

Carry Forward Leaves

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Introduction

Introduction

Introduction :


Carry Forward leave window is used to check the employees Carry forwarded leaves for the particular year , It is generated by using Generate carry forward leave process.

Tabs

Tabs

Carry Forward

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Data requeried

ClientKonnect Demo

DepartmentQuality

Valid from01/04/2020

LeaveTypeCasual Leave

☒ Active

OrganizationAutomobile Industry

EmployeeGobinath

Valid to31/03/2021

Quantity5

It is a read only document used to check the carry forward leaves.

Document Actions

Validation

Save:

1.System will check the all mandatory fields

Delete:

1.System will delete the Document and its history details

Document action prepare:

1.System will check the period details and master data's checking

Document action complete:

1.Once document action is complete ,all fields are update in read only

Document action void/reverse correct actual:

1.Void- system will reverse all the transaction data's and change the document status to Void

Document action close:

1.system will check whether all the activity for the document is completed and change the Document status to close.

Videos

Form And Process

Generate Carry Forward

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Summary

Generate Carry forward ✕

⬆️📄

Do you want to start the Process?

Employee

Department

Valid from

20/09/2023

📅

Business Partner Group

☐ Run as Job

1

4

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Saved Parameters

💾

🗑️

✔️ OK

❌ Cancel

Process Use :

The Generate carry forward process is used to generate the carry forward leave for the employees.

Parameters :

1. Employee : Used to select the particular employee name for generate carry forward

2. Department : This filter is used to select the department for run the process
3. Business Partner Group : Used to Generate the Carry Forward leave for group wise
4. Valid From : Used to select the from date for generate carry forward