Absences (Monthly Accounts)

General

The "Absences" report lists all full-day absences during target working time per employee as of a certain cut-off date.
The absence times are sorted by their absence reasons.
Absence times are shown in the form of days + hours in decimal form.

You can find a description of the search form and of features such as filtering and hiding HERE[1].

Accounts shown

in alphabetical order

Account name	Account description	Account can be influenced by
Continuing education (M)	completed continuing education times in the queried month	Request
Basic military/alternative service (M)	Time spent on military service and civilian service or voluntary social year	Correction client and absence client
Home office (M)	Actual time spent at a predefined location other than the place of work, usually at home, in the queried month	Bookings and booking corrections (correction client, absence client or requests by the person)
Sick days (M)	Sick leave days in the queried month up to the cut-off date	Sick note, correction request or absence request
Sick days incl. Sat/Sun/Hol (M)	Sick leave days in the queried month up to the cut-off date including weekends and public holidays	Sick note, correction request or absence request
Mobile working (M)	Actual time spent at a non-predefined location (free choice of work location), in the queried month	Bookings and booking corrections (correction client, absence client or requests by the person)
Care (M)	care leave taken in the queried month	Special absence request and its approval
Special leave (M)	regular special leave taken in days in the queried month	Allotment is assigned through the entry in the absence client
Unpaid vacation (M)	unpaid vacation taken in days in the queried month	(Approved) vacation request and taking of the vacation
Vacation (M)	regular vacation taken in days in the queried month	(Approved) vacation request and taking of the vacation
Time off in lieu (M)	time off in lieu taken in the queried month	Request

Business trip (M)	completed business trips in the queried month up to the cut-off date	Travel requests and travel request approvals or booking corrections

1. /daisy/webdesk-manual-admin/10780-dsy.html?language=4