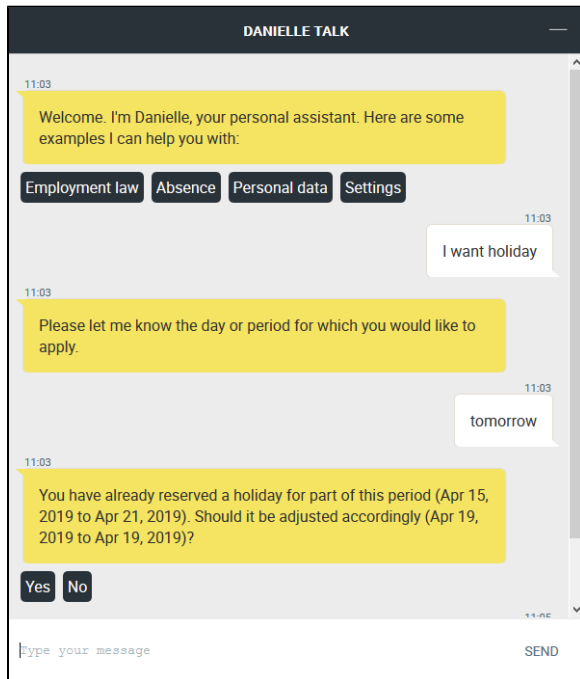# Recording absences via the chatbot in the application

The chat window **Danielle Talk** opens directly after the user logs in.

Please enter the period for your leave or the dates for sick days. All entries are stored in your personnel file and both HR and your supervisor are automatically informed. In addition, these entries are saved in the chat history.
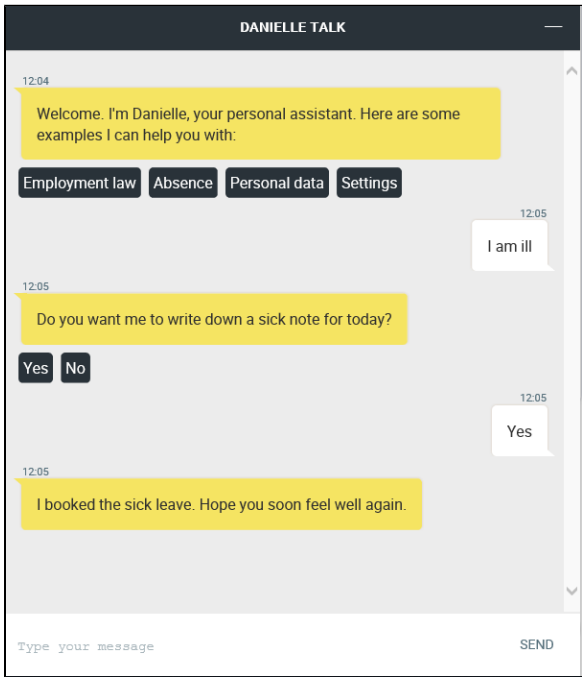
Request for leave

> *Example of a request for leave*

Leave was requested for 12/04/2019

Leave was captured for 12/04/2019 for Ingrid Lindholm and marked in her personnel file as 'requested', awaiting approval.

Reporting illness

Recording absences via the chatbot in the application

An example of notification of illness for the present day

The notification of illness was entered for Ingrid Lindholm in her personnel file and notification by e-mail was sent automatically to HR and the superior.