

Booking travel times on a task (HR setting)

Travel times can also be booked on a task. This can be done via special working hours that are defined in the **Setup** application under **Special working hours**. It is possible to specify whether this type of special work should be taken into account when calculating the budget of tasks. Thus, it is possible to book travel times that are or are not relevant to the budget for the client or a task, for instance.

Setup

free text search

Special working hours

Name	Relevant to the budget
Berufsschule	<input checked="" type="checkbox"/>
Lehrgänge	<input checked="" type="checkbox"/>
Freier Tag	<input checked="" type="checkbox"/>
Route Arlon	<input checked="" type="checkbox"/>
Ecole Munsbach	<input checked="" type="checkbox"/>
Arztbesuch	<input checked="" type="checkbox"/>
Kurzarbeit	<input checked="" type="checkbox"/>
Weiterbildung während KUA	<input checked="" type="checkbox"/>
Homeoffice Covid-19	<input checked="" type="checkbox"/>
Fahrtzeit berechnet	<input checked="" type="checkbox"/>
Fahrtzeit nicht berechnet	<input type="checkbox"/>

Create new entry

Name *

Fahrtzeit berechnet

Beschreibung

Fahrten zum Kunden oder zur Baustelle we

Relevant to the budget

☒ Select if this special working time should be included in the calculation of task budgets.

Bookable by

Subsidiary

Please select

Company

Please select

Corporation

Please select

Country

Please select

Cancel

Save

Cancel

Time bookings

All bookings

Relevant to the budget

Not budget relevant

Filter from

dd.mm.yyyy

to

dd.mm.yyyy

Delete filter

Booking day	Employee	Start	End	Duration	Budget consumption (h)	Type	Comment
Feb 15, 2023	Abraham Hamidd			08:00	08:00	Fahrtzeit berechnet	
Feb 14, 2023	Abraham Hamidd			06:00	06:00	Fahrtzeit nicht berechnet	

"Time bookings" view