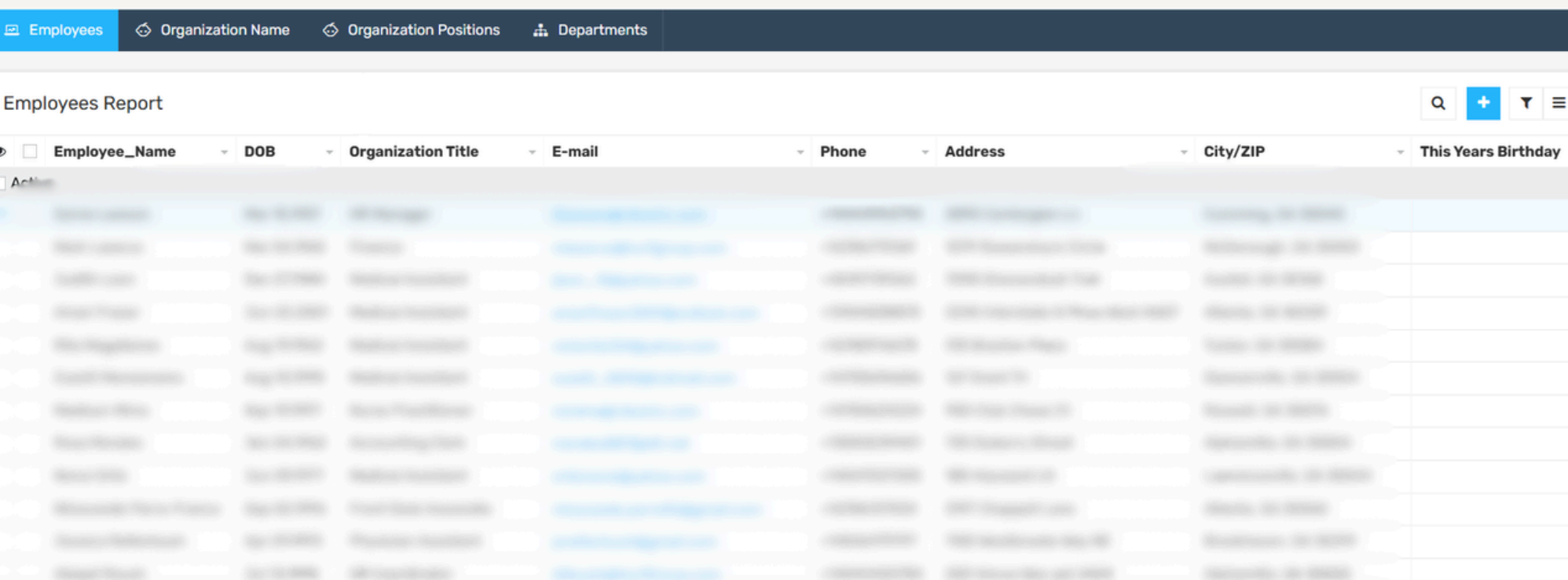
MY SOLUTION



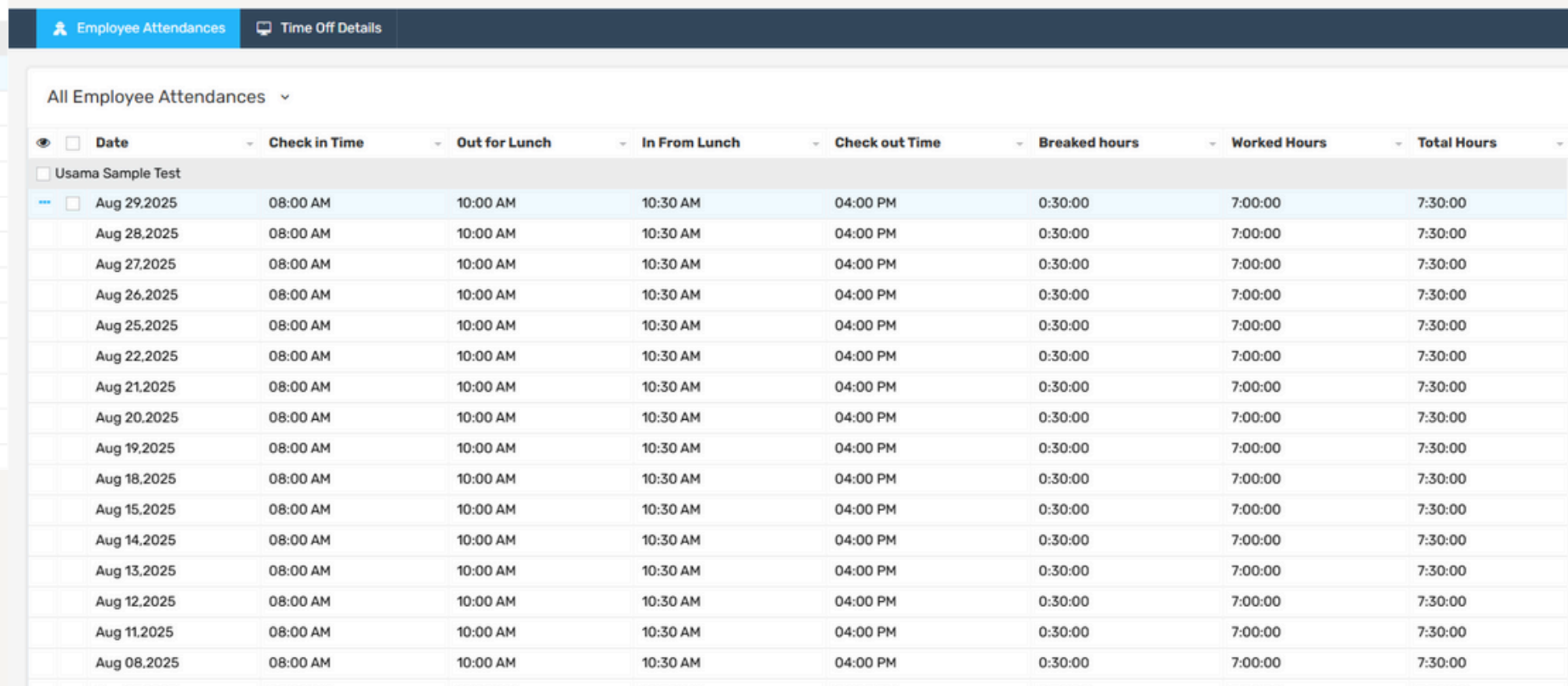
Custom Zoho Creator Application with Deluge scripting and Blueprint to automate all HR functions from attendance to payroll.
Custom Employee Portal for secure employee transactions.

CORE MODULE

- **Employee Form (Master Data)**
- **Logic:** Employee Attendance tracks Check-in, Lunch-in/out, and Check-out. Workflows calculate Work Hours and Break Time. The data is logged in the All Employee Attendance report.



The screenshot shows the 'Employees Report' table in Zoho Creator. The table has columns for Employee Name, DOB, Organization Title, E-mail, Phone, Address, City/ZIP, and This Years Birthday. The data is currently blurred.



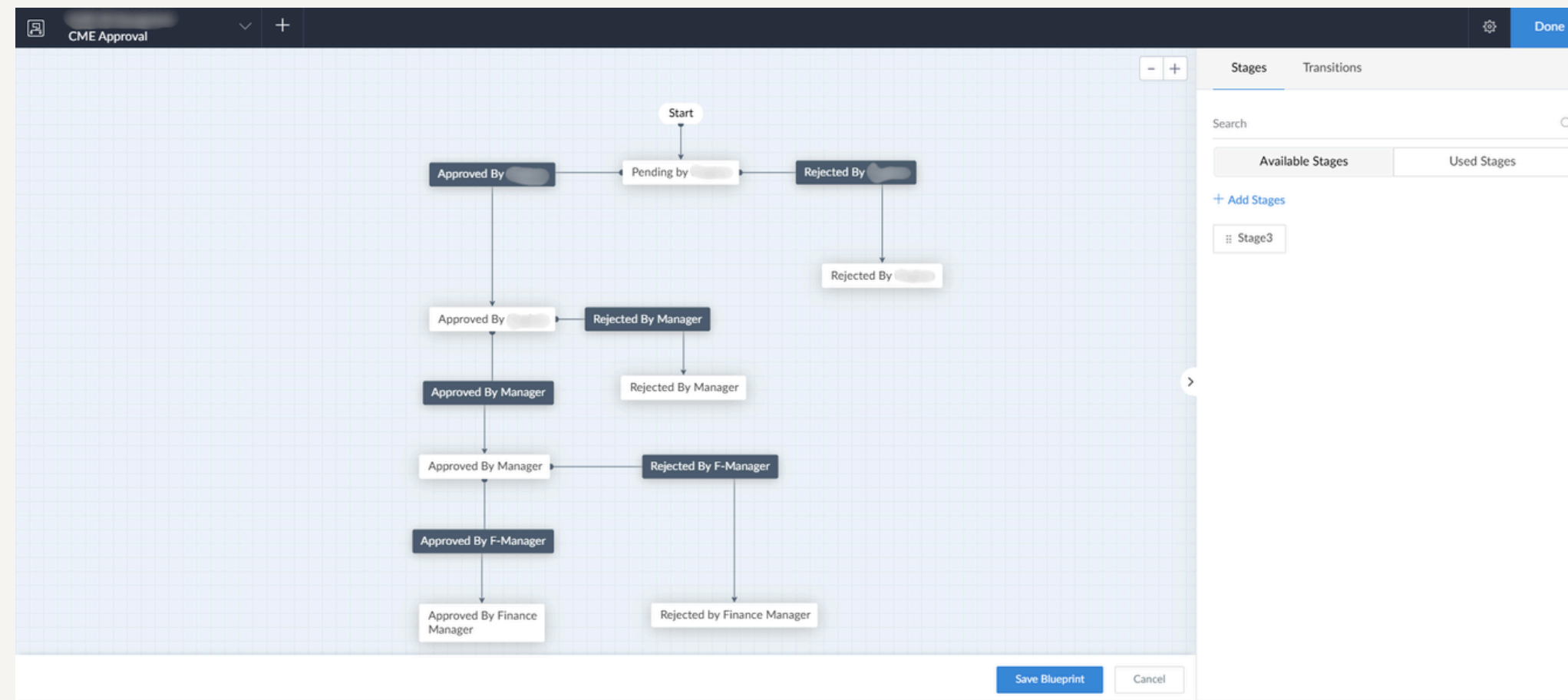
The screenshot shows the 'All Employee Attendances' table in Zoho Creator. The table has columns for Date, Check in Time, Out for Lunch, In From Lunch, Check out Time, Breaked hours, Worked Hours, and Total Hours. The data is currently blurred.

CME APPROVAL

CME Request uses a rigorous Blueprint for multi-tier approval: CEO > Manager > Finance Manager (post-event Proof Submission). Any rejection breaks the flow.

TIME-OFF LOGIC

Time Off Detail form features a condition: If the reason is 'Government Work' or 'Bereavement,' a Workflow auto-creates attendance records (8 hours/day) upon approval, preventing salary deduction.

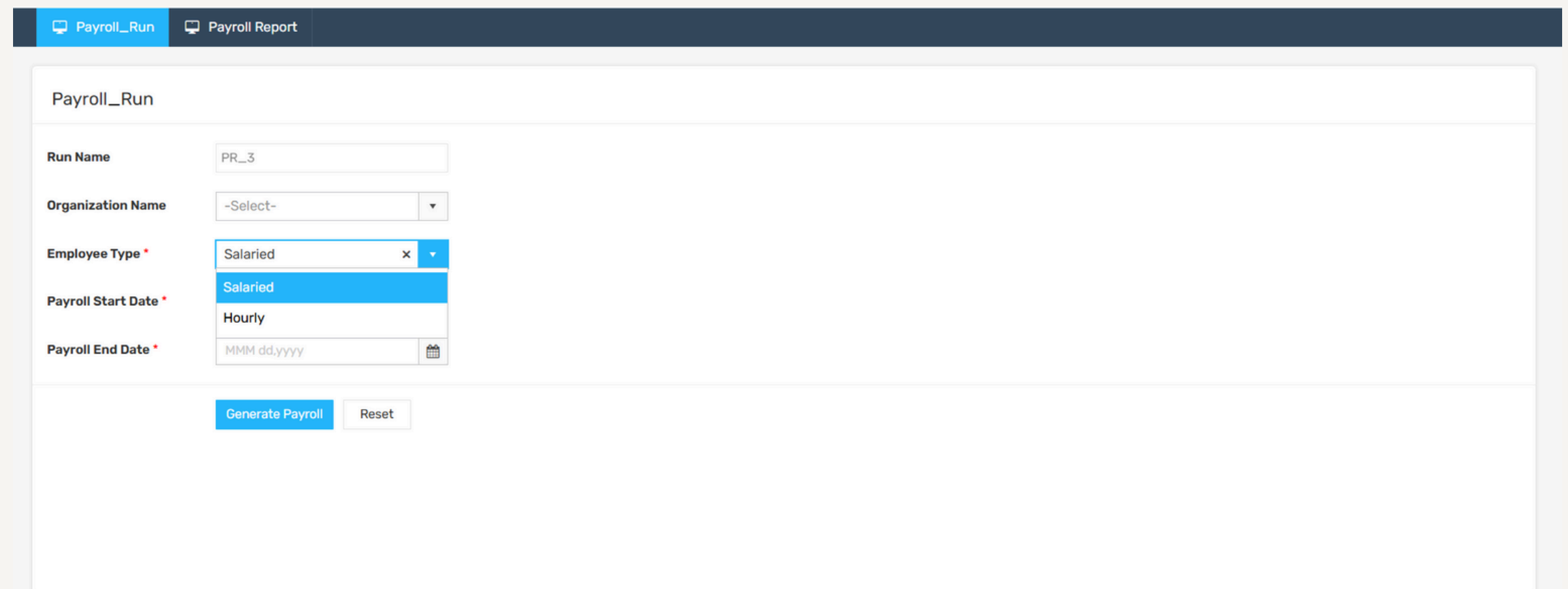


PAYROLL RUN

Payroll Run form allows the user to select the Date Range and Employee Type (Hourly/Salaried).

CALCULATION

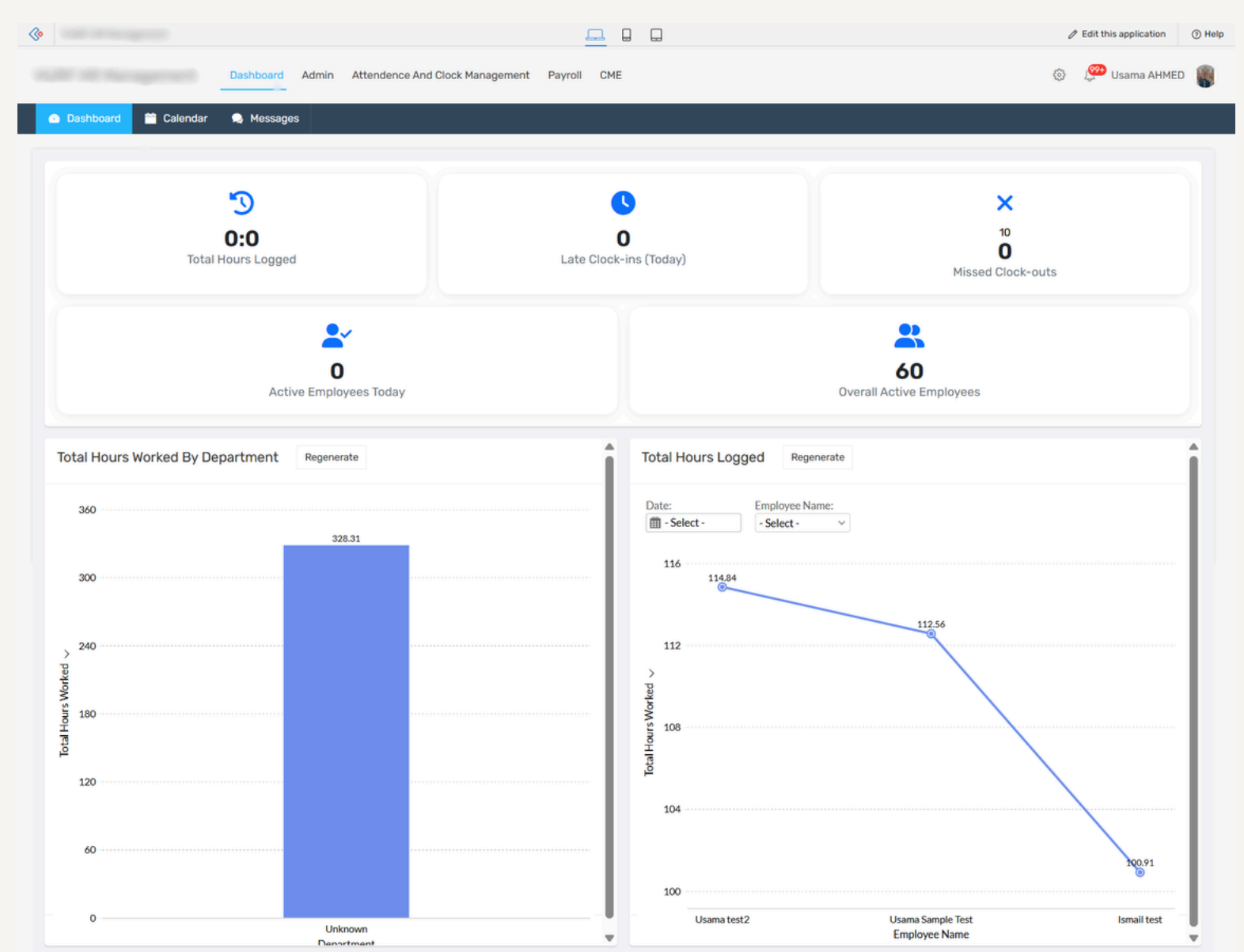
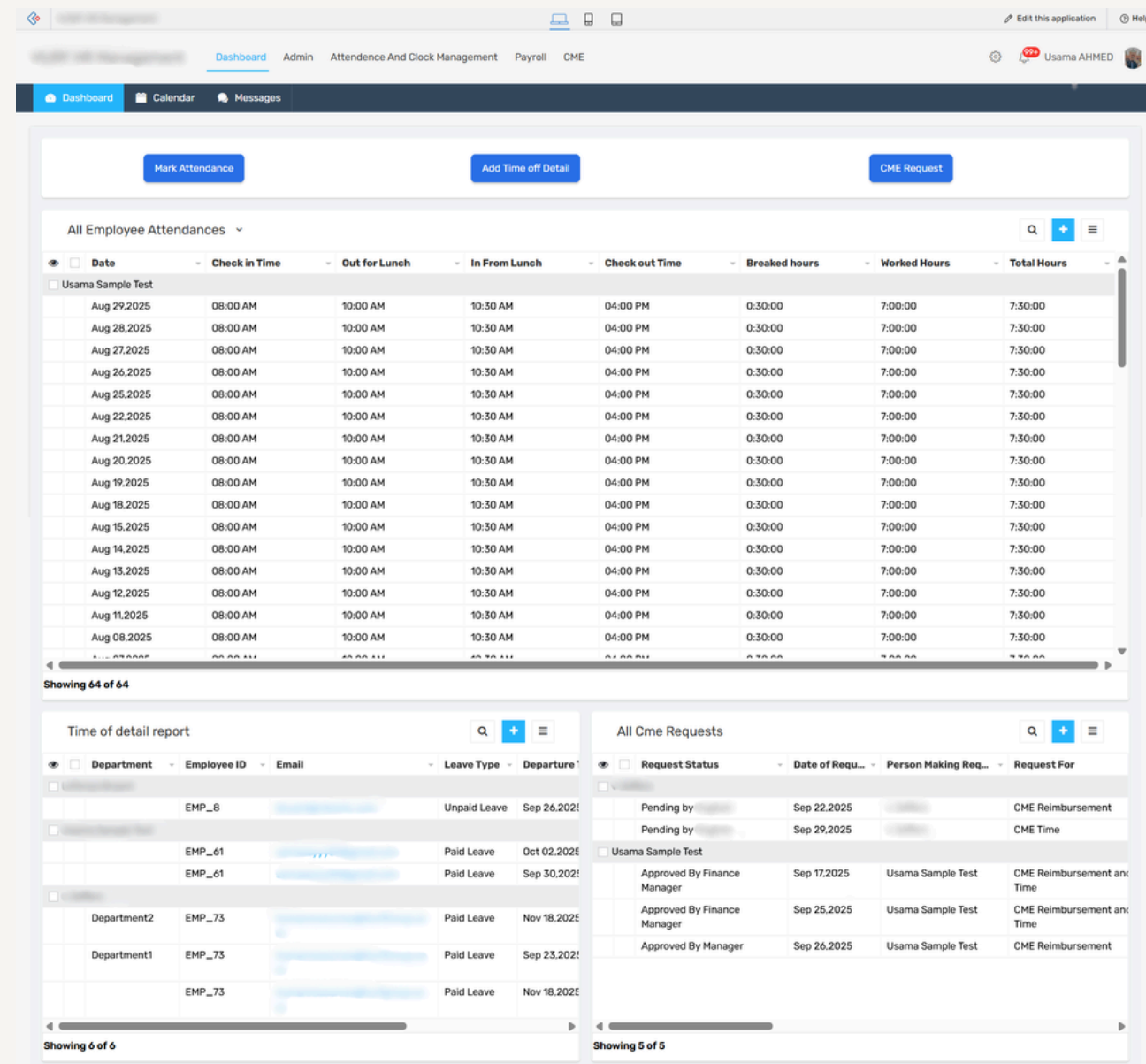
Workflow extracts relevant attendance and leave records, deducts leave hours (8 hours per day of leave), calculates Gross Amount, and then applies tax deductions to generate the final total pay.



The screenshot shows a web interface for a 'Payroll Run' form. At the top, there is a dark blue navigation bar with two tabs: 'Payroll_Run' (active) and 'Payroll Report'. Below the navigation bar, the form is titled 'Payroll_Run'. It contains several input fields: 'Run Name' with the value 'PR_3', 'Organization Name' with a dropdown menu showing '-Select-', 'Employee Type' with a dropdown menu showing 'Salaried' (selected) and 'Hourly', 'Payroll Start Date' with a dropdown menu showing 'Salaried', and 'Payroll End Date' with a text input field containing 'MMM dd,yyyy' and a calendar icon. At the bottom of the form, there are two buttons: 'Generate Payroll' (highlighted in blue) and 'Reset'.

IMPACT

- 100% Accuracy in Work Hour and Payroll Calculation.
- Compliance: Blueprint enforces mandatory approval paths for CME requests.
- Improved Access: Custom portal streamlines employee self-service.
- Management Clarity: Real-time dashboards provide full HR oversight.



TOOLS & SKILLS USED

- **Zoho Creator**
- **Deluge scripting**
- **Custom buttons, forms, subforms, Blueprint**
- **Zoho Creator Customer Portal**
- **Workflows & Scheduling**
- **Complex Formula Implementation**
- **Email and Approval Automation**
- **Automation and business logic design**
- **Custom Dashboard Development**

LET'S WORK TOGETHER

USAMA AHMED

CERTIFIED ZOHO DEVELOPER

CERTIFICATE ID : ZCCA1736

✉ *usama.nexgenconsulting@gmail.com*

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