# CIVICA

## Authority Connect - Employee Kiosk

### Manage your payslips and leave remotely, reducing administration effort and time

**Authority Connect** is the mobility app of Authority, with multiple capabilities.

Here we are focusing on **Employee Kiosk.** 

The Employee Kiosk capability replicates features of the Authority Employee Kiosk in a mobile app. It allows users to view and manage employment related information such as leave requests, pay slips and contact information from their mobile device anywhere and at any time. Any activity performed within the app is synchronised with Authority, making it seamless for users and reducing the burden on System Administrators.



Offline Access

Get access with or without internet coverage. When you're back in range, Authority Connect will automatically sync with Authority.

Secure Access

Users can be confident that Authority data is secure and Administrators have full control over who can access Authority Connect.

External Access

Users are able to access and update data in Authority securely via a cellular network in the field.

 Intuitive User Interface & Experience

Quickly and intuitively use Authority Connect without intensive training.

Upload Attachments

Users can upload new attachments quickly from the device camera or gallery which saves valuable time compared to independently taking photos and uploading into Authority at a later point.

View and Update Contact Details
 Users are able to easily access this information from anywhere without the need to access Authority. This promotes employees to keep their contact information up to date.

Support for multiple positions
 Takes away complexity with the ability for users to managing their leave and pay in multiple positions.

150+

local authorities use solutions from Civica









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# Authority Connect - Employee Kiosk

Manage your leave and payslips efficiently and effectively



#### View Leave Entitlements

Employees are able to easily access this information from anywhere without the need to access Authority.



#### Cancel Leave

Users are able to easily perform this cancel their leave without the need to access Authority



#### Complete Leave Approval Tasks

Users are able to easily view and approve leave requests for their employees from any location at any time.



### View Projected Leave

Users are able to easily forecast their leave balance for a future date from anywhere without the need to access Authority.



#### View Payslips

Employees are able to easily view their payslips within the app



#### View Leave History

Users are able to easily forecast their leave balance for a future date from anywhere without the need to access Authority.



### Download Payslip PDF

Employees have the option to download their payslips in PDF format from their device.

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