API Interface with Active Payroll
Client Guide

About API Interface
Using API interface, you can transfer existing employee data from your Active Payroll (ePeople) system into e-days.

Most of the employee details will be transferred from Activ Payroll (ePeople) to e-days, however, some information will still have to be provided using a Data Capture Form. Please see the table below for more information.

activpayroll Field	Edays Field	Required	Default Value
dtDOB	DOB	-	
cEmailAddress	Email	YES	
cEmployeeCode	EmployeeNumber	YES	
dtLatestStartDate	EmploymentStartDate	-	
cEmployeeFirstname	FirstName	YES	
fFTE	FTE	YES	
cAddressLine1, cAddressLine2, cAddressLine3, cAddressLine4, cCountry, cState, cPostcode	HomeAddress	-	
cHomePhoneNumber	HomePhone	-	
iEmploymentStatusID	IsLeaver	-	
cJobTitle	JobTitle	-	
cEmployeeSurname	LastName	YES	
cEmployeeCode	PartnerID	YES	
-	Login	YES	[cEmailAddress]
cManagerID	StepOneAuthoriserPartnerId	-	
iAwardTypeID	SettingsTemplateId	YES	
iEmpPayrollCompanyID	Roles	YES	
cPayrollCountry / cWorkCountry / iEmpWorkLocationID	Country	YES	
cPayrollCountry / cWorkCountry / iEmpWorkLocationID	Location	YES	
iEmpBusinessUnitID / iEmpBusinessFunctionID / iEmpDepartmentNameID / iEmpDivisionID	Team	YES	

cOrgcode30	Rota Name	YES	
-	Rota Start Date		Run date of API Job.

Additional points on the API:

Although the interface supports all the fields above, some elements will need to be configured and maintained by the End Client in their Edays system. Additional detail on those areas are listed below:

- **Templates:** All User Templates must be setup/configured in Edays.
- **Authoriser**: An Authoriser must be assigned with an Authoriser role before they can be applied as an Authoriser for another employee.
- **Role**: Roles must be configured in Edays before a Role can be assigned.
- **Rota**: Rotas must be configured in Edays before Rota can be assigned.
- **Groups**: Group values must be setup in Edays before a group value can be assigned. There are 3 mandatory groups, but the End Client can add any number of custom groups
    - Country values must be configured in Edays Group Setup, ensuring the Partner ID on the country value matches the country name from ePeople.
    - Location values must be configured in Edays Group Setup, ensuring the Partner ID on the location value matches the work Location from ePeople.
    - Department values must be configured in Edays Group Setup, ensuring the Partner ID on the Team value matches the Department Name from ePeople.

Updating the e-days system

Templates

e-days will work with you on creating your templates (regional requirements) and the naming conventions which will need to match with what is in ePeople.

Roles

e-days as default holds three roles in the system:
- Standard Administrator
- Standard Authoriser
- Standard User

Rota

The name of the rota will be linked to the shift pattern already created in e-days. If you need to add a new rota pattern, please follow the guide below:

https://support.e-days.com/support/solutions/articles/77000230295-adding-a-new-days-rota

Groups (hierarchy)

Groups will need to be provided initially to e-days to create these prior to any users coming over the sync.

Whenever a new user is passed through the sync, you will need to make sure the group is added and the PartnerID has been updated:
1. Within the Admin Panel, go to Users > Users
2. Click Edit next to the relevant User
3. Navigate to the Groups section within the Profile tab
4. Select the Groups that the user should be situated within

Additional Items

Fields NOT included on the API but may be required by Edays to create the record:

Edays Field	Description	
Current Entitlement	The amount of remaining Entitlement an employee has for the current year. This is required if no historic absence data is being imported. Base entitlements can be used to calculate a pro-rated amount for new starters.	
Next Year Entitlement	See above, but important if an employee has pulled holiday forward. The base entitlement can be set for next year if required.	
Hours Per Day	The hours per day needs to be manually updated in the system if this is a requirement.	

The End Client will utilise the out-the-box interface available from activpayroll. Only employees that are 'active' will be synced into Edays. End Client has some capability to edit the interface through the activpayroll technical team.
Included Fields:

Fields NOT included on the API but may be required by Edays to create the record:

Edays Field	Data Type	Required?	Description
Current Entitlement	Decimal (10,4)	YES	The amount of remaining Entitlement an employee has for the current year. This is required if no historic absence data is being imported
Next Year Entitlement	Decimal (10,4)	YES	See above, but important if an employee has pulled holiday forward.
ClientProvidedID	Text	TBC	An identity that is shared across all parties. A common example would be EmployeeNumber and is used End Client

			implements Edays before CHR.

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