

Time sheet Daily - Report

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Introduction

It is used to see the daily time sheet report of the employee

Execution

Time sheet Daily report

Home (162626) Time Sheet Daily ✕

Do you want to start the Process?

Date From 04/04/2022 08/04/2022

Position

Department

empid

Business Partner

☐ Run as Job

PARAMETERS INPUT FIELDS:

1. Date From and To: It refers to the period that we want to generate the report
2. Position: We can generate the report using position filter
3. Department: we can generate report using Department
4. Empid: We can generate report using Employee Id
5. Business Partner: We can generate report using Employee name

Home (162626) Time Sheet Daily ✕ Report: Time sheet Daily-Te... ✕

Report: Time sheet Daily-Template - Copy Record

HTML Time sheet Daily-Template - Copy Record Summary

Parameter: Date From Between 04/04/2022 - 08/04/2022

Employee ID	Employee Name	Date	Department	Position	Job Type	Shift	Submitted Hours	Approved Hours
1000002	Prasanth	04/04/2022					8	
1000002	Prasanth	05/04/2022					8	
1000002	Prasanth	06/04/2022					8	
1000002	Prasanth	07/04/2022					8	
1000002	Prasanth	08/04/2022					8	

OUTPUT FIELDS:

1. Employee ID: Employee ID will show in this field
2. Employee Name: Name of the employee will showed here
3. Date: It will show the record date
4. Department: It will the Department of employee
5. Position: It will show the position of employee
6. Job type: It will show the job type of employee
7. Shift: It will show the shift of employee based on salary structure
8. Submitted hours: It will shows the submitted hours which spent on a day
9. Approved Hours: It will shows the approved hours from the submitted hours