

Absence with a non-productive absence reason

There are also certain absence reasons that do not count as working time but must nevertheless be recorded in the system. These include, for example, illness or a visit to the doctor or a visit to the authorities during working hours.

In principle, the booking logic for non-productive absences is identical to the procedure for productive absences. The **booking intervals** are stored in the journal in the same way, but the time recorded for **non-productive absence reasons is not taken into account as working time in the balance**. A time interval with a non-productive absence reason can also be ended either with subsequent absence or with subsequent attendance, as described in [absence with a productive absence reason](#).¹

The screenshot shows a web interface titled 'Booking'. At the top, there are three buttons: 'Do booking' (blue), 'Refresh' (grey), and 'Show Journal' (grey). Below these is a status bar indicating 'Booking state: Working remote / Homeoffice'. The main area is divided into two panels. The left panel, 'New booking', contains a form with the following fields: 'Date' (07.06.2021), 'Time' (12:29), 'Bookingrhythm' (Left), 'Reason' (Homeoffice), and 'Note' (empty text area). The right panel, 'Today bookings', contains a table with two columns: 'Bookings' and 'Reason'. The table has one row with the following data:

Bookings	Reason
09:05 - 12:29 12:29	Homeoffice

1. <https://personalwolke.at/daisy/personalwolke-default/9054-dsy.html?branch=main&language=en>