

Absence with a non-productive absence reason

There are also certain absence reasons that do not count as working time but must nevertheless be recorded in the system. These include, for example, illness or a visit to the doctor or a visit to the authorities during working hours.

In principle, the booking logic for non-productive absences is identical to the procedure for productive absences. The **booking intervals** are stored in the journal in the same way, but the time recorded for **non-productive absence reasons is not taken into account as working time in the balance**. A time interval with a non-productive absence reason can also be ended either with subsequent absence or with subsequent attendance, as described in [absence with a productive absence reason](#).¹

The screenshot shows a web interface titled 'Booking'. At the top, there are three buttons: 'Do booking', 'Refresh', and 'Show Journal'. Below these, the 'Booking state' is indicated as 'Working remote / Homeoffice'. The interface is split into two main sections: 'New booking' and 'Today bookings'.

New booking section:

- Date: 07.06.2021
- Time: 12:29
- Bookingrhythm: Left
- Reason: Homeoffice (selected from a dropdown menu)
- Note: (empty text area)

Today bookings section:

Bookings	Reason
09:05 - 12:29	Homeoffice
12:29	

1. <https://personalwolke.at/daisy/personalwolke-default/9054-dsy.html?branch=main&language=en>