Adjustment entries

Data relating to the previous closed settlement period can be subsequently included as a correction in the next subsequent settlement. For this purpose, the data to be corrected is first cancelled and then correctly entered again. Example, e.g. cancellation of holiday/sick leave.



Correction of working time

Corrections to the previous settlement period can be made in the new settlement that is still open (open lock) in the corresponding applications (time recording, absences) and are displayed changed after reloading the settlement data and repeated export.

Correction entries are also displayed in the export.



Adjustment entries									
Dev	Original type	Original working time	Original surcharge time	Corrected type	Corrected working time	Corrected surcharge time	Working time difference	Sarcharge time difference	
Mon Apr 12, 2021	Work	01:30		Work	07:00		+05:30		
Wed Apr 28, 2021	Holiday	08.00		Sick	08-00				
Working time account									
Day	Type	Begin	End	Break	Working hours	Washing time difference	Dime account	Sanharge	Surcharge time
Set May 1, 2021	Booking cut				42:20	42:20	-02:20		
Sat May 1, 2021	Carryover corrections					+05:30	+03:10		
Set May 1, 2021	Lebor day						-05:10		
Sun May 2, 2021							+03:10		
Mon May 3, 2021	Holiday				08-00		+03:10		
Tue May 4, 2021	Sick				66:00		+03:10		
Wed May 5, 2021	Work	15:00	23:00		00:00		+03:10	Night work 25.0% / 20.00 - 20.00	00.45
Thu May 6, 2021						-08:00	-04:50		
Fri May 7, 2021						-08:00	-12:50		

Sample export with adjustment entries