



CENTRAL
YOUR PEOPLE. OUR SOLUTIONS



How does MYOB & HR Central work together?

Complemented by HR Central's specialist advice, together HR Central and MYOB provide a complete people management solution for small and medium size businesses in any industry. With the integration in place, MYOB assists in management of:

- + **Leave Applications**
Submitted by employees via the software. Employees can see leave accrual information via the MYOB integration. .
- + **Pay Slips**
Orders put on Account in Kounta reflect in MYOB.
- + HR Central's reporting feature allows the client to run detailed reports showing all leave movements for your pay period, as well as keeping you up to date with leave accrual information for all staff members.
- + The HR Central software also manages Performance Reviews, Qualifications and contracts for job candidates.

Integrating HR Central with your MYOB account takes only a few minutes.

1. Which MYOB version integrates with HR Central?

Enable the MYOB add-on in Kounta Back Office

2. HR Central's integration setup

Through your HR Central account, go to Company HR > Settings > External Providers. Then click Connect. The next step is to login to MYOB and authorise connection to HR Central.

3. Complete your integration settings

Click on "Manage Contacts" to access your MYOB employee list and export these contacts to HR Central.

Click on "Set-up Leave types" to match leave types in HR Central with specific MYOB leave types. This allows your employees access to their leave accrual information.

Select "Yes" under the Synchronise Payslips section to enable pay slips to be received by employees through HR Central at the completion of a pay run.

The HR Central client services team is always happy to help!

4. The setup is complete!

The integration with MYOB will allow easy setup of employees in the future. Changes made in your MYOB file to an employee's record will sync with HR Central.