

How do I enter an employee and his variables ?

1131 Jul 14, 2023 Employees (Staff), Variables

When setting up the OM Staff software, you enter a record for each of your employees in the Employees file, accessible via the **Data** menu. Call up the **Action>New** command to create the record.



To enter an employee's **variables** , click on the button at the bottom of the employee's record.

As a reminder, variables are **salary types** (used to calculate all the salaries you request to create for this employee), but are only used to calculate a particular salary record. That's why, when you create them, you must indicate the number of the salary form for which they will be taken into account.

Online URL: <https://om-bm.knowledgebase.co/article-1131.html>