

Attendance summary

- Introduction
- Execution

Introduction

Overview

This report used to Employee wise or month wise attendance summary details showing purpose

Business Case

In a manufacturing Industry HR person want to see the total tracking detail for employee attendance .This report is used to track the details.

Execution

Attendance summary

Organization

Business Partner

Valid from

Valid to

☐ Run as Job

View Report Print Format Summary ☐

Report: Attendance summary

HTML Attendance summary Summary

Business Partner	Department	Employee Attendance	leave	Position	Valid from	Valid to	work_days	worked_days	working_days
Vijayakumar.s	Delivery	1000434	0	Business Analyst	01/01/2019	31/01/2019	22	22	23
Vijayakumar.s	Delivery	1000440	0	Business Analyst	01/06/2019	30/06/2019	20	20	20
Vijayakumar.s	Delivery	1000441	0	Business Analyst	01/07/2019	31/07/2019	27	27	23

Criteria

Selection fields

- 1.Organisation :Select the organization from where the report needs to populate and display the data.
- 2.Business partner ; System will display the employee name

3.Valid from :From date

4.Valid to : To date

Output fields

1.Business partner : System will display the business partner name from the attendance summary

2.Department: Employee against department populate the system

3.Employee Attendance : Individual month employee attendance id populate this field

4.leave :System will display the Employee leave details

5.Position : Employee position

6.Valid from ;From date

7.Valid to :To date

8.work_days :Employee work days

9.worked_days:Company worked days

10.working_days :HR calendar based ,Working days