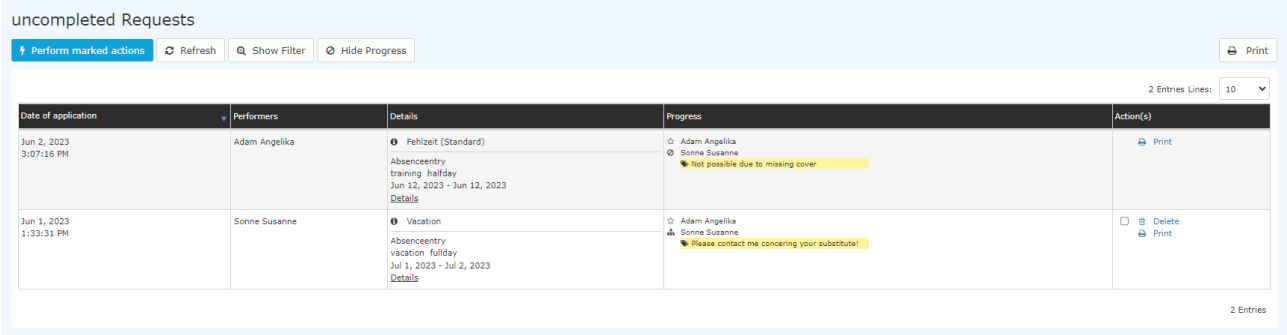
Uncompleted requests

General

In this menu item, the process author has the possibility to get an overview of the status of his currently submitted requests which are still in the approval process.

In this view, the requestor has the option to

- Delete - to delete the request made
- Print- to generate a version optimized for print output with all the information relating to the request



In the screenshot above, you can see that

- the first process was created on 2nd of June, 2023 at 03:07:16 PM (**date of application**)
- the person who is waiting for the application to be approved / rejected / sighted is Adam Angelika (**Performers**)
- it is an absence request concerning a half day training (**details**)
- It was generated by Adam Angelika and rejected by Sonne Susanne, who added a commentary (**Progress**)

the second process was approved by Sonne Susanne, who is marked as a superior with the sign



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A more detailed description of the **filter functions** and the **detail view** (by clicking on the black info button) can be found in the chapter Workflow / Process Details.[1]

Felder

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

1. /daisy/webdesk-manual-admin/10074-dsy.html?language=4