Scheduling Module

The **Scheduling module** (also known as **RS - Rescheduling**) simplifies scheduling employees into the future.
Among other things, the module enables:

- the **assignment** to freely definable **scheduling categories**, such as **floater duty**, workstation assignment, etc.
  Floater employees are grouped in loose groups; multiple scheduling records per employee and day are possible.
- an alternative assignment or the **swapping of daily and weekly schedules** for seasonal scheduling
- the **scheduling of on-call duty**

The **scheduling views** are configurable; the workflow process and the granting of view permissions are handled as usual.
In addition, convenient **entry of series** (e.g. every Monday, ...) and a dedicated **rescheduling view for employees** are provided.
Information about rescheduling can be generated by email, as well as through a workflow request (views) or a calendar entry.
The rescheduling is shown with a groupware **calendar entry** in the calendar or group calendar as an appointment and/or reminder.

The Scheduling module works independently of time recording systems via a Webdesk database. However, a connection to a time recording system (e.g. IF6020) would optionally be advisable in order to display information from that system.