

# Finished requests

## General Information

Under this menu item, the employee has the option of receiving an overview of the **requests created by him or herself** and already **completed** (approved / rejected by a decision-maker). The archive displays the completed requests for a defined period of time in the past.

The screenshot shows a web interface titled 'finished Requests'. At the top, there are buttons for 'Perform marked actions', 'Refresh', 'Show Filter', and 'Hide Progress', along with a 'Print' button. Below this is a table with the following data:

Date of application	Author of Process	Details	Progress	Action(s)
May 12, 2021 8:36:23 AM	Renner Rudi (000223412, PP-AGB1)	Zeitkorrektur Timecorrection May 12, 2021 8:00 AM - 8:33 AM ( present ) <a href="#">Details</a>	Renner Rudi Huber Peter	<input type="checkbox"/> Delete <input type="checkbox"/> Print

In the screenshot above you can see,

- When the process was created (**Date of application**)
- who the applicant (Renner Rudi) was and which department / group (PP-AGB1) he belonged to (**Author of Process**)
- that it was a matter of time correction requests (**details**)
- that Renner Rudi was in all cases the applicant (Star-Symbol) and Huber Peter approved it (Check Mark-Symbol) (**Progress**)
- an (Stopp-Symbol) would mean that the request was rejected

A more detailed description of the **filter functions** and the **detail view** (by clicking on the black info button / the Details button) can be found in the chapter Workflow / [General Information](#)<sup>1,2</sup>

## Felder

Name	Wert
Modul	Time & Attendance (ta)
Webdesk Actionname	getMyFinishedRequests
Artefakt-Typ	Action

1. /daisy/personalwolke-default-en/5921-dsy.html
2. /daisy/personalwolke-default-en/5921-dsy.html