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, BioStar 2, , punch log, leave, "temporary, schedule"

BioStar 2.4.1

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Temporary Sche	dule		Edit Punch	Log		Edit L	eave
🚽 Sam - 22	222						
- Date Rarge 🔹 D	aily (2017-04-07	~ 2017-04-07)	* *				01
ete	Shift	Time code	In Out	Exceptio	Regular	Overt	ne
2017/04, 07(5ii)	Normal Fix	Normal Pay		Absence	0:00:00	0:00:00	- /
Summary Regula	r Overtim.	. Break Ti.		Meal Tim	Exception	Leave	Total Wor
Daily 0:00:00	0:00:00	0:00:00	0:00:00	0:00:00	1:	0	0:00:00
Overtime Rule	Regular By	Time Rate	Overtime By Time	Rate Wo	rk time in Leave	Non-wa	rk time in Lea.
	0:00:00		0:00:00	0:00:00	2	0:00:00	

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1.	(Time Attendance)	(Schedule)
2.	+ .	
3.		
4.		
5.	가(Add Temporary Sc	hedule) .

2024/09/10 04:54

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loStar 2 🛞 Setting () Abou	e @ Help				
Shift Schedule Report	 Flexibleshift > Airpo o 	rtUser	۲	May 2017	>
2117 schedule	Sun Mo	e()	Thie	Wet.	Thu
🖬 🛅 first chkin last chkout 🖌 🗑	Ehr Omin Flex shift Bhr Omin Flex	ushint and	s Flex shift	Alte Omin Flex shift	the Omin Flex shift
FirstLastCheckOut Ch	Add Temporary Schedule				
Flexibleshift 19			9	10	
	a Dir Oman Fles shift - Dir Oman Fles	alsitt aller Oma	t Flee phill	We Omer Her shift	ille Omin Flex shif
AirportUser (12541234)	I a second				
Maxbreak10 / 1	Elle Dmin Flex shift II Elle Dmin Flex	shift after Dens	16 Flex shift	17 Bhe Omin Flex shift [ike Omin Flex shif
rne B-OL					
3	21	22	23	24	_
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Since					
	(Name)				
	(Shift)	•			
	· -				
		(App	ly to O	ther User(s)	
[Ethan] Temporary Sc	hedule				×
Name	A flexible day for Ethan				
Shift	Flex shift 🔻				
Paris d					
• Period	2017-04-01	~	2017-04	-01	
Apply to Other User(s)	Q				

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1.(Time Attendance)(Report)2.(Period),(Report Type),(User Group),(User)(Update Report)3.4.(Shift)

 ✓ Eth 	an - 111	11						
Date Range	4 Daily (2017-04-01 ~ 20	17-04-01)	- b				0
Date	Shift	Time code	in	Out	Escepti	ion Regula	r Overtin	me
2017/04/0	06:45 fixd	Normal Pay	×.		Absence	0:00:00	0:00:00	/
Summary	Regular	Overtim	Break Ti	. Over Bre	Meal Time	Exception	Leave	Total Wor
Daily	0:00:00	0:00:00	0:00:00	0.00:00	0:00:00	1	0	0:00:00
Overtime	Rule	Regular By Tim	e Rate	Overtime By Time	Rate W	ork time in Leave	Non-wor	k time in Leave
		0:00:00	0	00:00	0:00:0	0	0:00:00	

(Shift)

5.

(**Name)**

6.

8.

7.

(Apply to Other User(s)

[Ethan] Temporary Sci	nedule			×
Name	A flexible day for Ethan			
• Shift	Flex shift 🔻			
Period	2017-04-01	~	2017-04-01	
 Apply to Other User(s) 	Q			
		General		
	АФРЛУ	Cancel		



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 1.
 (Time Attendance)
 (Report)

 2.
 (Period),
 (Report Type),
 (User Group),
 (User)

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 .
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Daily Re	port										
a date :					Lane.			Reception	Regular h	Overline	Tidal Wir-
2017/04/26	Ethan	1111	ADmitt	First CHRIn	8	2017/04/26 08	2017/04/26 22	-	8.02.00	1.00.00	13.00.06
2017/04/27	Ethan	1333	ADmin	First Cristin	22	101	23	Absence	0.00.00	8.00.00	0.00.00
2017/04/28	Ethan	5353	Abren	First CHHim	15		15	Absence	00-881-9	8.00.00	8.96.95
2017/04/29	Ethan	1111	ADmin	First CHORE	82	18	50.	Absence	0.02-00	9.60.00	00,00.0
2017/04/30	Ethan	1111	ADmin	First CHIGH	10	1	10. C	Absence	0.00.00	0.00.00	0.00.00

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4. (**In**) / (**Out**)

Date Range	< Daily (2017-0	04-26 ~ 2017-04-26)	· · · · ·					01
Date	shin	Time code	in .	Out	Enc	eption Reg	ular Overt	ime
2017/04/26(W	First CHKin La	iNormal Pay	2017/04/26	08 2017/04/26 1	n	8.00.00	1.00.00	/
Summary	Regular hours	Overtime ho	Broak Time	Over Break T	Meal Time	Exception	Leave	Total Work .
Daily	8:00:00	1:00:00	0.00.00	0.00.00	1:00:00	0	0	13.00:06
Overtime R	ule N	egular By Time Rate	Ove	rtime By Time Rate		Nock time in Leave	Non-work	time in Leave

5.

				Ad
Punch Time	Punch Type	Device	Device ID	
2017/04/26-08-16-50 2017/04/26-08-16:50	Check In	BioStation A2 93925439	939254397	18
2017/04/26-08:16:63- 2017/04/26-08:16:53	Check Out	BioStation A2 93926439	939254397	14
2017/04/26-22:16:49 2017/04/26 22:16:49	Check Out	BioStation A2 93925439	939254397	14
2017/04/26 22:16:52		BioStation A2 93925439	939254397	1
2017/04/26 22:16:56	(A)	BioStation A2 93925439	939254397	1



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1.	(Time Atte	endance)	(Report) .	
2.	(Period), (Upo	(Report Type), date Report)	(User Group),	(User)
3.	· -			
4.				
0				
5.		(Work Time)		
6.				

		00.001 (05.55 (010) 0.00 (05.65 (010) 0.00 0.02	1-925 (100) O Nacible (1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	konsel (mistoros) Cast ticetter (11300 6-00-0 9-01-0	001 e se autorio s 9 E estarte 6 011 0
1	services of the service service						
E	dit Punch Logs						
20	dit Punch Logs 017/08/02(Tue)						
20	dit Punch Logs 017/05/02(Tue) Punch Time		Punch Type	Device		Davice ID	
20	dit Punch Logs 017/05/02(Tue) Punch Time 2017/05/02 05:30:0		Punch Type Check In	Davice _		Device ID	~

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(Report) 1. (Time Attendance) (Period), 2. (Report Type), (User Group), (**User)** (Update Report) 3. Ď (Time Code) (Leave) 4. (Use Time) 5. • 4 • • 가 (Start Date) (End Date) 6.

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7.

(Apply to Other User(s)

Edit Leave		×
cindy(12345)		
Date	2017-05-02(Tue)	
Leave	leave ×	
Use Time		
Start Date	2017-05-02 End Date 2017-05-02	5
Leave Hours		
Apply to Other User(s)	Q	
Approver Comments		
	Ok, Cancel	

(Use Time)	BioStar 2.4.1	

2

- 1.
 (Time Attendance)
 (Report)

 2.
 (Period),
 (Report Type),
 (User Group),
 (User)

 (Update Report)

 3.
 4.

 Image: Image: Image and the second seco
- 5.

(Shift)

Work Time	🗸 Shift 🛛 🗸 🗸 🗸	ertime 🗸 Exception 🗸 Leave	- Holiday
			< May 2017
Sun	Main	Tue	Wed
	30 17:00:00 (05:30:00 ~ 22:30:00)	1 13:00:00 (05:30:00 ~ 18:30:00)	2 11:00:00 (07:30:00 ~ 18:30)
	8:00:00 (storts 5:30 flexible)	8:00:00 (starts 5:30 flexible)	6 00:00 (starts 5:30 flexible
	8.00.00	8:00:00	8:00:00
	9:00:00	\$:00:00	100:00

6.	(Leave)		(Time Code)	
7.			(Use Tin	ne) .
•		4		
8.	가		(Start Date)	(End Date)
9.				(Apply to Other User(s)

53.50.9477.5	Approve	er comments)	·
Edit Leave			
cindy(12345)			
Date	2017-05-02(Tue)		
Leave	leave	*	
Use Time	2		
Start Date	2017-05-02	End Date	2017-05-02
Leave Hours	^ ^		
	08 00		
	~ ~		
Apply to Other User(s)	Q		
Approver Comments			
		ok Cancel	1

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