

Multi time corrections

The "Multi time corrections" form (Accumulative time correction) allows to place several time corrections for several dates in the same form.

The screenshot shows the 'Sammelzeitkorrektur' form. At the top, there are three buttons: 'Prozess starten', 'Als Entwurf speichern', and 'Journal einblenden'. Below these is a text area labeled 'Bemerkung' containing the text 'Mehrere Zeitkorrekturen notwendig'. Below the text area, it says 'Keine Zeitkorrekturen definiert!'. At the bottom left, there is a button labeled 'Hinzufügen' with a mouse cursor pointing to it.

Enter a comment, and then click on the "Add" button. This evokes a line with following fields, which have to be filled in:

date, time from - to, absence reason, comment.

You can add as many correction lines, as you need.

Analogue to the other forms, the journal provides help.

You can start the form either directly, by a click on the "Start process" button, or save it as a draft for further editings, by clicking on the "Save as draft" button.

For detailed description of handling, please see chapter >> Application Forms.

The screenshot shows the 'Sammelzeitkorrektur' form with a table of time corrections. The table has columns for 'Datum', 'von', 'bis', and 'Fehlgrund'. Below the table is a 'Hinzufügen' button.

Datum	von	bis	Fehlgrund	
01.07.2008	15:45	17:45	Anwesend	X
01.07.2008	08:00	10:00	Arzt	X
03.07.2008	11:00	16:15	Dienstgang	X