

User Guide



India's Leading

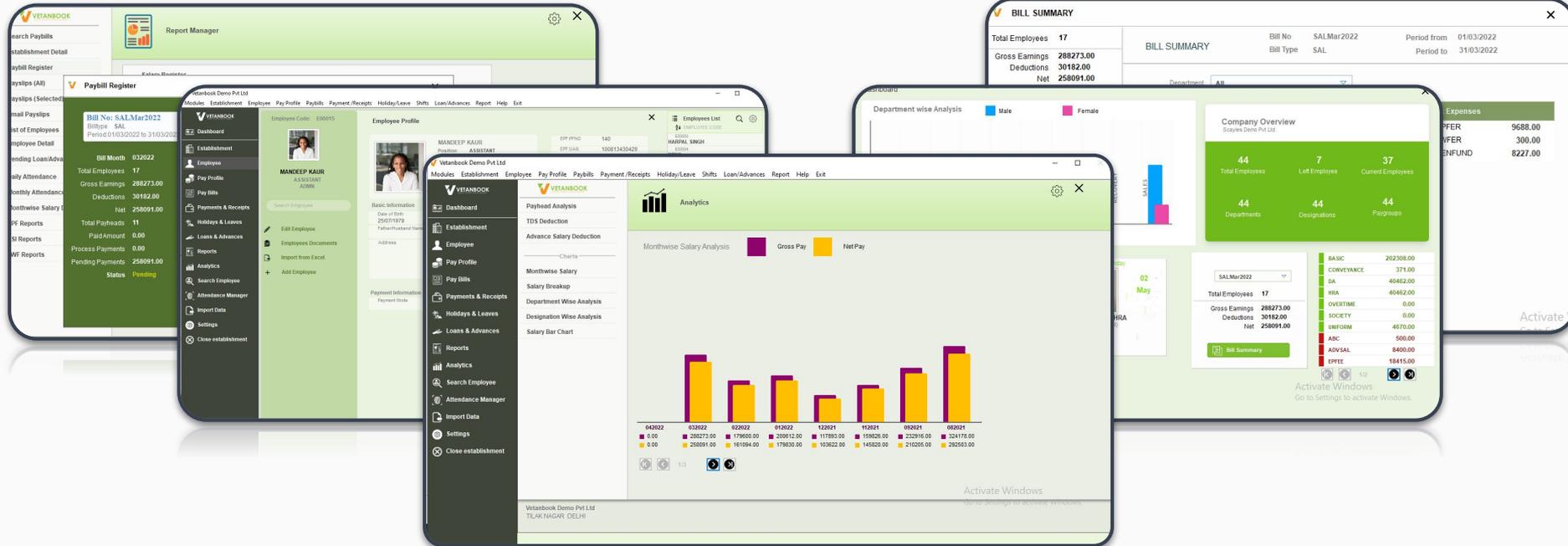
Payroll Management & Statutory Compliances Solution

Built for Indian Payroll & Labour Law Compliances

About Vetanbook

Vetanbook is one of the leading Payroll solutions company in India. Vetanbook is designed to simplify Payroll and Labour Law compliances to help enterprises and Professionals. With unique and simple user interface, vetanbook helps its clients to ease the payroll processing and filing of statutory labour law compliances with just a single click. Vetanbook incorporates sophisticated processes to systemize complicated payroll methods with user friendly and easily navigable modules.

Clearly structured UI Design with elegant controls



FEATURES

Employee Document Management



- Manage Documents of individual employees in various formats like jpeg and pdf etc.
- Easily downloadable saved documents

FEATURES

Statutory Compliance Management

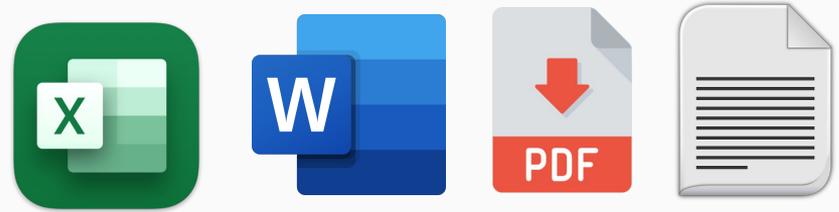
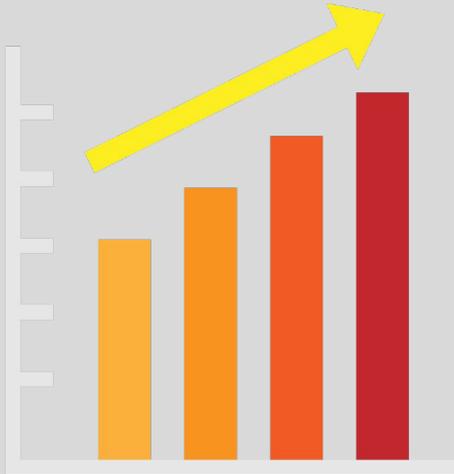


Manages various Labour Law Compliances and generates reports according to prescribed formats.

- Provident Fund
- ESIC
- Labour Welfare Fund
- Professional Tax

FEATURES

Reports & Analytics



- Generates various types of reports in different formats like pdf, xls, txt etc. in just single click.
- Analyse various salary components with the help of different charts and tables.

Attendance Management



- Easily Mark Bulk Attendance
- Daily as well as Monthly attendance Register
- Attendance Summary import facility

Automatic Upgradation



- Notifies about the new software releases
- Software is upgraded to newer version automatically without any manual transfer of files

FEATURES

Payslip Generation & Mailing



- Generation of Payslips for employees
- The payslips are sent directly to employees email accounts

TICR/19/02/001 

Pay Slip for the period of March 2022

Emp Code : E00005	Non Pay Days 15	Pay Days 16	EPF:PFNO:1331
Name : MANDEEP SINGH	Hours Worked 0	Hourly Rate 300.00	EPF:UAN:254522521452
Father Name : RASHPAL SINGH	Overtime Hours 0	Overtime Rate 200.00	ESI:INSURANCENO:
Designation : ASSISTANT	Leaves 0	Optional Holidays 0	
Department : ACCOUNTS			

Earnings	Amount	Deductions	Amount
BASIC	51613.00	LWFEE	5.00
Dearness Allowance	10323.00	EPFEE	7432.00
House Rent Allowance	10323.00	ESIEE	158.00
UNIFORM ALLOWANCE	361.00	PROFITAX	0.00
SOCIETY	0.00	ADVSAL	5000.00
OVERTIME	0.00	ABC	500.00
Total Earnings	72620.00	Total Deductions	13095.00
		Net Pay	59525.00

Signature

Some more Features



Payroll Management



Bulk Import Facility



One Click Process



Configurable Pay Structures



Separate Compliance Modules



Individual Employee Settings



Salary Advance & TDS Deduction



Instant Summary

Follow Simple steps

4 simple steps process to deploy and use



STEP #1

Sign Up.



STEP #2

Download



STEP #3

Install &
Update



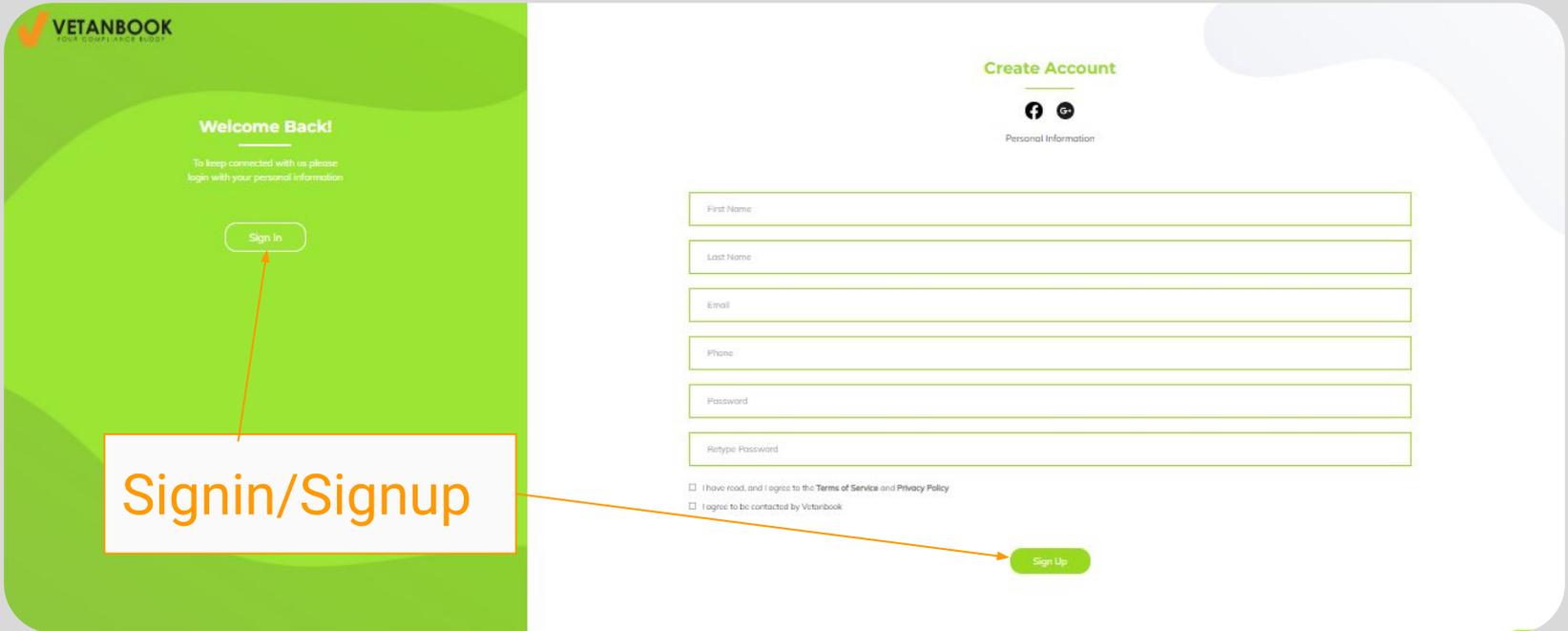
STEP #4

Activate

Signup

Create Free Account by
Signing up on Vetanbook





Download

Download the Software





VETANBOOK ENTERPRISE

Platforms Windows 10/Windows 8.1/Windows 8/Windows 7

System type 32-bit or 64-bit of Desktop Operating System

Best Resolution 1366 X 768(Recommended)

Last Updated 22 February 2022

Size 53 MB - 80 MB

[Download Now](#)

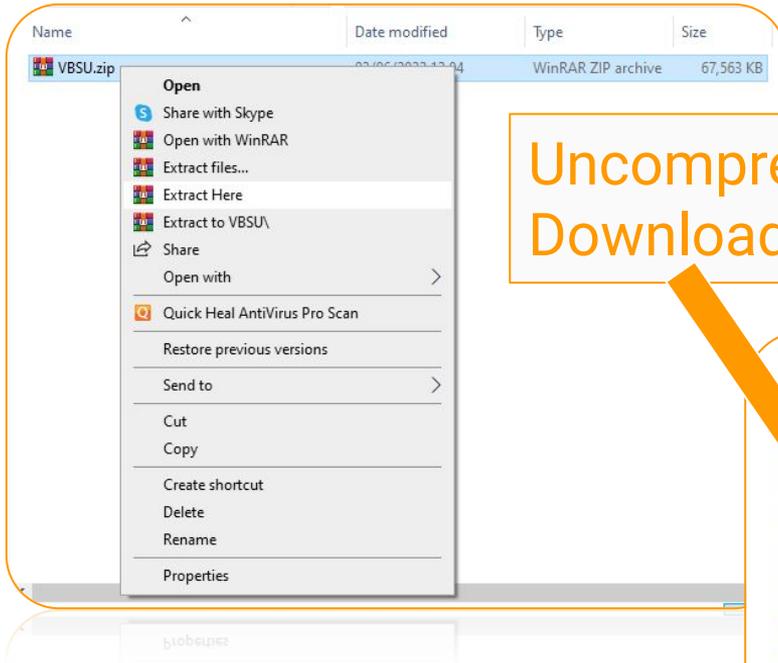
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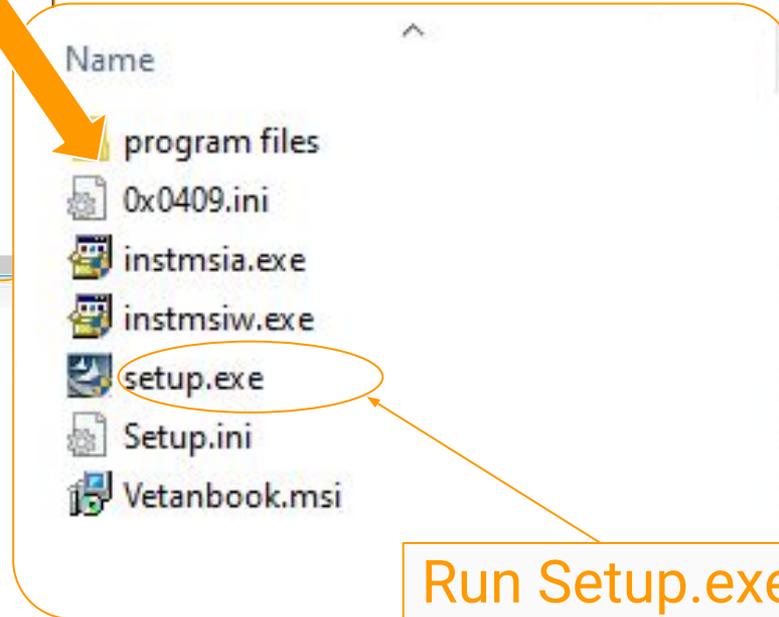
Install & Update

Install the Software and upgrade
to the latest version

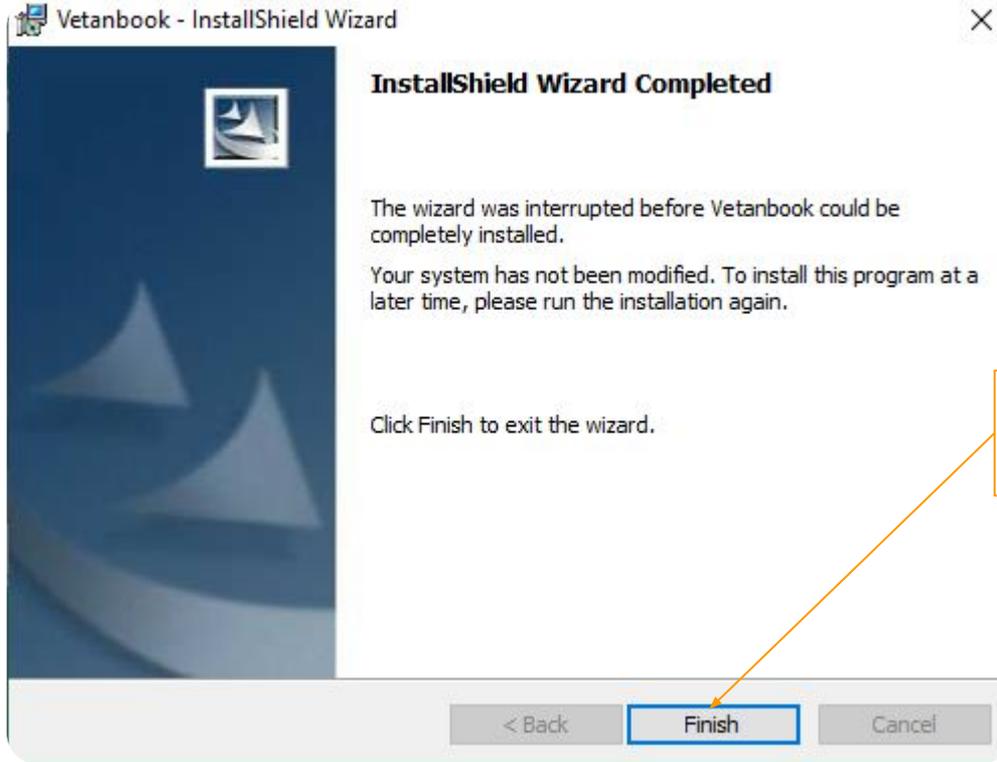




Uncompress
Downloaded File



Run Setup.exe to
start installation

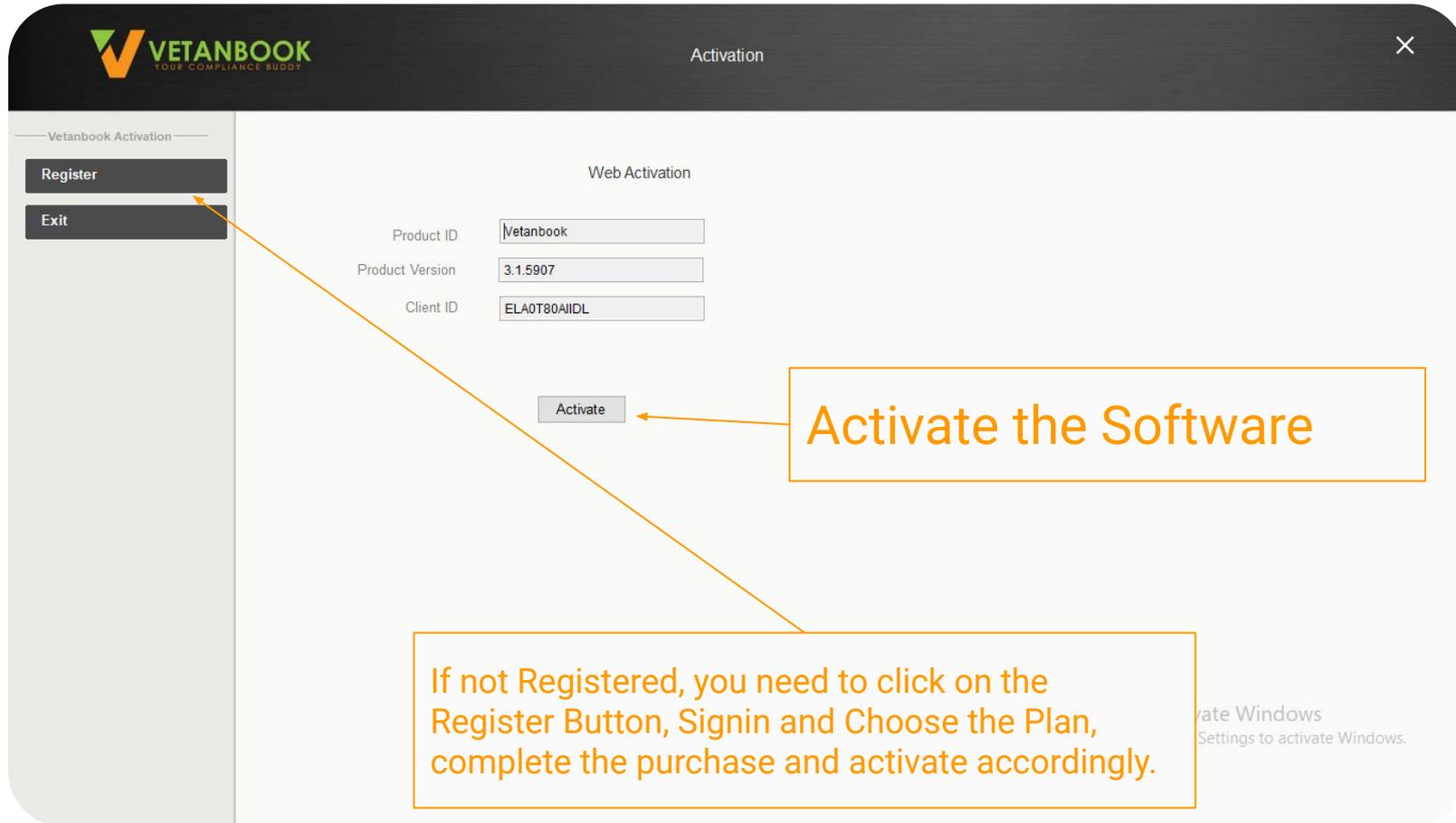


Install Software in PC



Run Update to upgrade Vetanbook to the latest Version

Click the Update Now button and wait until the latest version is updated



The screenshot shows the VETANBOOK Activation interface. At the top left is the VETANBOOK logo. The page title is "Activation" with a close button (X) on the right. A left sidebar contains "Vetanbook Activation" with "Register" and "Exit" buttons. The main area is titled "Web Activation" and contains three input fields: "Product ID" (filled with "vetanbook"), "Product Version" (filled with "3.1.5907"), and "Client ID" (filled with "ELA0T80AIDL"). Below these fields is an "Activate" button. A text box on the right says "Activate the Software" with an arrow pointing to the "Activate" button. A larger text box at the bottom explains the registration process, with an arrow pointing to the "Register" button in the sidebar.

Activate the Software

If not Registered, you need to click on the Register Button, Signin and Choose the Plan, complete the purchase and activate accordingly.

Complete the initial Setup

The screenshot shows the 'Initial Setup' window with three sections for folder configuration. Each section has a status icon (red 'X' for missing, green checkmark for present), a folder path, and a 'Select another folder' button. Annotations with arrows point to these buttons and provide instructions.

Data Folder
Data Folder does not exist
Select another folder
Select the Data folder If you are using the software for the first time, Create a blank folder and select the path

Output Folder
C:\Users\VETANBOOK\Desktop\output
Output Folder does not exist
Select another folder
Select the Output folder. This folder generally exists on the desktop

Backup Folder
E:\backupscales1
Select another folder
Select the Backup folder where you want to place the backups. If backup folder does not exist create a blank folder

Next >>

VETANBOOK
YOUR CONFIDENCE READY

Complete the initial Setup

Initial Setup

Create Soft Data

E:\vbdata

Create Data Copy

Finish

If data folder is blank, Create Data copy by clicking on the button

Then Click Finish button and initial setup is complete

VETANBOOK
TODAY COMPANIES KEEP!



Version 3.1.5907

Users Admin

Login ×

User Name

Password

Streamline Your Payroll and all
Statutory Labour Law Compliances
with easy to use software

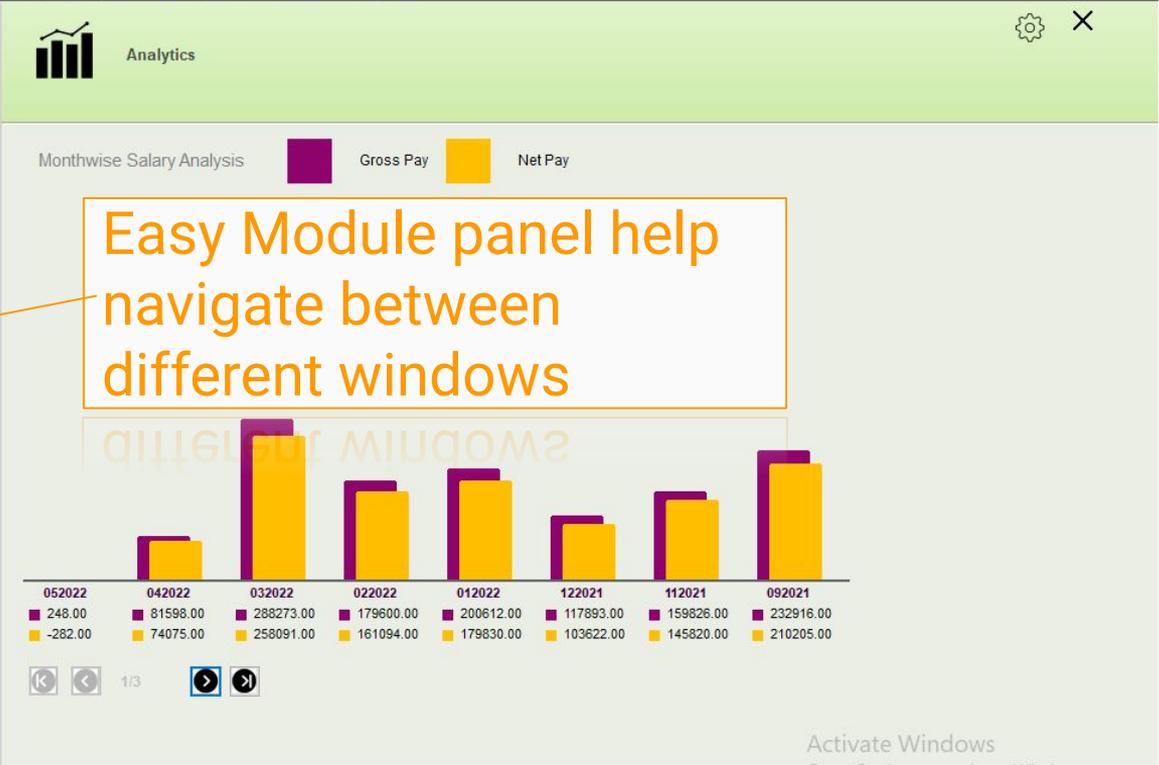
After initial setup,
Software is ready for use

Password: User



-  VETANBOOK
-  Dashboard
-  Establishment
-  Employee
-  Pay Profile
-  Pay Bills
-  Payments & Receipts
-  Holidays & Leaves
-  Loans & Advances
-  Reports
-  Analytics
-  Search Employee
-  Attendance Manager
-  Import Data
-  Settings
-  Close establishment

-  VETANBOOK
- Payhead Analysis
- TDS Deduction
- Advance Salary Deduction
- Charts
- Monthwise Salary
- Salary Breakup
- Department Wise Analysis
- Designation Wise Analysis
- Salary Bar Chart



“

Behind every powerful software, there's a team
of dedicated individuals who turn complexity
into simplicity



Thanks!

Contact us:

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www.vetanbook.com



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