HR and Evaluation Views

The views for travelers, managers and administration are assembled via Travel actions and reports. They should show only the information required for the respective role and process step.

HR view

- Display travel requests and travel expense reports by status, period, trip type and travel folder.
- Show trip, receipt, mileage allowance and time correction data only if they are relevant for the process step.
- Use the **personnel number** as the business assignment; show technical TA IDs only where they are required for support or integration.

Evaluation view

- Provide filters for period, status, organization, person, trip type and travel folder.
- Output amounts in the base currency as well as tax-free and taxable portions separately if the system parameters enable this.
- For vehicle and mileage allowance reports, take vehicle type, private vehicle, kilometers and passengers into account.

Configuration check

After changes to trip types, receipt types or settlement definitions, check whether the associated columns, filters and permissions are still consistent. Export and view must use the same business validity periods.

Felder

Name	Wert
Modul	Travel Management (tm)
Webdesk Actionname	tm_getOrgTravel
Artefakt-Typ	Action