Aspect Software, Inc.
Back-office software for restaurateurs

Aspect Scheduler interface to H.S.I. Labor

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Requirements:

1) Need to obtain H.S.I. Labor V 7.01 from HIS
2) Need to have H.S.I. enable the proper "ini" settings in TIMGR.ini
3) Need to have Aspect V5.64 or higher

Step 1

In Aspect, go to settings / payroll setup / job codes.

Step 2

In Aspect, double click on the job code and enter grace periods into Aspect before you export the schedule. To do this, select Payroll Setup from the Settings menu and then Job Codes. Double-click on any job code. At the bottom, you will see a place for four grace periods - early in, late in, early out and late out. These grace periods must be entered for every job code. If you don't want to enforce the clock-out times, enter large grace periods, for example 120 minutes. After entering grace periods, you will also need to ask your HIS, Aloha, or Restaurant Manager representative to enable the scheduling feature on the POS system.

Step 3

In Aspect, export the schedule by going to Payroll / Export Schedule. To export a schedule, select Export Schedule from the Payroll menu. Enter the beginning and ending date of the week to be exported. Make sure the checkbox labeled 'Update the point-of-sale system after exporting' is turned on and that 'Export POS Schedule' is selected in the drop-down list. Press Ok to export the schedule.   If you do not have the 'Export POS Schedule' option available, you will need to create a batch routine to copy the data from Aspect to the POS System.
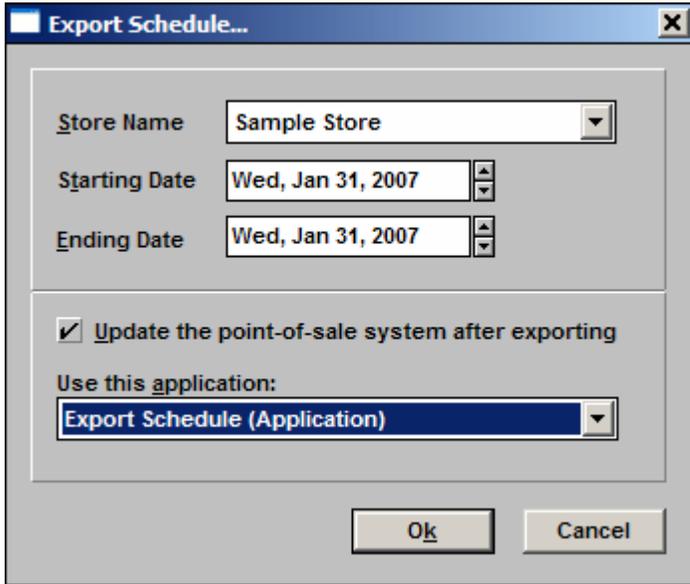
Step 4

To validate the schedule, you need to open up HSILABOR V7.01
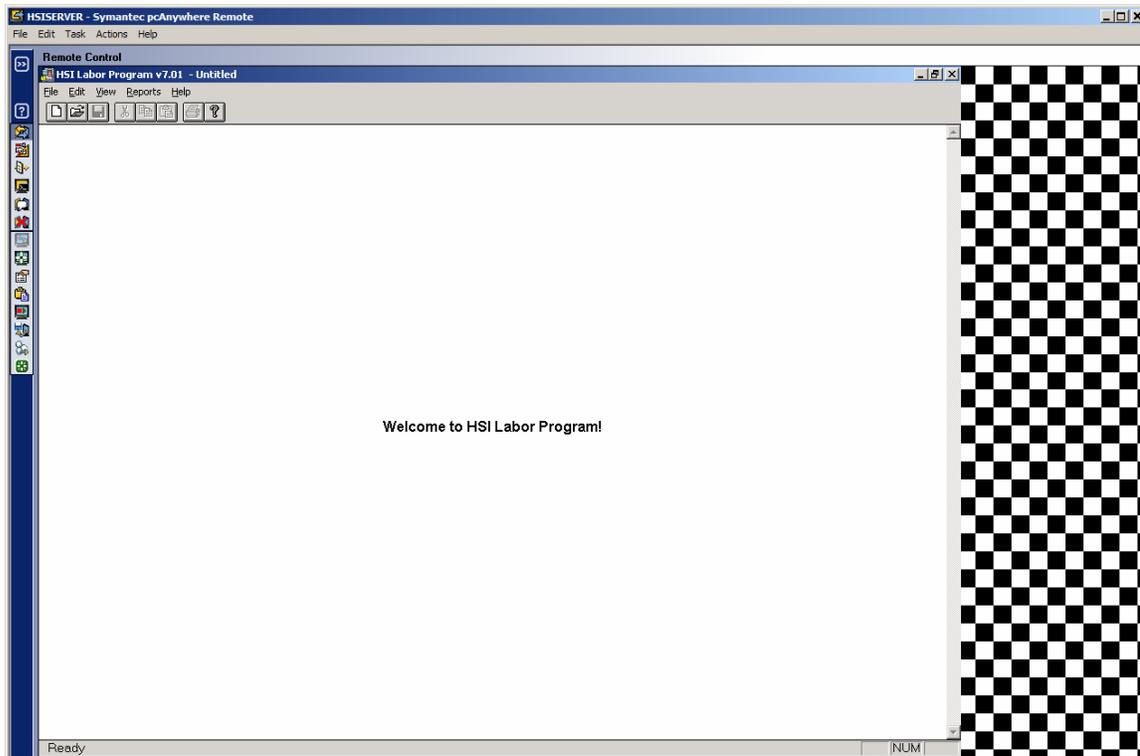
Step 5

To setup the HSILABOR program to work correctly, the payroll settings MUST match. To validate, click on help, and then click on the "copyright" box, then click OK.
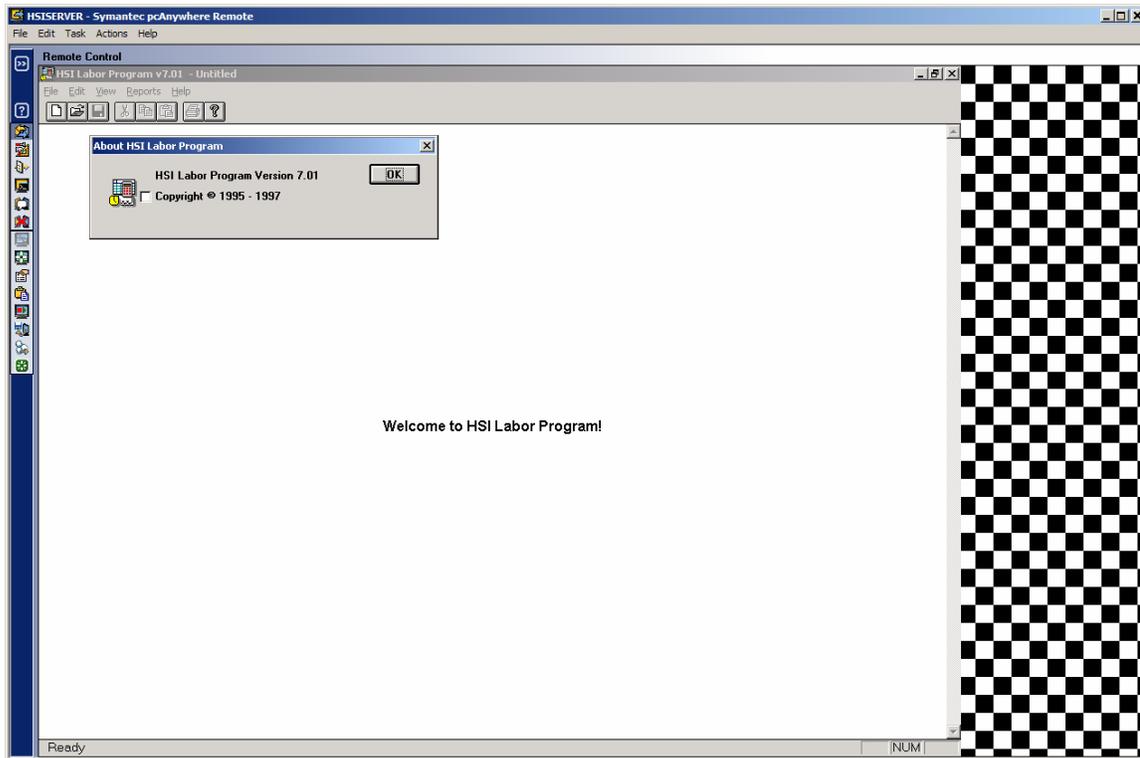
Step 6

To setup further, go to help, then click on "setup" and set the "starting day of pay period" to the correct corresponding day. This MUST match the settings in Aspect under settings / payroll setup / payroll settings / overtime.
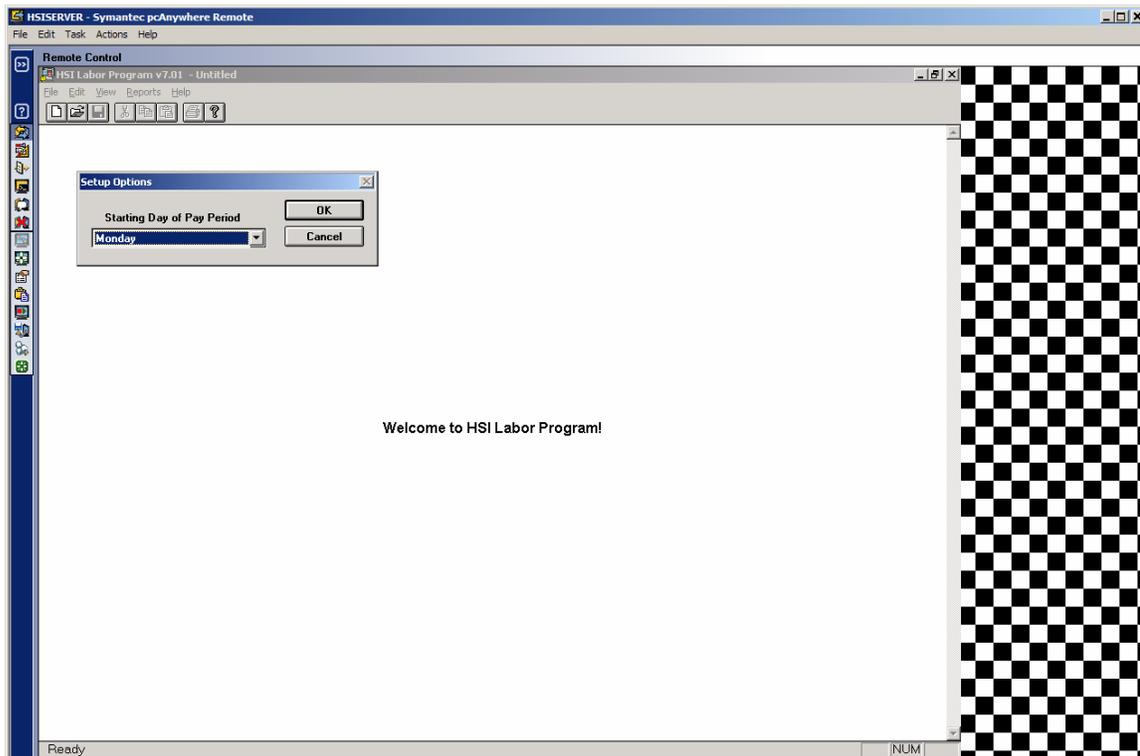
Step 7

Open a Schedule in HSILABOR. Click on File / Open and choose a schedule. All schedules will have the naming convention of YY-MM-DD.WES, and the WES stands for Week Ending Schedule.
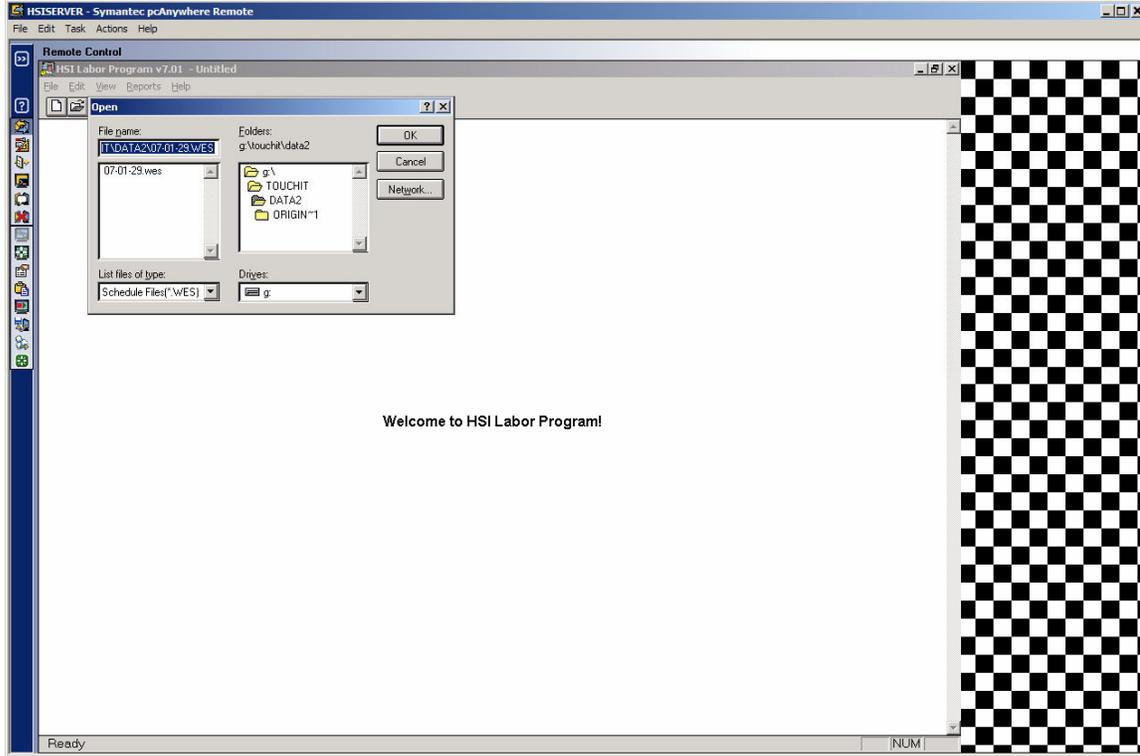
Step 8

Once the schedule is open, it should match that of Aspect exactly, including the grace periods you setup.

Note: If there are any discrepancies with the HSILABOR, you will need to contact an H.S.I. Representative.