

TP Employee Site Navigation -ZINGHR



Presentation to :- All Teleperformance Employee

Presented by: Teleperformance Payroll Team

Employee Self Service Option

- **Internet Access**
- Employee can use any updated browser i.e. **“Google Chrome, Mozilla & Internet Explorer”** as a navigator to access the payroll site.
- The Access is available through a combination of PIN (Employee code) , an alpha numeric password & the company code. Employee can log on to <https://teleperformance.zinghr.com> to view:
 - Pay Slip
 - Income Tax Computation
 - Form16
 - Submit Investment declaration and Proof
- Employee can login through mobile app and do investment proof submission as well.
- Employee can log on to <https://teleperformance.zinghr.com> to view, upload & submit Income Tax Proofs

Queries for TGBPL, TBSIL, Majorel & Ramyam employees

Concerned user can write to Helpdesk ID: mypay.payroll@teleperformancedibs.com for any queries related to Payroll.

✓ Our Helpline Number : 022-66735724

Login Page



Employee has to fill login credential as below:

Company code > (TGBPL – for TP Pink & Blue employees
/TBSIL – for Sparsh role employee)

Employee code > EPR
NO
Password >
Click on Login Button

Company Code

Employee Code

Password

Login Register Yourself / Forgot Password?

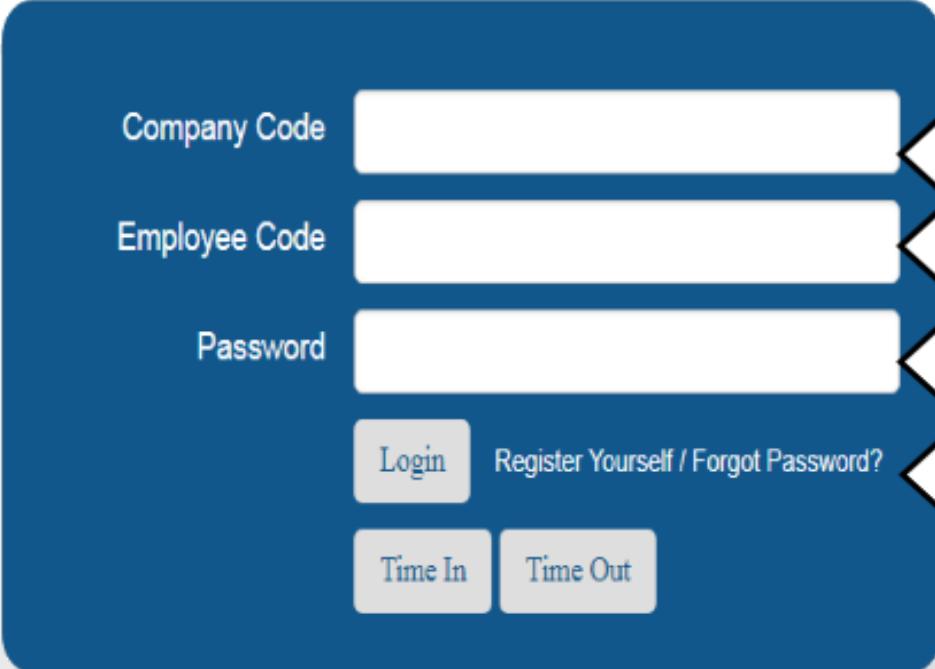
Time In Time Out

Mipay Helpline Number: 022-66735724

Email ID: mipay.payroll@Teleperformanceidbs.com

Third Party Payroll Helpline No: 012-46182105 (Gurgaon)

Register your self/Forget password



The diagram illustrates a login interface with a blue header and a white body. It includes fields for Company Code, Employee Code, and Password, and buttons for Login, Time In, and Time Out. A question at the bottom asks if the user wants to Register Yourself / Forgot Password? with a link to do so.

Company Code

Employee Code

Password

Login Register Yourself / Forgot Password?

Time In Time Out

Enter company code

Enter complete employee code

Enter password (which being set by you)

Click to 'Register Yourself / Forgot Password? (in case forgot password)'

Register your self/Forget password..2

Send Reset Password Link On

Official Details (Click on below text for selection)

Your Registered Official Email-ID with ZingHR is <not updated>

And/Or

Personal Details (Click on below text for selection)

Your Registered Personal Email-ID with ZingHR is <not updated> and Personal Mobile No. is 7xxxxxxxx12

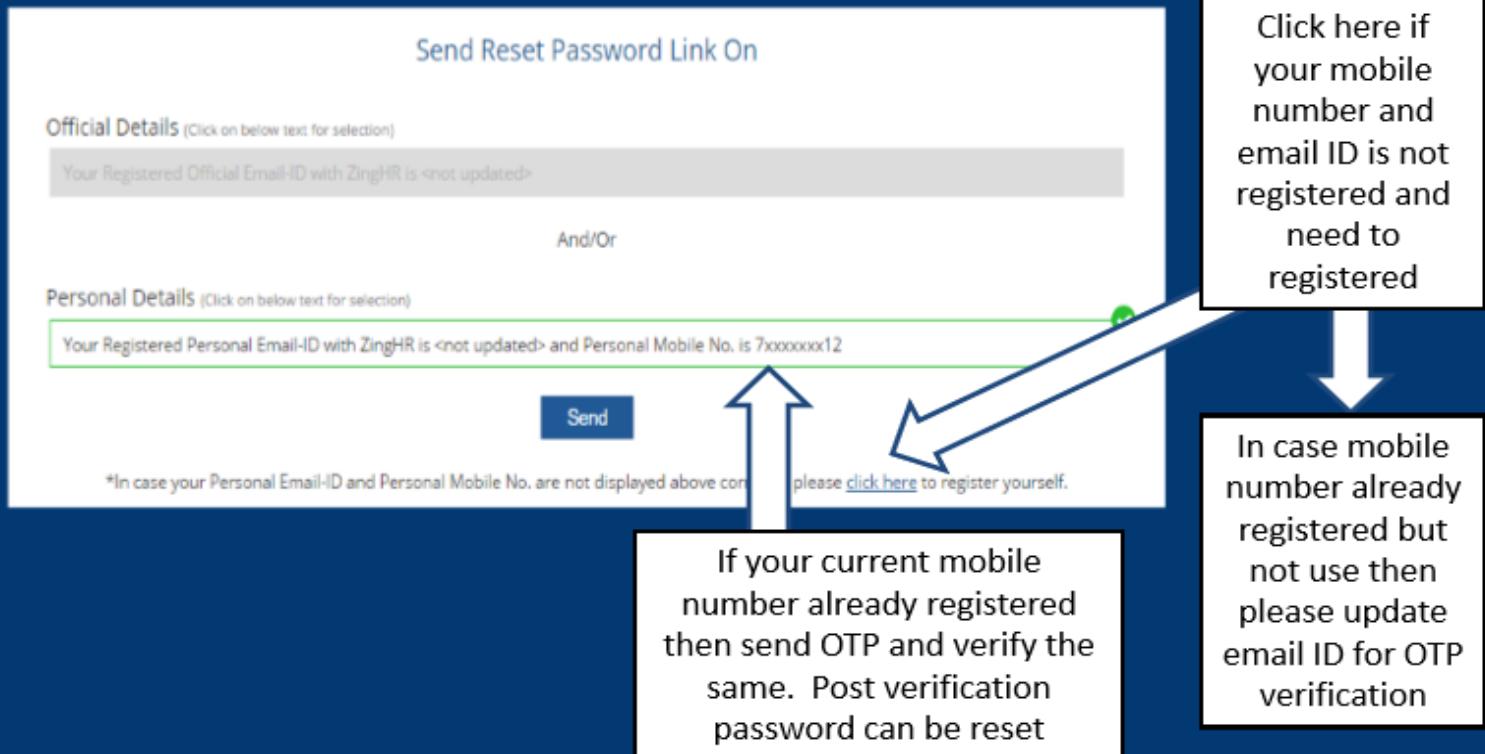
Send

*In case your Personal Email-ID and Personal Mobile No. are not displayed above correctly, please [click here](#) to register yourself.

Click here if your mobile number and email ID is not registered and need to registered

In case mobile number already registered but not use then please update email ID for OTP verification

If your current mobile number already registered then send OTP and verify the same. Post verification password can be reset



Register your self/Forget password..3

Please update your mobile number and email ID and verify the OTP number

Personal Email-ID **Send OTP** **Verify**

Personal Mobile No. **Send OTP** **Verify**

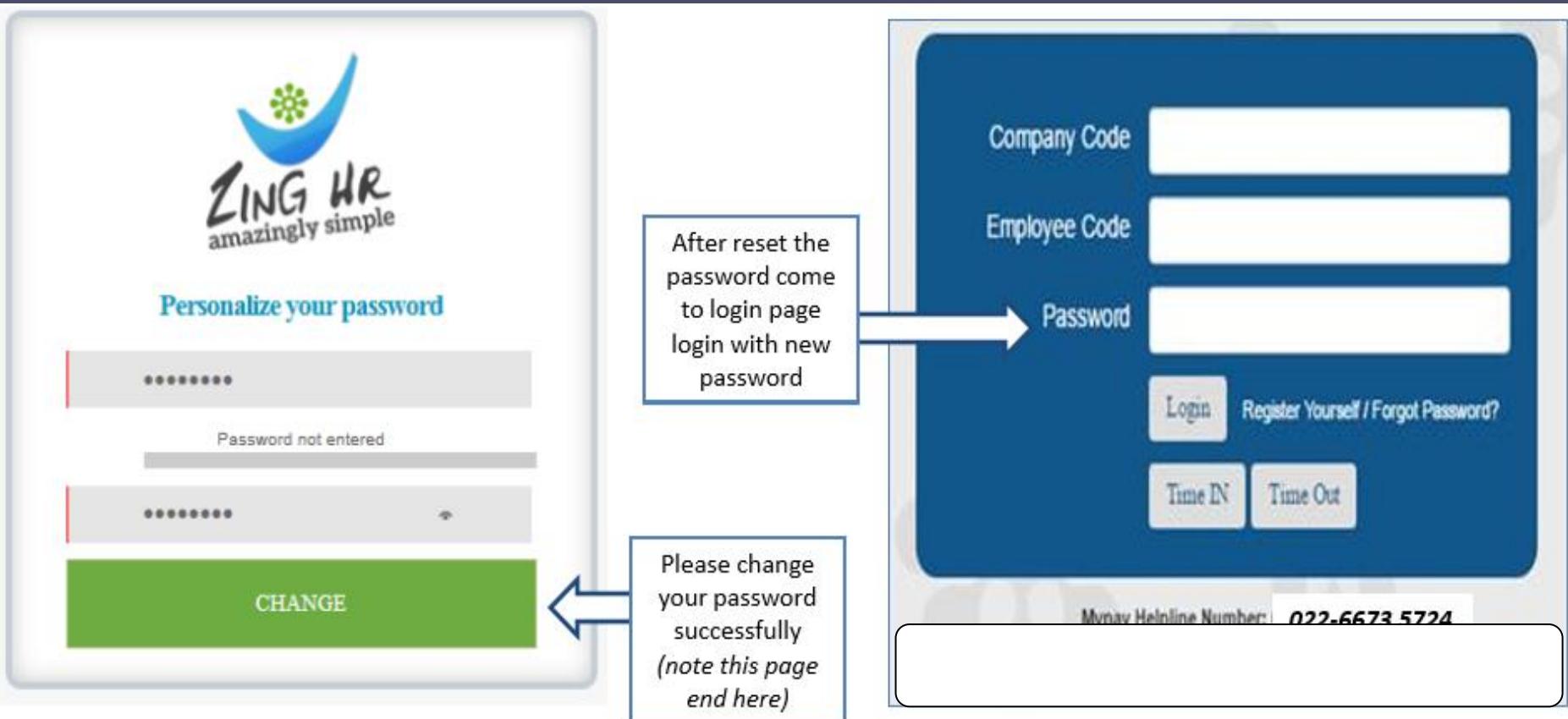
Back to Login

Register your self/Forget password..4



Please update correct details any of 3 fields out of 4

Register your self/Forget password.. Final



View Pay slip, Tax computation & Form16

Please click on 9 dots'

Please click on My Compensation icon for view pay slip, tax sheet and Form16 detailed page

Select This Year > Pay slip/ Tax computation & Form16

This Year Last Year

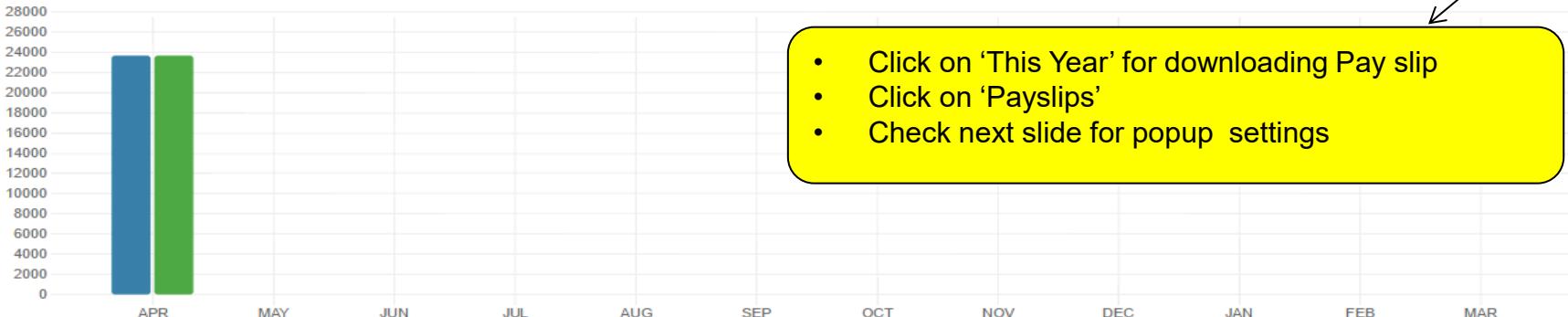
Form 16

Tax Computation

Payslips

Payslips

Bar Line



- Click on 'This Year' for downloading Pay slip
- Click on 'Payslips'
- Check next slide for popup settings

Your Payslips



Apr



May



Jun



Jul



Aug



Sep



Oct



Nov

Earnings

Basic Salary

5075.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00

HRA

2733.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00

INCENTIVE

15000.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00

MISC EARNING

903.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00

GROSS

23711.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00

Deduction

Unavailable

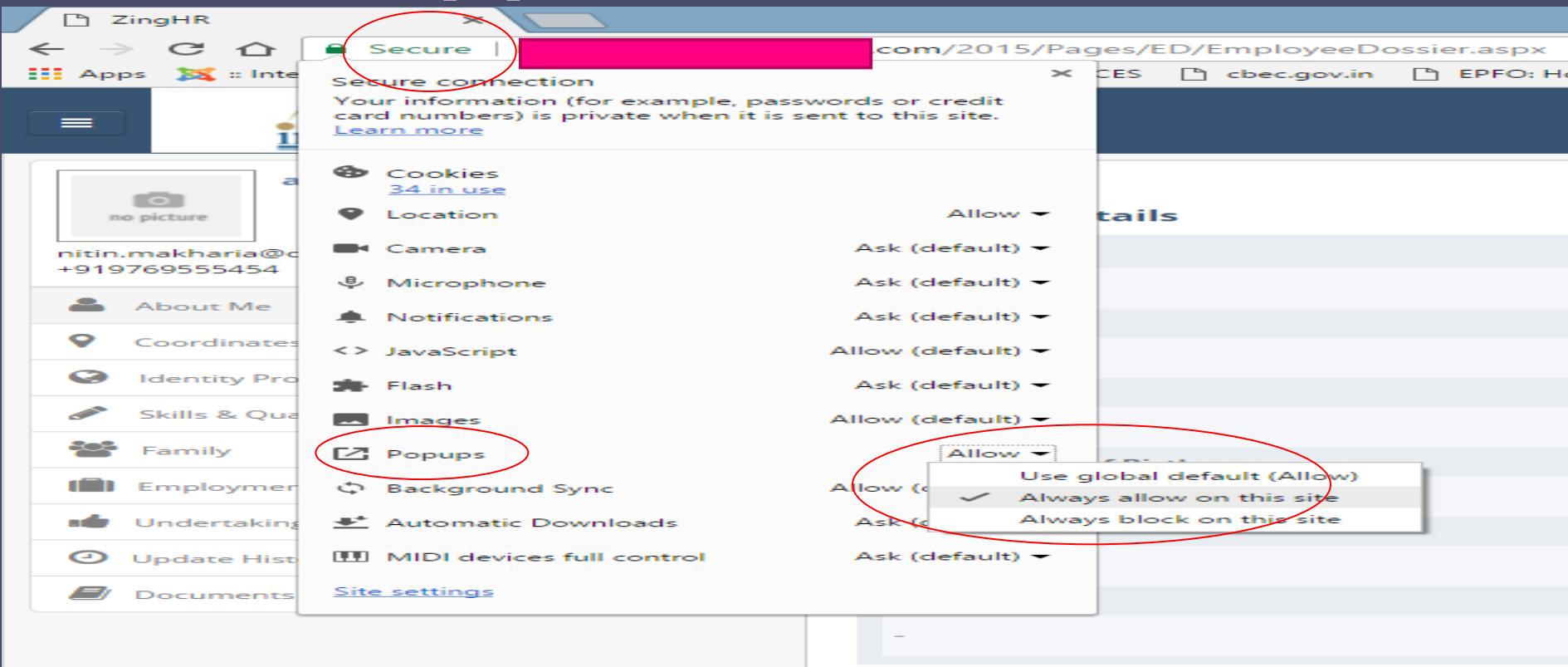
0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00

NET

23711.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00

- Click for downloading / printing Pay slip
- Check next slide for popup settings

Remove Popups Blocker



User Need to allow Popups at 1st time login in browser while downloading pay slip. If the user is still unable to see PDF copy of Pay slip then User needs to press Ctrl+j button to see downloaded PDF.

Click on Tax Computation

amazingly simple

san_santosh2003@hotmail.com

About Me

Coordinates

Identity Proofs

Skills & Qualification

Family

Employment History

Compensation & Benefits

Undertakings

Update History

Documents

This Year

Form 16

Tax Computation

Payslips

PAN Number

Gender

Residing In

No. Of Children

0

Your Annual Tax Liability is INR 0

based on your Net Taxable income of INR 0

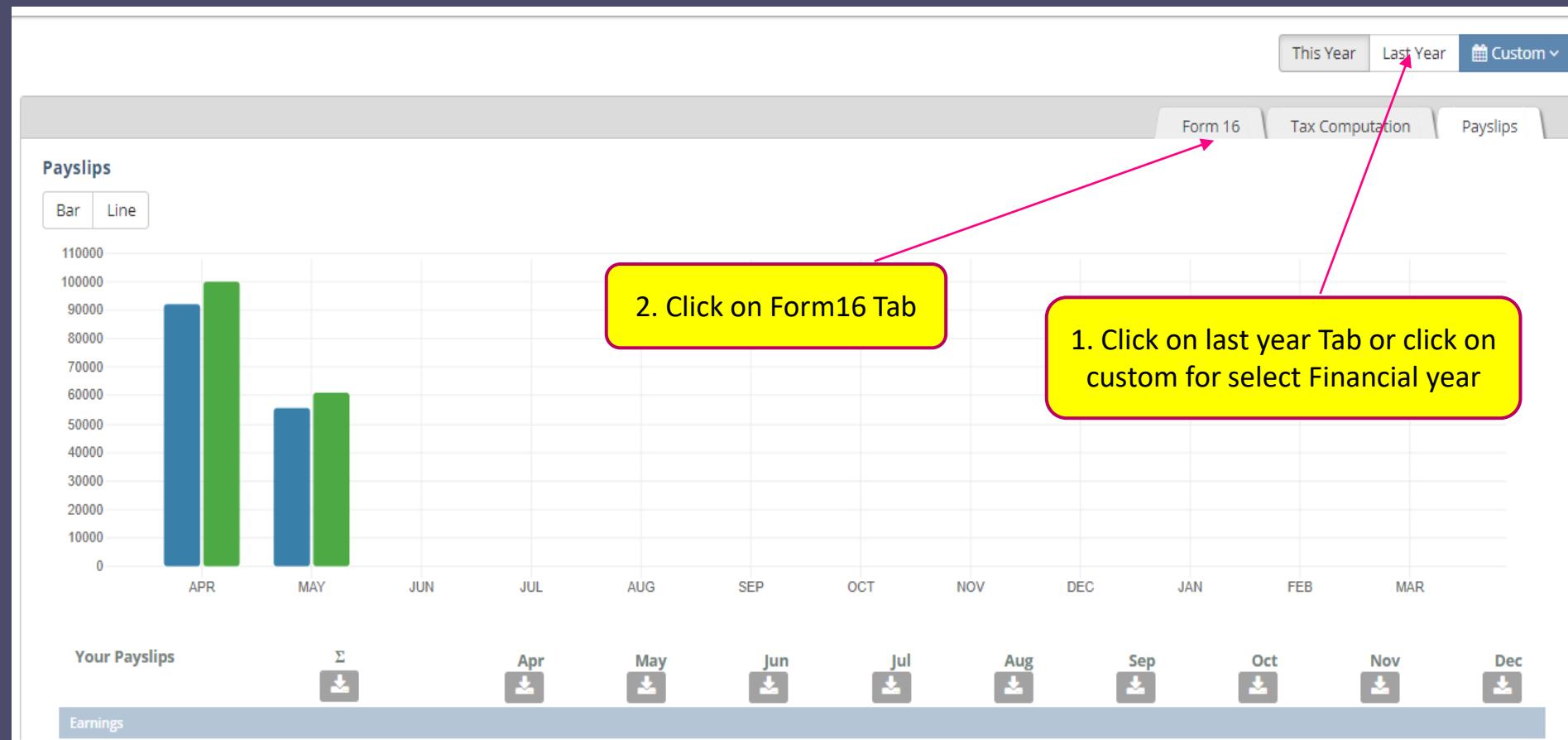
View Details

Download

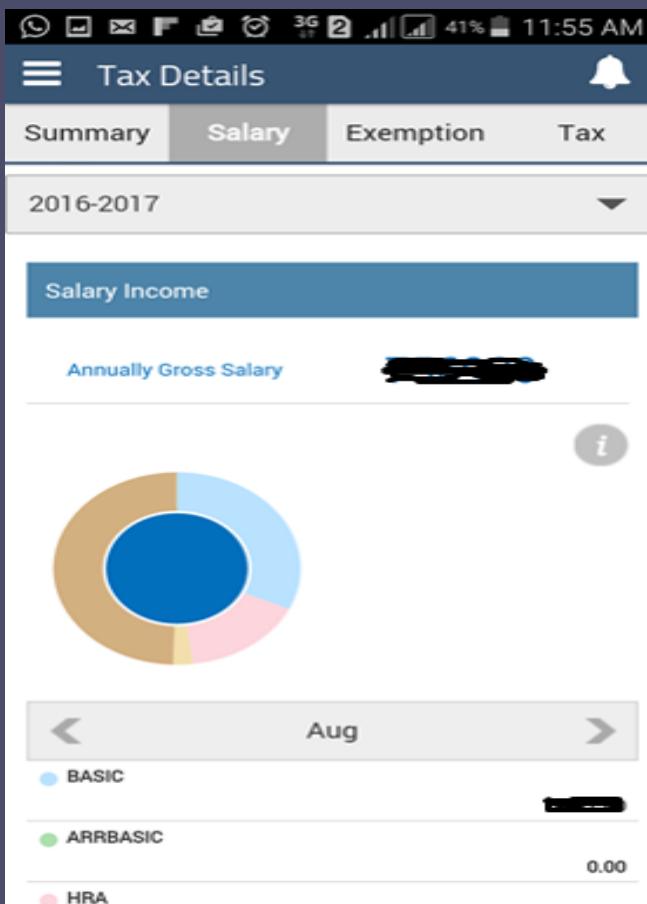
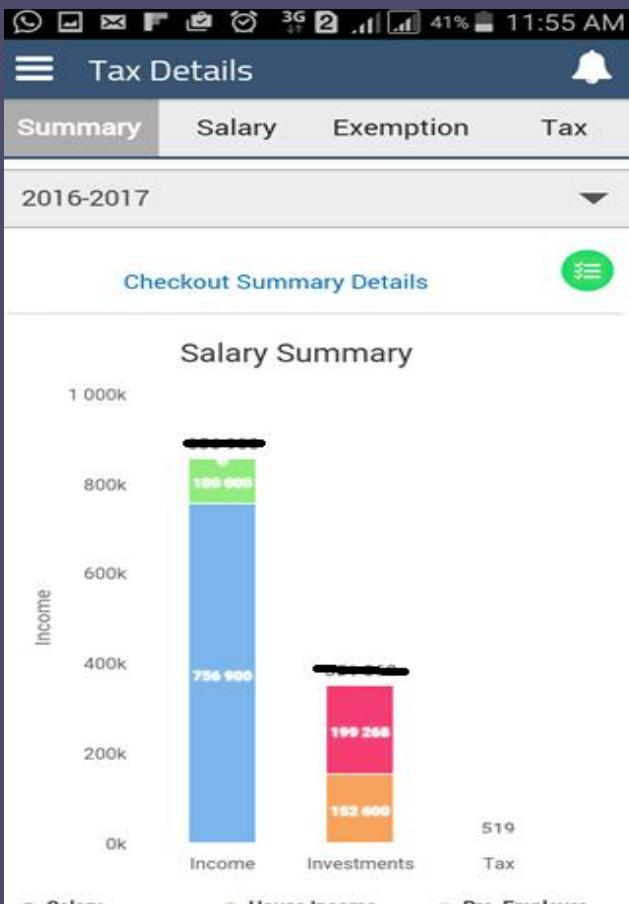
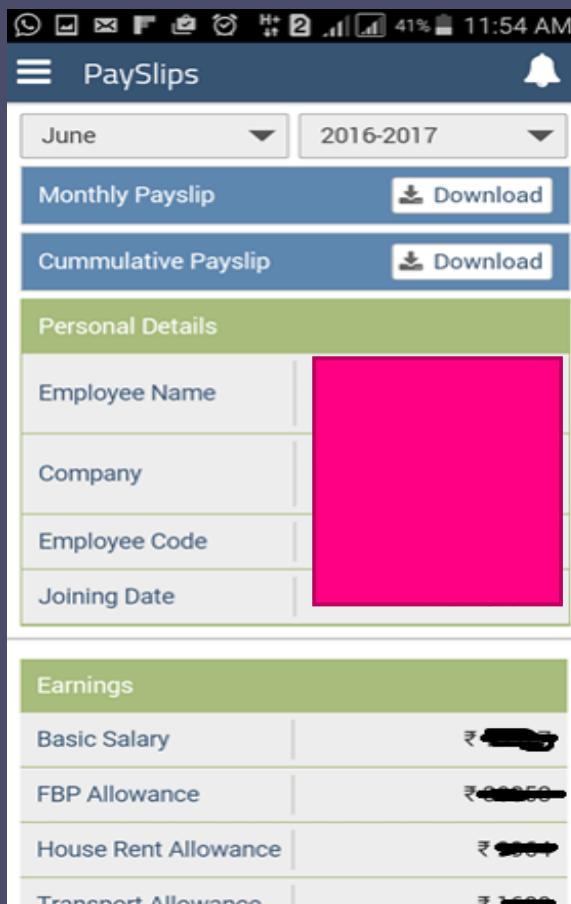
Your Net Taxable Income has been calculated as follows

Gross Salary			Sec 10 & Exemptions	Deductions Chapter V/A & Sec 80C
Income From	Perquisites / Other	Previous	House / Property	
Salary	Income	Employer Income		
0	0	0	0	0
View Details				

How to access Form16



How to access Monthly & commutative Pay slip,Form16 on Mobile App



Thank you.



tp.com