



HR-Software ENG

Tolerances

The “Tolerances” fields do not mean the change of employees’ working time, but the number of hours or minutes that are tolerated/not tolerated, these values are to be set in the Shift area:

The screenshot shows the 'Erstellen von Eintrag' (Create Entry) form in the HR software. The form is titled 'Informationen' and contains several fields. The 'Bezeichnung' field is empty. The 'Standard ab' field is set to '0 min'. The 'Toleranz früh - zu spät (min)' field is set to '0 min'. The 'Toleranz abends - zu spät (min)' field is empty. The 'zuständig' field is set to 'Admin Administrator'. The 'Standard bis' field is empty. The 'Toleranz früh - zu früh (min)' field is empty. The 'Toleranz abends - zu früh (min)' field is set to '30 min'. Red arrows point to the 'Standard ab', 'Toleranz früh - zu spät (min)', and 'Toleranz abends - zu früh (min)' fields.

The tolerance “late tomorrow” concerns the lateness of employees. e.g. if it was set to 0, it means that the employee who logs in at 8-03 (in the case of the shift 8 - 16) will be credited - 3 minutes of working time, because the lateness will not be tolerated.

The tolerance “tomorrow too early” regulates “coming too early”. If this is set at 15 min, the employee logging in at 7-48 (in case of shift 8-16) will not get 12 min of the overtime. The same logic applies to logging out in the evening.

These modules are used only at the beginning of HR software usage, to customize the software and when there are changes in the company.

