In order to record short-time work in addition to the hours actually worked, extraordinary working time can be defined in the configuration e.g. short-time work due to corona or short-time work.

Please click on , to capture a new entry.

If you wish, you can restrict the extraordinary working hours to a branch office, a company, a group or a country, meaning that only those employees for whom the filter has been set can record their extraordinary working hours respectively.

Creation of extraordinary working time for short-time work restricted to a company

Overview of all extraordinary working hours created with possible restrictions