Completed tasks

General information

Under this menu item, decision-makers (superiors, personnel) have the opportunity to obtain an overview of the **requests processed / completed** by them.

The view is essentially the same as that of the Open Assignments[1], with the difference that only **completed requests** are displayed in the completed tasks that can no longer be processed further. This view is a kind of archive that only serves to document the completed tasks.

In the screenshot above you can see,

- when the requests were completed (**task completed**)
- who the applicant (Gschaftig Gunter) was and which department / group (PB-SERV) he belonged to (**applicant**)
- Which activity (approval, that is, a request requiring approval) the request was for (**activity**)
- that it was a matter of time correction / special absenteeism requests (**details**)
- that Gschaftig Gunter was in all cases the applicant ( ) and that Honig Helga rejected ( ) one application and approved ( ) 2, with one also adding a comment ( ) (**history**)

A more detailed description of the filter functions and the detail view (by clicking on the blue info button / Details button) can be found in the chapter Workflow / General Information[2].

Felder

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

1. /daisy/personalwolke-default/5877-dsy.html?language=4
2. /daisy/personalwolke-default/5921-dsy.html?language=4