Webdesk Elements

The following Webdesk elements occur in the administration section:

	Print version
	Available output format: PDF.
	Available output format: Excel.
	Edit icon - used to edit the desired item.
	Editing a form can be interrupted at any time with the Back button.
	The selected form is deleted.
	Clicking the Save button saves the changes, but you remain in the form and can continue editing it.
	Clicking this button takes you back to the overview.
	Fields marked with an asterisk are required fields. They must be filled in, otherwise the form cannot be saved.
	In case of an error, the input field is marked with an exclamation mark icon. Clicking the exclamation mark displays a detailed description of the source of the error.
	Clicking the search icon starts the search.
	Whenever this symbol is clicked, a date picker appears. Using the month arrows and the year selection, you can navigate to the desired date.
	Clicking this symbol displays a time picker. By clicking, you can select the desired hour or minute. In addition, "AM" (e.g. 8:00) or "PM" (e.g. 20:00) can be selected. The time picker appears as an aid for all time correction requests (hourly).
	For sorting, you can use the up/down arrows. The sort order is then applied by date, alphabet or similar, in ascending or descending order.
	With these arrows you can conveniently page between pages (if there are several).
	Clicking this icon (located on the right in the menu bar) opens the selected menu item in a new window.
	Help popup - clicking it displays a help explanation.
	Checkbox - can be activated or deactivated by clicking it.

	Tabs menu - if there is too little space on the screen to display all tabs, a green arrow appears on the right side of the screen, which you can use to expand the tabs vertically.
	With this icon (located on the right of the menu bar) the width of the menu bar can be freely increased or decreased.

NOTIZ

Note: All fields marked with an asterisk are required fields and must be filled in.

NOTIZ

Error message: In case of an error, the input field is marked with an exclamation mark icon. Clicking the exclamation mark displays a more detailed description of the source of the error.