Vacation Filter (>5 Days)

General

This menu item gives the user a list of the vacation entitlements of employees and can be set to filter for those persons who, as of the selected cut-off date, have more than X days of remaining vacation. The number of remaining vacation days can be selected via the filter[1].

The vacation filter shows the **name**, the **vacation from the previous year**, the current **vacation entitlement**, the **vacation consumed annually** (average), the **open vacation**, the **planned vacation** and the **unplanned vacation**.

You can find a description of the search form and of features such as filtering and hiding HERE[2].

The extended use of filters is described under "Using Filters in Report Search Forms[3]".

Accounts shown

Account name	Account description	Account can be influenced by
Vacation from year before previous	Remaining vacation that arose in the year before the previous year and has not yet been used up	Vacation entitlement, assignment date and vacation requests or their approvals
Vacation from previous year	Remaining vacation that arose in the previous year and has not yet been used up	Vacation entitlement, assignment date and vacation requests or their approvals
Vacation from curr[ent] year	not yet used vacation allotment of the current year	Vacation entitlement, assignment date and vacation requests or their approvals
Vacation entitlement	current vacation entitlement according to the person's time tracking settings	recorded vacation entitlement and possible vacation tiering
Vacation open	total vacation not yet taken	Vacation entitlement and vacation requests
Planned vacation	vacation days or hours not yet taken but already reserved through vacation requests	Vacation requests
Unplanned vacation	Difference between "Vacation open" and "Planned vacation"	
Vacation taken	Vacation taken in the vacation year	approved and completed vacations

1. /daisy/webdesk-manual-admin/10894-dsy.html?language=4
2. /daisy/webdesk-manual-admin/10780-dsy.html?language=4
3. /daisy/webdesk-manual-admin/10894-dsy.html?language=4