Screen

The Webdesk screen is divided in 4 sections:

TEST		Weiss Florian
 Booking Info ✓ Info / Accounts Calendar Monthly Calendar ✓ Frouncalendar 	P Info / Acc	Heading bar
Monthly journal	Employee ID Date of entry Department	0096 01.01.2005 01 Area
» Management » spezielle Report » Business Trips » Workflow	e bar planning/ vacation/y Remaining vacation	Absences ear 19,00 0,00

Heading bar

The heading bar shows the personal ID and the user name of the signed user.

PersonalNr: XL17730	Becker Sabine
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Title bar

This section includes the respective heading of the mask or list displayed in the working area, as well as the query-button and the selectable date.



Menue bar

The menue bar represents a collection of actions, parametrized especially for the user or an user group (team, department etc.). Several menue items are arranged in groups (folders). The menue details can be opened with a click on the menue bar buttons.

😝 Booking			
∀ Info			
🕙 Info / Accounts 🔚			
😑 Calendar 🛛 🗸			
🔁 Monthly Calendar			
🛅 Groupcalendar			
🔌 Monthly journal			
💦 Attendance tableau			
🛄 Short journal			
» Requests			
» Management			
» spezielle Reports			
» Business Trips			
» Workflow			

Working area

The actions chosen from the menue bar are displayed in the working area. It also allows the entry of data, e.g. in the application forms.

💲 Refresh				
Date	02.11.2010			
Personendaten				
Employee ID	0096			
Date of entry	01.01.2005			
Department	G01			
Vacation entitlement	25.0			
Vacation planning/Absences				
Consumed vacation/year		19,00		
Remaining vacation		0,00		
Unplanned vacation		-4,00		
Planned vacation		4,00		

Helpfield / Version info

Webdesk EWP provides the option to deliver a help-field for every action. Hoover the mouse over the symbol in the upper right corner, and a help-field will appear. You also can check the version info with this symbol:



Click on the Help - symbol, and - as far as it is available - a help-text will pop up in a help-field.

By clicking on the Version - symbol the version info (Version number) will appear.